



# CITY COUNCIL MEETING

COUNCIL CHAMBERS, 33 SOUTH MAIN STREET, COLFAX, CA



MAYOR KIM DOUGLASS • MAYOR PRO-TEM TOM PARNHAM  
COUNCILMEMBERS • KEN DELFINO • STEVE HARVEY • TONY HESCH

## REGULAR MEETING AGENDA

April 22, 2015

Regular Session begins at 7:00 PM

### 1) CONVENE OPEN SESSION

- 1A. **Pledge of Allegiance**
- 1B. **Roll Call**
- 1C. **Approval of Agenda Order**

This is the time for changes to the agenda to be considered including removal, postponement, or change to the agenda sequence.  
**RECOMMENDED ACTION:** By motion, accept the agenda as presented or amended.
- 1D. **ANNOUNCEMENT – BIG DAY OF GIVING, MAY 5, 2015**

### 2) CONSENT CALENDAR

#### **RECOMMENDED ACTION: Approve Consent Calendar**

All matters listed under the Consent Agenda are considered routine in nature and will be approved by one blanket motion with a roll call vote. There will be no separate discussion of these items unless persons request specific items to be removed from the Consent Agenda for discussion and separate action. Any items removed will be considered after the motion to approve the Consent Agenda. If you wish to have an item pulled from the Consent Agenda for discussion, please notify the City staff.

- 2A. **Minutes City Council Meeting of April 8, 2015**  
**Recommendation:** Approve the Minutes of the Regular Meeting of April 8, 2015.
- 2B. **Cash Summary Report March, 2015**  
**Recommendation:** Receive and File.
- 2C. **Audit/Risk Assessment Committee Update**  
**Recommendation:** Receive and File
- 2D. **Department of General Services Surplus Property Program**  
**Recommendation:** Adopt Resolution 12-2015 authorizing Colfax designated employees to purchase surplus property from the surplus property agency where appropriate.
- 2E. **Schedule of Activities for Collecting Delinquent Sewer and Garbage Charges on Annual Tax Rolls**  
**Recommendation:** For information only

### 3) COUNCIL, STAFF AND OTHER REPORTS

The purpose of these reports is to provide information to the Council and public on projects, programs, and issues discussed at committee meetings and other items of Colfax related information. No decisions will be made on these issues. If a member of the Council prefers formal action be taken on any committee reports or other information, the issue will be placed on a future Council meeting agenda.

- 3A. **Committee Reports and Colfax Informational Items - All Councilmembers**
- 3B. **City Operations Update – City staff**
- 3C. **Additional Reports – Agency partners**

### 4) PUBLIC COMMENT

Members of the audience are permitted to address the Council on matters of concern to the public within the subject jurisdiction of the City Council that are not listed on this agenda. Please make your comments as brief as possible. Comments should not exceed three (3) minutes in length. The Council cannot act on items not included on this agenda; however, if action is required it will be referred to staff.



## 5) PUBLIC HEARING

**NOTICE TO THE PUBLIC:** City Council or Planning Commission will take the following actions when considering a matter scheduled for hearing:

1. Open the public hearing
2. Presentation by staff
3. Council comments and questions
4. Presentation, when applicable, by applicant or appellant
5. Accept public testimony
6. Council comments and questions
7. When applicable, applicant or appellant rebuttal period
8. Close public hearing. (No public comment is taken after the hearing is closed.)
9. City Council action

Public hearings that are continued will be announced. The continued public hearing will be listed on a subsequent Council Meeting Agenda and posting of that agenda will serve as notice.

*The City Council encourages the participation of the public. To ensure the expression of all points of view, and to maintain the efficient conduct of the City's business, members of the public who wish to address the Council shall do so in an orderly manner. The audience is asked to refrain from positive or negative actions such as yelling, clapping or jeering that may intimidate other members of the public from speaking. Members of the public wishing to speak may request recognition from the presiding officer by raising his or her hand, and stepping to the podium when requested to do so.*

**Recess Meeting as City Council and Convene as Planning Commission-** The council will convene as the Planning Commission for the purpose of considering approval and making a recommendation on Agenda Item 5A

**5A. Design Review Permit No. DRP-SP-01-2014 for Dollar General, a Retail Establishment; and Consideration of Mitigated Negative Declaration for the Project**

**STAFF PRESENTATION:** Mark Miller, City Manager and Jessica Hankins, Environmental Planner

**RECOMMENDED ACTION:** *PLANNING COMMISSION* - Adopt Resolution No. 13-2015: Approving Design Review Permit No. DRP-SP-01-2014 for Dollar General, and recommending that the City Council Certify and Adopt the Mitigated Negative Declaration for the Project.

**Reconvene as City Council-** The council will re-convene as the City Council for the remainder of the meeting.

**5B. Consideration of Mitigated Negative Declaration for Dollar General Project No. DRP-SP-01-2014 at 951 S. Auburn Street**

**STAFF PRESENTATION:** Mark Miller, City Manager and Jessica Hankins, Environmental Planner

**RECOMMENDED ACTION:** Adopt Resolution No. 14-2015: Certifying And Adopting The Negative Declaration for Design Review Permit No. DRP-SP-01-14 Dollar General Project

## 6) COUNCIL BUSINESS

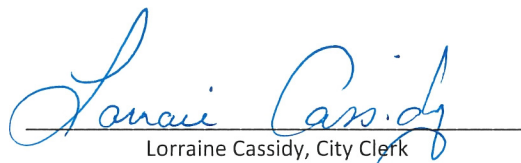
**6A. Placer County Sheriff Contract Upcoming Renewal Information**

**STAFF PRESENTATION:** Mark Miller, City Manager

**RECOMMENDATIONS:** Discuss and Direct Staff as Appropriate

## 7) ADJOURNMENT

IN WITNESS THEREOF, I have hereunto set my hand and posted this agenda  
at Colfax City Hall and Colfax Post Office.

  
Lorraine Cassidy, City Clerk

Administrative Remedies must be exhausted prior to action being initiated in a court of law. If you challenge City Council action in court, you may be limited to raising only those issues you or someone else raised at a public hearing described in this notice/agenda, or in written correspondence delivered to the City Clerk of the City of Colfax at, or prior to, said public hearing.



# BIG DAY OF GIVING → MAY 5

24 HOURS TO GIVE WHERE YOUR HEART IS  
— bigdayofgiving.org —

From midnight to midnight on May 5th, go to **bigdayofgiving.org** and give to the nonprofits that lift up lives and make this the place we call home.

Your gift on May 5th will get a boost from our Incentive Pool and help nonprofits win additional dollars, thanks to:



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...and many other generous donors.

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SACRAMENTO REGION  
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City of Colfax  
 City Council Minutes  
 Regular Meeting of Wednesday, April 8, 2015  
 City Hall Council Chambers  
 33 S. Main Street, Colfax CA

## **1 CALL REGULAR MEETING TO ORDER**

The Regular Council meeting was called to order at 7:02 PM by Mayor Douglass.

1A. **The Pledge of Allegiance** was led by Jim Fletter, Colfax Project Engineer.

1B. **Roll Call:**

Councilmembers present: Delfino, Douglass, Harvey, Hesch, and Parnham

1C. **Approval of Agenda:**

City Manager Miller requested that Council consider Item 2E separately from the Consent Agenda and postpone Item 6D for a future meeting due to contractual negotiations. He also mentioned that the video server was not working.

On a motion by Councilmember Harvey, seconded by Councilmember Delfino, the City Council approved the agenda as amended.

AYES: Delfino, Douglass, Harvey, Hesch, and Parnham

NOES: None

## **2 CONSENT CALENDAR**

2A. **Minutes of City Council Meeting of March 11, 2015**

**Recommendation:** Approve the Minutes of the Regular Meeting of March 11, 2015.

2B. **Cash Summary Report February 2015**

**Recommendation:** Receive and File.

2C. **Master Agreement for Caltrans State-Funded Transportation Projects**

**Recommendation:** Adopt Resolution No. 6-2015 Authorizing the execution of a Master Agreement administering an Agency-State Agreement for State-Funded Projects, Agreement No. 00452S, and Authorizing the City Manager to execute the Agreement and all related documents to the Agreement, on the City's behalf.

2D. **Mosquito and Vector Control Awareness Week**

**Recommendation:** Adopt Resolution No. 7-2015: Recognizing West Nile Virus and Mosquito and Vector Control Awareness Week 2015.

On a motion by Mayor Pro Tem Parnham, seconded by Councilmember Delfino, the City Council approved items 2A, 2B, 2C, and 2D of the Consent Calendar. Item 2E was pulled for discussion.

AYES: Delfino, Douglass, Harvey, Hesch, and Parnham

NOES: None

2E. **Award Construction Contract for the Grass Valley Street Utility Undergrounding, Project No. 14-01**

**Recommendation:** 1) Adopt Resolution No. 8-2015 Authorizing the City Manager to execute a Construction Contract with Hudson Excavation, Inc. in the amount of \$189,473.00 and approve Construction Budget of \$201,026 as a contingency; 2) Authorize the City Manager to enter into reimbursement Agreements with PG&E, Verizon and Wave Communication.



City Manager Miller reported that staff had learned earlier in the day that PG&E's original estimate was \$70,000 low. The City has several options to cover the unbudgeted amount. The City could postpone the project and not coordinate with the road construction planned for the railroad crossing project. Council could opt to only do part of the undergrounding project but reimbursement would be postponed until the after the project is complete. The City could borrow PG&E Rule 20 funds from a neighboring agency; however, this would most likely require time that would put the construction schedule behind. Or the City could demand a Forced Relocation of the Utilities. Staff feels that a Forced Relocation demand would be the best option for the City. City Manager Miller gave Council copies of a spreadsheet approved by Finance Director Van Groningen explaining how a Forced Relocation demand could work in this situation. Staff has analyzed the budget and advises that the City could carry up to \$174,000 for a limited time until PG&E can release the funds. Staff recommends that Council approve the project contingent upon the agreements with the utility companies.

Project Engineer Fletter explained that the City had a good bid process for the Underground Utility project and Hudson Excavating was the low bidder. The discrepancy with PG&E's estimate resulted from their inability to give a real estimate before the completion of bidding. The City can require that PG&E move their utilities with a "demand" letter and trigger the release of funds which will compensate for the \$70,000 shortfall. This process will not give the funding to the City upfront but the City will be reimbursed relatively quickly.

Council discussed the funding process, mentioning that relatively few dollars are at risk and that it is much better to get the project done before repaving the road. There was no public comment on this item.

On a motion by Councilmember Hesch, seconded by Councilmember Delfino, the City Council adopted Resolution No. 8-2015 Authorizing the City Manager to execute a Construction Contract with Hudson Excavation, Inc. in the amount of \$189,473.00 contingent agreements with the utility companies

AYES: Delfino, Douglass, Harvey, Hesch, and Parnham

NOES: None

### **3 COUNCIL, STAFF AND OTHER REPORTS**

#### **3A. Committee Reports and Colfax Informational Items – All Councilmembers**

Councilmember Hesch

- Plans to attend the Air Quality Control Board meeting tomorrow.
- Attended the SACOG meeting last week.
- Will attend the PCTPA meeting later this week.
- Continues to work on the upcoming Railroad Days event scheduled for September 12 & 13, 2015. Encouraged all to participate and help with making the event a success.

Councilmember Delfino

- Attended the March 12 planning meeting of the local First Responders. He suggested that the City install a Siren System for evacuations in event of a local catastrophe. This would entail much planning and training of the public but would be worth the effort in the future.
- The WACMAC meeting was convened but adjourned for lack of a quorum.
- Referred to an email he had sent to Council regarding California Water Storage Investment Program and handed out an agenda to Council.
- Reported about a meeting he attended with the California Air Resources Board regarding new rules which he stated were not properly noticed. The rules require extra filters in trucks and

buses which can heat up tremendously and cause fires. These rules directly affected several local business owners including Penny Todd. Requested that the City look into this regulation as a safety hazard.

- At the request of Mayor Douglass, Councilmember Delfino explained the Kiwanis program which encourages middle school students to maintain good grades. As part of the reward, the students are given a certificate from the Mayor at a luncheon provided for them.
- Asked if Land Use Attorney Barnes will be retained for future Land Use issues and stated this would be his preference.

#### Councilmember Harvey

- Spoke about the Governor's new water restrictions. Potable water cannot be used on construction sites. He suggested that the City look into the feasibility of selling treated water to construction companies. City Manager Miller stated that this is a great idea and he will be attending a Water Grant Funding Workshop which could lead to funds for appropriate infrastructure to develop this revenue stream. Councilmember Harvey mentioned that the City should check the EIR requirements for water release into the watershed. City Attorney Cabral will review to determine the requirements. Councilmember Hesch reminded Staff to also look into using grey water for irrigation. City Manager Miller stated that this is expensive but that grants may be available.

#### Mayor Pro Tem Parnham

- Attended the Mosquito Abatement Board meeting with nothing to report concerning Colfax.
- Will attend a Mosquito Abatement planning session next week.
- Attended a seminar in Grass Valley regarding research with algae and water treatment. Some very interesting topics were covered.
- Met with City Manager Miller and Placer County personnel at a decommissioned wastewater treatment plant to look into the feasibility of obtaining some hand-me-down equipment for the City's Wastewater Treatment Plant.

#### Mayor Douglass

- Attended the Economic Board Summit Breakfast meeting with nothing to report directly affecting Colfax.
- Attended the Project Go meeting.
- Met with the Mayor of Hilo, Hawaii while on vacation who jokingly suggested California build a pipeline from Oregon to get us through the drought.

### 3B. City Operations Updates – City Staff

#### City Manager Miller

- Met the new station commander of the Gold Run CHP office, David Jenkins. Captain Jenkins plans to attend a Council meeting when he is able.
- Caltrans has gone out for bids for the STAA Route. Caltrans apparently will award the contract to Baldwin and construction will begin soon. The state is investing over a million dollars in Colfax infrastructure, which we appreciate.
- Due to the Code Enforcement letters sent out last month, the owners of the old Dingus McGees building have decided to demolish the building. They have requested a preservation of their sewer charges without impact fees if they build within 3-5 years. Staff will bring an agreement back for Council's approval.
- Staff has spoken with several residents and merchants regarding improving the look of historic downtown by restoring the upper facades of the buildings and all have been supportive.

- Owners of the Colfax Hotel have apparently committed to begin working on the 35 items of improvements that the City has required.

### 3C. **Additional Reports – Agency Partners**

Frank Klein, President of the Colfax Chamber of Commerce

- Will meet tomorrow with City Staff and Safety Personnel for a planning session regarding the 3<sup>rd</sup> of July event.
- The next Chamber Mixer will be hosted by Lori Osborne of Damsels in Defense at the Chamber Office on April 14<sup>th</sup> at 5:30 PM.
- On May 5<sup>th</sup> the Chamber will participate in a ribbon cutting for Dr. Sheena Boyds.

## 4 **PUBLIC COMMENT**

Daniel Crenshaw:

- Asked Council what progress is being made towards implementing a Quiet Zone in Colfax. Mayor Douglass and City Manager Miller explained that the Quiet Zone is contingent upon the completion of the Railroad Crossing project.

Foxy McCleary:

- On behalf of the Lioness Club, asked how the signs pointing to the SVCC are coming. City Manager Miller stated that the signs have been designed. Staff will install as soon as time allows.

Melba Delfino – 999 Pine St

- Announced the May 9 Kiwanis Club Car Show will include breakfast served at 8:00 AM. They are looking forward to seeing the billboard advertising scheduled to support the event. Invited all to join them.

## 5 **PUBLIC HEARING**

### 5A. **44 Gearhart Lane Abatement**

**STAFF PRESENTATION:** Mick Cabral, City Attorney

**RECOMMENDATION:** Adopt Resolution 9-2015 Confirming as Submitted the Report of Costs of Abatement for the Real Property Located at 44 Gearhart Lane, Colfax, California, Placer County Assessor's Parcel Number 006-022-002-000, Authorizing the Abatement Costs to be Levied as a Special Assessment against said Property, and Authorizing Recordation of a Special Assessment Lien.

Mayor Douglass opened the Public Hearing to confirm the Report of Abatement Costs for 44 Gearhart Lane at 7:55 PM.

City Attorney Cabral stated that this is the next step in the process of abating the nuisance at 44 Gearhart Lane. Council must approve the itemized costs for the abatement process, and authorize the recording of a lien against the property in the amount of \$20,350.57. There were no comments by either the Council or the Public.

On a motion by Councilmember Delfino, seconded by Councilmember Hesch, the City Council adopted Resolution 9-2015 confirming as submitted the Report of Costs of Abatement for the 44 Gearhart Lane and authorized the abatement costs to be Levied as a Special Assessment against the property and Recorded as a Special Assessment Lien.

AYES: Delfino, Douglass, Harvey, Hesch, and Parnham

NOES: None

Mayor Douglas closed the Public Hearing at 7:57 PM.

## **6 COUNCIL BUSINESS**

### **6A. Review of Façade Mural at 38 N Main Street Above Café Luna Restaurant**

**STAFF PRESENTATION:** Mark Miller, City Manager

**RECOMMENDATION:** Adopt Resolution 10-2015 approving the proposed Façade Mural at 38 N Main Street above Care Luna Restaurant.

City Manager Miller stated that the mural façades above the businesses on N. Main Street are some of the most underutilized assets in Colfax. Café Luna has recently moved to a new location on Main Street and has already placed a sign approved by the Community Services Director. Staff is coming to Council for approval of a façade mural because of its significant potential to improve the City's business climate. This represents the initiative of a private business owner, Lauren Miller-Neumann, to improve the look of Colfax. Mrs. Miller-Neumann, in conjunction with Foxey McCleary, has submitted original artwork for your approval. Staff is heartened by this application as it is in line with what our economic development specialists are advising. A public meeting will be scheduled soon with the economic development specialist and the façade murals will undoubtedly be a topic.

Council thanked Mrs. Miller-Neumann for her efforts.

Kristi Parnham of W Oak Street stated that the Mural will be quite pretty.

On a motion by Councilmember Delfino, seconded by Councilmember Hesch, the City Council adopted Resolution 10-2015 approving the proposed Façade Mural at 38 N Main Street above Café Luna Restaurant.

AYES: Delfino, Douglass, Harvey, Hesch, and Parnham

NOES: None

### **6B. Update on General Plan Traffic Requirements**

**STAFF PRESENTATION:** Mark Miller, City Manager

**RECOMMENDATION:** Receive the Staff Report on General Plan Traffic Requirements, Discuss and Direct Staff as Appropriate

City Manager Miller explained the evaluation report covering the Traffic Requirements in the General Plan from Consultant Tom Parilo. The General Plan is quite comprehensive and encourages development. Mr. Parilo's report confirms the viability of the General Plan and only recommends updating the Capital Improvement Program (CIP), Mitigation Fees, and the Zoning Code.

Council discussed the issue, touching on the option of adopting state standards and recommended choosing the simplest, most economical approach to updating the plan while still minimizing the City's exposure to litigation. At the advice of City Attorney Cabral, Council determined that the General Plan allows for appropriate flexibility for development and recommended updating the CIP, Mitigation Fees and Zoning Code as recommended by the Consultant.

Melba Delfino, 999 Pine Street, expressed concerns about traffic requirements. She stated that although the General Plan would allow for a round-about to be installed at the Freeway Off-ramp, it would not be safe because trucks leaving the highway at high speeds might easily tip over. She also asked how the Dollar General application is progressing and what the traffic impacts will be.

City Manager Miller responded that the environmental assessment for Dollar General was positive; it has been posted, noticed and the City has received a few comments. The expected traffic impact was deemed to be less than significant because trips to a Dollar General are not a large number and normally are ancillary to other existing trips.

**6C. Approval of Lift Station #2 Pump Upgrade****STAFF PRESENTATION:** Mark Miller, City Manager**RECOMMENDATION:** Adopt Resolution 11-2015 Authorizing the City Manager to purchase two new Lift Station Pumps in the amount of \$17,112.96 and have them completely installed for an amount not to exceed \$6,500.

City Manager Miller explained that the current pumps at Lift Station 2 have been a source of extreme frustration because they breakdown frequently and are expensive to repair. All attempts to keep the pumps running have essentially just been Band-Aids on the problem. Engineering and maintenance staff have determined that the most cost effective solution is to replace the pumps. With approval of this resolution, staff will replace 2 of the 4 pumps and come back to request replacing the remaining 2 pumps when funds are available.

Council discussion included questions regarding the viability of the company providing the pumps and the ability to standardize the pumps that Colfax uses. There was no public comment.

On a motion by Councilmember Harvey, seconded by Mayor Pro Tem Parnham, the City Council adopted Resolution 11-2015 authorizing the City Manager to purchase two new Lift Station Pumps in the amount of \$17,112.96 and have them completely installed for an amount not to exceed \$6,500.

AYES: Delfino, Douglass, Harvey, Hesch, and Parnham

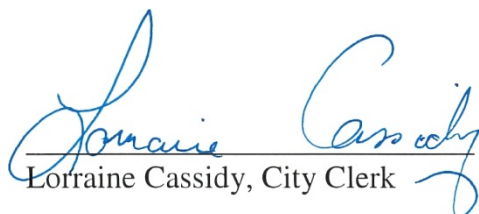
NOES: None

**6D. Consultant Services Agreement with TLA Engineering & Planning (TLA) for the North Main Bike Route Improvement Project****STAFF PRESENTATION:** Mark Miller, City Manager**RECOMMENDATION:** Adopt Resolution 12-2015 Authorizing the City Manager to execute a Consultant Services Agreement in the amount of \$12,900 with TLA Engineering, Inc and Planning for the North Main Bike Route Improvement Project.***STAFF PULLED THIS ITEM FROM THE AGENDA – For a Possible Future Meeting*****6E. Appoint Representative and Alternate to Placer Sierra Fire Safe Council (PSFSC)****STAFF PRESENTATION:** Mark Miller, City Manager**RECOMMENDATION:** Appoint Mayor Pro Tem Parnham and select alternate for the PSFSC.

City Manager Miller stated that currently the Fire Chief is representing the City at the Fire Safe Council, but he is not able to be a full voting member as a County employee. Councilmember Delfino offered to represent the City on the Fire Safe Council with Mayor Pro Tem Parnham as the alternate.

Mayor Douglass adjourned the meeting at 8:37 PM

Respectfully submitted to City Council this 8<sup>th</sup> day of April, 2015

  
Lorraine Cassidy, City Clerk





# STAFF REPORT TO THE COLFAX CITY COUNCIL

## FOR THE APRIL 22, 2015 COUNCIL MEETING

**FROM:** Mark Miller, City Manager  
**PREPARED BY:** Laurie Van Groningen, Finance Director  
**DATE:** April 3, 2015  
**SUBJECT:** City of Colfax Cash Summary Report: March, 2015

<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>	FUNDED	<input type="checkbox"/>	UN-FUNDED	AMOUNT:	FROM FUND:
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**RECOMMENDED ACTION:** Accept and File City of Colfax Cash Summary Report: March 2015.

### **SUMMARY:**

Staff recommends that the Council accepts and files the Colfax Cash Summary Report: for March 2015.

### **BACKGROUND AND ANALYSIS:**

These monthly financial reports include General Fund Unassigned Cash Analysis Graphs and the City of Colfax Cash Summary Report (with supporting documentation). The reports are prepared monthly on a cash basis and reconciled to the General Ledger accounting system, previous reports and bank statements. Detailed budget comparisons are provided as a mid-year report and also as part of the proposed budget process each year.

The purpose of the reports is to provide status of funds and transparency for council and the public of the financial transactions of the City.

### **CONCLUSION:**

The attached reports reflect an overview of the financial transactions of the City of Colfax in March 2015.

Monthly highlights include:

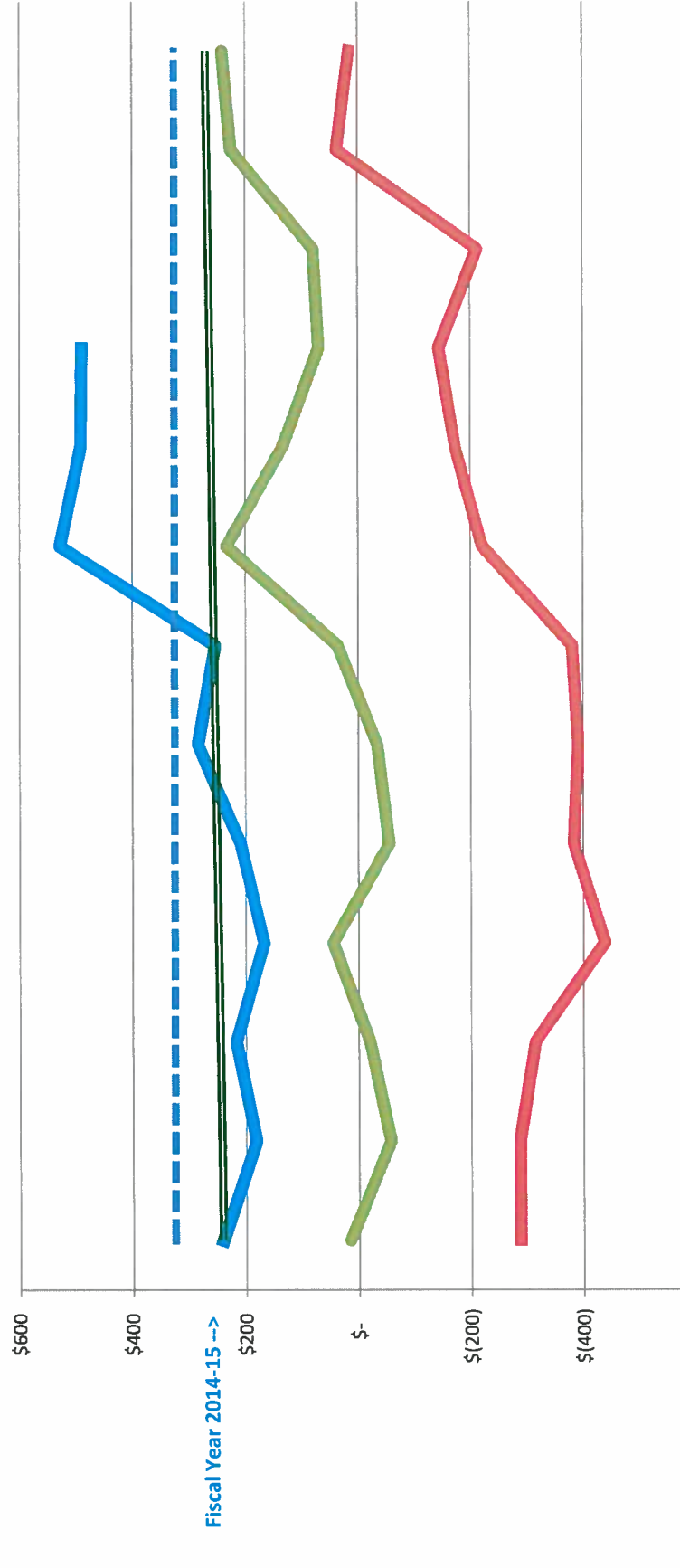
- General Fund Reserved Cash net change was only \$2,000 for the month. The activity of this fund is tracking consistently with previous years. One notable difference is that the Sheriff quarterly contractual payment (due April 1) was made in March last fiscal year – but not processed until April this year.

### **ATTACHMENTS:**

1. General Fund Reserved Cash Analysis Graphs
  - a. Cash Analysis – Balance
  - b. Expenses by Month
  - c. Revenues by Month
2. Cash Activity Reports – March 2015
  - a. Cash Summary
  - b. Cash Transaction Report – by individual fund
  - c. Check Register Report
  - d. Daily Cash Summary Report

## City of Colfax - February 2015 General Fund Reserved Cash Analysis

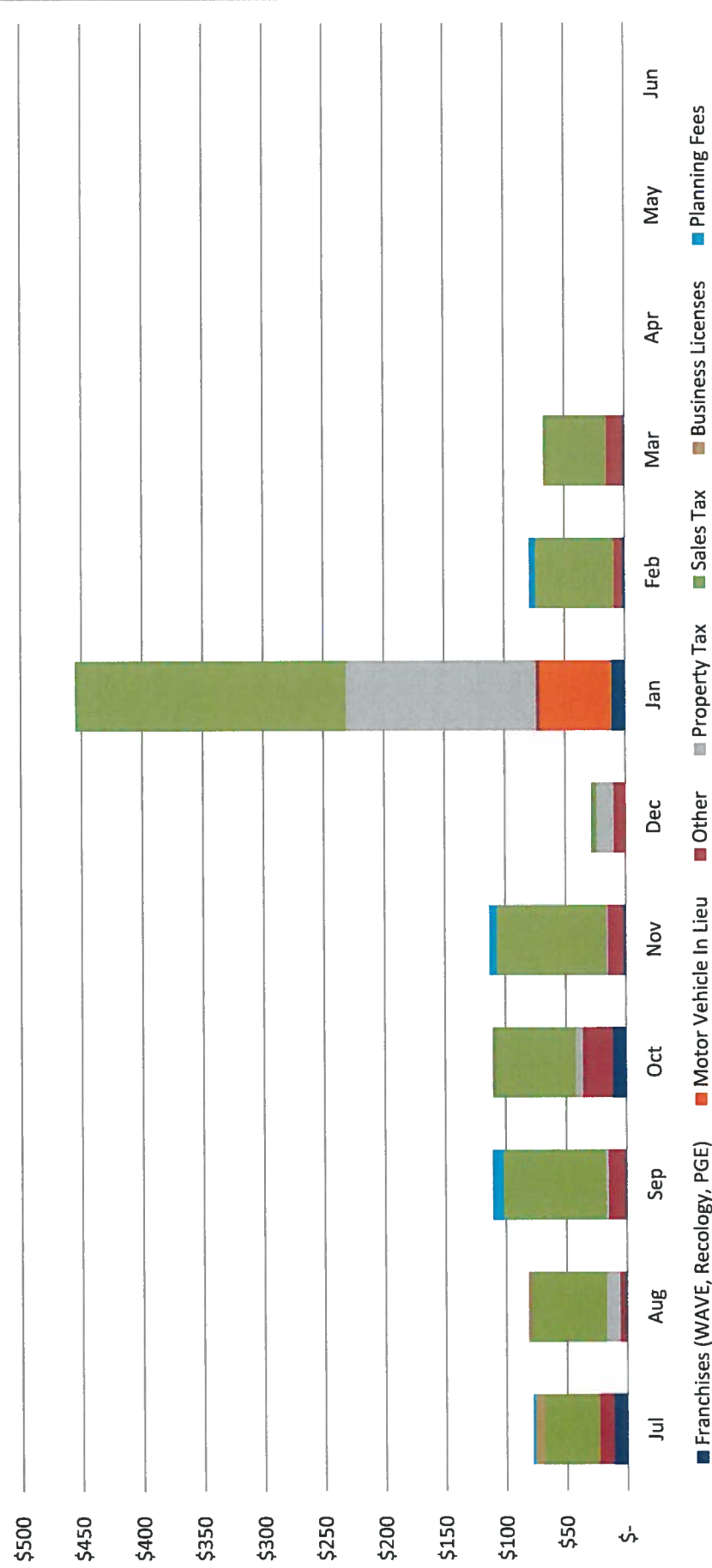
(Dollars in Thousands)



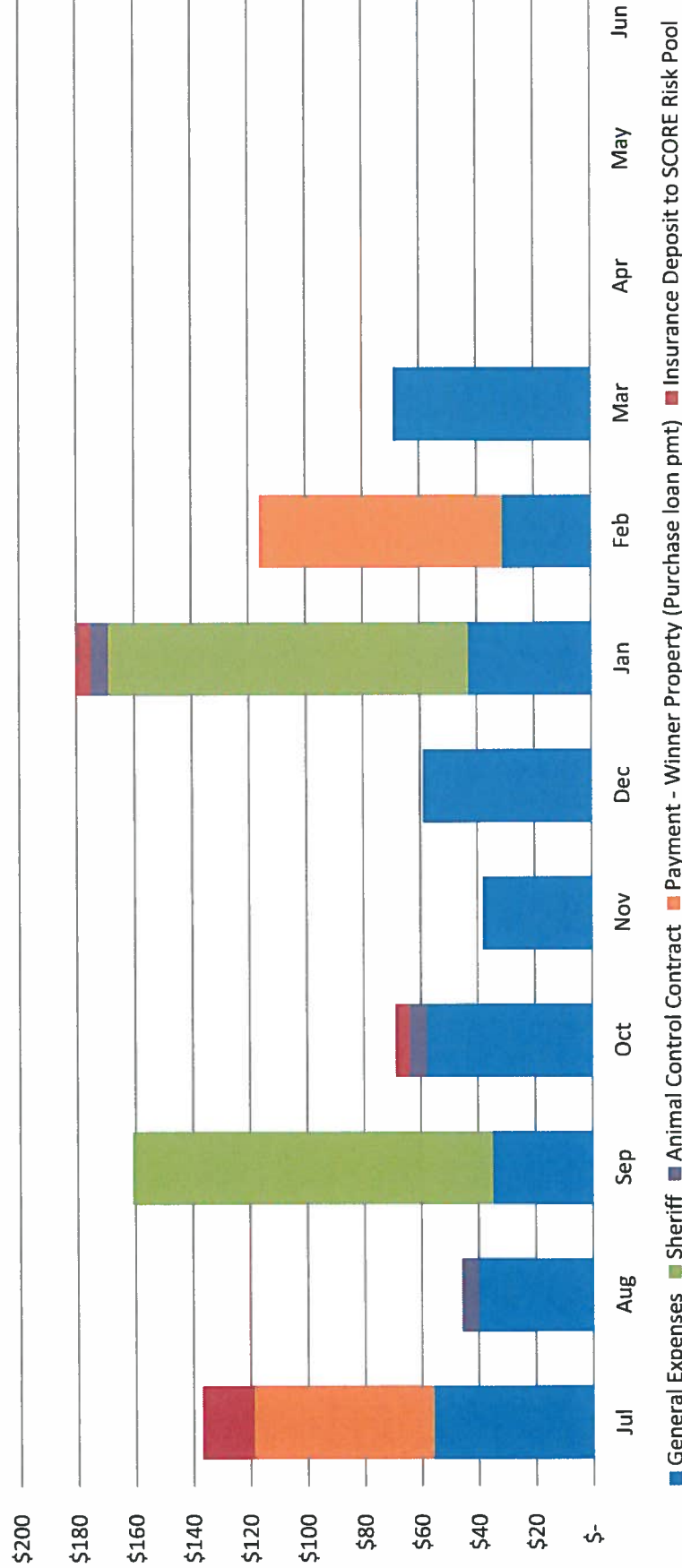
	Prev Yr	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Cash Balance FY2014-15	\$240	\$181	\$217	\$167	\$209	\$284	\$253	\$528	\$491	\$489			
Cash Balance FY2013-14	\$15	\$(57)	\$(20)	\$45	\$(55)	\$(34)	\$36	\$233	\$134	\$69	\$79	\$225	240
Cash Balance FY2012-13	\$(287)	\$(286)	\$(314)	\$(438)	\$(383)	\$(391)	\$(380)	\$(221)	\$(173)	\$(144)	\$(212)	\$37	15
*Reserves Target 25%	\$325	\$325	\$325	\$325	\$325	\$325	\$325	\$325	\$325	\$325	\$325	\$325	325
Budget FY2015	\$240	\$243	\$245	\$248	\$250	\$253	\$255	\$258	\$260	\$263	\$265	\$268	270

\*City Administrative policy stipulates General Fund Reserve of 25% (3 months) of annual General Fund Revenues.

### City of Colfax - March 2015 General Fund Reserved Cash - Revenues by Month (Dollars in Thousands)



### City of Colfax - March 2015 General Fund Reserved Cash - Expenses by Month (Dollars in Thousands)







## City of Colfax

## Cash Transactions Report - March 2014

	Beginning Balance	Debit Revenues	Credit (Expenditures)	Ending Balance
<b>Fund Type: 1.11 - General Fund - Unassigned</b>				
Fund: 100 - General Fund	\$ 742,882.98	\$ 66,828.13	\$ (58,579.19)	\$ 751,131.92
Fund: 120 - Land Development Fees	\$ 29,248.77	\$ -	\$ (10,238.50)	\$ 19,010.27
Fund: 570 - Garbage Fund	\$ (281,306.92)	\$ -	\$ -	\$ (281,306.92)
<b>Fund Type: 1.11 - General Fund - Unassigned</b>	<b>\$ 490,824.83</b>	<b>\$ 66,828.13</b>	<b>\$ (68,817.69)</b>	<b>\$ 488,835.27</b>
<b>Fund Type: 1.14 - General Fund - Restricted</b>				
Fund: 571 - AB939 Landfill Diversion	\$ 30,767.26	\$ -	\$ -	\$ 30,767.26
Fund: 572 - Landfill Post Closure Maintenance	\$ 760,500.01	\$ -	\$ (3,845.00)	\$ 756,655.01
<b>Fund Type: 1.14 - General Fund - Restricted</b>	<b>\$ 791,267.27</b>	<b>\$ -</b>	<b>\$ (3,845.00)</b>	<b>\$ 787,422.27</b>
<b>Fund Type: 1.24 - Special Rev Funds - Restricted</b>				
Fund: 210 - Mitigation Fees - Roads	\$ 3,888.63	\$ -	\$ -	\$ 3,888.63
Fund: 211 - Mitigation Fees - Drainage	\$ 2,985.97	\$ -	\$ -	\$ 2,985.97
Fund: 212 - Mitigation Fees - Trails	\$ 41,436.80	\$ -	\$ -	\$ 41,436.80
Fund: 213 - Mitigation Fees - Parks/Rec	\$ 91,874.97	\$ -	\$ -	\$ 91,874.97
Fund: 214 - Mitigation Fees - City Bldgs	\$ 445.99	\$ -	\$ -	\$ 445.99
Fund: 215 - Mitigation Fees - Vehicles	\$ 231.04	\$ -	\$ -	\$ 231.04
Fund: 217 - Mitigation Fees - DT Parking	\$ 26,074.47	\$ -	\$ -	\$ 26,074.47
Fund: 218 - Support Law Enforcement	\$ (1,914.11)	\$ 10,553.19	\$ -	\$ 8,639.08
Fund: 241 - CDBG Housing Rehabilitation	\$ 94,335.06	\$ -	\$ -	\$ 94,335.06
Fund: 244 - CDBG MicroEnterprise Lending	\$ 117,994.88	\$ 661.33	\$ (61.33)	\$ 118,594.88
Fund: 250 - Streets - Roads/Transportation	\$ (32,945.99)	\$ 90.00	\$ (9,997.76)	\$ (42,853.75)
Fund: 253 - Gas Taxes	\$ 62,117.21	\$ 4,962.30	\$ (1,453.85)	\$ 65,625.66
Fund: 270 - Beverage Container Recycling	\$ 33,012.43	\$ -	\$ -	\$ 33,012.43
Fund: 280 - Oil Recycling	\$ 510.32	\$ -	\$ (330.40)	\$ 179.92
Fund: 286 - Community Projects	\$ 5,239.65	\$ -	\$ -	\$ 5,239.65
Fund: 292 - Fire Department Capital Funds	\$ 61,110.89	\$ -	\$ -	\$ 61,110.89
<b>Fund Type: 1.24 - Special Rev Funds - Restrict</b>	<b>\$ 506,398.21</b>	<b>\$ 16,266.82</b>	<b>\$ (11,843.34)</b>	<b>\$ 510,821.69</b>
<b>Fund Type: 1.34 - Capital Projects - Restricted</b>				
Fund: 350 - Street Improvement Projects	\$ 43,119.69	\$ -	\$ (16,614.78)	\$ 26,504.91
Fund: 360 - Rule 20A Undergrounding	\$ (8,727.58)	\$ -	\$ (4,105.86)	\$ (12,833.44)
Fund: 370 - North Main Street Bike Route	\$ -	\$ -	\$ (325.00)	\$ (325.00)
<b>Fund Type: 1.34 - Capital Projects - Restricted</b>	<b>\$ 34,392.11</b>	<b>\$ -</b>	<b>\$ (21,045.64)</b>	<b>\$ 13,346.47</b>
<b>Fund Type: 2.11 - Enterprise Funds - Unassigned</b>				
Fund: 560 - Sewer	\$ 312,092.57	\$ 83,662.22	\$ (135,207.91)	\$ 260,546.88
Fund: 561 - Sewer Liftstations	\$ 349,270.10	\$ 15,385.33	\$ (11,419.13)	\$ 353,236.30
Fund: 563 - Wastewater Treatment Plant	\$ 284,492.74	\$ 36,236.09	\$ -	\$ 320,728.83
Fund: 565 - General Obligation Bond 1978	\$ 24,382.29	\$ -	\$ -	\$ 24,382.29
Fund: 567 - Inflow & Infiltration	\$ 195,106.40	\$ 1,592.20	\$ -	\$ 196,698.60
<b>Fund Type: 2.11 - Enterprise Funds - Unassigni</b>	<b>\$ 1,165,344.10</b>	<b>\$ 136,875.84</b>	<b>\$ (146,627.04)</b>	<b>\$ 1,155,592.90</b>
<b>Fund Type: 9.0 - CLEARING ACCOUNT</b>				
Fund: 998 - PAYROLL CLEARING FUND	\$ -	\$ -	\$ -	\$ -
<b>Fund Type: 9.0 - CLEARING ACCOUNT</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Grand Totals:</b>	<b>\$ 2,988,226.52</b>	<b>\$ 219,970.79</b>	<b>\$ (252,178.71)</b>	<b>\$ 2,956,018.60</b>

Check Register Report

ITEM 2B

Checks Processed March 2015

Date: 7/06/2015

Time: 9:13 am

Page: 1

CITY OF COLFAX

BANK: US BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
<b>US BANK Checks</b>							
50634	03/05/2015	Reconciled		02829	BLUE RIBBON PERSONNEL SERVICES	Temparary Staffing	460.08
50635	03/05/2015	Reconciled		04400	DIAMOND WELL DRILLING CO.	WWTP Monitoring Jan 2015	2,243.00
50636	03/05/2015	Reconciled		04592	DWAYNE ARMSTRONG COMMUNICATION	lternet WWTP March 2015	99.95
50637	03/05/2015	Reconciled		05120	EDWARDS HEATING & COOLING	HVAC Service	69.00
50638	03/05/2015	Reconciled		06420	FISHER'S WASTEWATER SERVICES	WWTP Operations	18,821.34
50639	03/05/2015	Reconciled		08086	HBE RENTALS	Boom Lift, Harness, Gas WWTP	409.00
50640	03/05/2015	Reconciled		08159	HILL BROTHERS CHEMICAL CO.	Chemicals	6,688.65
50641	03/05/2015	Reconciled		09455	INLAND BUSINESS SYSTEMS	Copy Machine 1/27/15-2/27/15	155.16
50642	03/05/2015	Reconciled		06011	PELLETREAU, ALDERSON & CABRAL	Febrauary 2015	4,957.62
50643	03/05/2015	Reconciled		16300	PLACER COUNTY WATER AGENCY	Allocated in A/P	1,379.72
50644	03/05/2015	Reconciled		16200W	PLACER COUNTY SHERIFFS DEPT.	PCSO Phone Jan - Feb 2015	83.00
50645	03/05/2015	Reconciled		16727	PONTICELLO ENTERPRISES	Engineering Jan. 2015	16,653.73
50646	03/05/2015	Reconciled		19396	SIERRA SAFETY COMPANY	Street Signs	227.79
50647	03/05/2015	Reconciled		22106	VAN GRONINGEN & ASSOCIATES	Finance Consultant Feb. 2015	7,410.00
50648	03/05/2015	Reconciled		22115	VERIZON CALIFORNIA	Phone WWTP	187.29
50649	03/05/2015	Reconciled		23169	WAVE BUSINESS SOLUTIONS	Phone Fire Station	27.67
50650	03/13/2015	Reconciled		01460	AMERIPRIDE UNIFORM SERVICE	Uniforms & Supplies Feb 2015	290.58
50651	03/13/2015	Reconciled		30018	TRAVIS BERRY	WWTP/TRAVEL	53.13
50652	03/13/2015	Reconciled		02829	BLUE RIBBON PERSONNEL SERVICES	Temparary Staffing	613.44
50653	03/13/2015	Reconciled		02084	BRIGIT S. BARNES & ASSOCIATES	Planning Services Feb 2015	764.90
50654	03/13/2015	Reconciled		03154	CAREPRODX	DOOR OPENER CITY HALL	2,376.00
50655	03/13/2015	Reconciled		03825	CWS ELECTRICAL	Electrical WWTP	6,985.00
50656	03/13/2015	Reconciled		08170	HILLS FLAT LUMBER CO	Allocated in A/P	955.42
50657	03/13/2015	Reconciled		08200	HINDERLITER, DE LLAMAS & ASSOC	Audit Services Sales Tax Qrt.3	646.20
50658	03/13/2015	Reconciled		08660	HUNT AND SONS, INC.	Allocated in A/P	197.36
50659	03/13/2015	Reconciled		12180	LAWRENCE & ASSOCIATES INC	Landfill Monitoring Jan. 2015	632.50
50660	03/13/2015	Reconciled		13562	MUNITEMPS	Interim City Clerk Services	2,025.50
50661	03/13/2015	Reconciled		16035	PG&E	Allocated in A/P	13,824.12
50662	03/13/2015	Void	03/16/2015	16139	PLACER COUNTY ADMINISTRATIVE	Art Lot	0.00
50663	03/13/2015	Reconciled		18400	RIEBES AUTO PARTS	Allocated in A/P	198.53
50664	03/13/2015	Reconciled		19279	SERVICE ENGINEERING	WWTP Maintenance	297.50
50665	03/13/2015	Reconciled		19500	OLON FIRE CONTROL	FIRE EXTINGUISHER SERVICE	55.00
50666	03/13/2015	Reconciled		16600	STATIONARY ENGINEERS, LOCAL 39	Health Insurance Feb 2015	3,912.77
50667	03/13/2015	Reconciled		23169	WAVE BUSINESS SOLUTIONS	INTERNET/PHONE CITY HALL	272.05
50668	03/13/2015	Reconciled		23206	WECO INDUSTRIES	NEW JETTER	52,113.69
50669	03/13/2015	Reconciled		23301	WESTERN PLACER WASTE	Sludge Removal Feb 2015	901.53
50670	03/13/2015	Reconciled		23450	WINNER CHEVROLET, INC.	PAINT SIGNS	675.00
50671	03/19/2015	Printed		01771	A T.E.E.M. ELECTRICAL ENGINEER	WWTP Site Visit/Programming	1,000.00
50672	03/19/2015	Reconciled		01414	ALHAMBRA & SIERRA SPRINGS	Water-City Hall/Yard/WWTP	126.62
50673	03/19/2015	Reconciled		01500	ANDERSON'S SIERRA	Flange Gasket/Tank Adapter	58.24
50674	03/19/2015	Reconciled		01661	ARC	3 Sets of Plans & Specs 20A	312.96
50675	03/19/2015	Reconciled		01766	AT&T MOBILITY	Cell Phones Feb 2015	382.10
50676	03/19/2015	Printed		02817	BHUPINDER SINGH	ARCo- Refund of Deposit	5,028.30
50677	03/19/2015	Reconciled		02829	BLUE RIBBON PERSONNEL SERVICES	Temparary Staffing	613.44
50678	03/19/2015	Printed		04400	DIAMOND WELL DRILLING CO.	WWTP Monitoring Feb 2015	1,782.00
50679	03/19/2015	Reconciled		04592	DWAYNE ARMSTRONG COMMUNICATION	Internet WWTP April 2015	99.95

Check Register Report

ITEM 2B

Checks Processed March 2015

Date: 03/30/2015

Time: 9:13 am

Page: 2

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CITY OF COLFAX

BANK: US BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
<b>US BANK Checks</b>							
50680	03/19/2015	Reconciled		05500	EXTRA MILE DELIVERY SERVICE	WWTP Testing	465.00
50681	03/19/2015	Reconciled		07460	GOLD COUNTRY MEDIA	Notice to Contractors	305.40
50682	03/19/2015	Reconciled		08050	HACH COMPANY	WWTP Testing	506.67
50683	03/19/2015	Reconciled		08068	HANKINS JESSICA	DG Site Visit	3,852.70
50684	03/19/2015	Reconciled		08490	HOLDREGE & KULL	Field Soils & Material Tester	1,041.05
50685	03/19/2015	Reconciled		09540	INTERSTATE SALES	Pot Hole Patch	1,430.35
50686	03/19/2015	Void	03/30/2015	10260	JORGENSEN COMPANY	Fire Extinguisher Annual Maint	0.00
50687	03/19/2015	Reconciled		18193	RECOLOGY AUBURN PLACER	WWTP DEBRIS BOX FEB 2015	2,944.74
50688	03/19/2015	Reconciled		19279	SERVICE ENGINEERING	WWTP Maintenance	1,205.00
50689	03/19/2015	Reconciled		19591	STANLEY CONVERGENT SECURITY	Depot Security 04/01/15-06/30/	117.99
50690	03/19/2015	Reconciled		19791	SUTTER MEDICAL FOUNDATION	Fire Fighter Med Check	68.00
50691	03/19/2015	Reconciled		23169	WAVE BUSINESS SOLUTIONS	Internet City Hall	182.95
50692	03/30/2015	Printed		01448	AMERIGAS - COLFAX	Propane Depot	2,526.52
50693	03/30/2015	Printed		02829	BLUE RIBBON PERSONNEL SERVICES	Temorary Staffing	766.80
50694	03/30/2015	Printed		05221	ENVIRONMENTAL OPERATING	WWTP Chemicals	6,484.29
50695	03/30/2015	Printed		08070	HANSEN BROS. ENTERPRISES	Demo 44 Gearhart	11,860.78
50696	03/30/2015	Printed		08660	HUNT AND SONS, INC.	Gas Public Works	232.52
50697	03/30/2015	Printed		09540	INTERSTATE SALES	Sign Post	253.70
50698	03/30/2015	Printed		23101	LARRY WALKER ASSOCIATES	NPDES/ WWTP Monitoring Feb '15	450.00
50699	03/30/2015	Printed		13187	MALCOLM WHITE CONSULTING	Rule 20A PG&E Coordination & D	3,487.50
50700	03/30/2015	Reconciled		13269	MARK MILLER	Mileage/ Meals Reimbursement	92.16
50701	03/30/2015	Printed		16010(3)	PEARDALE CHICAGO PARK FPD	EMR Class	80.00
50702	03/30/2015	Printed		16040	PITNEY BOWES	Postage Meter Lease	156.34
50703	03/30/2015	Printed		16300	PLACER COUNTY WATER AGENCY	Art Lot	13.50
50704	03/30/2015	Printed		16165	PLACER COUNTY ENVIRONMENTAL	Hazmat Plan/State Svc. RTK	961.00
50705	03/30/2015	Printed		16200W	PLACER COUNTY SHERIFFS DEPT.	PCSo Phone Jan 2015	41.50
50706	03/30/2015	Printed		16727	PONTICELLO ENTERPRISES	Engineering Feb. 2015	12,936.25
50707	03/30/2015	Printed		18080	RAIN FOR RENT	Lift Station #2	1,693.40
50708	03/30/2015	Printed		18193	RECOLOGY AUBURN PLACER	WWTP Debris Box Rental Feb '15	920.00
50709	03/30/2015	Printed		19320	SOLENIS	WWTP Chemicals	788.51
50710	03/30/2015	Printed		23169	WAVE BUSINESS SOLUTIONS	Phone Fire Station	66.51

Total Checks: 77 Checks Total (excluding void checks): 212,997.96

Total Payments: 77 Bank Total (excluding void checks): 212,997.96

Total Payments: 77 Grand Total (excluding void checks): 212,997.96

**DAILY CASH SUMMARY REPORT**

**ITEM 2B**

Cash Receipts - March 2015  
03/01/2015 - 03/31/2015

9:54:01  
4/3/2015  
1:01 pm

City of Colfax

		Debit	Credit	Net Chng
<b>Fund: 100 - General Fund</b>				
03/10/2015	Daily Totals	236.25	0.00	236.25
03/11/2015	Daily Totals	5,776.69	0.00	5,776.69
03/19/2015	Daily Totals	1,331.00	0.00	1,331.00
03/25/2015	Daily Totals	54,368.30	0.00	54,368.30
03/30/2015	Daily Totals	5,047.39	0.00	5,047.39
<b>Fund: 100 - General Fund</b>		<b>TOTALS:</b>	<b>66,759.63</b>	<b>0.00</b>
<b>Fund: 218 - Support Law Enforcement</b>				
03/25/2015	Daily Totals	10,553.19	0.00	10,553.19
<b>Fund: 218 - Support Law Enforcement</b>		<b>TOTALS:</b>	<b>10,553.19</b>	<b>0.00</b>
<b>Fund: 244 - CDBG MicroEnterprise Lending</b>				
03/11/2015	Daily Totals	61.33	0.00	61.33
03/19/2015	Daily Totals	300.00	0.00	300.00
03/30/2015	Daily Totals	300.00	0.00	300.00
<b>Fund: 244 - CDBG MicroEnterprise Lending</b>		<b>TOTALS:</b>	<b>661.33</b>	<b>0.00</b>
<b>Fund: 250 - Streets - Roads/Transportation</b>				
03/11/2015	Daily Totals	90.00	0.00	90.00
<b>Fund: 250 - Streets - Roads/Transportation</b>		<b>TOTALS:</b>	<b>90.00</b>	<b>0.00</b>
<b>Fund: 253 - Gas Taxes</b>				
03/03/2015	Daily Totals	4,962.30	0.00	4,962.30
<b>Fund: 253 - Gas Taxes</b>		<b>TOTALS:</b>	<b>4,962.30</b>	<b>0.00</b>
<b>Fund: 560 - Sewer</b>				
03/05/2015	Daily Totals	200.00	0.00	200.00
<b>Fund: 560 - Sewer</b>		<b>TOTALS:</b>	<b>200.00</b>	<b>0.00</b>
<b>Fund: 561 - Sewer Liftstations</b>				
03/09/2015	Daily Totals	407.00	0.00	407.00
03/11/2015	Daily Totals	407.00	0.00	407.00

DAILY CASH SUMMARY REPORT

ITEM 2B

Cash Receipts - March 2015  
03/01/2015 - 03/31/2015

10 8410 2  
4/3/2015  
1:01 pm

City of Colfax

		Debit	Credit	Net Chng
03/19/2015	Daily Totals	407.00	0.00	407.00
03/30/2015	Daily Totals	407.00	0.00	407.00
<b>Fund: 561 - Sewer Liftstations</b>	<b>TOTALS:</b>	<b>1,628.00</b>	<b>0.00</b>	<b>1,628.00</b>
<b>GRAND TOTALS:</b>		<b>84,854.45</b>	<b>0.00</b>	<b>84,854.45</b>



# Audit/Risk Assessment Committee

April 9, 2015

10:00 AM

Colfax City Hall

## Meeting Summary Minutes

### Attendees:

Harvey, Steve	City Council
Parnham, Tom	City Council
Stauss, Eric	Community Volunteer
Varga, Sonja	Community Volunteer
Miller, Mark	City Manager
Van Groningen, Laurie	Finance Director

### ***Copy of Meeting Agenda Attached***

- Reviewed mission of the committee and the audit comment that initiated formation of committee
- Discussed current policies: 1) Whistleblower, 2) Administrative Policies and Procedures, and 3) Investment Policy.
  - Consensus that policies were appropriate
  - Discussed adding policy for Code of Conduct
    - This is being included in new revision of Employee Handbook.
  - Discussed process for insuring that employees acknowledge all policies
    - This is being included in new revision of Employee Handbook
  - Discussion of making sure policies are also well publicized for public
    - Website
    - Posting at City Hall/Available at front desk for review
- Discussed areas that may be vulnerable for fraud (not current actions)
  - Handling of cash
  - Calculation of development fees (assurance that fees are not missed)
  - Segregating ordering/receiving of supplies
- Eric and Sonja requested copies of current budget and audited financial statements
- Discussion of Anti-Fraud Best Practices (attached to Agenda)

# Audit/Risk Assessment Committee

April 9, 2015

10:00 AM

Colfax City Hall

Agenda

## Background

In the annual audit report prepared by our auditors, Richardson & Company, LLP it was noted that the City does not have a **formal** risk assessment plan to identify those risks within the City that could result in fraud or material misstatement of the financial statements, and then to implement internal controls to mitigate those identified risks. The audit report recommends that the City develop a risk assessment plan to identify those risks within the City that could result in fraud or material misstatement of the financial statements, and ensure controls or processes are in place to mitigate those risks. Further, it was recommended that a Committee of the City Council, serving as the Audit Committee, should be involved in the risk assessment process.

1. Review of City policies
  - a. Whistleblower Policy
  - b. Administrative Policies and Procedures
  - c. Investment Policy
2. Media – What is happening in other Municipalities or commercial businesses
3. Review of Anti-fraud Best Practices and Assessments prepared by other Municipalities
4. Personal knowledge or experiences within professional networks.

## Best Practices

1. **Fraud risk governance** - Communicating Intent through a fraud policy and a code of conduct.
2. **Fraud risk assessment** – Identifying risks through periodic fraud risk assessments
3. **Fraud Prevention** – Raising awareness of employees through fraud training and ethics training
4. **Fraud Detection** – Limiting opportunities by implementing internal controls
5. **Fraud Reviewing** – Monitoring by auditors and the audit committee. Coordinated approach to investigation and corrective action to help insure potential fraud is addressed appropriately and timely.



# STAFF REPORT TO THE COLFAX CITY COUNCIL

## FOR THE APRIL 22, 2015 COUNCIL MEETING

**FROM:** Mark Miller, City Manager  
**PREPARED BY:** Staff  
**DATE:** April 16, 2015  
**SUBJECT:** Department of General Services Surplus Property Program

<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>	FUNDED	<input type="checkbox"/>	UN-FUNDED	AMOUNT:	FROM FUND: To be determined
--------------------------	-----	-------------------------------------	--------	--------------------------	-----------	---------	-----------------------------

**RECOMMENDED ACTION:** Adopt Resolution 12-2015 on Department of General Services Form.

**BACKGROUND AND ANALYSIS:**

The City of Colfax desires to acquire used goods otherwise known as surplus items from the State of California. The State requires an application and a resolution provided by the California Department of General Services. The City of Colfax’s eligibility with the Surplus Property Reutilization Program expired in March 2013. In order for the City to renew its eligibility for another three years, the City Council will need to adopt the attached resolution and approve the application.

Staff recommends approving the application and adopting the resolution for eligibility to participate in the state and federal surplus property program.

•

**ATTACHMENTS:**

1. Application
2. Resolution
3. Supporting documents for Application

STATE OF CALIFORNIA  
NEW APPLICATION FOR ELIGIBILITY  
STATE & FEDERAL SURPLUS PROPERTY PROGRAM

In completing this form please print or type information.

A. Name of Organization CITY OF COLFAX, CA Telephone (530) 346.2313

Address 33 S. MAIN ST / PO BOX 702 City COLFAX County PLACER Zip 95713

E-Mail Address COLFAX@COLFAX-CA.GOV Fax Number (530) 346.6214

1. Application is being made as a (please check one) (a) Public agency  or (b) qualified nonprofit and tax-exempt organization . Check all spaces that apply and provide all requested data.

B. PUBLIC AGENCY: Check either state  or local

- Conservation
- Economic Development
- Education
- Grade Level \_\_\_\_\_  
(Preschool, K-12, college)
- Enrollment \_\_\_\_\_
- No. of faculty \_\_\_\_\_
- No. of days in school year \_\_\_\_\_
- Parks & Recreation
- Public Health
- Public Safety
- Two or more of above
- Other (specify) \_\_\_\_\_

NONPROFIT AGENCY OR ORGANIZATION:

- Education
- Grade Level \_\_\_\_\_  
(Preschool, K-12, college)
- School for the mentally or physically handicapped
- Enrollment \_\_\_\_\_
- No. of faculty \_\_\_\_\_
- No. of days in school year \_\_\_\_\_
- No. of school sites \_\_\_\_\_
- Educational radio or television station
- Museum
- Library
- Medical institution
- Hospital
- Health center
- Clinic
- Other (specify) \_\_\_\_\_

1. Are the applicant's services available to the public at large? YES. If only a specified group of people is served, please indicate who comprises this group. \_\_\_\_\_

2. Checklist of signed and completed documents submitted with this application:
- SASP Form No. 202 "Resolution," properly signed and approved by the Governing Board designating representatives, including their signatures, authorized to bind the applicant organization to service fees submitted by the State of California.
  - SASP Form No. 203, nondiscrimination compliance assurance.
  - Certification Regarding Debarment, Suspension, Ineligibility, & Voluntary Exclusion as required by the General Services Administration of the U.S. Government.
  - Other statements or documentation required, as may be specified.

Printed Name and Title of Administrator or Director: MARK MILLER, CITY MANAGER

Date: 04/03/2015 Signature of Administrator or Director: [Signature]

**FOR STATE SURPLUS AGENCY USE ONLY**

Application approved \_\_\_\_\_ Application disapproved \_\_\_\_\_

Comments or additional information: \_\_\_\_\_

Date: \_\_\_\_\_ Signed: \_\_\_\_\_

Donee Number: \_\_\_\_\_ Billing Code: \_\_\_\_\_

STATE OF CALIFORNIA  
DEPARTMENT OF GENERAL SERVICES  
OFFICE OF FLEET AND ASSET MANAGEMENT  
ELIGIBILITY APPLICATION (NEW)  
SASP 202 (Rev 3/15)



Governor Edmund G. Brown Jr.

**RESOLUTION**

"BE IT RESOLVED by the Governing Board, and hereby ordered that the official(s) and/or employee(s) whose name(s), title(s), and signature(s) are listed below shall be and is (are) hereby authorized as our representative(s) to acquire surplus property through the auspices of the California State Agency for Surplus Property and accept responsibility for payment of incidental fees by the surplus property agency under the Terms and Conditions accompanying this form or listed on the reverse side of this form."

NAME (Print or Type)	TITLE	SIGNATURE*	E-MAIL ADDRESS
A. <u>MARK MILLER</u>	<u>CITY MANAGER</u>		<u>MARK.MILLER@COLFAX.CA.GOV</u>
<u>GABE ARMSTRONG</u>	<u>COMMUNITY SERVICES DIR.</u>		<u>GABE.ARMSTRONG@</u>
<u>TRAVIS BERRY</u>	<u>TECHNICAL SERVICES ADMINISTRATOR</u>		<u>TRAVIS.BERRY@</u>
<u>BRET ELLIS</u>	<u>O.I.T.</u>		<u>BRET.ELLIS@</u>

**\*Note: All signatures must be in original form. No copied or stamped signatures**

B. The above resolution was PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by the Governing Board of the: \_\_\_\_\_ by the following vote: AYES: \_\_\_\_\_; NOES: \_\_\_\_\_; ABSENT: \_\_\_\_\_  
Agency Name

I. LORRAINE CASSIDY Clerk of the Governing Board known as CITY COUNCIL OF THE CITY OF COLFAX

Do hereby certify that the foregoing is a full, true and correct resolution adopted by the governing board of the below named organization at the meeting thereof held at its regular place of meeting on this date and by the vote above stated, a copy of said resolution is on file in the principap office of the Governing Board.

Signed by:   
\_\_\_\_\_  
Name of Organization  
CITY OF COLFAX  
\_\_\_\_\_  
Mailing Address  
PO BOX 702  
\_\_\_\_\_  
COLFAX / 95713 / PLACER  
City Zip Code County

**NOTE: ALL LOCAL GOVERNMENT & NON-PROFIT INCORPORATED ORGANIZATIONS HAVE A GOVERNING BOARD, THEREFORE COMPLETE ONLY SECTIONS "A" & "B". THE FOLLOWING SECTION "C" IS FOR STATE AGENCIES ONLY.**

C. AUTHORIZED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by: \_\_\_\_\_  
Signature of Administrative Officer

Printed Name of Chief Administrative Officer \_\_\_\_\_ Title \_\_\_\_\_

Organization Name \_\_\_\_\_ Street Address \_\_\_\_\_

City \_\_\_\_\_ ZIP Code \_\_\_\_\_ County \_\_\_\_\_

STATE OF CALIFORNIA AGENCIES ARE REQUIRED TO PROVIDE THEIR STATE BILLING CODE: \_\_\_\_\_



STATE OF CALIFORNIA  
DEPARTMENT OF GENERAL SERVICES  
OFFICE OF FLEET AND ASSET MANAGEMENT  
SASP 203 (Rev 3/15)


ASSURANCE OF COMPLIANCE WITH GSA REGULATIONS UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, SECTION 606 OF TITLE VI OF THE FEDERAL PROPERTY AND ADMINISTRATIVE SERVICES ACT OF 1949, AS AMENDED, SECTION 504 OF THE REHABILITATION ACT OF 1973, AS AMENDED, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, AS AMENDED AND SECTION 303 OF THE AGE DISCRIMINATION ACT OF 1975

CITY OF COLFAX, (hereinafter called the "donee"),  
(Name of donee organization)

HEREBY AGREES THAT the program for or in connection with which any property is donated to the donee will be conducted in compliance with, and the donee will comply with and will require any other person (any legal entity) who through contractual or other arrangements with the donee is authorized to provide services or benefits under said program to comply with, all requirements imposed by or pursuant to the regulations of the General Services Administration (41 CFR 101-6.2) issued under the provisions of Title VI of the Civil Rights Act of 1964, Section 606 of Title VI of the Federal Property and Administrative Services Act of 1949, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, and Section 303 of the Age Discrimination Act of 1975, to the end that no person in the United States shall on the ground of race, color, national origin, sex, or age, or that no otherwise qualified handicapped person shall solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which the donee received Federal assistance from the General Services Administration; and HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

The donee further agrees that this agreement shall be subject in all respects to the provisions of said regulations; that this agreement shall obligate the donee for the period during which it retains ownership or possession of any such property; that the United States shall have the right to seek judicial enforcement of this agreement; and, this agreement shall be binding upon any successor in interest of the donee and the word "donee" as used herein includes any such successor in interest.

Date 04/03/2015 CITY OF COLFAX  
Donee Organization

BY   
(President/Chairman of the Board or comparable authorized official)

CITY OF COLFAX  
PO BOX 702  
COLFAX, CA 95713  
Donee Mailing Address

**STATE OF CALIFORNIA  
 NEW APPLICATION FOR ELIGIBILITY  
 STATE & FEDERAL SURPLUS PROPERTY PROGRAM**

Pursuant to Federal Regulation 28 C.F.R. §§ 42.401 - 42.415, a recipient is mandated to report to the Federal Government the racial and national origins of all persons within your service area. You are therefore asked to supply the Office of Fleet and Asset Management with the race and national origins of individuals you serve in your service area (it may be helpful to refer to the US Census to determine the racial makeup of your service area at [www.factfinder.census.gov/](http://www.factfinder.census.gov/)). This form must be completed and returned with the rest of the eligibility packet in order to qualify for the Federal Surplus Property Program. Your answers on this form in no way affect your eligibility; however, not returning the form will delay the processing of your application.

American Indian or Alaskan Native    % <u>1.32</u>	Persons having origins in any of the tribal people of North America, and who maintain cultural identification through tribal affiliation or community recognition.
Asian / Pacific Islander    % <u>1.58</u>	Persons having origins in any of the original peoples of the far east, Southeast Asia, Pacific Islands, or the Indian Subcontinent. This includes China, Japan, Korea, The Philippines, and Samoa.
Black    % <u>0.2</u>	Persons having origins in any of the black racial groups of Africa.
Hispanic    % <u>9.07</u>	Persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
White    % <u>89.61</u>	Person having origins in any of the original people of Europe, North Africa, or the Middle East.
Other    % <u>4.53</u>	(Specify) <u>TWO OR MORE RACES</u>

Print Name MARK MILLER

Title CITY MANAGER

Signature 

Date 04/03/2015

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND  
VOLUNTARY EXCLUSION – LOWER TIER COVERED TRANSACTIONS**

This certification is required by the General Services Administration regulations implementing Executive Order 12549-41 CFR 105-68 – for all lower tier transactions meeting the requirements stated at 41 CFR 105-68.110.

**Instructions for Certification**

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department of agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage section of rule implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitation for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

**Certification**

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

NAME OF DONEE APPLICANT

CITY OF COLFAX

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

MARK MILLER, CITY MANAGER

SIGNATURE



DATE

04/03/2015

**Certifications and Agreements including Terms, Conditions, Reservations and Restrictions to be included  
On Agency Issued or Distribution Documents**

**A) The Donee Certifies That:**

- 1) It is a public agency; or an approved non-profit institution or organization, exempt from taxation under Section 501 of the Internal Revenue Code of 1986; within the meaning of Section 203(j) of the Federal Property and Administrative Services Act of 1949, as amended, and the regulations of the General Services Administration (GSA).
- 2) The property is needed and will be used by the recipient for carrying out for the residents of a given political area one or more public purposes, or, if a nonprofit tax-exempt institution or organization or 8(a) business, the property is needed for and will be used by the recipient for educational or public health purposes, or for programs for older individuals, or for business purposes. The property is not acquired for any other use or purpose, or for sale or other distribution; or for permanent use outside the State, except with prior approval of the CSASP.
- 3) Funds are available to pay any and all costs and charges incidental to the receipt of surplus property, and that property is not being acquired for any other use(s) or purpose(s), is not for sale. The fee schedule is available upon request from the CSASP.
- 4) Any transaction shall be subject to the nondiscrimination regulations governing the donation of federal surplus personal property issued under Title VI of the Civil Rights Act of 1964 (41 USC 2000d-2000d-4a), as amended, section 504 of the Rehabilitation Act of 1973, as amended, Title IX of the Education Amendments of 1972, as amended, section 303 of the Age Discrimination Act of 1975, and the Civil Rights Restoration Act of 1987.
- 5) If the Donee is designated by the Federal Small Business Administration 8(a) Program as a socially and economically disadvantaged small business and the SBA and CSASP have both determined the Donee is eligible to receive federal surplus property as a donation, the Donee certifies that the property acquired is needed and will be used solely for the conduct of the Donee's business enterprise: and the Donee certifies to A. (3), (4) and (5).

**B) The Donee Agrees to the Following Federal Conditions:**

- 1) All items of property, other than items with a unit acquisition cost of \$5000 or more and passenger motor vehicles, regardless of acquisition cost, shall be placed in use for the purpose(s) for which it was acquired within one year or receipt, and shall be placed in continuous use for one year from the date the property was placed in use. In the event the Donee does not place the property in use, or continuous use, the Donee shall immediately notify the CSASP, and, at the Donee's expense, make the property available for transfer or other disposal as directed by the CSASP.
- 2) Special handling or use limitations as are imposed by Federal GSA on any item(s) under which the item(s) are being allocated to the Donee.
- 3) In the event the Donee does not use the property as required by Sections C (1) and (2) below, at the option of the GSA, title and right to the possession of such property shall revert to the United States of America and, upon demand, the Donee shall release such property to such person as GSA or its designee shall direct.

**C) The Donee Agrees to the Following Conditions Applicable to Items with a Unit Acquisition Cost of \$5,000 or More and Passenger Motor Vehicles, Regardless of Cost. Except Vessels 50 Feet or More in Length and Aircraft Regardless of Acquisition Cost:**

- 1) The property shall be placed in use within one year of receipt, and shall be used only for the purpose(s) for which it was acquired and for no other purpose(s).
- 2) There shall be a period of restriction which will expire after such property has been used for the purpose(s) for which it is acquired for a period of 18 months from the date the property is placed in use, except for such item(s) of major equipment for which the CSASP designates a further period of restriction.
- 3) In the event the property is not so used as required by Sections C (1) and (2), at the option of the CSASP, title and right to the possession of such property shall, at the option of the CSASP, revert to the State of California, and the Donee shall release such property to such person as the CSASP shall direct.

**D) The Donee Agrees to the Following Terms, Reservations and Restrictions:**

- 1) From the date it receives the property and throughout the time period(s) imposed by Sections B and C (as applicable) remain in effect, the Donee shall not sell, trade, lease, lend, bail, cannibalize, encumber, or otherwise dispose of such property, or remove it permanently, for use outside the State of California, without the prior approval of GSA or the CSASP. The proceeds from any sale, trade, lease, loan, bailment, encumbrance or other disposal of the property, when the GSA or the CSASP authorizes such action, shall be remitted promptly by the Donee to GSA or the CSASP, as applicable. If the Donee takes action in ignoring or disregarding the foregoing restrictions after the date the Donee received the property and before expiration of the time periods imposed by Sections C or D as applicable, at the option of the GSA or the CSASP, the Donee shall pay to the GSA or the CSASP any proceeds derived from the disposal, and/or the fair market or rental value of the property at the time of such unauthorized disposal as determined by the GSA or the CSASP as applicable.
- 2) If at any time, from the date the Donee receives the property throughout the time periods by Sections B and C as applicable, the Donee determines that some or all of the property is no longer suitable, usable, or further needed for the purpose(s) for which it was acquired, the Donee shall promptly notify the CSASP and shall, as directed by the CSASP, return the property to the CSASP, or release the property to another Donee or another state agency, or a department or agency of the United States, or sell or otherwise dispose of the property. The Donee shall remit the proceeds from the sale promptly to the CSASP.
- 3) The Donee shall make reports to the CSASP which shall state the use, condition, and location of the property, and shall report on other pertinent matters as may be required from time to time by the CSASP.
- 4) At the option of the CSASP, the Donee may abrogate the conditions set forth in Section B and the terms, reservations and restrictions pertaining in Section D by payment of an amount as determined by the CSASP.

**E) The donee Agrees to the Following Conditions, Applicable to all Items of Property:**

- 1) The property acquired by the Donee is on an "As Is," "where is" basis, without warranty of any kind.
- 2) If the Donee carries insurance against damages to or loss of property due because of fire or other hazards, and the damage to, loss or destruction to donated property with unexpired terms, conditions, reservations or restrictions, occurs, the CSASP will be entitled to reimbursement from the Donee out of the insurance proceeds, in an amount equal to the unamortized portion of the fair value of the damaged or destroyed donated property.

**F) Terms, conditions, reservations and restrictions set forth in the Conditional Transfer Document executed by the authorized Donee representative are applicable to the donation of Aircraft and Vessels of 50 Feet or more in length having an acquisition cost of \$5,000 or more in length or more, regardless of the purpose for which acquired.**

SIGNATURE: \_\_\_\_\_



DATE: \_\_\_\_\_

04/03/2015



## New Application Checklist

- State Agency
- City
- County
- Special District
- Public School / District

**Applicant Name:** \_\_\_\_\_

Form 201 – Application	Yes <input type="checkbox"/> No <input type="checkbox"/>
Form 202 – Resolution	Yes <input type="checkbox"/> No <input type="checkbox"/>
Form 203 – Non-Discrimination Certification	Yes <input type="checkbox"/> No <input type="checkbox"/>
Form 204 – Racial and National Origins of all Persons within Your Service Area	Yes <input type="checkbox"/> No <input type="checkbox"/>
Debarment Form	Yes <input type="checkbox"/> No <input type="checkbox"/>
Sign and Date Terms and Conditions	Yes <input type="checkbox"/> No <input type="checkbox"/>
Proof of State/Public Agency Status (Listing in State Directory etc.)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Current CBEDS or WASC (if applicable)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Return Completed original application and all Required Documentation to 1700 National Drive Sacramento, CA 95834 (Please maintain a copy for your records)	Yes <input type="checkbox"/> No <input type="checkbox"/>

**Notes:**

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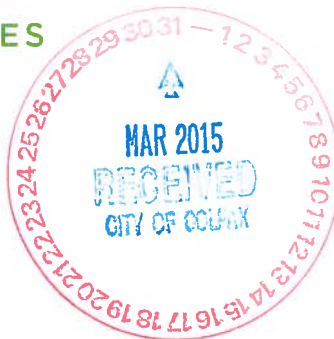
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Reviewed by:	Date:
Approved:      Yes <input type="checkbox"/> No <input type="checkbox"/>	Expires:
Donee Number:	Billing Code:



March 26, 2015

City of Colfax  
P.O. Box 702  
Colfax, CA 95713



To Whom It May Concern:

The City of Colfax's eligibility with the Federal Surplus Property Reutilization Program expired March 25th, 2013. In order for your organization to renew its eligibility for another three years, the enclosed *Eligibility Application* (Form 201), the *Resolution* (Form 202), the *Certification Regarding Debarment, Suspension, Terms and Conditions, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions* and the *Compliance with Civil Rights* (Form 203) must be completed. Until these forms are submitted and verified, your organization will be ineligible to receive any additional surplus property.

On the Form 201, please provide all information to the best of your ability. On Form 202 Section A, please provide the names of no more than five individuals whom you authorize to screen and obtain federal or state surplus personal property on behalf of your organization. Be sure to also include their titles and original signatures. These five individuals will be recognized as your organization's primary representatives. All information submitted under Section A must be completed and signed by your governing board or council secretary.

In addition to completing the Forms, please have your board or council secretary read and sign the enclosed federal form, *Certification Regarding Debarment*. For the purpose of this form, your agency is considered the "Donee."

Once you have completed the aforementioned forms, submit them to my attention at the below address at your earliest convenience. As with previous submissions, please keep in mind we cannot accept copies of any completed form, and incomplete or incorrectly submitted documents will likely delay the processing of your eligibility forms.

Again, this is a renewal for the Federal Surplus Property Program. If you have any questions, please do not hesitate to contact me at 916-928-4649, or [Jenni.Curtis@dgs.ca.gov](mailto:Jenni.Curtis@dgs.ca.gov).

Sincerely,

Jenni Curtis  
Federal Surplus Property Program  
Department of General Services  
1700 National Drive  
Sacramento, CA 95834



# STAFF REPORT TO THE COLFAX CITY COUNCIL

## For the April 22, 2015 Council Meeting

**FROM:** Staff

**PREPARED:** April 13, 2015

**SUBJECT:** Schedule of Activities for Collecting Delinquent Sewer and Garbage Charges on Annual Tax Rolls

<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>	FUNDED	<input type="checkbox"/>	UN-FUNDED	AMOUNT: N/A	FROM FUND:
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**RECOMMENDED ACTION:** Information Only

Annually, the City can collect delinquent sewer and garbage (on behalf of Franchisee) charges which have accrued, together with the interest thereon, on the secured tax roll in the same manner and at the same time as general property tax.

Staff has initiated the process for FY2015-2016 collection and is providing the schedule of activities for Council information.

**SUPPORTING DOCUMENTS:**

1. Schedule of Activities for Collecting Delinquent Sewer and Garbage Charges on Annual Tax Rolls.

**City of Colfax - 2015-2016 Auditor Direct Charges**  
**Schedule of Activities for Collecting Delinquent Sewer and Garbage Charges on Annual Tax Rolls**

Public Hearing Date	5/27/2015	
Compile delinquent report - Secured and Unsecured	5/1/2015	
City send Delinquent Letter to affected property owners	5/1/2015	Same letter as last year
Public Hearing Notice - Colfax Record	5/7/2015	Must be noticed for two consecutive weeks - same notice as last year
Public Hearing Notice - Colfax Record	5/14/2015	
Hold Public Hearing	5/27/2015	
1st Reading of Ordinance	5/27/2015	
2nd Reading of and Adoption of Ordinance	6/10/2015	
Resolutions to place delinquents on Tax Rolls	6/10/2015	Council confirms sewer and garbage reports and placing liens
Recology to submit draft letter to City for review	5/1/2015	Must specify time of lien hearing
Recology submits report to City for Garbage delinquents	5/14/2015	
Recology sends letter prior to lien hearing date	5/14/2015	Hearing date tentatively to be same day as Public Hearing
Hold Lien hearing	5/27/2015	This is not public hearing for Council.....can be held during day
Submit unsecured amounts to County	6/26/2015	This is required submittal date provided by County
Submit Secured amounts to County	7/24/2015	This is required submittal date provided by County



# STAFF REPORT TO THE COLFAX CITY COUNCIL

## FOR THE APRIL 22, 2015 COUNCIL/PLANNING COMMISSION MEETING

**FROM:** Mark Miller, City Manager

**PREPARED BY:** Staff , Jessica Hankins, Environmental Planner

**DATE:** April 14, 2015

**SUBJECT:** Design Review Permit No. DRP-SP-01-2014 for Dollar General, a Retail Establishment; and Consideration of Mitigated Negative Declaration for the Project

<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>	FUNDED	<input type="checkbox"/>	UN-FUNDED	AMOUNT: N/A	FROM FUND: N/A
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**RECOMMENDED ACTIONS:** PLANNING COMMISSION - Adopt Resolution No. 13-2015: Approving Design Review Permit No. DRP-SP-01-2014 for Dollar General, and recommending that the City Council Certify and Adopt the Mitigated Negative Declaration for the Project.

**PROJECT LOCATION, SURROUNDING LAND USES AND SETTING:** 951 South Auburn Street, Assessor’s Parcel No. 100-230-027, City of Colfax, Placer County, California. The project site is located in the commercial retail corridor along the highway, with vacant lots and retail businesses to the north and south, Interstate Highway 80 to the East, and developed residential to the west.

**PROJECT SUMMARY:**

Applicant (s):	Joshua Simon and Dan Biswas representing Dollar General
Owner:	Raymond Wong
Project Location:	951 South Auburn St., Colfax, CA
Land Use (existing):	Existing partially graded vacant parcel
Assessor’s Parcel No:	100-230-027
Zoning District:	Commercial Retail
GP Designation:	Commercial

**PUBLIC NOTICE:** This meeting has been noticed in accordance with the requirements of California Planning and Zoning Law, Title 7, Chapter 65000, Government Code, as amended.

**PROJECT DESCRIPTION:** #DRP-SP-01-14/Dollar General Design Review.  
 This project is a proposal to construct a 9,100-square-foot building for a Dollar General retail store with associated parking (31 stalls), landscaping, lighting, signage, storm drainage, and other infrastructure on a Commercial-Retail zoned 1.2-acre lot in the City of Colfax, outside the City’s historic district. The Commercial Retail (CR) zone allows the proposed use. The project requires a Design Review Permit including architectural, site plan and signage review.

The building sides and façade consist of wood fascia, stucco finish, lap siding and stone veneer in a brown, beige and white color scheme, and the building has an a-frame roof line in front. Perimeter lot, parking lot and building landscaping is provided, and consists of trees, shrubs, flowers and bark, and an approx. 12,600 sq. ft. area of native trees and shrubs that will remain untouched and preserved to provide a natural buffer between the back of the building and the adjacent residential use. The project proposes two signs, a pole-mounted sign and a wall-mounted sign. The pole-mounted sign is 21-feet tall with interior lighting and is proposed at 16 feet across by 6 feet tall. The wall-mounted sign is proposed at 3 feet, 9 inches tall by 26 feet in width. The lighting plan proposes pole-mounted recessed LED can lights in the parking area. The conceptual landscape plan includes parking lot and street frontage landscaping with a mix of trees and shrubs. The project would require approximately 16,943 cubic yards of excavation and 592 cubic yards of fill. The maximum cut proposed by the applicant is approximately 36 feet supported by a rock stabilization soil nail wall on the north side of the lot. The height of the rock stabilization soil nail wall will vary in height from 0 to 27 feet in height. The project also proposes to use a 6- to 8-foot retaining wall at the eastern boundary of the parking lot. A bio-retention basin/bioswale is proposed along the street frontage to retain storm water that drains off the new impervious surfaces. concrete curb, gutter and sidewalk are required to be installed along South Auburn Street. Up to 16 native oak trees would be removed for the project, and the total tree removal count is 20 trees. The trees will be replaced as required by the City's tree preservation guidelines. The site would be served by City sewer, franchise solid waste collection, and public water from the Placer County Water Agency. New sewer and water/fire lines will be constructed to connect the property and will tie into existing main lines in South Auburn Street. The site slopes from west to east, with an approx. 60 ft. elevation change. The 9,100 sq. ft. building consists of a 7,310 sq. ft. sales floor area and 1,790 sq. ft. warehouse area. Approximately 8 small and 2 large truck deliveries will be made per week on the north side of the building utilizing a down-ramp located toward the back of the building. Deliveries will be made during business hours (8:00 a.m. to 9:00 p.m.).

### **PROJECT ANALYSIS:**

Design Review for this project is appropriately required because it is located in the Commercial Retail District and it is a new construction, consistent with Chapter 17.32 of the City's Zoning Code. The Commission shall recommend approval of the project when all of the findings, listed in this report, are made.

The Dollar General representative stated that Dollar General will invest about \$2 million dollars to open the store, and will merchandize products similar to those in a Walgreens store without the pharmacy. Typical hours for a Dollar General are from 8am-10pm. The developer will subcontract with local contractors to build the retail location at 951 S. Auburn. The proposed building will be metal covered with natural stone, wood and other elements in neutral colors. Dollar General was founded in 1955 and sells brand name "consumer necessities" at low prices. They are currently in forty states and focus on opening stores in small communities. The company expects that 12 new jobs will be created with the opening of the store. Dollar General is committed to community service, donating \$86 million through their literacy foundation and other community projects.

### **DESIGN REVIEW:**

The project is the new construction of a 9,100 sq. ft. single-story commercial retail store and parking lot on a partially graded, undeveloped parcel. The proposed design is a contemporary commercial retail and warehouse building consistent with the existing retail, fast food restaurant and other commercial building architecture in the Highway 80 corridor frontage. The initial design has been modified, based on

recommendations of staff and suggestions from the November 2014 public workshop, to include an architectural gable-roofed entranceway, rock façade and traditional building lighting fixtures. The building has also been recessed into the existing hill, which reduces the visual mass and bulk of the structure.

Site ingress/egress will be from a single driveway on South Auburn Street. The parking lot is designed with 31 vehicular parking spaces, bicycle parking areas and is lighted with 2 twin and 1 single 15 ft. pole lamps. Perimeter lot, parking lot and building landscaping is provided consisting of trees, shrubs, flowers and bark, and an approx. 12,600 sq. ft. area of native trees and shrubs will remain untouched and preserved to provide a natural buffer between the back of the building and the adjacent residential use. Per the City's Design Guidelines, landscaping will be maintained by the current owner and any and all subsequent owners of the subject property for a minimum period of three (3) years after installation.

Signage consists of a 21 ft. high, lighted pylon sign with an approx. 16 x 6 ft. sign face located at the driveway, and an approximately 3 feet, 9 inches tall by 26 feet wide lighted main building sign to be centered on the front of the building. The size of the signs, while large, are within the requirements of the sign ordinance, and are similar to the surrounding Highway 80 corridor businesses. Illumination of signage should be limited to business hours.

Additional questions/comments received at the November 2014 public workshop, and responses are listed below. Updated information is in italics.

- Dollar General representative, Mr. Simon, was asked if a mural could be painted by a local artist to tie the architecture to the City. Mr. Simon answered that he could bring the suggestion to Dollar General for approval.
- Whether the Site plan included cutting down the trees on the lot? Mr. Simon responded that the plan was to leave as many trees as possible, especially on the slope behind the store. (*Replacement trees are required as a condition of approval*)
- How soon the developer planned to begin work on the project, what sources would be used for building supplies and if the rumored merger would affect the proposed development? Mr. Simon hopes that he could begin construction in March or April, depending upon City approval. (*Currently estimated construction is this summer*). The local sub-contractors will use their own supply sources. Mr. Simon's development company actually holds the lease on the land, so a possible merger will not affect the Colfax project.
- Comment supporting the project and pointing out the slope of the lot. (*Engineered retaining wall and soil nailing system has been designed addressing the slope*)
- Support was given for the project anticipating the advantage of an alternate shopping location with longer hours.
- Questions were asked regarding the long-term success of a Dollar General in Colfax. Mr. Simon stated that the typical Dollar General location needs at least 1400 households to sustain business which is greatly exceeded by the number of households in the greater Colfax area.
- Support in favor of the project asserting that the traffic impact should be minimal and the \$1.5 - \$2 million dollars in annual sales will be good for Colfax.



- Support in favor of the project stating that the City needs the revenue not only from sales tax, but also development mitigation fees.
- Support in favor of the project and asked the percentage of employees that could be expected to be local. Mr. Simon stated that usually all of the employees are local with the possible exception of a short term training manager to help get the store at opening.

#### **PARKING AND TRAFFIC:**

The City's parking standards require a minimum of 19 parking spaces for the proposed project (1 space per 500 sf of gross floor area for "General Retail" development). The project applicant proposes 31 stalls for this store prototype, including 4 clean-air vehicle stalls and 2 ADA stalls, and will therefore be in compliance with the minimum number of parking stalls required by the City. The applicant has met and exceeded its requirement to provide a minimum of 19 parking stalls, including designated handicapped parking spaces, which meet the Americans with Disabilities Act standards. Bicycle spaces are also being provided.

Furthermore, to quantify the actual parking demand for this particular type of project, parking surveys have been conducted at three similar Dollar General locations to determine the maximum number of occupied parking spaces on weekdays and weekends. The study found that the maximum peak parking demand was for 13 stalls. Based upon this evidence, more than adequate parking is expected to be available for the project as designed, and there will be no impact associated with parking demand. Impacts related to parking would be *less than significant*.

Traffic analysis for this project indicates that there would not be a significant impact to traffic. The traffic analysis found that the project would result in a relatively low average number of daily trips during normal business hours, 35 of which occur during the morning peak hours and 62 of which occur during the evening peak hours. The traffic analysis concludes that the increase in trip volumes from the proposed project is not significant. While the project would contribute incrementally to increased traffic during the operational phase of the project, there would be a *less than significant* impact on traffic and public road maintenance. Stopping site distance requires 300 feet of unobstructed line of site for a 40 mph speed limit on South Auburn Street. The traffic analysis demonstrates that there will be sufficient stopping sight distance at the project access driveway on South Auburn Street.

The proposed project would not result in the development of uses that would substantially increase traffic, as discussed above, or that would rely on transit services. However, the project would be required to pay its fair share of traffic mitigation fees for trips generated by the project, as determined by the City Engineering Department. Caltrans has suggested that the impacts of any traffic are mitigated with the fees paid, but would like to consider making direct improvements equivalent to the fees. Staff is discussing that possibility with Caltrans. The project would not conflict with rideshare programs or other policies supporting alternative transportation. There would be a *less than significant* impact related to these issues.

#### **OTHER CITY DEPARTMENTAL REVIEW:**

The City Engineer reviewed the project plans and provided a number of substantive comments on the proposed improvement plans, and the applicant is accommodating requested changes. The Building and Fire Departments have reviewed the initial building plans, with no major issues and all comments to be addressed during the Building Permit/ Plan Check process underway concurrently.

**PLAN REVIEW BY INTERESTED OUTSIDE AGENCIES:**

The following outside parties were noticed. Minimal comments were received and are attached. All comments are addressed in the plan review and building permit process, and those comments not addressed by the mitigations are conditions of the proposed approval.

Caltrans, District 3  
Colfax City Engineer  
Colfax Community Services Director  
Colfax Elementary School District  
Colfax Fire Chief & Marshal  
Colfax High School  
Colfax Sheriff's Deputy  
Department of Fish & Wildlife Services (CA DFG)  
Pacific Gas & Electric  
Placer County Air Pollution Control District  
Placer County Community Development Resource Agency (Planning Department)  
Placer County Environmental Health Department  
Placer County Flood Control and Water Control District  
Placer County Public Works Department  
Placer County Water Agency  
Placer Union High School District  
Regional Water Quality Control Board  
State of California State Clearinghouse and Planning Unit  
Recology  
United Auburn Indian Community Tribal Office  
United States Army Corps of Engineers  
United States Post Office  
Verizon Communications  
Wave Broadband

**ENVIRONMENTAL ANALYSIS:**

Attached is the Initial Study and proposed Mitigation Monitoring Plan for the project. All of the following environmental factors have been considered. Those environmental factors checked below would be potentially affected by this project, and involved at least one impact that is "Less Than Significant with Mitigation" as indicated by the detailed analysis in the Initial Study.

—	1. Aesthetics	—	2. Agriculture / Forestry Resources	✓	3. Air Quality
✓	4. Biological Resources	✓	5. Cultural Resources	✓	6. Geology / Soils
✓	7. Greenhouse Gas Emissions	—	8. Hazards / Hazardous Materials	—	9. Hydrology / Water Quality
—	10. Land Use / Planning	—	11. Mineral Resources	✓	12. Noise
—	13. Population / Housing	—	14. Public Services	—	15. Recreation
—	16. Transportation / Circulation	—	17. Utilities / Service Systems	✓	18. Mandatory Findings of Significance

The Initial Study has determined that although the proposed project could have a significant effect on the environment, there will not be a significant effect with this case because revisions in the project have been made by or agreed to by the project proponent. The proposed project will not result in any significant effects to the environment with the mitigation measures proposed. A Mitigated Negative Declaration is therefore appropriate.

The Initial Study and proposed Mitigated Negative Declaration were made available for public review in excess of the 30 day minimum required review period. Notice of the Public Hearing for the project was sent to interested agencies and all properties within 400 feet of the project parcel. The City received the comments attached and one neighboring business/property owner visited City Hall to review the plans. The minimal comments received from the public agencies have been passed on to the applicant, with conditions made on the project where required. Most of the public agency comments were standard requirements, and have been accommodated through plan review conditions. The comments not already addressed by mitigations are conditions of approval of this project.

During the public comment period we received one comment from the neighboring business/property owner who visited City Hall and stated their support for the project after reviewing the plans, and one email from a Nevada County resident questioning the project.

**RECOMMENDED FINDINGS:**

Staff recommends that the Commission make the following findings and adopt Resolution No. 13-2015: Approving Design Review Permit No. DRP-SP-01-2014 for Dollar General, and recommending that the City Council Certify and Adopt the Mitigated Negative Declaration for the project.

**Municipal Code 17.40.070 Findings for a Design Review Permit.** The approval authority shall, based on evidence, make the following findings as a condition precedent to approval of a design review permit:

- a. The project as approved allows beneficial use to be made of the site for development, preserves and accentuates the natural features of the property, such as open space, topography, trees, wetlands and water courses, and provides adequate drainage for the project.

- b. The project site design as approved provides access, vehicle parking, vehicle, pedestrian and bicycle circulation, loading areas, landscaping and irrigation and lighting which results in a safe, efficient, and harmonious development and which is consistent with the applicable goals, policies and objectives set forth in the general plan and the design guidelines established for that zone district.
- c. The building design, including the materials, colors, height, bulk, size and relief, and the arrangement of the structures on the site, as approved is harmonious with other development and buildings in the vicinity and which is consistent with the applicable goals, policies and objectives set forth in the general plan and the design guidelines established for that zone district.
- d. The design of the public services, as approved, including, but not limited to trash enclosures and service equipment are located so as not to detract from the appearance of the site, and are screened appropriately and effectively using construction materials, colors and landscaping that are harmonious with the site and the building designs.

**Municipal Code 17.40.070 Findings for a Sign Permit.** The approval authority shall, based on evidence, make the following findings as a condition precedent to approval of a sign permit:

- a. The proposed sign is substantially consistent with the standards of the City's sign guidelines and the goals, objectives and policies of the City General Plan and any applicable design guidelines.
- b. The proposed sign conforms to applicable development standards and will not be detrimental to public health, safety or welfare.
- c. The physical location or placement of the sign is compatible with the surrounding neighborhood and does not pose a safety risk.

Attachments:

1. Resolution No. 13-2015
2. Building Elevations/Site Plan/Landscape Plan
3. Initial Study and Mitigated Negative Declaration
4. Comments Received

# City of Colfax

## Planning Commission

### Resolution № 13-2015

#### APPROVING DESIGN REVIEW PERMIT NO. DRP-SP-01-2014 FOR DOLLAR GENERAL, AND RECOMMENDING THAT THE CITY COUNCIL CERTIFY AND ADOPT THE MITIGATED NEGATIVE DECLARATION FOR THE PROJECT

---

**Whereas**, the City of Colfax received Planning Application DRP-SP-01-2014 for design review for the Dollar General Project located at 951 S. Auburn Street in the City of Colfax (the “Project”); and

**Whereas**, the City of Colfax Planning Commission (“Commission”) held a duly-noticed public hearing on the Project’s application on April 22, 2015; and

**Whereas**, the Commission has reviewed and considered the staff report, any and all written comments received during the public review process, and any and all oral or written comments submitted at the public hearing, and finds:

- a. The Project as approved allows beneficial use to be made of the site for development, preserves and accentuates the natural features of the property, such as open space, topography, trees, wetlands and water courses, and provides adequate drainage for the Project.
- b. The Project site design as approved provides access, vehicle parking, vehicle, pedestrian and bicycle circulation, loading areas, landscaping and irrigation and lighting which results in a safe, efficient, and harmonious development and which is consistent with the applicable goals, policies and objectives set forth in the general plan and the design guidelines established for that zone district.
- c. The building design, including the materials, colors, height, bulk, size and relief, and the arrangement of the structures on the site, as approved is harmonious with other development and buildings in the vicinity and which is consistent with the applicable goals, policies and objectives set forth in the general plan and the design guidelines established for that zone district.
- d. The design of the public services, as approved, including, but not limited to trash enclosures and service equipment are located so as not to detract from the appearance of the site, and are screened appropriately and effectively using construction materials, colors and landscaping that are harmonious with the site and the building designs.

- e. The proposed sign is substantially consistent with the standards of the City's sign guidelines and the goals, objectives and policies of the City General Plan and any applicable design guidelines.
- f. The proposed sign conforms to applicable development standards and will not be detrimental to the public health, safety or welfare.
- g. The physical location or placement of the sign is compatible with the surrounding neighborhood and does not pose a safety risk.

**Whereas**, the City prepared an Initial Study consistent with California Environmental Quality Act ("CEQA") Guidelines and determined that a Mitigated Negative Declaration ("MND") was required in order to analyze the potential for significant impacts of the Project; and

**Whereas**, based on the Initial Study, the City prepared a MND dated March 5, 2015 which reflected the City's independent judgment and analysis of the potential environmental impacts of the Project and which was circulated for public review from March 6, 2015 to April 6, 2015; and

**Whereas**, the City carefully reviewed the MND and all comments received with regard to it and the Project and determined that the MND adequately identified and analyzed the Project's environmental impacts, and that the comments did not constitute or require substantial revisions to the MND. On this basis, the City determined that no recirculation of the MND was required pursuant to the CEQA Guidelines; and

**Whereas**, a staff report to the Planning Commission, dated April 14, 2015 and incorporated herein by reference, described the Project and analyzed the draft MND; and

**Whereas**, the Planning Commission reviewed the staff report and the draft MND and all related documents at a noticed public meeting on April 22, 2015 at which time all interested parties had the opportunity to be heard; and

**Whereas**, the Mitigated Negative Declaration identifies mitigation measures applicable to the Project. Therefore, a Mitigation Monitoring Plan (MMP) must be adopted in conjunction with any Project approval; and

**Whereas**, a MMP has been prepared as required by CEQA; and

**Whereas**, the MND and other environmental documents for the Project that constitute the record of proceedings for the Project are in the custodial location and available for review during normal business hours in the office of the City Clerk, City Hall, 33 S. Main Street, Colfax, CA 95713.

**Whereas**, the Planning Commission finds as follows:

A. The foregoing recitals are true and correct and made a part of this Resolution.



B. The Planning Commission has reviewed and considered the draft MND, comments received during the public review period, and all relevant documents in the record prior to making a recommendation to the City Council on the Project.

C. The MND for the Project adequately describes the environmental impacts of the Project. On the basis of the whole record before it, the Planning Commission finds that there is no substantial evidence that the Project, as mitigated, will have a significant effect on the environment beyond those identified in the MND.

D. The MND has been completed in compliance with CEQA and the CEQA Guidelines.

E. The MND is complete and adequate and reflects the Planning Commission's independent judgment and analysis as to the environmental effects of the Project.

**NOW THEREFORE, BE IT RESOLVED** by the Planning Commission of the City of Colfax:

1. Planning Application Design Review Permit No. DRP-SP-01-2014 for design review for the Dollar General Project located at 951 S. Auburn Street in the City of Colfax is hereby approved subject to Project conditions and findings.

2. Based on the above findings, the Planning Commission finds that the Project qualifies for a mitigated negative declaration and recommends that the City Council certify and adopt the Project Mitigated Negative Declaration

**Passed and Adopted this 22<sup>th</sup> day of April 2015 by the following roll call vote:**

**Ayes:** Planning Commissioners:

**Noes:**

**Absent:**

**Abstain:**

\_\_\_\_\_  
**Kim Douglass, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Lorraine Cassidy, City Clerk**











**CITY OF COLFAX, PLACER COUNTY, CALIFORNIA  
INITIAL STUDY**

**To:** Placer County Water Agency  
Colfax City Fire Chief\*  
Colfax Community Services Director  
Colfax Building Official\*  
Placer County Air Pollution Control District  
Placer County Transit\*  
Caltrans District 3 MS 41\*\*  
Caltrans Planning\*\*  
Native American Heritage Commission\*\*  
CA Air Resources Board\*\*  
PG&E\*  
Placer County Sheriff's Dept\*  
CalFire\*\*  
Recology (Solid Waste Disposal)\*  
Colfax City Engineer  
Placer County Environmental Health Dept\*  
CA Highway Patrol\*\*  
State Water Resources Control Board\*\*  
Central Valley Reg Water Quality Ctrl Bd\*\*  
CA Dept of Fish & Wildlife\*\*  
AT&T\*  
Verizon Wireless\*

\* Notice of Availability, Site Plan, and Mitigation Monitoring Plan only  
\*\* State Clearinghouse distribution

**Date:** March 5, 2015

**Prepared by:** Jessica Hankins  
Hankins Environmental Planning Services  
(530) 274-3489  
Email: jhankins102@gmail.com

**Lead Agency:** City of Colfax  
Contact: Mark Miller, City Manager  
(530) 346-2313  
Email: Mark.Miller@colfax-ca.gov  
Physical Address: 33 South Main Street, Colfax, CA 95713  
Mailing Address: P.O. Box 702, Colfax, CA 95713

**File Number(s):** DRP-SP-01-14

**Assessor's Parcel Numbers:** 100-230-027

**Applicant:** Joshua Simon and Dan Biswas  
SimonCRE Raylan, LLC  
5111 N. Scottsdale Road, Suite 200  
Scottsdale, AZ 85250

**Property Owner:** SimonCRE  
7434 East Stetson Drive, Ste. 165  
Scottsdale, AZ 85251

**Zoning District(s):** Commercial-Retail

**General Plan:** Commercial

**Project Location:** 951 South Auburn Street, Colfax, CA 95713

**Application Description:**

Design Review Permit (DRP-SP-01-14) proposing to construct a 9,100-square-foot building for a Dollar General retail store. The 1.2-acre project site (APN 100-230-027) is located at 951 South Auburn Street



between Whitcomb Avenue and Mink Creek Drive in the City of Colfax. See **Appendix A** for a location map and **Appendix B** for a site plan.

**Other Permits Which May Be Necessary:** Based on initial comments received, the following permits may be required from the designated agencies:

1. Grading and building permits – City of Colfax Building Department
2. City road encroachment permit – City of Colfax Public Works Department
3. Storm Water Pollution Prevention Plan – Central Valley Regional Water Quality Control Board
4. Dust control permit – Placer County Air Pollution Control District

### **Project Location and Surrounding Land Uses**

The 1.2-acre project site (APN 100-230-027) is located at 951 South Auburn Street between Whitcomb Avenue and Mink Creek Drive in the City of Colfax. The site is bounded by South Auburn Street on the east, undeveloped parcels to the north and south, and Mink Creek, a residential subdivision, to west. Interstate 80 is located approximately 300 feet east of the project site and runs parallel to South Auburn Street. A large commercial center is located approximately 400 feet to the north (with two intervening parcels between the proposed development and the existing commercial development). Two parcels to the south is a carwash. The nearest sensitive uses include a charter school approximately 500 feet to the south and residences immediately to the west.

The City of Colfax zones the site Commercial-Retail (per the 2002 City Zoning Map), and the site has a General Plan designation of Commercial. Lands to the north and south are also zoned Commercial-Retail and designated Commercial, similar to the site, while properties immediately west are zoned for medium-density residential development.

Elevations on the site range from 2,305 feet at the street to 2,362 feet at the northern boundary. Slopes within the proposed parking area average 30 percent, while slopes within the proposed building area average 26 percent. The site was previously been logged and disturbed in the late 1980s, and again in the 1990s with the development of the Mink Creek subdivision on the ridge above the project site.

### **Project Description**

The proposed project includes the construction of a 9,100-square-foot Dollar General retail store and associated parking, landscaping, lighting, signage, storm drainage, and infrastructure on a 1.2-acre lot in the City of Colfax outside the City's historic district. The City of Colfax is the lead agency and has jurisdiction over the project. A total of 31 parking stalls, including 2 ADA stalls and 4 clean air vehicle stalls, are proposed at the front or eastern side and northern side of the building, with primary access from South Auburn Street. Loading/receiving areas as well as a trash enclosure are proposed on the site's northern boundary. Elevations for the project propose a beige stucco exterior with parapets and stone veneer wainscot on the front and partially on the sides of the building, mansard partially along the front, and khaki cement lap siding on the front gabled entry. The main part of the structure has a flat white roof, while the gabled entry and awning are roofed with bronze metal seam roofing.

The project includes a sign plan, lighting plan, and landscaping plan. The sign plan proposes two signs, a pole-mounted sign and a wall-mounted sign. The pole-mounted sign is a 21-foot tall (including post), lighted cabinet sign with black letters on a yellow background. The sign proper is proposed at 16 feet across by 6 feet tall and would be placed on the street frontage perpendicular to the street. The wall-mounted sign would be placed on the front exterior (southeast elevation) of the structure on the gabled entry and is proposed at 3 feet, 9 inches tall by 26 feet in width.

The lighting plan proposes three pole-mounted recessed LED can lights for the parking lot, two double lights on single poles in the parking area, and one single light and a single pole for the sidewalk traversing the parking lot entry.

The conceptual landscape plan submitted with the project application includes landscaping along the street frontage (approximately 10-12 feet in depth), both side yard lot lines (10 feet in depth), and some minor landscaping at the building entry. The two largest landscaped areas are the front yard corners, which exceed the required 10 feet in depth at 20 to 40 feet in depth. Proposed landscaping contains a mix of trees and shrubs that require minimal to moderate irrigation once established.

Of the 51,836 square-foot site, 23,189 square feet (53 percent of the site) would be covered with impervious surfaces and 11,174 square feet (26 percent) would be landscaped or left in natural habitat. The site supports an oak grove, and somewhere between 15 and 16 native oak trees would be removed for the project (see Section 4 for more details), while the total tree removal count is 20 trees.

The project would require approximately 16,943 cubic yards of excavation and 592 cubic yards of fill. Approximately 16,351 cubic yards of soil would be exported from the site. The maximum cut proposed by the applicant is approximately 36 feet supported by a rock stabilization soil nail wall along the southern boundary of the parking lot, at the back of the building and on the north side of the lot. The height of the rock stabilization soil nail wall will vary in height from 0 to 27 feet in height. The project also proposes to use a 6- to 8-foot retaining wall at the eastern boundary of the parking lot. A bio-retention basin/bioswale is proposed along the street frontage to retain storm water that drains off the new impervious surfaces, including rooftops, hardscaping, and parking lot.

Placer County Water Agency has provided a letter dated March 24, 2014, stating that treated water is available 400 feet north of the project site at a 12-inch main. The site would be served by City sewer. PG&E would provide electricity, and the City of Colfax Fire Department and CalFire would provide fire protection service to the site.

**Relationship to Other Projects**

There is no direct relationship to any other project proposed by this applicant within the City of Colfax.

**SUMMARY OF IMPACTS**

**Environmental Factors Potentially Affected:** All of the following environmental factors have been considered. Those environmental factors checked below would be potentially affected by this project, involving at least one impact that is "Less Than Significant with Mitigation" as indicated by the checklist on the following pages. See **Appendix B** for a summary of mitigation measures.

—	1. Aesthetics	—	2. Agriculture / Forestry Resources	✓	3. Air Quality
✓	4. Biological Resources	✓	5. Cultural Resources	✓	6. Geology / Soils
✓	7. Greenhouse Gas Emissions	—	8. Hazards / Hazardous Materials	—	9. Hydrology / Water Quality
—	10. Land Use / Planning	—	11. Mineral Resources	✓	12. Noise
—	13. Population / Housing	—	14. Public Services	—	15. Recreation
—	16. Transportation / Circulation	—	17. Utilities / Service Systems	✓	18. Mandatory Findings of Significance

**INITIAL STUDY AND CHECKLIST**

**Introduction**

This checklist is to be completed for all projects that are not exempt from environmental review under the California Environmental Quality Act (CEQA). The information, analysis and conclusions contained in the checklist are the basis for deciding whether an Environmental Impact Report (EIR) or Negative Declaration is to be prepared. If an EIR is determined to be necessary based on the conclusions of the Initial Study, the checklist is used to focus the EIR on the effects determined to be potentially significant. This Initial Study uses the following terms to describe the level of significance of adverse impacts. These terms are defined as follows.

- **No Impact:** An impact that would result in no adverse changes to the environment.
- **Less than Significant Impact:** An impact that is potentially adverse but does not exceed the thresholds of significance as identified in the impact discussions. Less than significant impacts do not require mitigation.
- **Less than Significant with Mitigation:** An environmental effect that may cause a substantial adverse change in the environment without mitigation, but which is reduced to a level that is less than significant with mitigation identified in the Initial Study.
- **Potentially Significant Impact:** An environmental effect that may cause a substantial adverse change in the environment; either additional information is needed regarding the extent of the impact to make the significance determination, or the impact would or could cause a substantial adverse change in the environment. A finding of a potentially significant impact would result in the determination to prepare an EIR.

**1. AESTHETICS**

**Existing Setting:** The project site is approximately 300 feet west of Interstate 80 and is situated on the frontage road of South Auburn Street, which is developed with commercial uses approximately 400 feet to the north. Parcels immediately north and south of the subject parcel are undeveloped. The Mink Creek residential development is located to the west on a small bluff overlooking the project site. The nearest sensitive uses include a school approximately 400 feet to the south and the residences immediately to the west. The property is visible from both the north and south approaches, as well as from Interstate 80. The subject parcel is situated on a hillside facing east with oak woodlands and low-elevation montane forest plant communities common to the area. Slopes on site are generally 20 to 30 percent, with some areas of slope greater than 30 percent.

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a. Result in demonstrable, negative, aesthetic effects on scenic vistas or views open to the public?			✓	
b. Substantially damage scenic resources, including but not limited to trees, rock outcroppings, and historic buildings within a state scenic highway?				✓
c. Substantially degrade the existing visual character or quality of the site and its surroundings?			✓	
d. Create a new source of substantial light or glare, which would adversely affect day or nighttime views in the area?			✓	
e. Create a visually incompatible structure within				✓

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a designated historic district?				

*Impact Discussion 1a & 1c:* The building presents a beige stucco exterior with a flat white roof, as well as a projecting front that utilizes a cement lap siding and bronze metal seam roofing, and the main part of the building incorporates stone veneer parapets. The project currently proposes a pole that is lit from the interior. Other proposed lighting is screened and blends with the architectural features of the proposed structure. This project is consistent in scale, slope cut, and design with other nearby commercial developments and will undergo Design Review as part of the planning approval.

Approximately 15 to 16 of the site’s oak trees would be removed with the project, but these will require one-for-one mitigation replanting onsite or within the City of Colfax. This site layout will therefore minimize the aesthetic impacts of the project, along with the landscape plan discussed below.

The parking ordinance (Chapter 17.108) requires that “all unused right-of-way between the public street and the parking lot shall be landscaped and maintained by the property owner.” The project includes a landscaping plan that would provide a 10-foot buffer on both road frontages and along the north and south project boundaries, but does not include landscaping within the unused right-of-way. Additionally, Placer County Water Agency, in a letter dated March 25, 2014, indicated that a drought has been declared, and new landscaping may be prohibited during a drought.<sup>1</sup> Should a drought declaration be in place during the landscaping installation phase of this project, an impact could occur in terms of aesthetics of the site, as well as inconsistency with the Municipal Code, which requires landscaping. These aesthetic impacts and inconsistency with the Municipal Code are addressed in **Mitigation Measure 1A**.

The project will be required to be consistent with the City’s Municipal Code prior to project approval and/or construction.<sup>2</sup> The project design is consistent with other nearby commercial developments, and the project is not visible from the street frontages within the Mink Creek residential development. This impact is therefore considered *less than significant with mitigation*.

*Impact Discussion 1b:* According to the California Scenic Highway Mapping System, Interstate 80 through Colfax is neither eligible for designation as a state scenic highway, nor is designated as such; therefore, there would be *no impact* related to damaging scenic resources on a state scenic highway.<sup>3</sup>

*Impact Discussion 1d:* The nearest residential uses sensitive to light and glare in the project area are located within the Mink Creek residential development immediately west of the project site. However, these homes are located on a bluff overlooking the project site, and all lighting is required by the City’s Municipal Code to be shielded and directed downward to prevent the light source or lens from being visible from adjacent properties and roadways. The residences would thus not be impacted by lighting from the proposed project, and this impact is considered *less than significant*.

*Impact Discussion 1e:* There is no historic zoning designation in place on or in close proximity to this project site. The proposed project will result in *no impact* on any designated historic areas.

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<sup>1</sup> Placer County Agency. Water available for 951 South Auburn Street, Colfax, California (APN 100-230-027). March 25, 2014.

<sup>2</sup> City of Colfax. Memorandum from Jaenalyn Jarvis Killian to Joshua Simon and Dan Biswas, Simon CRE Raylan LLC. January 9, 2014.

<sup>3</sup> Caltrans. California Scenic Highway Mapping System, Placer County. [www.dot.ca.gov/hq/LandArch/scenic\\_highways/](http://www.dot.ca.gov/hq/LandArch/scenic_highways/).

**Mitigation Measures**

**Mitigation Measure 1A: Comply with City of Colfax Municipal Code requirements for landscaping.** Project site landscaping shall comply with all the requirements of the City of Colfax Municipal Code, including but not limited to the following:

- All unused right-of-way between the public street and the parking lot shall be landscaped and maintained by the property owner. (17.108.045)
- Landscaping shall consider conservation of water resources through the efficient use of irrigation, appropriate plant materials (i.e. appropriate plant zones), and regular maintenance of landscaped areas. (17.116.020)
- All landscaping and irrigation shall be maintained by any and all subsequent owners for a minimum period of three years after installation. The developer shall comply with either (i) or (ii) of the following provisions and shall comply with (iii): (17.116.020)
  - i. Deposit with the city a maintenance bond, cash, letter of credit, or its equivalent, in an amount equal to one-half the market value of landscaping and irrigation guaranteeing the proper care, treatment and maintenance of landscaping for a period of three years; or
  - ii. Execute an agreement and equitable lien in an amount equal to the full market value of the landscaping and irrigation with the city, guaranteeing the maintenance thereof during a three-year period. Default of such agreement or lien shall cause written letter of notification by the city, to the owner of said real property within ten (10) days that the city will perform or have performed by a reputable landscaper any and all maintenance work it deems necessary and bring legal action against the owner for the full cost of such maintenance work, or foreclose such equitable lien as provided by law; and
  - iii. Prior to the expiration of the three year maintenance guarantee period and return of the security, the property owner shall maintain, replace or restore all deficient landscaping. Landscaping and irrigation shall be installed prior to issuance of a certificate of occupancy by the chief building official.

The applicant shall comply with this measure prior to the issuance of an occupancy permit for the proposed structure. If new landscaping is prohibited by the Placer County Water Agency at that time, the applicant shall install the landscaping at the earliest opportunity thereafter as permitted by water usage requirements of the Placer County Water Agency.

**Timing:** *Prior to certificate of occupancy issuance*

**Responsible Agency:** *City Planning Department*

## **2. AGRICULTURAL/FORESTRY RESOURCES**

**Existing Setting:** The project area is designated as Urban and Built-up Land and Other Land according to data from the California Department of Conservation.<sup>4</sup> The site does not contain any Important Farmlands, nor is adjacent to any Important Farmlands. Agricultural uses do not exist in the project area, and the project area contains neither Williamson Act contracts nor land zoned for agriculture.

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<sup>4</sup> California Department of Conservation. Farmland Mapping and Monitoring Program, Placer County Important Farmland Map 2012. <ftp://ftp.consrv.ca.gov/pub/dlrp/FMMP/pdf/2012/pla12.pdf>.

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a. Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Department of Conservation’s Division of Land Resource Protection, to non-agricultural use?				✓
b. Conflict with existing zoning for agricultural use or conflict with a Williamson Act contract?				✓
c. Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resource Code section 12220(g))?				✓
d. Result in the loss of forest land or conversion of forest land to non-forest use?				✓
e. Involve other changes in the existing environment, which due to their location or nature, could result in conversion of Farmland to non-agricultural use or conversion of forest land to non-forest use?				✓

*Impact Discussion 2a, e:* The project site does not contain any Important Farmlands as identified by the Farmland Mapping and Monitoring Program. The property is located within the City of Colfax on land designated for commercial uses. Further, surrounding lands are not identified as Important Farmland. There would therefore be **no impact** to farmlands from the proposed project.

*Impact Discussion 2b:* The project site does not have a recent history of agricultural use, is not currently used for agricultural purposes, and is located on land zoned for commercial use. The project area and adjacent lands are not zoned or designated as Farmland, nor are within any lands with Williamson Act contracts; therefore, there would be **no impact** to farmlands from the proposed project.

*Impact Discussion 2c, d:* The project site is not within a Timberland Production Zone and will not result in the rezoning of forest land, nor is the site forested land. The project site is commercial and urbanized. Therefore, there would be **no impact**.

### 3. AIR QUALITY

**Existing Setting:** State and federal air quality standards have been established for specific “criteria” air pollutants, including ozone, carbon monoxide, nitrogen dioxide, sulfur dioxide, lead, and particulate matter. In addition, there are state standards for visibility-reducing particles, sulfates, hydrogen sulfide, and vinyl chloride. The project site is located within the Mountain Counties Air Basin (MCAB) and is under the jurisdiction of the Placer County Air Pollution Control District (APCD). The MCAB is designated as nonattainment for federal and state ozone (O3) standards, and nonattainment for the state particulate matter standard (PM10).<sup>5</sup> Ozone is created by the interaction of nitrogen oxides and reactive organic gases (also known as volatile organic compounds) in the presence of sunlight, especially when the temperature is high. Ozone is mainly a summertime problem, with the highest concentrations generally observed in July and August, especially in the late afternoon and evening hours. The number after “PM”

<sup>5</sup> Placer County Air Pollution Control District. CEQA Air Quality Handbook, Chapter 1: Project Review and Analysis, Table 1-1: Ambient Air Quality Standards and Designations.

[www.placer.ca.gov/~media/apc/documents/Planning/CEQAHandbook/Final/PCAPCDCEQAHandbook1.pdf](http://www.placer.ca.gov/~media/apc/documents/Planning/CEQAHandbook/Final/PCAPCDCEQAHandbook1.pdf)



refers to maximum particle size in microns. PM10 is a mixture of dust, combustion particles (smoke) and aerosols, whereas PM2.5 is mostly smoke and aerosol particles.

Ultramafic rock and its altered form, serpentine rock (or serpentinite), both typically contain asbestos, a cancer-causing agent. Ultramafic rock and serpentine exist in several locations in Placer County and specifically around the City of Colfax, but according to the Naturally Occurring Asbestos (NOA) Hazard Map for Colfax and Vicinity, the project site is in an “Area Least Likely to Contact NOA.”<sup>6</sup>

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a. Result in substantial air pollutant emissions or deterioration of ambient air quality?		✓		
b. Violate any air quality standard or contribute to an existing or projected air quality violation?		✓		
c. Expose sensitive receptors to substantial pollutant concentrations?			✓	
d. Create objectionable smoke, ash, or odors?		✓		
e. Generate dust?		✓		
f. Exceed any potentially significant thresholds adopted in County Plans and Goals?		✓		
g. Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is in non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions that exceed quantitative thresholds for ozone precursors)?			✓	

Please note that greenhouse gas emissions are not included in the following air quality discussion, but are described in greater detail in Section 7 of this Initial Study.

*Impact Discussion 3a, b, f:* Placer County has two known air quality problems: ozone and PM10. The common source for PM10 violations in the winter is from inefficient wood burning devices. During the drier months, wildfires also contribute to sources of PM10 violations. Ground-level ozone is not emitted directly into the air, but is created by chemical reactions between oxides of nitrogen (NOx) and volatile organic compounds (VOCs) in the presence of sunlight. Emissions from commercial facilities and electric utilities, motor vehicle exhaust, gasoline vapors, and chemical solvents are some of the major sources of NOx and VOCs. Architectural coatings are also a major source of VOCs. **Mitigation Measure 3A** requires the applicant to use low-VOC coatings in construction to mitigate this impact.

Long-term operation of the project site at occupancy will create air emissions associated with stationary sources (e.g., use of propane, electricity, water, and landscape equipment) and mobile sources (e.g., vehicle use to and from the site). The conceptual landscape plan provides low to moderate water-use landscaping, but does not incorporate native, drought-tolerant species into its landscaping as recommended by the project biologist and as required by the Placer County APCD. Furthermore, the landscape plan as currently proposed does not appear to be consistent with the retention area along the project frontage. The project includes four clean-air vehicle stalls in its parking lot, and emissions are anticipated to be incremental and minor given the small size of the project.

<sup>6</sup> Department of Conservation. Naturally Occurring Asbestos Hazard: Colfax and Vicinity. [www.placer.ca.gov/~media/apc/documents/NOA/NaturallyOccuringAsbestosMapColfax111408.pdf](http://www.placer.ca.gov/~media/apc/documents/NOA/NaturallyOccuringAsbestosMapColfax111408.pdf)

Long-term operation of the site for commercial purposes will also create air emissions associated with mobile sources. Implementation of the proposed project would result in approximately 583 average daily trips during normal business hours, 35 of which would occur during the morning peak hour and 62 of which would occur in the evening peak hour. It is expected that a substantial number of these will be pass-by trips and will not be new vehicle trips added to the area. The mobile air emissions would result in an increase over present conditions, but these long-term project-related emissions would not exceed the Placer County APCD regional emissions thresholds for analyzed pollutants (82 pounds per day of ROG, NOx, and PM10) since the project is well under the 160,000 square-foot threshold for retail use.<sup>7</sup> The project further has built-in measures required under City ordinance, such as the provision of bicycle racks and a sidewalk for pedestrians to access the site. Consequently, the proposed project's operational air quality impact from mobile sources is not considered substantially adverse.

Short-term project construction activities will have the potential of generating dust and potentially smoke impacts on the ambient air quality within the local area, and construction vehicles will also contribute to short-term emissions. However, **Mitigation Measures 3B-3D** would require the use of appropriate dust control methods during construction, as well as reduction of emissions from construction equipment. These measures would reduce short-term construction impacts and long-term operational impacts from stationary sources to a level that is *less than significant with mitigation*.

*Impact Discussion 3c:* According to the Naturally Occurring Asbestos (NOA) Hazard Map for Colfax and Vicinity prepared by the Placer County APCD, the project site is in an "Area Least Likely to Contact NOA." Projects mapped within this area are not considered at risk for ultramafic rock disturbance, and this impact is therefore considered *less than significant*.

*Impact Discussion 3d-e:* Onsite improvements will require grading and the installation of underground utilities and associated storm water detention facilities. Dust will be generated by grading and excavation, vegetation removal, and construction activities. If improperly managed or controlled and depending upon the time of year and air conditions, the associated construction activities with this project may have the potential to produce off-site dust and smoke impacts. **Mitigation Measure 3B**, recommended below, will minimize the potential adverse impacts associated with dust and smoke generation, to a *less than significant with mitigation*.

*Impact Discussion 3g:* The proposed project would result in a temporary but incrementally small net increase in pollutants due to vehicle and equipment emissions. However, **Mitigation Measures 3B-3D**, and compliance with the City's grading ordinance, would reduce impacts to the extent that the project would not contribute to a cumulatively considerable net increase for ozone and PM10, for which the City is in non-attainment. Additionally, the project is well under the 19,000 square-foot size for retail development that would trigger additional mitigation for cumulative impacts, as established by the Placer County APCD.<sup>8</sup> Therefore, this impact is *less than significant*.

### **Mitigation Measures**

**Mitigation Measure 3A: Use low-VOC architectural coatings for the proposed structure.** Building plans shall show that low-VOC architectural coatings shall be used in construction whenever feasible and

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<sup>7</sup> Placer County Air Pollution Control District. CEQA Air Quality Handbook, Chapter 2: Thresholds of Significance. [www.placer.ca.gov/~media/apc/documents/Planning/CEQAHandbook/](http://www.placer.ca.gov/~media/apc/documents/Planning/CEQAHandbook/).

<sup>8</sup> Placer County Air Pollution Control District. CEQA Air Quality Handbook, Chapter 2: Thresholds of Significance. [www.placer.ca.gov/~media/apc/documents/Planning/CEQAHandbook/](http://www.placer.ca.gov/~media/apc/documents/Planning/CEQAHandbook/).

shall coordinate with the Placer County APCD to determine which coatings would reduce VOC emissions to the maximum degree feasible.

*Timing: Prior to building permit issuance*

*Responsible Agency: Placer County Air Pollution Control District and City Building Department*

During construction, no open burning of removed vegetation shall be allowed unless permitted by the District. The District recommends that all removed vegetative material shall be either chipped on site or taken to an appropriate recycling site, or if a site is not available, a licensed disposal site.

**Mitigation Measure 3B: Comply with Air District requirements for dust control.** If the area to be disturbed exceeds one acre, prior to the approval of any grading permits, the applicant shall submit a Construction Emission / Dust Control Plan to the Placer County Air Pollution Control District for review and approval. If the District does not respond within twenty (20) days of the plan being accepted as complete, the plan shall be considered approved. The applicant shall provide written evidence, provided by the District, to the City that the plan has been submitted to the District. It is the responsibility of the applicant to deliver the approved plan to the local jurisdiction. The applicant shall not break ground prior to receiving District approval, of the Construction Emission / Dust Control Plan, and delivering that approval to the local jurisdiction issuing the permit.

If the area to be disturbed is under one acre, prior to the approval of any grading permits, the applicant must note the standard dust control measures provided by the Placer County Air Pollution Control District in its “Fugitive Dust Control Requirements Fact Sheet,” posted on the District’s website ([www.placer.ca.gov/departments/air/dustctrlreqs](http://www.placer.ca.gov/departments/air/dustctrlreqs)) on all grading plans.

*Timing: Prior to grading permit issuance*

*Responsible Agency: Placer County Air Pollution Control District and City Building Department*

**Mitigation Measure 3C: Minimize construction equipment idling.** In order to reduce emissions from construction equipment, the applicant shall include the following standard note on the grading and improvement plans: “During construction, the contractor shall minimize idling time to a maximum of 5 minutes for all diesel powered equipment. Signs shall be posted in the designated queuing areas of the construction site to remind off-road equipment operators that idling is limited to a maximum of 5 minutes. Idling of construction-related equipment and construction related vehicles is not recommended within 1,000 feet of any sensitive receptor.”

*Timing: Prior to grading permit issuance*

*Responsible Agency: City Building Department*

**Mitigation Measure 3D: Comply with Placer County Air Pollution Control District Rules and Regulations for Construction.** Include as standard notes or as an attached form with all improvement plans, grading plans, and building permit permits: Placer County APCD’s Rules and Regulations (Construction) from the APCD’s Handbook, Appendix B (with the exception of the requirement for geologic evaluation for naturally-occurring asbestos, given that the project site is in an area “Least Likely to Contain NOA”). These notes may be found on Placer County APCD’s website at [www.placer.ca.gov/departments/air/landuseceqa](http://www.placer.ca.gov/departments/air/landuseceqa) (see Appendix B).

*Timing: Prior to grading and improvement plan issuance*

*Responsible Agency: Placer County Air Pollution Control District and City Building Department*

**4. BIOLOGICAL RESOURCES**

**Existing Setting:** The project site was previously graded and logged in the 1980s and was subsequently disturbed again with the development of the Mink Creek subdivision in the 1990s. Trees onsite were identified by the project biologist as second or third generation. The dominant plant community on the project site is black oak/canyon live oak woodlands, interspersed with western ponderosa pine and a cluster of manzanita. The site is situated on a hillside facing east with elevations ranging from 2,305 feet at street level to 2,362 feet at the north boundary. The overstory is composed of western ponderosa pine and two species of oak, canyon live oak and black oak. Interspersed with these native trees are several ailanthus species, a non-native invasive species. The understory is manzanita and much of the ground layer is composed of ruderal weeds. There is no known surface drainage occurring on this property site. There is an existing underground storm drain running under the northeast edge of the property that project construction will not impinge upon. At the front of the property, but offsite, is also a drainage ditch which runs parallel to South Auburn Street and directly adjacent to the property's east boundary.

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a. Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special-status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?		✓		
b. Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations, or by the California Department of Fish and Game or US Fish and Wildlife Service?		✓		
c. Result in a substantial reduction in the extent, diversity, or quality of native vegetation, including brush removal for fire prevention and flood control improvements?		✓		
d. Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?		✓		
e. Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?		✓		
f. Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?		✓		
g. Introduce any factors (light, fencing, noise, human presence and/or domestic animals), which could hinder the normal activities of wildlife?			✓	

*Impact Discussion 4a-f:* Tina Costella prepared a biological resources assessment of the project site, dated January 12, 2015.<sup>9</sup> According to the biological analysis, the project will directly affect native plant

<sup>9</sup> Costella, Tina. Biological Resources: Dollar General Proposed Store Site, Colfax, CA. January 12, 2015.

communities (black oak/canyon live oak woodlands) and associated wildlife habitat through removal of habitat. This site is an infill parcel, however, being surrounded by I-80 on the east, residential development to the west, and commercial development to the north and south (with a few intervening undeveloped parcels). Wildlife habitat values are therefore low, and the project will not have significant impacts on reduced wildlife populations.

The project is anticipated to remove 15 to 16 oak trees according to the project biologist. To mitigate this impact, **Mitigation Measure 4A** is recommended, which will require one-for-one oak tree replanting either onsite or on other suitable land within the City of Colfax, as required by Municipal Code Chapter 17.110.050. The retention of the western one-quarter of the site in oak woodland will also minimize impacts associated with oak tree removal.

Wildlife impacts may be greater if work begins in the spring, when many species are breeding or nesting, including protected raptor and migratory bird species. Appropriate scheduling of the work and preconstruction surveys are therefore required to ensure that impacts to nesting birds are minimized to the maximum extent possible. **Mitigation Measure 4B** requires a nesting survey prior to any disturbance to either offset or avoid impacts to potentially nesting raptors and migratory birds, and **Mitigation Measure 4C** requires the avoidance of mature trees and other native vegetation to the maximum extent practicable. According to the biological resources assessment prepared for this project, there are no streams or active water features that are subject to jurisdiction by regulatory agencies such as California Department of Fish and Wildlife or U.S. Army Corps of Engineers, and no sensitive habitats other than the oak woodlands previously discussed. The site is an infill development very close to Interstate 80 and as such is not considered a sensitive site for wildlife movement.

With implementation of the identified mitigation measures, potential impacts on special-status species and riparian, wetland, or other sensitive natural habitats will be *less than significant with mitigation*.

*Impact Discussion 4g:* The proposed project could temporarily result in light sources, noise, and human activity, but these activities would occur in areas of commercial uses that are currently subject to light, noise, and moderate levels of human activity. Additionally, construction activities generally occur during daylight hours. Daytime noise impacts on wildlife from construction activities are not anticipated to be substantial because most activities would occur near existing structures where noise and activity already commonly occurs during the day. Therefore, this impact would be *less than significant*.

### **Mitigation Measures**

**Mitigation Measure 4A: Mitigate for oak tree removal.** An equal number of trees will be planted as those to be removed. Tree selection will be from the "Permitted Species" list found on pages 11-12 of the biological resources report dated January 12, 2015, and if possible they will be incorporated into the landscape of the store facility. If not possible, then trees will be planted in public places within the City Limits of Colfax as approved by the City Manager. Replacement trees shall range from one-gallon to forty-eight-inch-box container sizes mixed to create a natural horizon line. A mix of tree species is preferred (rather than planting the same species throughout the project) to achieve a more natural, native appearance. Trees shall be irrigated and maintained by any and all subsequent owners for a minimum period of three years after installation in accordance with the Colfax maintenance requirements:

1. Deposit with the City a maintenance bond, cash, letter of credit or its equivalent, in an amount equal to one-half the market value of landscaping and irrigation guaranteeing the proper care, treatment and maintenance of landscaping for a period of three years; or
2. Execute an agreement and equitable lien in an amount equal to the full market value of the landscaping and irrigation with the City, guaranteeing the lien shall cause a written letter of notification by the City to the owner of the real property within ten days that the City will



perform or have performed by a reputable landscaper any and all maintenance work it deems necessary and bring legal action against the owner for the full cost of such maintenance or foreclose such equitable lien as provided by law.

**Timing:** *Prior to certificate of occupancy issuance*

**Responsible Agency:** *City Planning Department*

**Mitigation Measure 4B: Avoid impacts to nesting raptors and migratory birds.** This project shall avoid impacts to potentially nesting raptors and migratory birds by scheduling such activities for the non-breeding season (March 1– August 31). The following measures shall be implemented to protect nesting birds and shall be noted on the grading and construction plans for this project:

1. Tree removal shall be avoided during the breeding season (March 1 – August 31). Alternatively, the developer shall initiate pre-construction surveys, conducted to verify that the construction zone area and those trees designated for removal do not support nesting migratory birds. In this alternative, the following measures shall be implemented to protect nesting birds and shall be shown on the proposed grading and construction plans for this project:
2. If tree removal must occur during the nesting season, an approved biologist shall conduct surveys for nesting raptors and migratory birds within 7 days prior to any grading or construction activities during the breeding season (March 1 – August 31). An additional survey may be required if periods of construction inactivity (e.g., gaps of activity during grading, vegetation removal) exceed a period of two weeks, an interval during which bird species, in the absence of human or construction-related disturbances, may establish a nesting territory and initiate egg laying and incubation.
3. Should any active nests or breeding areas be discovered, a buffer zone (protected area surrounding the nest) and monitoring plan, if needed, shall be developed. A buffer zone of a quarter-mile (1,320 feet) shall be established. Nest locations shall be mapped and submitted along with a report stating the survey results, to the California Department of Fish and Wildlife and the City of Colfax Planning Department within one week of survey completion. A qualified wildlife biologist shall monitor the progression of reproductive states of any active nests until a determination is made that nestlings have fledge and that a sufficient time for fledging dispersal has elapsed; construction activities shall be prohibited within the buffer zone until such determination is made. If construction must occur during the time the nest is occupied, the biologist shall consult with the California Department of Fish and Wildlife to determine the most appropriate course of action.

**Timing:** *Prior to issuance of the grading permits*

**Responsible Agency:** *City Planning Department and California Department of Fish and Wildlife*

**Mitigation Measure 4C: Protect oak groves during construction.** Preserved oak trees (grove) above the 2,350 elevation shall be retained in their natural state and no irrigation or other disturbances shall occur within this oak tree community. The following mitigation measures will be implemented during and prior to commencement of construction activities in order to avoid potential direct harm to the retained oak community above the 2,350 elevation. These measures will also minimize indirect impacts to the retained oak tree grove following construction. Additional best management practices are also included herein.

- Establish the grove as Environmentally Sensitive Areas (ESAs) during all phases of construction. The ESA boundaries shall be established at the 2,350 feet elevation line of the parcel. The grove shall be protected with high-visibility fencing placed at least one foot outside the dripline prior to commencement of construction. The fencing should be four-feet high and bright orange with steel t-posts spaced no greater than 8 feet apart.



- Do not disturb the Protected Root Zone (PRZ) of trees within the grove. The PRZ is defined by its "critical root radius," and it is a more accurate measure than the drip line for determining the adequate protection area for trees growing in forests or those with narrow growth habits. To calculate critical root radius, measure the tree's diameter at breast height (DBH), which is 4.5 feet above the ground. Measure in inches, and for each inch, allow for 1 to 1.5 feet of critical root radius. No grading, cutting, filling, or trenching shall occur within the PRZ.
- Plans and specifications shall clearly state all the protection procedures for the oak trees that will be preserved on the project site. These specifications should also require contractors to stay within designated work areas, and shall include a provision for penalties if oak trees are damaged.
- No vehicles, construction equipment or facilities, or materials should be parked or located within the oak tree grove. For the construction activities, an ingress/egress route shall be designated for travel by heavy construction equipment moving to and from the site and located well outside the grove.
- Soil surface removal greater than one foot shall not occur within the grove. No cuts or trenching shall occur outside of the designated construction area.
- Soils from the grading/construction will be removed immediately from the area and not stored within or adjacent to the grove.
- No irrigation or ornamental plantings requiring irrigation shall be installed within the grove.

**Timing:** Prior to issuance of the grading permits and during construction per field inspection

**Responsible Agency:** City Planning Department

**5. CULTURAL RESOURCES**

**Existing Setting:** The Colfax area was home to the Miwok and Maidu American Indian tribes. The tribes had permanent settlements along major rivers and would travel yearly into higher elevations to hunt or gather seasonal plant resources. In the project vicinity, prehistoric-period habitation sites are primarily found adjacent to streams or on ridges or knolls, especially those with a southern exposure. No important streams or rivers are located on or adjacent to the subject site. Disturbance to the ground surface has previously occurred in the 1980s and again in the 1990s during subdivision construction to the north.

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a. Cause a substantial adverse change in the significance of a historical resource as defined in Section 15064.5 of the CEQA Guidelines?		✓		
b. Cause a substantial adverse change in the significance of an archaeological resource pursuant to Section 15064.5 of the CEQA Guidelines?		✓		
c. Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?		✓		
d. Disturb any human remains, including those interred outside of formal cemeteries?		✓		

**Impact Discussion 5a-d:** According to an archaeological survey prepared for the nearby carwash project (now constructed) and dated August 11, 2006, no evidence of prehistoric activity or occupation was observed. The carwash project is located two parcels from the proposed project and is expected to have a similar prehistoric setting given the proximity and similarity of the topography and natural resources setting. However, there is always a possibility for cultural and historic resources to be found during construction. This impact would be *less than significant with mitigation* identified in **Mitigation**

**Measures 5A**, which requires construction work to stop and appropriate steps taken if cultural resources are discovered.

**Mitigation Measures**

**Mitigation Measure 5A: Halt work and contact the appropriate agencies if cultural resources are discovered during project construction.** All equipment operators and employees involved in any form of ground disturbance shall be advised of the remote possibility of encountering subsurface cultural resources. If such resources are encountered or suspected, work shall be halted immediately and the Colfax Planning Department shall be contacted. A professional archaeologist shall be retained by the developer and consulted to access any discoveries and develop appropriate management recommendations for archaeological resource treatment. If bones are encountered and appear to be human, California Law requires that the Placer County Coroner and the Native American Heritage Commission be contacted and, if Native American resources are involved, Native American Organizations and individuals recognized by the City shall be notified and consulted about any plans for treatment. A note to this effect shall be included on the grading and construction plans for each phase of this project.

*Timing: Prior to issuance of the grading permits*

*Responsible Agency: City Planning Department*

**6. GEOLOGY / SOILS**

**Existing Setting:** Soils within the City of Colfax include Mariposa-Josephine-Sites, Maymen-Josephine, Cohasset-Aiken-McCarthy, and Dubakella-Rock, all undulating to steep, well-drained soils. According to the City of Colfax General Plan, “these soils are stable and present no extreme limitations for construction if proper methods are implemented and compliance with the Colfax Municipal Code requirements are followed” in order to minimize soil erosion and enhance slope stability. The average slope on the site is approximately 20-30 percent. Drainage flows through the site in a west to east direction toward South Auburn Street, and then south down South Auburn Street.

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a. Result in exposure to or production of unstable earth conditions such as landslides, earthquakes, liquefaction, soil creep, mudslides, ground failure (including expansive, compressible, collapsible soils), or similar hazards?				✓
b. Result in disruption, displacement, compaction, or over-covering of the soil by cuts, fills, or extensive grading?		✓		
c. Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?		✓		
d. Have soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater?				✓
e. Result in any increase in wind or water erosion of soils, on or off the site?		✓		

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
f. Changes in siltation, deposition or erosion, which may modify the channel of a river, or stream, or the bed any bay, inlet or lake?		✓		
g. Result in excessive grading on slopes of over 30 percent?				✓

*Impact Discussion 6a:* Ground or fault rupture is generally defined as the displacement that occurs along the surface of a fault during an earthquake. The Alquist-Priolo Earthquake Fault Zoning Act was adopted in 1972 to prevent the construction of buildings in areas where active faults have surface expression. Placer County does not contain any Alquist-Priolo Earthquake Fault Zones, and there are no known faults that cross through the project site.<sup>10</sup> Due to the absence of any active faults onsite, the probability of damage due to surface rupture is low. There would be *no impact* associated with seismic activity, and no mitigation is required.

*Impact Discussion 6b, c, e, f:* Given that the project site has a 20 to 30 percent slopes, project construction activities associated with building the proposed parking lot, building pad, and surface and subsurface infrastructure and storm drainage system will necessitate the use of extensive cuts and fills. Cut soil will total 16,775 cubic yards and fill soil will total 581 cubic yards, with a total of 16,194 cubic yards of soil hauled off the site. The maximum cut proposed by the applicant is an approximately 36-foot cut with 1.5:1 slopes. A 27-foot retaining wall is proposed on the west side of the parcel. Cuts and fills may also be needed to facilitate surface drainage, trenching for the installation and connection of underground utilities, and other subsurface disturbances. Given the scope of grading, the project will subject to the requirement of a Storm Water Pollution Prevention Plan (SWPPP) from the Central Valley Regional Water Quality Control Board. **Mitigation Measure 6A** requires compliance with excavation slope standards. As construction activities during the wet weather season can result in adverse erosion impacts, **Mitigation Measure 6B** is recommended to limit any grading activities during the wet weather periods in order to prevent soil erosion, and **Mitigation Measure 6C** is recommended to require the erosion control measures to ensure the disturbed areas are stabilized during construction. Comments on the project from the City Building Department require grading and improvements to be implemented in accordance with City of Colfax standards, the Placer County Land Development Manual, and the Placer County Storm Water Management Manual.<sup>11</sup> With these measures, as well as implementation of Mitigation Measures 6A and 6B, impacts from excavation would be *less than significant with mitigation*.

*Impact Discussion 6d:* The project will be on City sewer and does not require on-site soils for sewage disposal. There would be *no impact*.

*Impact Discussion 6g:* Slopes on the site range from rolling to steep, with an average slope of approximately 20 to 30 percent. Therefore, there will be a *less than significant* impact related to excessive grading on slopes over 30 percent.

**Mitigation Measures**

**Mitigation 6A: Comply with excavation slope standards.** Prior to issuance of grading the excavation slopes steeper than 2:1 will not be permitted unless accompanied by the recommendation of a

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<sup>10</sup> State of California Department of Conservation. Search for Regulatory Maps. [www.quake.ca.gov/gmaps/WH/regulatorymaps.htm](http://www.quake.ca.gov/gmaps/WH/regulatorymaps.htm).

<sup>11</sup> City of Colfax. Memorandum from Jaenalyn Jarvis Killian to Joshua Simon and Dan Biswas, Simon CRE Raylan LLC. January 9, 2014.

geotechnical engineer. The applicant shall provide a geotechnical report from a license geotechnical engineer for the retaining wall per Section 15.30.046 of the City Code. In addition to the requirements in Section 15.30.048 of City Code, the report must address stability of proposed cut slopes, recommendation for parking lot section, and recommendation for public roadway improvement section including R-Value of existing soil in widened roadway area. Landscape slopes along the street shall not exceed 3:1. Level areas having a minimum width of one (1) foot shall be required at the toe and top of said slopes. The Geotechnical Engineer shall provide certification to the City that all grading work has been placed and compacted in compliance with the improvement plans and geotechnical report.

**Timing:** *Prior to issuance of the grading permits*

**Responsible Agency:** *City Engineering Department*

**Mitigation Measure 6B: Limit the grading season.** Grading plans shall include the time of year for construction activities. No grading shall occur between November 1 and May 1. If improvements will not be completed by October 15, or are scheduled to start prior to April 15, a winterization plan must also be prepared in accordance with City requirements. One hundred percent (100%) bonding or other security shall be provided to assure implementation of the winterization plan.

**Timing:** *Prior to issuance of the grading permits*

**Responsible Agency:** *City Engineering Department*

**Mitigation Measure 6C: Prepare and implement an Erosion and Sediment Control Plan.** Prior to issuance of grading permits or improvement plans for all project-related grading including road construction and drainage improvements, said permits or plans shall incorporate, at a minimum, the following erosion and sediment control measures:

1. During construction, Best Management Practices (BMPs) for temporary erosion control shall be implemented to control any pollutants that could potentially affect the quality of storm water discharges from the site. A Storm Water Pollution Prevention Plan (SWPPP) shall be prepared in accordance with California State Water Resources Control Board (SWRCB) requirements. This SWPPP includes the implementation of BMP's for Erosion Control, Sediment Control, Tracking Control, Wind Erosion Control, Waste Management and Materials Pollution Control.
2. If applicable, topsoil shall be removed and stockpiled for later reuse prior to excavation activities. Topsoil shall be identified by the soil-revegetation specialist who will identify both extent and depth of the topsoil to be removed.
3. Upon completion of grading, stockpiled topsoil shall be combined with wood chips, compost and other soil amendments for placement on all graded areas. Revegetation shall consist of native seed mixes only. The primary objectives of the soil amendments and revegetation is to create site conditions that keep sediment on site, produce a stable soil surface, resist erosion and are aesthetically similar to the surrounding native forest ecosystem. Geo-fabrics, jutes or other mats may be used in conjunction with revegetation and soil stabilization.

**Timing:** *Prior to issuance of the grading permits or improvement plans*

**Responsible Agency:** *City Engineering Department*

## **7. GREENHOUSE GAS EMISSIONS**

**Existing Setting:** Greenhouse gases (GHGs) are those gases that trap heat in the atmosphere. GHGs are emitted by natural and industrial processes, and the accumulation of GHGs in the atmosphere regulates the earth's temperature. GHGs that are regulated by the State and/or EPA are carbon dioxide (CO<sub>2</sub>), methane (CH<sub>4</sub>), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), sulfur hexafluoride (SF<sub>6</sub>) and

nitrous oxide (NO2). CO2 emissions are largely from fossil fuel combustion. In California, approximately 43 percent of the CO2 emissions come from cars and trucks. Electricity generation is another important source of CO2 emissions. Agriculture is a major source of both methane and NO2, with additional methane coming primarily from landfills. Most HFC emissions come from refrigerants, solvents, propellant agents and industrial processes, and persist in the atmosphere for longer periods of time and have greater effects at lower concentrations compared to CO2. The adverse impacts of global warming include impacts to air quality, water supply, ecosystem balance, sea level rise (flooding), fire hazards, and an increase in health related problems.

Assembly Bill 32 (AB 32), the California Global Warming Solutions Act, was adopted in September 2006 and requires that statewide GHG emissions be reduced to 1990 levels by the year 2020. This reduction will be accomplished through regulations to reduce emissions from stationary sources and from vehicles. The California Air Resources Board (ARB) is the State agency responsible for developing rules and regulations to cap and reduce GHG emissions. In addition, the Governor signed Senate Bill 97 in 2007 directing the California Office of Planning and Research to develop guidelines for the analysis and mitigation of the effects of greenhouse gas emissions and mandating that GHG impacts be evaluated in CEQA documents. Placer County APCD has not established thresholds for GHGs, but has prepared CEQA Guidelines for GHGs. Additionally, CEQA Guidelines Amendments for GHG Emissions were adopted by OPR on December 30, 2009. Therefore, in order to satisfy CEQA requirements, projects should make a reasonable attempt to quantify, minimize and mitigate GHG emissions as feasible.

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a. Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?		✓		
b. Conflict with any applicable plan, policy or regulation of an agency adopted for the purpose of reducing the emissions of greenhouse gases?		✓		

*Impact Discussion 7a-b:* Given the complex interactions between various global and regional-scale physical, chemical, atmospheric, terrestrial, and aquatic systems, it is not possible to determine to what extent this project’s CO2 emissions would result in any altered physical conditions. In considering this project’s GHG emissions within the context of statewide and regional emissions, it is assumed they will be minimal, given the small scale of the proposed project. Typically, cumulative impacts are analyzed and mitigated in a jurisdiction’s General Plan and associated EIR. In this case, the General Plan for the City of Colfax does not address GHG emissions. Therefore, this analysis uses the precautionary principle and acknowledges that the project will make a minor but incremental contribution to regional and statewide GHG emissions.

The proposed project is anticipated to result in incremental increases in CO2 levels with a moderate number of new vehicle trips and a new commercial use. The project proposes to construct one 9,100-square-foot commercial building that will be used for retail purposes. The traffic report indicates that there will be an average of 583 daily vehicle trips generated by this project. The total site disturbance will be just over an acre and will include grading for the parking area and building pad. Short-term GHG emission impacts will result from construction of the site; however, these impacts are anticipated to be mitigated with **Mitigation Measures 3B-3D** identified in the “Air Quality” section of this study.

Project operation will also result in additional CO2 impacts. Some of these impacts will be mitigated with the City-required bicycle racks, the four provided clean-air vehicle stalls, and the LED lighting used in the parking lot light fixtures. The Attorney General’s “Addressing Climate Change at the Project Level” document includes recommendations for energy-efficient buildings, appliances, heating and cooling



systems, passive solar, energy efficient lighting, water conservation and landscaping, and many other design and operational measures that can reduce GHG emissions. Additionally, the Placer County APCD has also prepared a CEQA Handbook that includes mitigation measures for GHGs. As such, **Mitigation Measure 7A** is recommended. With implementation of the mitigation measures described above and shown below, short- and long-term operational impacts related to CO2 emissions are anticipated to be *less than significant with mitigation*.

**Mitigation Measures**

**Mitigation 7A: Comply with energy-efficiency standards.** Prior to issuance of building permits, the design of the project shall comply with the following standards:

1. The floor plans and/or exterior elevations submitted in conjunction with the Building Permit application shall show that the project includes energy-efficient lighting (both indoor and outdoor).
2. The floor plans and/or exterior elevations submitted in conjunction with the Building Permit application shall show that the project includes an energy-efficient AC unit which exceeds the SEER ratio by a minimum of two points at the time of building permit issuance.
3. The plans submitted in conjunction with the Building Permit application shall show the project includes HVAC duct sealing and that the ductwork shall be pressure balanced prior to the issuance of a certificate of occupancy.
4. The floor plans and/or exterior elevations submitted in conjunction with the Building Permit application shall show that the project shall include an energy efficient heating system.
5. The plans submitted in conjunction with the Building Permit application shall show that the project shall only utilize programmable thermostat timers.
6. The plans submitted in conjunction with the Building Permit application shall show that the project shall only utilize low-flow water fixtures such as low-flow toilets, faucets, showers, etc.
7. The applicant shall only show energy-efficient lighting for all street, parking, and area lighting associated with the project, including all on-site and off-site lighting.

**Timing:** *Prior to issuance of the building permits and improvement plans*

**Responsible Agency:** *City Building Department*

**8. HAZARDS / HAZARDOUS MATERIALS**

**Existing Setting:** The property is not within or adjacent to any hazardous materials sites compiled pursuant to Government Code Section 65962.5<sup>12</sup>, and is not located on an abandoned solid waste disposal site known to the City. The project area is within a Local Responsibility Area (LRA) Very High Fire Hazard Severity Zone for wildland fire (CalFire 2008).<sup>13</sup>

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a. Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?			✓	

<sup>12</sup> Department of Toxic Substances Control, Envirostor Database. [www.envirostor.dtsc.ca.gov/public](http://www.envirostor.dtsc.ca.gov/public).

<sup>13</sup> CalFire. Wildland Hazard and Building Codes. Placer County Fire Hazard Severity Zone Map, Local Responsibility Area (recommended 12/2008). [www.fire.ca.gov/fire\\_prevention/fhsz\\_maps\\_placer.php](http://www.fire.ca.gov/fire_prevention/fhsz_maps_placer.php).



Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
b. Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?			✓	
c. Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?			✓	
d. Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, create a significant hazard to the public or the environment?				✓
e. For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?				✓
f. For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?				✓
g. Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?			✓	
h. Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?			✓	

*Impact Discussion 8a:* The proposal for this site does not include hazardous materials or wastes use, storage, or generation other than limited solid waste which will be collected in the trash enclosure. Additionally, the project will be subject to state regulations regarding disposal of any hazardous materials such as cleaning supplies or batteries. Therefore, the impacts regarding the transportation of hazardous materials are considered **less than significant**.

*Impact Discussion 8b:* Small quantities of hazardous materials would be stored, used, and handled during construction. The hazardous materials anticipated for use are small volumes of petroleum hydrocarbons and their derivatives (e.g., gasoline, oils, lubricants, and solvents) required to operate the construction equipment. These relatively small quantities would be below reporting requirements for hazardous materials business plans and would not pose substantial public health and safety hazards through release of emissions or risk of upset. Safety risks to construction workers for the proposed project would be reduced by compliance with Occupational Safety and Health Administration standards. Therefore, this impact is considered **less than significant**.

*Impact Discussion 8c:* The project site is within one-quarter mile of existing school, but the project will not release hazardous emissions. Therefore, there would be a **less than significant** impact related to hazardous emissions or substances near a school.

*Impact Discussion 8d:* The proposed project site is not included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, will not create a significant hazard to the public or the environment and will have **no impact**. No mitigation is required.

*Impact Discussion 8e-f:* The proposed project would not result in a safety hazard for people residing or working in the project area. This project would also not impact safety policies in effect for lands adjacent to an airport as it is not within two miles of a public airport. Therefore, there would be **no impact** related to safety of the public in the project area.

*Impact Discussion 8g:* The proposed project will not alter any allowable residential density in the nearby area, or change any of the existing road networks or alter any existing emergency evacuation plans. Additionally, the City Fire Department has reviewed the project proposal and did not comment on any adverse impacts to emergency response or evacuation plans. Measures provided by the Fire Department would result in safer conditions in the event of a fire, including safe emergency access, better connection to water for fire extinguishment, and building sprinklering. The proposed project would not impair or physically interfere with the adopted emergency response and evacuation plans, and any potential adverse impacts would be **less than significant**.

*Impact Discussion 8h:* CalFire maps the project site, and all of the City of Colfax, within a Local Responsibility Area Very High Fire Hazard Severity Zone. However, the site is surrounded by developed lots to the west, Interstate 80 to east, and previously disturbed parcels to the north and south, so the threat of wildfire has been reduced due to the developed nature of the surroundings. Additionally, the project is within the City of Colfax and CalFire jurisdiction and as such, will be subject to review by the Placer County Fire Protection Planning Department under contract with the City of Colfax. With additional measures provided by the Colfax Fire Department as shown in the letter from the City of Colfax to the applicant dated January 9, 2014<sup>14</sup> (including fire sprinklers, fire hydrants and close hydrant placement, minimum fire flow of 1,500 gallons per minute, fire department access to the structure, and visible addressing), impacts regarding fire safety and prevention are expected to be at a **less than significant** level, and the project would not adversely expose unexpected volumes of people or structures to possible wild land fires.

**9. HYDROLOGY / WATER QUALITY**

**Existing Setting:** The property is not within a floodplain, nor is it near a floodplain and drainage on the property flows north to south. There is no known surface drainage occurring on this property site. There is an existing underground storm drain running under the northeast edge of the property that project construction will not impinge upon. At the front of the property, but offsite, is a drainage ditch which runs parallel to South Auburn Street and directly adjacent to the property's east boundary. Existing Placer County Water Agency infrastructure allows for a connection from the waterline along South Auburn Street. All treated water services are metered. Treated water is also available for fire protection purposes.

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a. Violate any water quality standards or waste discharge requirements?			✓	

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<sup>14</sup> City of Colfax. Memorandum from Jaenalyn Jarvis Killian to Joshua Simon and Dan Biswas, Simon CRE Raylan LLC. January 9, 2014.

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
b. Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level, which would not support existing land uses or planned uses for which permits have been granted)?				✓
c. Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner that would result in substantial erosion or siltation on- or off-site?			✓	
d. Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner, which would result in flooding on- or off-site?			✓	
e. Create or contribute to runoff water which would exceed the capacity of existing or planned storm water drainage systems or provide substantial additional sources of polluted runoff?			✓	
f. Otherwise substantially degrade water quality?			✓	
g. Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?				✓
h. Place within a 100-year flood hazard area structures that would impede or redirect flood flows?				✓
i. Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?				✓
j. Create inundation by mudflow?				✓

*Impact Discussion 9a:* All project grading activities will require a City grading permit, and construction activities will require a Construction Storm Water General Permit, consistent with Construction General Permit Order No. 2009-009-DWQ issued by the State Water Resources Control Board, to address storm water runoff since soil disturbance will exceed one acre. The permit will address clearing, grading, grubbing, and disturbances to the ground, such as stockpiling, or excavation. The permit will also require the developer to prepare and implement a Storm Water Pollution Prevention Plan (SWPPP) with the intent of keeping all soil erosion from moving off site into receiving waters. The SWPPP includes Best Management Practices to prevent construction pollutants from entering storm water runoff. **Mitigation Measure 6C** is also required in Section 6 of this Initial Study to ensure the project grading will conform to State Water Resources Control Board standards and in doing so will ensure the project will result in *less than significant* impacts.

*Impact Discussion 9b:* The proposed project would not directly or indirectly result in the construction of uses that would utilize groundwater supplies, but would be served by public water from Placer County Water Agency. Therefore, there would be *no impact* related to depletion of groundwater supplies or interference with groundwater recharge.

*Impact Discussion 9c-d:* The project may have short-term impacts associated with sediment and runoff during grading and construction. Material excavated during this process will be kept in piles of staged soil, and/or off-hauled to an approved location in compliance with the conditions of the grading permit. As noted above, the project development is subject to NPDES regulations because these improvements will exceed one acre. Compliance with existing regulations and implementation of BMPs would reduce potentially significant impacts associated erosion or siltation on- or offsite to levels less than significant. **Mitigation Measure 6C**, which requires the applicant to obtain an approved erosion and sediment control plan, will minimize the water quality impacts associated with any erosion.

The City Engineering Department has reviewed the plans and has requested a preliminary drainage report. The report must calculate pre- and post-construction run-off for 10 and 100-year storm events of the drainage shed. Drainage runoff must be detained to pre-construction flows. The applicant must utilize the Placer County Storm Management Manual for determination of pre and post-construction drainage and detention requirements. Overland release point(s) must also be shown on plans. An underground storm drain is shown running under the northeast edge of the property, but project construction will not impinge upon this storm drain.

The City Engineering Department has requested that the applicant provide additional detail about the proposed storm drainage system including, but not limited to, manhole invert and rim elevations, location of piping, structures and elevations within the public ROW fronting the property, and any easement and maintenance agreements that may exist between property owners for this facility. It appears the pipeline discharges to a concrete lined channel along I-80. The Engineering Department has requested that the applicant provide detail of the outlet and channel along the frontage. These items must be addressed prior to the Engineering Department approving the grading plans; therefore, impacts related to alteration of drainage patterns leading to substantial erosion or flooding are *less than significant*.

*Impact Discussion 9e-f:* The project design includes curbs and gutters in conformance with the City's Municipal Code. The project proposes a commercial/retail use and is not expected to have potential to cause long-term operational impacts to storm water into storm drains during storm events. This impact is expected to be *less than significant* with the installation of the storm drainage system.

*Impact Discussion 9g-j:* There is no flood hazard or designated flood zone on the project site in proximity to the residential lot locations or the ancillary features associated with the planned development. Therefore, there would be *no impact* associated with placement of housing or structures within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map.

## 10. LAND USE / PLANNING

**Existing Setting:** The project site is located in the City of Colfax and is zoned Commercial-Retail with a General Plan land use designation of Commercial. The Commercial-Retail district is intended to “provide for areas where shopping centers may be established to serve surrounding residential neighborhoods and the outlying districts.”<sup>15</sup> Retail sales are permitted in the Commercial-Retail zoning district. Lands to the north and south are also zoned Commercial-Retail and designated Commercial, similar to the site, while properties immediately west are zoned for medium-density residential development.

The site is bounded by South Auburn Street on the east, undeveloped parcels to the north and south, and Mink Creek, a residential subdivision, to west. Interstate 80 is located approximately 300 feet east of the

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<sup>15</sup> City of Colfax. Municipal Code, Sec. 17.76. [www.colfax-ca.gov/municipal\\_code/2015/128.pdf](http://www.colfax-ca.gov/municipal_code/2015/128.pdf)

project site and runs parallel to South Auburn Street. A large commercial center is located approximately 400 feet to the north (with two intervening parcels between the proposed development and the existing commercial development). To the south, also with one intervening parcels between it and the proposed project, is a carwash. The nearest sensitive uses include a school approximately 500 feet to the south and residences immediately to the west.

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a. Result in structures and/or land uses incompatible with existing land uses?			✓	
b. The induction of growth or concentration of population?			✓	
c. The extension of sewer trunk lines or access roads with capacity to serve new development beyond this proposed project?			✓	
d. Result in the loss of open space?			✓	
e. Substantially alter the present or planned land use of an area, or conflict with a general plan designation or zoning district?				✓
f. Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?			✓	
g. Disrupt or divide the physical arrangement of an established community, including a low-income or minority community?				✓

*Impact Discussion 10a & e:* The proposed project consists of the construction of a 9,100-square-foot retail building on a site zoned for commercial uses. These uses are considered compatible with existing land uses to the west and east, which are also currently commercial in use or are zoned for commercial uses. Land to the north is developed with residential uses. However, given that the site is zoned for commercial uses and is adjacent on two sides commercial-zoned property (and on a third side adjacent to the Interstate), this impact would be *less than significant*.

*Impact Discussion 10b-c:* Growth-inducing impacts are not anticipated by any of the proposed site improvements. The Placer County Water Agency has provided a letter stating that water is available 400 feet north of the project site and that the developer will have to enter into a facilities agreement with the Agency to provide any onsite and offsite pipelines needed. The City of Colfax has adequate sewage treatment capacity for the project, and sewer is anticipated to be extended to the project. Because the land around the project site is already zoned for commercial development, the extension of water and sewer lines is not expected to result in growth-inducing impacts, and there will be a *less than significant* impact related to future development potential offsite.

*Impact Discussion 10d:* While the site is undeveloped, it is not designated as open space and there are no contiguous open space lands surrounding the parcel that would be disrupted by development of the site. Lands to the east and west remain undeveloped but are zoned for commercial use. The site and surrounding lands are designated for commercial uses consistent with the proposed project. Therefore, the project will have a *less than significant* impact on open space.

*Impact Discussion 10f:* The project is not within the City’s historic district, but is regulated by the City’s Municipal Code, which contains landscaping standards, parking standards, and a tree preservation

ordinance. Parking requirements are discussed in the Traffic section of this Initial Study. Lighting, landscaping, signs, and architectural design are discussed in the Aesthetics section of this Initial Study.

The Building Department will require compliance with Chapter 17.122, California State-Mandated Water Efficient Landscape Regulations. Impacts to trees and consistency with the Tree Preservation Guidelines (Chapter 17.110 of the Colfax Municipal Code) are discussed in the Biological Resources section of this Initial Study.

The project will be required to be consistent with the City’s Municipal Code prior to project approval and/or construction, as noted in the letter from the City to the applicant, dated January 9, 2014. With implementation of measures presented in other applicable sections of this Initial Study as noted above, this impact is therefore considered *less than significant*.

*Impact Discussion 10g:* The proposed project is surrounded on the east and west by commercially-zoned land and on the south by Interstate 80. The project site is situated immediately east of the Mink Creek subdivision, a residential community, but given the surrounding uses the project would not disrupt or divide the physical arrangement of any established community, and *no impact* would occur.

**11. MINERAL RESOURCES**

**Existing Setting:** The project area is not mapped within a Mineral Resource Zone (MRZ), or area of known valuable mineral deposits.<sup>16</sup>

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a. Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?				✓
b. Result in the loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?				✓

*Impact Discussion 11 a-b:* Because the proposed project is not mapped within a known mineral resource area or MRZ and would not change existing land uses on the project site, there would be *no impact* to mineral resources.

**12. NOISE**

**Existing Setting:** J.C. Brennan & Associated conducted a noise study of the project site and the proposed uses to quantify the existing ambient noise and evaluate impacts resulting from the proposed project. J.C. Brennan conducted continuous 24-hour noise level measurements near the west property line of the project site on November 18th, 2014. The primary noise source is roadway traffic on Interstate-80. Average existing noise levels are shown in the table below:<sup>17</sup>

<sup>16</sup> Placer County. Regional University Specific Plan, Draft Environmental Impact Report, December 2007. Chapter 6.6 Geology, Soils, and Seismicity.

<sup>17</sup> J.C. Brennan & Associates. Colfax Dollar General Environmental Noise Analysis. November 19, 2014.



Table 12-1 Measured Ambient Noise Levels: Colfax Dollar General Store Site November 18, 2014						
Measured Ldn	Average Hourly Daytime (7 am – 10 pm)			Average Hourly Nighttime (10 pm – 7 a)		
	Leq	L50	Lmax	Leq	L50	Lmax
68.7 dB	61.6 dB	57 dB	78.1 dB	61.6 dB	56 dB	75.7 dB

The City of Colfax General Plan Noise Element establishes a “Normally Acceptable” noise environment for medium-density residential uses as below 65 dB Ldn. For commercial uses, the Noise Element establishes a “Normally Acceptable” noise environment of below 70 dB Ldn.

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a. Expose persons to or generate noise levels in excess of the County’s adopted standards established in the General Plan and Land Use and Development Code?		✓		
b. Expose persons to or generate excessive ground borne vibration or ground borne noise levels (e.g., blasting)?				✓
c. Result in a substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?		✓		
d. Result in a substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?		✓		
e. For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?				✓
f. For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?				✓

*Impact Discussion 12a, c:* Noise generation associated with the Dollar General includes truck deliveries, roof-top HVAC units, and parking lot activities. The Dollar General will generally have 8 small truck/van deliveries per week, and 1 to 2 semi-truck deliveries per week. Typical truck activity for the store will consist of no more than 1 semi-truck delivery and 1 side-step van per hour during daytime hours. The hourly Leq generated during the hour of truck activity is currently 54 dB Leq at a distance of 50 feet. The typical hourly noise levels at the nearest residences would be less than 44 dB Leq.<sup>18</sup>

The heating, ventilation, and HVAC systems for the store will consist of packaged rooftop air conditioning units. It is assumed that the proposed building will require units totaling approximately 5 tons. Two 3-ton units would generate approximately 33 dBA Leq based on attenuation over distance.

Parking lot noise typically includes periods of conversation, doors slamming, engines starting and stopping, and vehicle passage. The predicted noise level due to parking lot activities, based on J.C.

<sup>18</sup> City of Colfax. General Plan, Noise Element, p. 4-8. www.colfax-ca.gov/documents/generalplan/04\_Noise.pdf

Brennan file data on parking lots and an assumption of 20 vehicle movements per hour, resulted in a predicted noise level of 48.4 dB Leq at 50 feet and 38 dB Leq at the nearest residences. The table below summarizes the findings discussed above.

<b>Projected Noise Levels at Nearest Residences</b>				
<b>GP Noise Element Standard for Med-Density Res</b>	<b>Existing Noise at 50 feet (daytime)</b>	<b>Projected truck delivery noise at nearest res</b>	<b>Projected mechanical equipment noise at nearest res</b>	<b>Projected parking lot noise at nearest res</b>
>65 dB	N/A	44 dB Leq	33 dB Leq	38 dB Leq
<b>Projected Noise Levels at Dollar General Site</b>				
<b>GP Noise Element Standard for Commercial</b>	<b>Existing Noise at 50 feet (daytime)</b>	<b>Projected truck delivery noise at DG</b>	<b>Projected mechanical equipment noise at DG</b>	<b>Projected parking lot noise at DG</b>
>70 dB	61.6 Leq	54 dB Leq	N/A	48.4 dB Leq

As shown in the Table 12-2, predicted noise levels will be lower than the ambient noise levels due to Interstate 80 traffic, and will be less than the General Plan Noise Element standards for the respective commercial and residential districts.

Construction equipment could result in exposure of persons to noise levels in excess of the City's adopted standards. However, this impact would be *less than significant with mitigation* as described in Mitigation Measure 12A, which limits construction work to the hours of 7 a.m. to 7 p.m. Monday through Saturday.

*Impact Discussion 12b:* The proposed project would not result in blasting or other activities that could cause substantial vibration impacts. Therefore, there would be *no impact* related to groundborne vibration.

*Impact Discussion 12d:* Construction noise could result in a substantial temporary or periodic increase in ambient noise levels in the project vicinity, especially with regard to adjacent residences. However, implementation of **Mitigation Measure 12A** would result this impact to *less than significant with mitigation*.

*Impact Discussion 12e:* The project is not residential in nature and would therefore not place residences within two miles of an existing airport. Furthermore, the project is not within an airport land use plan area. Therefore, there would be *no impact* associated with this issue.

*Impact Discussion 12f:* The project is not within the vicinity of a private airport. Therefore, *no impact* would arise from the exposure of people residing or working within the project area to excessive noise levels from a private airport.

### **Mitigation Measures**

**Mitigation Measure 12A: Limit construction work hours to comply with City of Colfax noise standards.** During grading and construction, work hours shall be limited from 6:00 a.m. to 6:00 p.m. from Monday through Friday; and 8:00 a.m. to 5:00 p.m. on Saturdays, Sundays, and observed holidays. Prior to issuance of grading and building permits, improvement plans shall reflect hours of construction.

*Timing:* Prior to issuance of grading and building permits

*Responsible Agency:* City Building Department

**13. POPULATION / HOUSING**

**Existing Setting:** The project area is characterized by commercial and residential uses, as well as undeveloped land. There is an existing residential subdivision located immediately adjacent to the project site on the north.

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a. Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?				✓
b. Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?				✓
c. Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?				✓

*Impact Discussion 13a-c:* The proposed project would result in the development of a commercial use on a site zoned for commercial uses and surrounded on three sides by other commercial and transportation (I-80) uses and planned commercial areas. The project would not result in population growth or displacement of housing or people. Therefore, the proposed project would have **no impact** related to these issues.

**14. PUBLIC SERVICES**

**Existing Setting:** The following public services are provided to this site:

The following public services are provided to this site:

Fire: The City of Colfax Fire District and CalFire will provide fire protection services to this site.

Police: The Placer County Sheriff’s Office will provide law enforcement services.

Water: The Placer County Water Agency will provide treated water to the site.

Transit: There is no transit service to the site.

Sewage: The City of Colfax will provide sewer service to the project site.

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a. Result in substantial adverse physical impacts associated with the provision of or need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the following the public services:				
1. Fire protection?			✓	
2. Police protection?			✓	
3. Schools?			✓	
4. Parks?			✓	
5. Other public services or facilities?			✓	

*Impact Discussion 14a.1-5:* The proposed commercial building would not result in a new substantial need for additional schools, parks, and police protection because it would not result in increased population. The project will be conditioned by CalFire and the City of Colfax Fire Department to provide mitigation for structural fire prevention needs, such as a fire sprinkler system, a smoke detection system, fire protection fees, and fire flow requirements and hydrants. Therefore, the proposed project would have a *less than significant* impact related to these issues.

**15. RECREATION**

**Existing Setting:** No recreational facilities occur onsite or in close proximity to the project area.

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a. Increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?				✓
b. Include recreational facilities or require the construction or expansion of recreational facilities that might have an adverse physical effect on the environment?				✓
c. Conflict with established recreation uses of the area, including biking, equestrian and/or hiking trails?				✓

**Impact Discussion 15a-c:** As a commercial project, the project would not result in development that would affect recreational uses or increase demand for recreational uses. The project proposes the construction of a Dollar General retail store. Therefore, the proposed project would have *no impact* related to these issues.

**16. TRANSPORTATION / CIRCULATION**

**Existing Setting:** The project site is located west of Auburn Street between Whitcomb Avenue and Mink Creek Drive in the City of Colfax. Existing Level of Service (LOS) at nearby intersections is as follows:

Intersection	LOS – AM	LOS – PM
South Auburn Street at Whitcomb Avenue	B	B
South Auburn Street at Mink Creek Drive	A	A

South Auburn Street has an existing Level of Service of A. The City of Colfax General Plan establishes LOS C as the service standard for City intersections and roadways.<sup>19</sup> As shown in Table 16-1, existing conditions meet the City’s service standard.

<sup>19</sup> City of Colfax. General Plan 2020. September 22, 1998.

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a. Result in an increase in traffic that is substantial in relation to the existing traffic load and capacity of the street system (i.e., result in a substantial increase in either the number of vehicle trips, the volume-to-capacity ratio on roads, or congestion at intersections)?			✓	
b. Result in a need for private or public road maintenance, or new roads?			✓	
c. Result in effects on existing parking facilities, or demand for new parking?			✓	
d. Substantially increase hazards due to a design feature (e.g., a sharp curve or dangerous intersection) or incompatible uses (e.g., farm equipment)?			✓	
e. Result in a substantial impact upon existing transit systems (e.g., bus service) or alteration of present patterns of circulation or movement of people and/or goods?			✓	
f. Result in an alteration of waterborne, rail, or air traffic patterns or levels?				✓
g. Result in an increase in traffic hazards to motor vehicles, bicyclists, or pedestrians, including short-term construction and long-term operational traffic?			✓	
h. Result in inadequate: Sight distance? Ingress/egress? General road capacity? Emergency access (4290 Standard)?			✓	
i. Result in inconsistency with adopted policies supporting the provision of transit alternatives to automobile transportation on an equitable basis with roadway improvements, e.g. clustered development, commuter-oriented transit, bus turnouts, sidewalks, paths, and bicycle racks?			✓	

*Impact Discussion 16a,b,h:* On November 25, 2014 Kunzman Associates, Inc. prepared a focused traffic analysis for this project.<sup>20</sup> The traffic analysis found that the project would result in 583 average daily trips during normal business hours, 35 of which would occur during the morning peak hours and 62 of which would occur during the evening peak hours. For the existing plus project traffic conditions, the study area intersections are projected to operate at acceptable levels of service during the peak hours. Levels of service at nearby intersections will remain the same (LOS B at South Auburn/Whitcomb and LOS A at South Auburn/Mink Creek Drive). Additionally, it is expected that many of the Dollar General customer trips will be pass-by trips and that the project will not generate a large number of new trips. The driveway access will also have an acceptable LOS A.

Stopping site distance requires 300 feet of unobstructed line of site for a 40 mph speed limit on South Auburn Street. The traffic analysis demonstrates that there will be sufficient stopping sight distance at the project access driveway on South Auburn Street.

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<sup>20</sup> Kunzman Associates, Inc. *Dollar General – Colfax. Focused Traffic Analysis.* November 25, 2014.

The traffic analysis concludes that the increase in trip volumes from the proposed project is not significant. While the project would contribute incrementally to increased traffic during the operational phase of the project, there would be a *less than significant* impact on public road maintenance.

*Impact Discussion 16c:* The City’s parking standards require a minimum of 18 parking spaces for the proposed project (1 space per 500 sf of gross floor area for “General Retail” development).<sup>21</sup> The project applicant proposes 31 stalls for this store prototype, including 4 clean-air vehicle stalls and 2 ADA stalls, and will therefore be in compliance with the minimum number of parking stalls required by the City.

Furthermore, Kunzman Associates prepared a parking analysis for the project site. To quantify the actual parking demand for this particular type of project, parking surveys were conducted at three similar Dollar General locations to determine the maximum number of occupied parking spaces on weekdays and weekends. The study found that the maximum peak parking demand was for 13 stalls. Based upon this evidence, adequate parking is expected to be available for the project as designed, and there will be no impact associated with parking demand. Impacts related to parking would be *less than significant*.

*Impact Discussion 16d,e,g,i:* The proposed project would not result in the development of uses that would substantially increase traffic, as discussed above, or that would rely on transit services. However, the project would be required to pay its fair share of traffic mitigation fees for trips generated by the project, as determined by the Engineering Department. The project would not conflict with rideshare programs or other policies supporting alternative transportation, and there would be a *less than significant* impact related to these issues.

*Impact Discussion 16f:* The proposed project would not impact airport operations or other travel patterns such as waterborne and rail systems as there are none within the vicinity of the project. Therefore, there would be *no impact*.

**17. UTILITIES / SERVICE SYSTEMS**

**Existing Setting:** Electricity is available to the project site from Pacific Gas & Electric, and propane is available from private vendors to supply on-site storage if needed. Public water is anticipated to be available to this property by Placer County Water Agency. Solid waste generated either during the development of the site or after occupancy, is processed at the Western Regional Sanitary Landfill, which is maintained by the Western Placer Waste Management Authority. There are a number of wireless telephone services available in the Colfax area but with variable coverage depending upon the carrier. Sewage treatment and disposal would occur via the City of Colfax wastewater treatment plant.

Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a. Result in a need for the extension of electrical power or natural gas?			✓	
b. Require the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?			✓	
c. Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?			✓	

<sup>21</sup> City of Colfax. Municipal Code, Sec. 17.108.040, “General Retail” standard.



Would the proposed project:	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
d. Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?			✓	
e. Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?			✓	
f. Be served by a landfill or transfer station with sufficient permitted capacity to accommodate the project's solid waste disposal needs?			✓	
g. Comply with federal, state, and local statutes and regulations related to solid waste?			✓	
h. Require a need for the extension of communication systems?			✓	

*Impact Discussion 17a-e,h:* The proposed project will result in the need to extend water supply facilities, but would not result in the need to expand water or wastewater treatment facilities since this parcel has already been zoned and therefore anticipated for commercial development. Placer County Water Agency has indicated that new water lines would have to be extended from 400 feet north of the project site. Sewer lines already traverse South Auburn Street, and the project would need to stub off those lines. Furthermore, the project is an infill parcel within a developed area, and all other services are already provided to or adjacent to the site. Therefore, the project would have a *less than significant* impact related to these issues.

*Impact Discussion 17f,g:* The operational phase of the proposed project would result in the production of solid waste typical of general retail uses. Solid waste generated by the project would be stored onsite in the trash enclosure shown on the site plan, and then disposed of at the Western Regional Sanitary Landfill between Lincoln and Roseville. The Western Regional Sanitary Landfill allows construction waste at its facility, including construction materials, vegetation chippings, and industrial toxic waste like glues, paint, and petroleum products. Impacts regarding disposal of solid waste would therefore be *less than significant*.

**18. MANDATORY FINDINGS OF SIGNIFICANT ENVIRONMENTAL EFFECT**

	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
a. Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal, or eliminate important examples of major periods of California's history or prehistory?		✓		

	Potentially Significant Impact	Less Than Significant with Mitigation	Less Than Significant Impact	No Impact
b. Does the project have environmental effects that are individually limited but cumulatively considerable? (“Cumulatively considerable” means that the incremental effects of the project are considered when viewed in connection with the effects of past, current, and probable future projects.)			✓	
c. Does the project have environmental effects, which will cause substantial adverse effects on human beings, either directly or indirectly?			✓	
d. Does the project require the discussion and evaluation of a range of reasonable alternatives, which could feasibly attain the basic objectives of the project?			✓	

*Impact Discussion 18a:* As discussed in Sections 1 through 17 above, the proposed project would be integrated into the existing developed character of the City of Colfax commercial-zoned area. Development of the proposed project would comply with all local, state, and federal laws governing general welfare and environmental protection. Project implementation, mostly during construction, will result in potentially adverse impacts to air quality, biological resources, cultural resources, greenhouse gases, geology and soils, and noise. Each of those impacts is mitigated to levels that are **less than significant levels with mitigation** as outlined in each section.

*Impact Discussion 18b:* A project’s cumulative impacts are considered significant when the incremental effects of the project are “cumulatively considerable,” meaning that the project’s incremental effects are considerable when viewed in connection with the effects of past, current, and probable future projects.

Reasonably foreseeable projects that could have similar impacts to the proposed project include other anticipated projects within the project vicinity that could be constructed or operated within the same timeframe as the project. However, because most of the project impacts would be short-term construction impacts that are not anticipated to be substantially adverse with mitigation, the proposed project is not anticipated to considerably contribute to cumulative impacts. Additionally, all of the proposed project’s impacts, including operational impacts, can be reduced to a less-than-significant level with implementation of the mitigation measures identified in this Initial Study and compliance with existing federal, state, and local regulations. Therefore, the proposed project would have **less than significant** environmental effects that are individually limited but cumulatively considerable.

*Impact Discussion 18c:* All substantial adverse impacts of the proposed commercial retail development project have been mitigated with the measures in this Initial Study, in addition to compliance with existing federal, state, and local regulations, and the conditions of approval that will be applied to the project. Therefore, the project would result in **less than significant** adverse direct or indirect effects on human beings.

*Impact Discussion 18d:* The basic objective of the project is to construct a commercial building within an existing commercial use area. The project could accomplish the same objective by relocating to a different commercially-zoned site within the City of Colfax; however, no other site would serve to reduce impacts more than is achieved with the currently proposed siting. Therefore, this impact is considered **less than significant**.

**RECOMMENDATION OF THE PROJECT PLANNER**

On the basis of this initial evaluation:

- I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.
- I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.
- I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.
- I find that the proposed project MAY have a "potentially significant impact" or a "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.
- I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

  
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Jessica Hankins, Hankins Environmental Planning

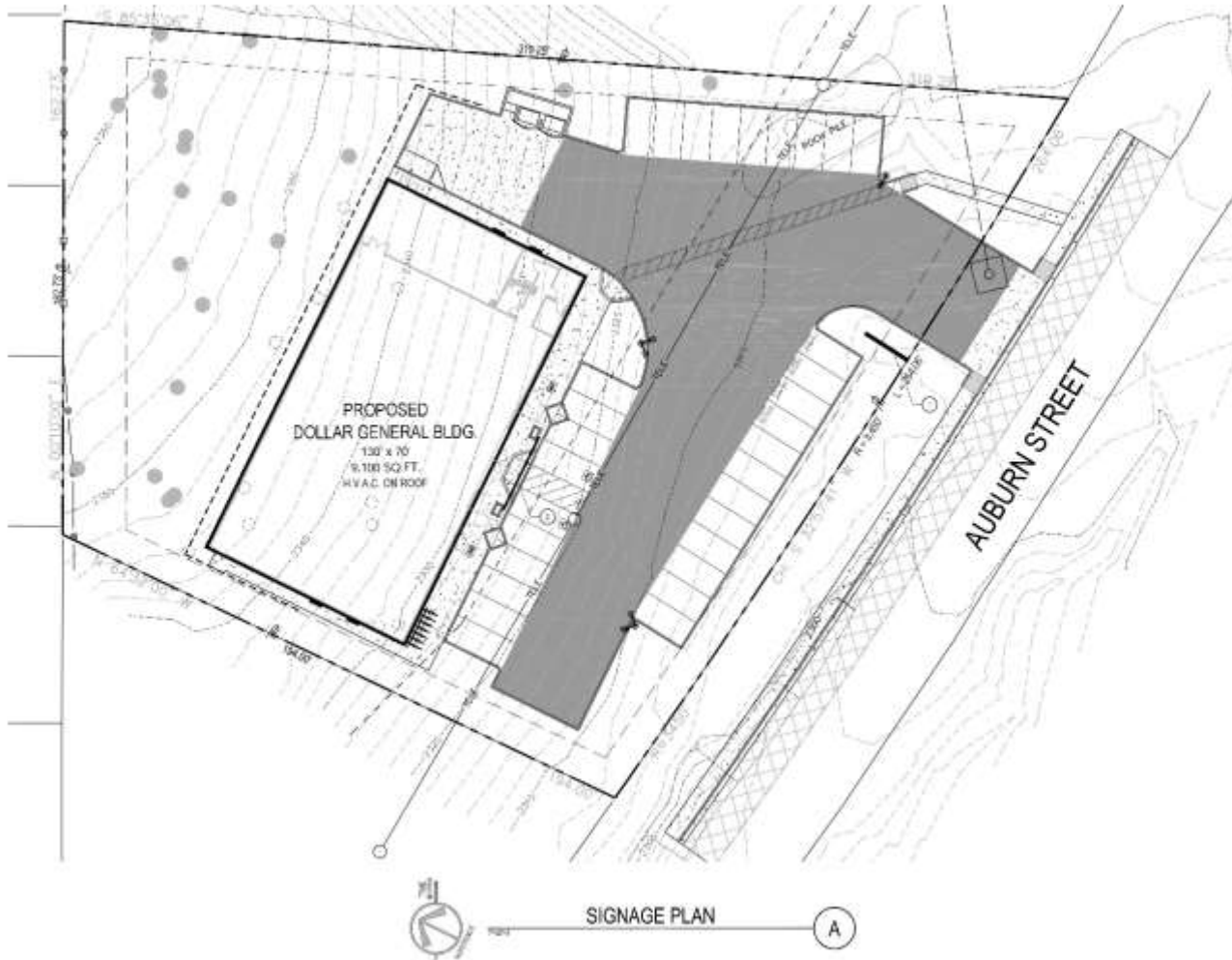
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APPENDIX A: Location Map



APPENDIX B: Site Plan



Appendix C: Mitigation Monitoring Plan – Colfax Dollar General DRP-SP-01-14

Impact(s)	Mitigation Measure	Responsible Agency	Timing
<b>AESTHETICS</b>			
<ul style="list-style-type: none"> <li>▪ Landscape plan doesn't comply with Municipal Code 17.108 to landscape unused right-of-way</li> <li>▪ Placer County Water Agency has indicated that drought declaration may be in place that will forestall new landscaping</li> </ul>	<p><b>Mitigation Measure 1A: Comply with City of Colfax Municipal Code requirements for landscaping.</b> Project site landscaping shall comply with all the requirements of the City of Colfax Municipal Code, including but not limited to the following:</p> <ul style="list-style-type: none"> <li>▪ All unused right-of-way between the public street and the parking lot shall be landscaped and maintained by the property owner. (17.108.045)</li> <li>▪ Landscaping shall consider conservation of water resources through the efficient use of irrigation, appropriate plant materials (i.e. appropriate plant zones), and regular maintenance of landscaped areas. (17.116.020)</li> <li>▪ All landscaping and irrigation shall be maintained by any and all subsequent owners for a minimum period of three years after installation. The developer shall comply with either (i) or (ii) of the following provisions and shall comply with (iii): (17.116.020)                             <ul style="list-style-type: none"> <li>i. Deposit with the city a maintenance bond, cash, letter of credit, or its equivalent, in an amount equal to one-half the market value of landscaping and irrigation guaranteeing the proper care, treatment and maintenance of landscaping for a period of three years; <u>or</u></li> <li>ii. Execute an agreement and equitable lien in an amount equal to the full market value of the landscaping and irrigation with the city, guaranteeing the maintenance thereof during a three-year period. Default of such agreement or lien shall cause written letter of notification by the city, to the owner of said real property within ten (10) days that the city will perform or have performed by a reputable landscaper any and all maintenance work it deems necessary and bring legal action against the owner for the full cost of such maintenance work, or foreclose such equitable lien as provided by law; <u>and</u></li> <li>iii. Prior to the expiration of the three year maintenance guarantee period and return of the security, the property owner shall maintain, replace or restore all deficient landscaping. Landscaping and irrigation shall be installed prior to issuance of a certificate of occupancy by the chief building official.</li> </ul> </li> </ul> <p>The applicant shall comply with this measure prior to the issuance of an occupancy permit for the proposed structure. If new landscaping is prohibited by the Placer County Water Agency at that time, the applicant shall install the landscaping at the earliest opportunity</p>	<p>City Planning Department</p>	<p>Prior to issuance of certificate of occupancy</p>



Impact(s)	Mitigation Measure	Responsible Agency	Timing
	thereafter as permitted by water usage requirements of the Placer County Water Agency.		
<b>AIR QUALITY</b>			
Placer County is in nonattainment for ozone. Architectural coatings are one of the major sources of Volatile Organic Compounds (VOCs), which create ozone.	<p><b>Mitigation Measure 3A: Use low-VOC architectural coatings for the proposed structure.</b> Building plans shall show that low-VOC architectural coatings shall be used in construction whenever feasible and shall coordinate with the Placer County APCD to determine which coatings would reduce VOC emissions to the maximum degree feasible.</p>	Placer County Air Pollution Control District and City Building Department	Prior to building permit issuance
Short-term air quality impacts from emissions and dust during construction	<p><b>Mitigation Measure 3B: Comply with Air District requirements for dust control.</b> If the area to be disturbed exceeds one acre, prior to the approval of any grading permits, the applicant shall submit a Construction Emission / Dust Control Plan to the Placer County Air Pollution Control District for review and approval. If the District does not respond within twenty (20) days of the plan being accepted as complete, the plan shall be considered approved. The applicant shall provide written evidence, provided by the District, to the City that the plan has been submitted to the District. It is the responsibility of the applicant to deliver the approved plan to the local jurisdiction. The applicant shall not break ground prior to receiving District approval, of the Construction Emission / Dust Control Plan, and delivering that approval to the local jurisdiction issuing the permit.</p> <p>If the area to be disturbed is under one acre, prior to the approval of any grading permits, the applicant must note the standard dust control measures provided by the Placer County Air Pollution Control District in its “Fugitive Dust Control Requirements Fact Sheet,” posted on the District’s website (<a href="http://www.placer.ca.gov/departments/air/dustctrlreqs">www.placer.ca.gov/departments/air/dustctrlreqs</a>) on all grading plans.</p>	Placer County Air Pollution Control District and City Building Department	Prior to grading permit issuance
Short-term air quality impacts from construction equipment emissions	<p><b>Mitigation Measure 3C: Minimize construction equipment idling.</b> In order to reduce emissions from construction equipment, the applicant shall include the following standard note on the grading and improvement plans: “During construction, the contractor shall minimize idling time to a maximum of 5 minutes for all diesel powered equipment. Signs shall be posted in the designated queuing areas of the construction site to remind off-road equipment operators that idling is limited to a maximum of 5 minutes. Idling of construction-related equipment and construction related vehicles is not recommended within 1,000 feet of any sensitive receptor.”</p>	City Building Department	Prior to grading and improvement permit issuance
Short-term air quality impacts from construction equipment emissions	<p><b>Mitigation Measure 3D: Comply with Placer County Air Pollution Control District Rules and Regulations for Construction.</b> Include as standard notes or as an attached form with all improvement plans, grading plans, and building permit permits: Placer County APCD’s Rules and Regulations (Construction) from the APCD’s Handbook, Appendix B (with the exception of the requirement for geologic evaluation for naturally-occurring asbestos, given that the project site is in an area “Least Likely to Contain NOA”). These notes may be</p>	Placer County Air Pollution Control District and City Building Department	Prior to grading and improvement permit issuance

Impact(s)	Mitigation Measure	Responsible Agency	Timing
	found on Placer County APCD's website at <a href="http://www.placer.ca.gov/departments/air/landuseceqa">www.placer.ca.gov/departments/air/landuseceqa</a> (see Appendix B).		
<b>BIOLOGICAL RESOURCES</b>			
15-16 oak trees will be removed from the site	<p><b>Mitigation Measure 4A: Mitigate for oak tree removal.</b> An equal number of trees will be planted as those to be removed. Tree selection will be from the "Permitted Species" list found on pages 11-12 of the biological resources report dated January 12, 2015, and if possible they will be incorporated into the landscape of the store facility. If not possible, then trees will be planted in public places within the City Limits of Colfax as approved by the City Manager. Replacement trees shall range from one-gallon to forty-eight-inch-box container sizes mixed to create a natural horizon line. A mix of tree species is preferred (rather than planting the same species throughout the project) to achieve a more natural, native appearance. Trees shall be irrigated and maintained by any and all subsequent owners for a minimum period of three years after installation in accordance with the Colfax maintenance requirements:</p> <ol style="list-style-type: none"> <li>1. Deposit with the City a maintenance bond, cash, letter of credit or its equivalent, in an amount equal to one-half the market value of landscaping and irrigation guaranteeing the proper care, treatment and maintenance of landscaping for a period of three years; or</li> <li>2. Execute an agreement and equitable lien in an amount equal to the full market value of the landscaping and irrigation with the City, guaranteeing the lien shall cause a written letter of notification by the City to the owner of the real property within ten days that the City will perform or have performed by a reputable landscaper any and all maintenance work it deems necessary and bring legal action against the owner for the full cost of such maintenance or foreclose such equitable lien as provided by law.</li> </ol>	City Planning Department	Prior to issuance of certificate of occupancy
The project has the potential to impact nesting birds in violation of the federal Migratory Bird Treaty Act	<p><b>Mitigation Measure 4B: Avoid impacts to nesting raptors and migratory birds.</b> This project shall avoid impacts to potentially nesting raptors and migratory birds by scheduling such activities for the non-breeding season (March 1– August 31). The following measures shall be implemented to protect nesting birds and shall be noted on the grading and construction plans for this project:</p> <ol style="list-style-type: none"> <li>1. Tree removal shall be avoided during the breeding season (March 1 – August 31). Alternatively, the developer shall initiate pre-construction surveys, conducted to verify that the construction zone area and those trees designated for removal do not support nesting migratory birds. In this alternative, the following measures shall be implemented to protect nesting birds and shall be shown on the proposed</li> </ol>	California Department of Fish and Wildlife and City Planning Department	Prior to issuance of grading permits

Impact(s)	Mitigation Measure	Responsible Agency	Timing
	<p>grading and construction plans for this project:</p> <ol style="list-style-type: none"> <li>2. If tree removal must occur during the nesting season, an approved biologist shall conduct surveys for nesting raptors and migratory birds within 7 days prior to any grading or construction activities during the breeding season (March 1 – August 31). An additional survey may be required if periods of construction inactivity (e.g., gaps of activity during grading, vegetation removal) exceed a period of two weeks, an interval during which bird species, in the absence of human or construction-related disturbances, may establish a nesting territory and initiate egg laying and incubation.</li> <li>3. Should any active nests or breeding areas be discovered, a buffer zone (protected area surrounding the nest) and monitoring plan, if needed, shall be developed. A buffer zone of a quarter-mile (1,320 feet) shall be established. Nest locations shall be mapped and submitted along with a report stating the survey results, to the California Department of Fish and Wildlife and the City of Colfax Planning Department within one week of survey completion. A qualified wildlife biologist shall monitor the progression of reproductive states of any active nests until a determination is made that nestlings have fledged and that a sufficient time for fledging dispersal has elapsed; construction activities shall be prohibited within the buffer zone until such determination is made. If construction must occur during the time the nest is occupied, the biologist shall consult with the California Department of Fish and Wildlife to determine the most appropriate course of action.</li> </ol>		
<p>The project has the potential to impact oak groves outside the development footprint if the groves are not adequately protected</p>	<p><b>Mitigation Measure 4C: Protect oak groves during construction.</b> Preserved oak trees (grove) above the 2,350 elevation shall be retained in their natural state and no irrigation or other disturbances shall occur within this oak tree community. The following mitigation measures will be implemented during and prior to commencement of construction activities in order to avoid potential direct harm to the retained oak community above the 2,350 elevation. These measures will also minimize indirect impacts to the retained oak tree grove following construction. Additional best management practices are also included herein.</p> <ul style="list-style-type: none"> <li>▪ Establish the grove as Environmentally Sensitive Areas (ESAs) during all phases of construction. The ESA boundaries shall be established at the 2,350 feet elevation line of the parcel. The grove shall be protected with high-visibility fencing placed at least one foot outside the dripline prior to commencement of construction. The fencing should be four-feet high and bright orange with steel t-posts spaced no greater than 8 feet apart.</li> <li>▪ Do not disturb the Protected Root Zone (PRZ) of trees within the grove. The PRZ is</li> </ul>	<p>City Planning Department</p>	<p>Prior to issuance of the grading permits and during construction per field inspection</p>

Impact(s)	Mitigation Measure	Responsible Agency	Timing
	<p>defined by its "critical root radius," and it is a more accurate measure than the drip line for determining the adequate protection area for trees growing in forests or those with narrow growth habits. To calculate critical root radius, measure the tree's diameter at breast height (DBH), which is 4.5 feet above the ground. Measure in inches, and for each inch, allow for 1 to 1.5 feet of critical root radius. No grading, cutting, filling, or trenching shall occur within the PRZ.</p> <ul style="list-style-type: none"> <li>▪ Plans and specifications shall clearly state all the protection procedures for the oak trees that will be preserved on the project site. These specifications should also require contractors to stay within designated work areas, and shall include a provision for penalties if oak trees are damaged.</li> <li>▪ No vehicles, construction equipment or facilities, or materials should be parked or located within the oak tree grove. For the construction activities, an ingress/egress route shall be designated for travel by heavy construction equipment moving to and from the site and located well outside the grove.</li> <li>▪ Soil surface removal greater than one foot shall not occur within the grove. No cuts or trenching shall occur outside of the designated construction area.</li> <li>▪ Soils from the grading/construction will be removed immediately from the area and not stored within or adjacent to the grove.</li> <li>▪ No irrigation or ornamental plantings requiring irrigation shall be installed within the grove.</li> </ul>		
<b>CULTURAL RESOURCES</b>			
<p>The project has the potential to uncover cultural and historic resources during construction</p>	<p><b>Mitigation Measure 5A: Halt work and contact the appropriate agencies if cultural resources are discovered during project construction.</b> All equipment operators and employees involved in any form of ground disturbance shall be advised of the remote possibility of encountering subsurface cultural resources. If such resources are encountered or suspected, work shall be halted immediately and the Colfax Planning Department shall be contacted. A professional archaeologist shall be retained by the developer and consulted to access any discoveries and develop appropriate management recommendations for archaeological resource treatment. If bones are encountered and appear to be human, California Law requires that the Placer County Coroner and the Native American Heritage Commission be contacted and, if Native American resources are involved, Native American Organizations and individuals recognized by the City shall be notified and consulted about any plans for treatment. A note to this effect shall be included on the grading and construction plans for each phase of this project.</p>	<p>City Planning Department</p>	<p>Prior to issuance of grading permits</p>
<b>GEOLOGY/SOILS</b>			
<p>The project has the potential to create unstable slopes without proper engineering</p>	<p><b>Mitigation 6A: Comply with excavation slope standards.</b> Prior to issuance of grading permits the excavation slopes steeper than 2:1 will not be permitted unless accompanied by the recommendation of a geotechnical engineer. The applicant shall provide a</p>	<p>City Engineering Department</p>	<p>Prior to issuance of the grading permits</p>

Impact(s)	Mitigation Measure	Responsible Agency	Timing
	<p>geotechnical report from a license geotechnical engineer for the retaining wall per Section 15.30.046 of the City Code. In addition to the requirements in Section 15.30.048 of City Code, the report must address stability of proposed cut slopes, recommendation for parking lot section, and recommendation for public roadway improvement section including R-Value of existing soil in widened roadway area. Landscape slopes along the street shall not exceed 3:1. Level areas having a minimum width of one (1) foot shall be required at the toe and top of said slopes. The Geotechnical Engineer shall provide certification to the City that all grading work has been placed and compacted in compliance with the improvement plans and geotechnical report.</p>		
<p>The project has the potential to create soil erosion impacts during period of wet weather</p>	<p><b>Mitigation Measure 6B: Limit the grading season.</b> Grading plans shall include the time of year for construction activities. No grading shall occur between November 1 and May 1. If improvements will not be completed by October 15, or are scheduled to start prior to April 15, a winterization plan must also be prepared in accordance with City requirements. One hundred percent (100%) bonding or other security shall be provided to assure implementation of the winterization plan.</p>	<p>City Engineering Department</p>	<p>Prior to issuance of the grading permits</p>
<p>The project has the potential to result in soil erosion and sedimentation offsite</p>	<p><b>Mitigation Measure 6C: Prepare and implement an Erosion and Sediment Control Plan.</b> Prior to issuance of grading permits or improvement plans for all project-related grading including road construction and drainage improvements, said permits or plans shall incorporate, at a minimum, the following erosion and sediment control measures:</p> <ol style="list-style-type: none"> <li>1. During construction, Best Management Practices (BMPs) for temporary erosion control shall be implemented to control any pollutants that could potentially affect the quality of storm water discharges from the site. A Storm Water Pollution Prevention Plan (SWPPP) shall be prepared in accordance with California State Water Resources Control Board (SWRCB) requirements. This SWPPP includes the implementation of BMP's for Erosion Control, Sediment Control, Tracking Control, Wind Erosion Control, Waste Management and Materials Pollution Control.</li> <li>2. If applicable, topsoil shall be removed and stockpiled for later reuse prior to excavation activities. Topsoil shall be identified by the soil-revegetation specialist who will identify both extent and depth of the topsoil to be removed.</li> <li>3. Upon completion of grading, stockpiled topsoil shall be combined with wood chips, compost and other soil amendments for placement on all graded areas. Revegetation shall consist of native seed mixes only. The primary objectives of the soil amendments and revegetation is to create site conditions that keep sediment on site, produce a stable soil surface, resist erosion and are aesthetically similar to the surrounding native forest ecosystem.</li> </ol>	<p>City Engineering Department</p>	<p>Prior to issuance of the grading permits or improvement plans</p>

Impact(s)	Mitigation Measure	Responsible Agency	Timing
	4. Geo-fabrics, jutes or other mats may be used in conjunction with revegetation and soil stabilization.		
<b>GREENHOUSE GAS EMISSIONS</b>			
The project will incrementally contribute to greenhouse gas emissions	<p><b>Mitigation 7A: Comply with energy-efficiency standards.</b> Prior to issuance of building permits, the design of the project shall comply with the following standards:</p> <ol style="list-style-type: none"> <li>1. The floor plans and/or exterior elevations submitted in conjunction with the Building Permit application shall show that the project includes energy-efficient lighting (both indoor and outdoor).</li> <li>2. The floor plans and/or exterior elevations submitted in conjunction with the Building Permit application shall show that the project includes an energy-efficient AC unit which exceeds the SEER ratio by a minimum of two points at the time of building permit issuance.</li> <li>3. The plans submitted in conjunction with the Building Permit application shall show the project includes HVAC duct sealing and that the ductwork shall be pressure balanced prior to the issuance of a certificate of occupancy.</li> <li>4. The floor plans and/or exterior elevations submitted in conjunction with the Building Permit application shall show that the project shall include an energy-efficient heating system.</li> <li>5. The plans submitted in conjunction with the Building Permit application shall show that the project shall only utilize programmable thermostat timers.</li> <li>6. The plans submitted in conjunction with the Building Permit application shall show that the project shall only utilize low-flow water fixtures such as low-flow toilets, faucets, showers, etc.</li> <li>7. The applicant shall only show energy-efficient lighting for all street, parking, and area lighting associated with the project, including all on-site and off-site lighting.</li> </ol>	City Building Department	Prior to issuance of the building permits and improvement plans
<b>NOISE</b>			
Short-term construction-related noise impacts at nearby sensitive receptors, e.g., residences to west	<p><b>Mitigation Measure 12A: Limit construction work hours to comply with City of Colfax standards.</b> During grading and construction, work hours shall be limited from 6:00 a.m. to 6:00 p.m. from Monday through Friday; and 8:00 a.m. to 5:00 p.m. on Saturdays, Sundays, and observed holidays. Prior to issuance of grading and building permits, improvement plans shall reflect hours of construction.</p>	City Building Department	Prior to issuance of grading and building permits





**Placer County  
Health and Human Services Department**

**Jeffrey S. Brown, M.P.H., M.S.W.**  
Department Director

**Wesley G. Nicks, R.E.H.S.**  
Environmental Health, Director

**MEMORANDUM  
DEPARTMENT OF HEALTH & HUMAN SERVICES  
ENVIRONMENTAL HEALTH SERVICES**

**To:** Colfax Planning Department  
**From:** Justin Hansen  
Land Use and Water Resources Section  
**Date:** January 23, 2015  
**Subject:** **DRP-SP-01-14, Dollar General Design Review**

Environmental Health Services has reviewed the above project application and has the following recommended conditions of approval:

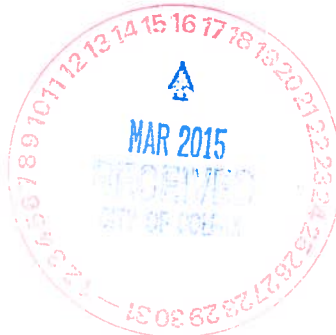
1. Prior to the approval of the Improvement Plans, submit to EHS a "will-serve" letter from City of Colfax Waste Water Treatment Plant indicating that the district can and will provide sewerage service to the project. Connection of this project to sanitary sewers is required. (EHS)
2. Prior to the approval of the Improvement Plans, submit to EHS, for review and approval, a "will-serve" letter from the Placer County Water Agency for domestic water service. The applicant shall connect the project to this treated domestic water supply. (EHS)
3. Prior to the approval of the Improvement Plans, submit to EHS a "will-serve" letter from the franchised refuse collector for weekly or more frequent refuse collection service. The owner or occupant of each lot shall subscribe to weekly mandatory refuse collection services from the refuse collection franchise holder. (EHS)
4. If at any time during the course of executing the proposed project, evidence of soil and/or groundwater contamination with hazardous material is encountered; the applicant shall immediately stop the project and contact Environmental Health Services Hazardous Materials Section. The project shall remain stopped until there is resolution of the contamination problem to the satisfaction of Environmental Health Services and to the Central Valley Regional Water Quality Control Board. A note to this effect shall be added to the Improvement Plans where applicable. (EHS)
5. The discharge of fuels, oils, or other petroleum products, chemicals, detergents, cleaners, or similar chemicals to the surface of the ground or to drainage ways on or adjacent to, the site is prohibited. (EHS)
6. If Best Management Practices are required by the DPW for control of urban runoff pollutants, then any hazardous materials collected shall be disposed of in accordance with all applicable hazardous materials laws and regulations. (EHS)

7. Prior to Building Permit issuance for any food facility, contact Environmental Health Services (EHS), pay required fees, and apply for a plan check. Submit to EHS for review and approval complete construction plans and specifications as specified by EHS. The actual fees paid will be those in effect at the time payment occurs. **(EHS)**
8. Prior to opening for business, the applicant/operator shall contact Environmental Health Services, pay required fees, and obtain a permit to operate a food facility. All food handling operations shall comply with the requirements of Placer County Code and the California Retail Food Code. The actual fees paid will be those in effect at the time payment occurs. **((EHS))**
9. Prior to final occupancy approval, the property owner or occupant shall submit a Hazardous Materials Project/Business Activities Screening Form to Environmental Health Services for review and approval. Please note that "Hazardous" materials, as defined in California Health and Safety Code Division 20, Chapter 6.95, Articles 1 & 2, shall not be allowed on any premises in regulated quantities without notification to EHS. **(EHS)**

O:\PLUS\ENV\CUP\2014\Willow Creek Shopping Center COA .docx



March 10, 2015  
File No: PD/Colfax  
Map No. 48-A-05



Mark Miller, City Manager  
City of Colfax  
P.O. Box 702  
Colfax, CA 95713

SUBJECT: Water availability for 951 South Auburn Street, Colfax, California  
APN 100-230-027  
DRP-SP-01-14

Dear Mr. Miller:

Thank you for the opportunity to review and comment on the proposed Mitigated Negative Declaration for the Dollar General retail store. This letter is written in response to your request dated March 5, 2015 wherein you solicited comments about the proposed development located at 951 South Auburn Street, Colfax, California; APN 100-230-027.

The purpose of this letter is to apprise you of the current status of water availability from the Agency's treated water system at the location specified above. The Agency does not reserve water for prospective customers and this letter in no way confers any right or entitlement to receive water service in the future. The Agency makes commitments for service only upon execution of a facilities agreement and the payment of all fees and charges required by the Agency.

There is no Agency treated water service to the above mentioned parcel. Water can be available from the Agency's 6-inch treated water main located in South Auburn Street fronting the parcel. Water can also be made available from the Agency's 12" treated water main located in South Auburn Street 400 feet north of the subject parcel. In order to obtain service, the developer will have to enter into a facilities agreement with the Agency to provide any on site or off site pipelines or other facilities if they are needed to supply water for domestic or fire protection purposes and pay all fees and charges required by the Agency, including the Water Connection Charges.

Separation of treated water lines from other utilities must be maintained in accordance with the California Department of Public Health and the Agency's Standards. Mains shall be located

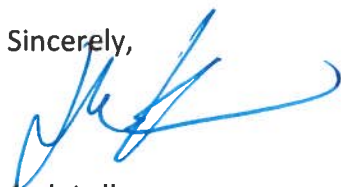
within public rights-of-way or easements, and out of residential lots and landscaped areas. Trees and large shrubs shall be kept outside of easements containing water mains. The Agency's minimum easement width is 20 feet centered over public facilities, with 10 feet minimum each side of the facilities. Mains located within roadways, alleyways, parking lots, and other travel ways shall be located under pavement and at a minimum 3' from the edge of pavement. The Agency no longer allows for the installation of 10-inch water mains. Main sizing for the distribution systems is based on the Agency's velocity maximum of 5 feet per second for maximum day demand and 7 fps for fire flow events. The Agency's standards are available online at <http://www.pcwa.net/working-with-pcwa/new-development-process.html>.

The Agency Board of Directors has declared a Drought Emergency as of February 6, 2014, and may impose restrictions on the use of water during the pendency of the Drought Emergency. These restrictions include that landscaping shall adhere to specifications of the State's Model Water Efficient Landscape Ordinance or that of any local land use jurisdiction in effect. These restrictions also include that swimming pools be provided with covers that prevent evaporation. Until the Agency Board has declared the Drought Emergency to have terminated, Applicant shall comply with all water use restrictions that may be adopted by the Agency Board. Please visit the Agency's website, [www.pcwa.net](http://www.pcwa.net), or consult with Agency staff to ascertain what water use restrictions may apply.

All water availability is subject to the limitations described above and the prior use by existing customers.

If you have any questions, please call me at the Engineering Department at (530) 823-4886.

Sincerely,



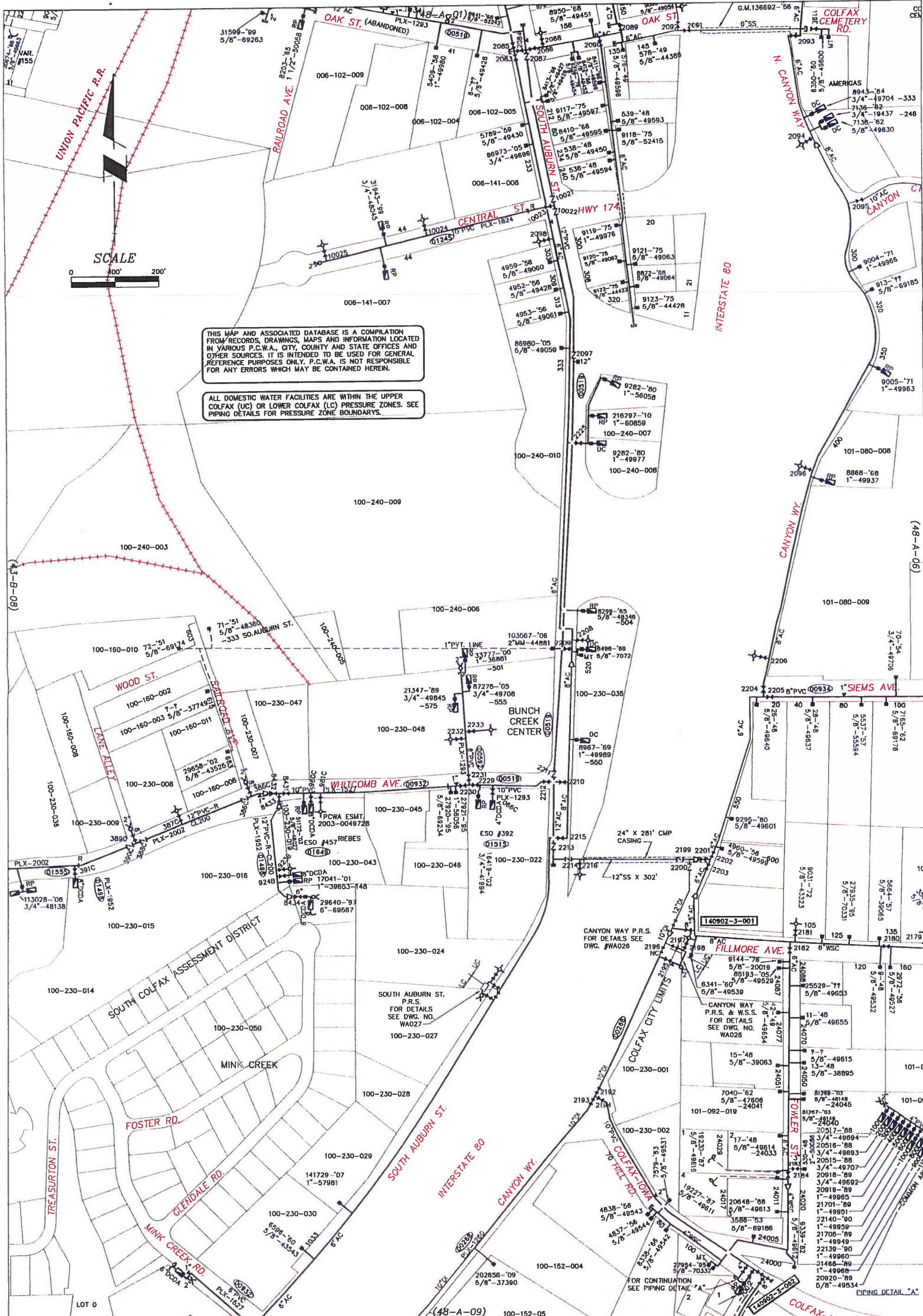
Josh Leiko  
Engineering Technician

JL:zh

pc: Tom Reeves  
Don Kellner  
Heather Trejo  
Field Services  
Customer Service

Enclosure: Map No. 48-A-05





THIS MAP AND ASSOCIATED DATABASE IS A COMPILATION FROM RECORDS, DRAWINGS, MAPS AND INFORMATION LOCATED IN VARIOUS P.C.W.A., CITY, COUNTY AND STATE OFFICES AND OTHER SOURCES. IT IS INTENDED TO BE USED FOR GENERAL REFERENCE PURPOSES ONLY. P.C.W.A. IS NOT RESPONSIBLE FOR ANY ERRORS WHICH MAY BE CONTAINED HEREIN.

ALL DOMESTIC WATER FACILITIES ARE WITHIN THE UPPER COLFAX (UC) OR LOWER COLFAX (LC) PRESSURE ZONES. SEE PIPING DETAILS FOR PRESSURE ZONE BOUNDARIES.

<b>PROJECT</b>	<b>DISCIPLINE</b>	<b>TITLE</b>
MAPS	WATER DISTRIBUTION	<b>SOUTH AUBURN STREET AREA COLFAX</b>
PLACER COUNTY WATER AGENCY		

## SOUTH AUBURN STREET AREA COLFAX

<b>REFERENCES</b>	<b>DRAWN BY:</b> SED/LDH	<b>DRAWING NO.</b>	<b>REV. NO.</b>
COUNTY PARCELS 10/09	CHECKED BY: L. HAMMER	<b>48-A-05</b>	<b>1</b>
DATE DRAWN: 8/26/10	SCALE: AS NOTED	EASEMENTS	SED
		NEW MAP	SED
		REVISION DESCRIPTION	CHK
			© 2010 P.C.W.A.



EDMUND G. BROWN JR.  
GOVERNORMATTHEW RODRIGUEZ  
SECRETARY FOR  
ENVIRONMENTAL PROTECTION

## Central Valley Regional Water Quality Control Board

30 March 2015

Mark Miller  
City of Colfax  
P.O. Box 702  
Colfax, CA 95713



CERTIFIED MAIL  
7014 2870 0000 7535 7938

### COMMENTS TO REQUEST FOR REVIEW FOR THE MITIGATED NEGATIVE DECLARATION, DOLLAR GENERAL PROJECT, SCH# 2015032021, PLACER COUNTY

Pursuant to the State Clearinghouse's 6 March 2015 request, the Central Valley Regional Water Quality Control Board (Central Valley Water Board) has reviewed the *Request for Review for the Mitigated Negative Declaration* for the Dollar General Project, located in Placer County.

Our agency is delegated with the responsibility of protecting the quality of surface and groundwaters of the state; therefore our comments will address concerns surrounding those issues.

#### **Construction Storm Water General Permit**

Dischargers whose project disturb one or more acres of soil or where projects disturb less than one acre but are part of a larger common plan of development that in total disturbs one or more acres, are required to obtain coverage under the General Permit for Storm Water Discharges Associated with Construction Activities (Construction General Permit), Construction General Permit Order No. 2009-009-DWQ. Construction activity subject to this permit includes clearing, grading, grubbing, disturbances to the ground, such as stockpiling, or excavation, but does not include regular maintenance activities performed to restore the original line, grade, or capacity of the facility. The Construction General Permit requires the development and implementation of a Storm Water Pollution Prevention Plan (SWPPP).

For more information on the Construction General Permit, visit the State Water Resources Control Board website at:

[http://www.waterboards.ca.gov/water\\_issues/programs/stormwater/constpermits.shtml](http://www.waterboards.ca.gov/water_issues/programs/stormwater/constpermits.shtml).



**Phase I and II Municipal Separate Storm Sewer System (MS4) Permits<sup>1</sup>**

The Phase I and II MS4 permits require the Permittees reduce pollutants and runoff flows from new development and redevelopment using Best Management Practices (BMPs) to the maximum extent practicable (MEP). MS4 Permittees have their own development standards, also known as Low Impact Development (LID)/post-construction standards that include a hydromodification component. The MS4 permits also require specific design concepts for LID/post-construction BMPs in the early stages of a project during the entitlement and CEQA process and the development plan review process.

For more information on which Phase I MS4 Permit this project applies to, visit the Central Valley Water Board website at:

[http://www.waterboards.ca.gov/centralvalley/water\\_issues/storm\\_water/municipal\\_permits/](http://www.waterboards.ca.gov/centralvalley/water_issues/storm_water/municipal_permits/).

For more information on the Phase II MS4 permit and who it applies to, visit the State Water Resources Control Board at:

[http://www.waterboards.ca.gov/water\\_issues/programs/stormwater/phase\\_ii\\_municipal.shtml](http://www.waterboards.ca.gov/water_issues/programs/stormwater/phase_ii_municipal.shtml)

**Industrial Storm Water General Permit**

Storm water discharges associated with industrial sites must comply with the regulations contained in the Industrial Storm Water General Permit Order No. 97-03-DWQ.

For more information on the Industrial Storm Water General Permit, visit the Central Valley Water Board website at:

[http://www.waterboards.ca.gov/centralvalley/water\\_issues/storm\\_water/industrial\\_general\\_permits/index.shtml](http://www.waterboards.ca.gov/centralvalley/water_issues/storm_water/industrial_general_permits/index.shtml).

**Clean Water Act Section 404 Permit**

If the project will involve the discharge of dredged or fill material in navigable waters or wetlands, a permit pursuant to Section 404 of the Clean Water Act may be needed from the United States Army Corps of Engineers (USACOE). If a Section 404 permit is required by the USACOE, the Central Valley Water Board will review the permit application to ensure that discharge will not violate water quality standards. If the project requires surface water drainage realignment, the applicant is advised to contact the Department of Fish and Game for information on Streambed Alteration Permit requirements.

If you have any questions regarding the Clean Water Act Section 404 permits, please contact the Regulatory Division of the Sacramento District of USACOE at (916) 557-5250.

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<sup>1</sup> Municipal Permits = The Phase I Municipal Separate Storm Water System (MS4) Permit covers medium sized Municipalities (serving between 100,000 and 250,000 people) and large sized municipalities (serving over 250,000 people). The Phase II MS4 provides coverage for small municipalities, including non-traditional Small MS4s, which include military bases, public campuses, prisons and hospitals.

**Clean Water Act Section 401 Permit – Water Quality Certification**

If an USACOE permit (e.g., Non-Reporting Nationwide Permit, Nationwide Permit, Letter of Permission, Individual Permit, Regional General Permit, Programmatic General Permit), or any other federal permit (e.g., Section 9 from the United States Coast Guard), is required for this project due to the disturbance of waters of the United States (such as streams and wetlands), then a Water Quality Certification must be obtained from the Central Valley Water Board prior to initiation of project activities. There are no waivers for 401 Water Quality Certifications.

**Waste Discharge Requirements**

If USACOE determines that only non-jurisdictional waters of the State (i.e., "non-federal" waters of the State) are present in the proposed project area, the proposed project will require a Waste Discharge Requirement (WDR) permit to be issued by Central Valley Water Board. Under the California Porter-Cologne Water Quality Control Act, discharges to all waters of the State, including all wetlands and other waters of the State including, but not limited to, isolated wetlands, are subject to State regulation.

For more information on the Water Quality Certification and WDR processes, visit the Central Valley Water Board website at:

[http://www.waterboards.ca.gov/centralvalley/help/business\\_help/permit2.shtml](http://www.waterboards.ca.gov/centralvalley/help/business_help/permit2.shtml).

**Regulatory Compliance for Commercially Irrigated Agriculture**

If the property will be used for commercial irrigated agricultural, the discharger will be required to obtain regulatory coverage under the Irrigated Lands Regulatory Program.

There are two options to comply:

1. **Obtain Coverage Under a Coalition Group.** Join the local Coalition Group that supports land owners with the implementation of the Irrigated Lands Regulatory Program. The Coalition Group conducts water quality monitoring and reporting to the Central Valley Water Board on behalf of its growers. The Coalition Groups charge an annual membership fee, which varies by Coalition Group. To find the Coalition Group in your area, visit the Central Valley Water Board's website at: [http://www.waterboards.ca.gov/centralvalley/water\\_issues/irrigated\\_lands/app\\_approval/index.shtml](http://www.waterboards.ca.gov/centralvalley/water_issues/irrigated_lands/app_approval/index.shtml); or contact water board staff at (916) 464-4611 or via email at [IrrLands@waterboards.ca.gov](mailto:IrrLands@waterboards.ca.gov).
2. **Obtain Coverage Under the General Waste Discharge Requirements for Individual Growers, General Order R5-2013-0100.** Dischargers not participating in a third-party group (Coalition) are regulated individually. Depending on the specific site conditions, growers may be required to monitor runoff from their property, install monitoring wells, and submit a notice of intent, farm plan, and other action plans regarding their actions to comply with their General Order. Yearly costs would include State administrative fees (for example, annual fees for farm sizes from 10-100 acres are currently \$1,084 + \$6.70/Acre); the cost to prepare annual monitoring reports; and water quality monitoring costs. To enroll as an Individual Discharger under the Irrigated Lands Regulatory

Program, call the Central Valley Water Board phone line at (916) 464-4611 or e-mail board staff at [IrrLands@waterboards.ca.gov](mailto:IrrLands@waterboards.ca.gov).

**Low or Limited Threat General NPDES Permit**

If the proposed project includes construction dewatering and it is necessary to discharge the groundwater to waters of the United States, the proposed project will require coverage under a National Pollutant Discharge Elimination System (NPDES) permit. Dewatering discharges are typically considered a low or limited threat to water quality and may be covered under the General Order for *Dewatering and Other Low Threat Discharges to Surface Waters* (Low Threat General Order) or the General Order for *Limited Threat Discharges of Treated/Untreated Groundwater from Cleanup Sites, Wastewater from Superchlorination Projects, and Other Limited Threat Wastewaters to Surface Water* (Limited Threat General Order). A complete application must be submitted to the Central Valley Water Board to obtain coverage under these General NPDES permits.

For more information regarding the Low Threat General Order and the application process, visit the Central Valley Water Board website at:

[http://www.waterboards.ca.gov/centralvalley/board\\_decisions/adopted\\_orders/general\\_orders/r5-2013-0074.pdf](http://www.waterboards.ca.gov/centralvalley/board_decisions/adopted_orders/general_orders/r5-2013-0074.pdf)

For more information regarding the Limited Threat General Order and the application process, visit the Central Valley Water Board website at:

[http://www.waterboards.ca.gov/centralvalley/board\\_decisions/adopted\\_orders/general\\_orders/r5-2013-0073.pdf](http://www.waterboards.ca.gov/centralvalley/board_decisions/adopted_orders/general_orders/r5-2013-0073.pdf)

If you have questions regarding these comments, please contact me at (916) 464-4684 or [tcleak@waterboards.ca.gov](mailto:tcleak@waterboards.ca.gov).

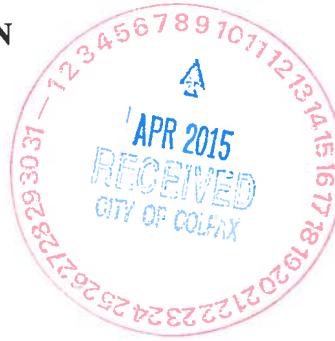


Trevor Cleak  
Environmental Scientist

cc: State Clearinghouse unit, Governor's Office of Planning and Research, Sacramento

**DEPARTMENT OF TRANSPORTATION**

DISTRICT 3  
 703 B STREET  
 MARYSVILLE, CA 95901  
 PHONE (530) 741-4199  
 FAX (530) 741-5346  
 TTY 711



*Flex your power!  
 Be energy efficient!*

April 6, 2015

FMP # 032015PLA0045  
 03-PLA-80/PM 32.803  
 SCH # 2015032021

Mr. Mark Miller  
 City of Colfax  
 P.O. Box 702  
 Colfax, CA 95713

**Dollar General Colfax**

Dear Mr. Mark Miller:

Thank you for including the California Department of Transportation (Caltrans) in the environmental review process for the Dollar General Colfax Project. The proposed project includes the construction of a 9,100 square foot Dollar General retail store and associated parking (31 stalls), landscaping, lighting, signage, storm drainage, and other infrastructure on a Commercial-Retail zoned 1.2-acre lot in the City of Colfax, outside of City's historic district. The project is located at 951 South Auburn Street in Colfax, on the North side of Interstate 80 (I-80). The following comments are based on the Initial Study and Mitigated Negative Declaration.

***Traffic Operations***

Based on our review of the environmental document and discussions with you on April 1<sup>st</sup>, 2015, the proposed payment of traffic mitigation fees will provide adequate mitigation of impacts. However, Caltrans would like to discuss with the City of Colfax the use of direct mitigation in lieu of payment of fees. With this direct mitigation we recommend minor widening of Auburn Avenue at the I-80 westbound ramps intersection, as shown in the attachment. This widening would be moderate in cost and could be accomplished using the same equipment that will construct the Dollar General Store. It would have a positive impact to operations at that intersection.

***Hydraulics***

The Initial Study submitted for review, stated on page 23, "It appears the pipeline discharges to a concrete lined channel along I-80." This concrete lined channel flows in and out of state right-of-way (RW). Please provide a completed Drainage Report and project plans for review with the RW delineated, considering the Highway Design Manual and the following comments:

- The development of this site will increase impervious surface area through the construction of driveways, parking lots, buildings, etc. with a corresponding increase in surface water runoff. This project will decrease surface water detention, retention and

*"Provide a safe, sustainable, integrated and efficient transportation system  
 to enhance California's economy and livability"*

Mr. Mark Miller / City of Colfax  
March 6, 2015  
Page 2

infiltration. No net increase to 100-year storm event peak discharge may be realized within the State's highway right of way and/or Caltrans drainage facilities as a result of the project. Any cumulative impacts to Caltrans drainage facilities arising from effects of development on surface water runoff discharge from the 100-year storm event should be minimized through project drainage mitigation measures.

- Increases in peak runoff discharge for the 100-year storm event to the State's highway RW and to Caltrans' highway drainage facilities must be reduced to at or below the pre-construction levels. The cumulative effects on drainage due to development within the region should be considered in the overall development plan of this area.
- All grading and/or drainage improvements must maintain or improve existing drainage pathways and may not result in adverse hydrologic or hydraulic conditions within the State's highway right of way or to Caltrans drainage facilities. The developer must maintain or improve existing drainage patterns and/or facilities affected by the proposed project to the satisfaction of the State and Caltrans.
- Runoff from the proposed project that will enter the State's highway right of way and/or Caltrans drainage facilities must meet all regional water quality control board water quality standards prior to entering the State's highway right of way or Caltrans drainage facilities. Appropriate storm water quality Best Management Practices may be applied to ensure that runoff from the site meets these standards (i.e., is free of oils, greases, metals, sands, sediment, etc.). Once installed, the property owner must properly maintain these systems in perpetuity.

Please provide a completed Drainage Report and project plans for our review once available.

### ***Encroachment Permit***

Please be advised that any work or traffic control that would encroach onto the State RW must be in accordance with Caltrans' standards and requires an encroachment permit issued by Caltrans. To apply, a completed encroachment permit application, environmental documentation, and five sets of plans clearly indicating State ROW must be submitted to the address below prior to commencing construction:

Office of Permits  
Caltrans - District 3  
703 B Street  
Marysville, CA 95901


Traffic-related mitigation measures should be incorporated into the construction plans prior to the encroachment permit process. Please visit the following URL for more information:  
<http://www.dot.ca.gov/hq/traffops/developserv/permits/>.

Mr. Mark Miller / City of Colfax  
March 6, 2015  
Page 3

Please provide our office with copies of any further actions regarding this project.

If you have questions regarding these comments or require additional information, please contact Kevin Yount, Intergovernmental Review Coordinator for Placer County at (530) 741-4286 or by email at kevin.yount@dot.ca.gov.

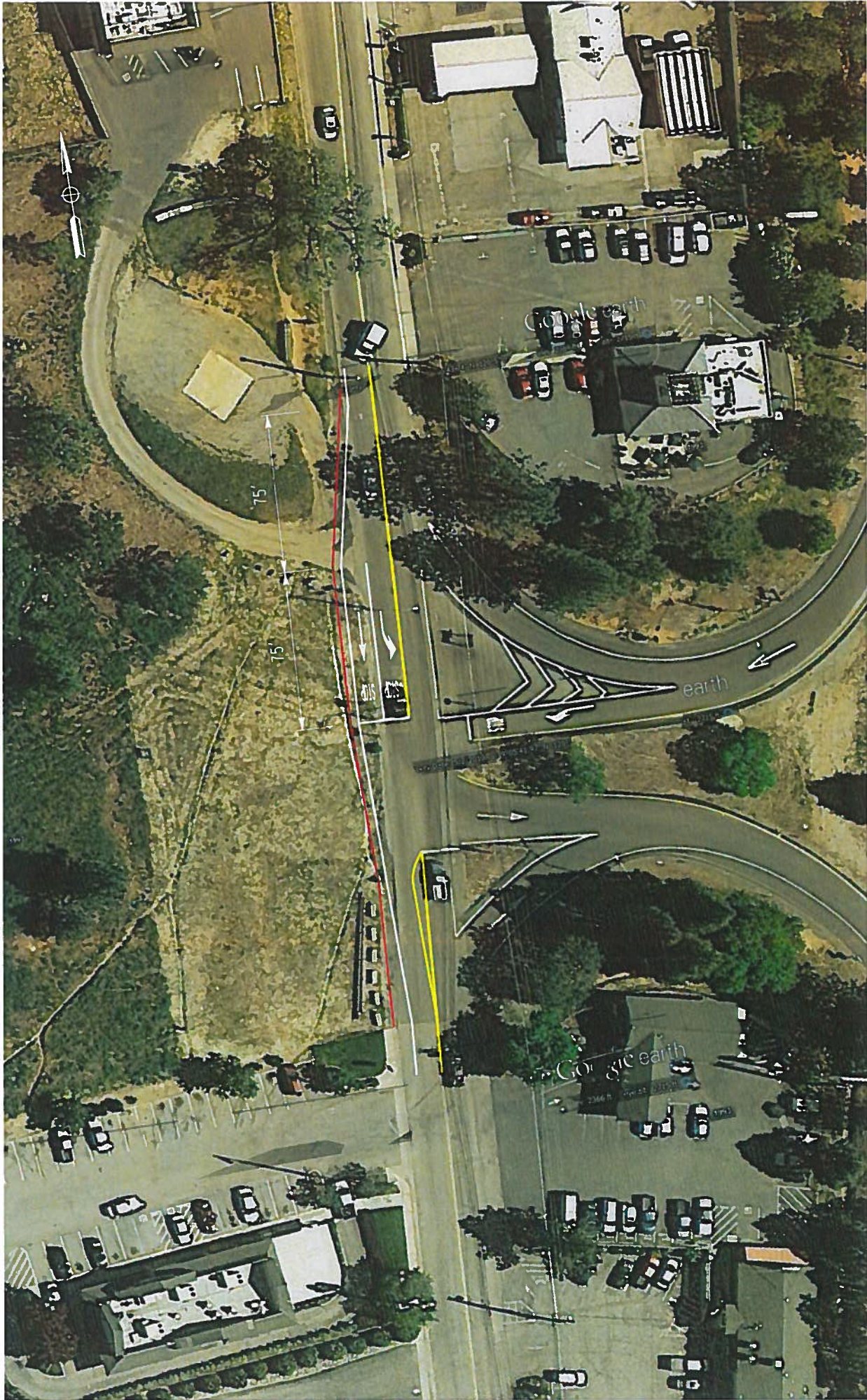
Sincerely,

  
for SUSAN ZANCHI, Chief  
Office of Transportation Planning – North

c: Scott Morgan, State Clearinghouse

attachments





Approximate Scale: 1" = 40'

Last Revised April 2, 2015

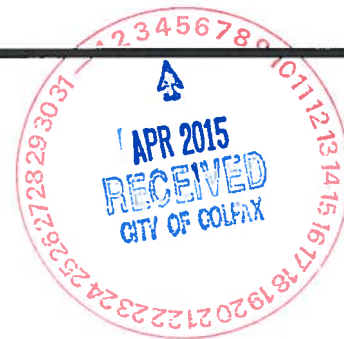
Widen Auburn Avenue in Colfax



**Mark Miller**

---

**From:** David Wilde <ddwilde@icloud.com>  
**Sent:** Saturday, April 4, 2015 5:03 PM  
**To:** mark.miller@colfax-ca.gov  
**Subject:** Public Comment on Dollar General Store



Dear Mark:

I appreciate the opportunity to comment on the proposed construction of a Dollar General Store, In Colfax, and would like to share my concerns.

Having recently moved to the area from Seattle, I have many years of experience in the policy-making and community development arena. My first impression of Colfax is that the community is strategically suited to be a special place, given its place in history as a major stop for the Transcontinental Railroad during the Gold-Rush period, and with Union Pacific Railroad using the corridor for daily freight/passenger service. It really is a charming Old-Town that has great potential! It also has the strongest cellular signal that I have found within in the foothills region.

My understanding is that Colfax has changed over the last several years, due in-part to a changing economy and is struggling, financially. As with many other communities that I am familiar with; these problems typically get worse when there is no vision or strategic plan. — Moving forward requires strong leadership, as I am sure you know. It also takes the support of a committed city council.

If truth were to be told: the commercial center and outlets located off of South Auburn Street/south of Hwy. 174 (Near I-80) is generally the most unattractive section that I have seen, nearby. It appears that Colfax's best assets are being largely ignored, and I am guessing that's it's in hopes that lower quality commercial enterprises will somehow make up the difference in generating the property taxes that are needed to survive.

My feeling is that by allowing a Dollar Store to construct a retail building, it will become an advertisement for just how poor Colfax has become. If I recall correctly, as an investment grade property, it would rate no higher than a C (with A being the highest.)

As we have seen, the same proposal has been met with a great deal of rancor in Alta Sierra. Wouldn't it be better to find a project that the entire community can get behind?

On a related matter: In filling the position of City Planner/Planning Director, please keep in mind how challenging it will be to find anyone who is willing to invest in the community if the goal is to aim low. I would encourage you to hold off on this proposal until after the position has been filled so that it can be looked at objectively and that all the issues are vetted. Thank you again.

Sincerely,

David

David Wilde, Community Development  
[Sustainable.GrassValley@gmail.com](mailto:Sustainable.GrassValley@gmail.com)  
360-989-4979



# STAFF REPORT TO THE COLFAX CITY COUNCIL

## FOR THE APRIL 22, 2015 COUNCIL MEETING

**FROM:** Mark Miller, City Manager

**PREPARED BY:** Staff, Jessica Hankins, Environmental Planner

**DATE:** April 14, 2015

**SUBJECT:** Consideration of Mitigated Negative Declaration for Dollar General Project No. DRP-SP-01-2014 at 951 S. Auburn Street

<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>	FUNDED	<input type="checkbox"/>	UN-FUNDED	AMOUNT: N/A	FROM FUND: N/A
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**RECOMMENDED ACTION: Adopt Resolution No. 14-2015: Certifying And Adopting The Negative Declaration for Design Review Permit No. DRP-SP-01-14 Dollar General Project**

**PROJECT LOCATION, SURROUNDING LAND USES AND SETTING:**

951 South Auburn Street, Assessor’s Parcel No. 100-230-027, City of Colfax, Placer County, California. The project site is located in the commercial retail corridor along the highway, with vacant lots and retail businesses to the north and south, Interstate Highway 80 to the East, and developed residential to the west.

**PROJECT SUMMARY:**

Applicant (s): Joshua Simon and Dan Biswas representing Dollar General  
 Owner: Raymond Wong  
 Project Location: 951 South Auburn St., Colfax, CA  
 Land Use (existing): Existing partially graded vacant parcel  
 Assessor’s Parcel No: 100-230-027  
 Zoning District: Commercial Retail  
 GP Designation: Commercial

**PUBLIC NOTICE:**

This meeting has been noticed in accordance with the requirements of California Planning and Zoning Law, Title 7, Chapter 65000, Government Code, as amended.

**PROJECT DESCRIPTION: #DRP-SP-01-14/Dollar General Design Review.**

This project is a proposal to construct a 9,100-square-foot building for a Dollar General retail store with associated parking (31 stalls), landscaping, lighting, signage, storm drainage, and other infrastructure on a Commercial-Retail zoned 1.2-acre lot in the City of Colfax, outside the City’s historic district. The proposed project is a principally permitted use in the Commercial Retail (CR) zone. In addition to environmental review, the project requires a Design Review Permit including architectural, site plan and signage review.

The building sides and façade consist of wood fascia, stucco finish, lap siding and stone veneer in a brown, beige and white color scheme, and the building has an a-frame roof line in front. Perimeter lot, parking lot and building landscaping is provided, and consists of trees, shrubs, flowers and bark, and an approx. 12,600 sq. ft. area of native trees and shrubs that will remain untouched and preserved to provide a natural buffer between the back of the building and the adjacent residential use. The project proposes two signs, a pole-mounted sign and a wall-mounted sign. The pole-mounted sign is 21-feet tall with interior lighting and is proposed at 16 feet across by 6 feet tall. The wall-mounted sign is proposed at 3 feet, 9 inches tall by 26 feet in width. The lighting plan proposes pole-mounted recessed LED can-lights in the parking area. The conceptual landscape plan includes parking lot and street frontage landscaping with a mix of trees and shrubs. The project would require approximately 16,943 cubic yards of excavation and 592 cubic yards of fill. The maximum cut proposed by the applicant is approximately 36 feet supported by a rock stabilization soil nail wall on the north side of the lot. The height of the rock stabilization soil nail wall will vary in height from 0 to 27 feet in height. The project also proposes to use a 6- to 8-foot retaining wall at the eastern boundary of the parking lot. A bio-retention basin/bioswale is proposed along the street frontage to retain storm water that drains off the new impervious surfaces. Concrete curb, gutter and sidewalk are required to be installed along South Auburn Street. Up to 16 native oak trees would be removed for the project, and the total tree removal count is 20 trees. The trees will be replaced as required by the City's tree preservation guidelines. The site would be served by City sewer, franchise solid waste collection, and public water from the Placer County Water Agency.

New sewer and water/fire lines will be constructed to connect the property and will tie into existing main lines in South Auburn Street. The site slopes from west to east, with an approx. 60 ft. elevation change. The 9,100 sq. ft. building consists of a 7,310 sq. ft. sales floor area and 1,790 sq. ft. warehouse area. Approximately 8 small and 2 large truck deliveries will be made per week on the north side of the building utilizing a down-ramp located toward the back of the building. Deliveries will be made during business hours (8:00 a.m. to 9:00 p.m.).

#### **PROJECT ANALYSIS:**

The Dollar General representative stated that the company will invest about \$2 million dollars to open the store, and will merchandize products similar to those in a Walgreens store, without the pharmacy. Typical hours for a Dollar General are from 8am – 10pm. The developer will subcontract with local contractors, to build the retail location at 951 S. Auburn. The proposed building will be metal covered with natural stone, wood and other elements in neutral colors. Dollar General was founded in 1955 and sells brand name “consumer necessities” at low prices. They are currently in forty states and focus on opening stores in small communities. The Company expects that 12 new jobs will be created with the opening of the store. Dollar General is committed to community service, donating \$86 million through their literacy foundation and other community projects.

Additional questions/comments received at the November 2014 public workshop, and responses are listed below. *Updated information is in italics.*

- Dollar General representative Mr. Simon, was asked if a mural could be painted by a local artist to tie the architecture to the City. Mr. Simon answered that he could bring the suggestion to Dollar General for approval.
- Whether the Site plan included cutting down the trees on the lot? Mr. Simon responded that the plan was to leave as many trees as possible, especially on the slope behind the store. (*Replacement trees are required as a condition of approval*)

- How soon the developer planned to begin work on the project, what sources would be used for building supplies and if the rumored merger would affect the proposed development? Mr. Simon hopes that he could begin construction in March or April, depending upon City approval. (*Currently estimated construction is this summer*). The local sub-contractors will use their own supply sources. Mr. Simon’s development company actually holds the lease on the land, so a possible merger will not affect the Colfax project.
- Comment supporting the project and pointing out the slope of the lot. (*Engineered retaining wall and soil nailing system has been designed addressing the slope*)
- Support was given for the project anticipating the advantage of an alternate shopping location with longer hours.
- Questions were asked regarding the long-term success of a Dollar General in Colfax. Mr. Simon stated that the typical Dollar General location needs at least 1400 households to sustain business which is greatly exceeded by the number of households in the greater Colfax area.
- Support in favor of the project asserting that the traffic impact should be minimal and the \$1.5 - \$2 million dollars in annual sales will be good for Colfax.
- Support in favor of the project stating that the City needs the revenue not only from sales tax, but also development mitigation fees.
- Support in favor of the project and asked the percentage of employees that could be expected to be local. Mr. Simon stated that usually all of the employees are local with the possible exception of a short term training manager to help get the store up and running at opening.

**ENVIRONMENTAL DISCUSSION:**

Attached under separate cover is the Initial Study and proposed Mitigation Monitoring Plan for the project. All of the following environmental factors have been considered. Those environmental factors checked below would be potentially affected by this project, and involved at least one impact that is "Less Than Significant with Mitigation" as indicated by the detailed analysis in the Initial Study.

<u>   </u>	1. Aesthetics	<u>   </u>	2. Agriculture / Forestry Resources	<u>✓</u>	3. Air Quality
<u>✓</u>	4. Biological Resources	<u>✓</u>	5. Cultural Resources	<u>✓</u>	6. Geology / Soils
<u>✓</u>	7. Greenhouse Gas Emissions	<u>   </u>	8. Hazards / Hazardous Materials	<u>   </u>	9. Hydrology / Water Quality
<u>   </u>	10. Land Use / Planning	<u>   </u>	11. Mineral Resources	<u>✓</u>	12. Noise
<u>   </u>	13. Population / Housing	<u>   </u>	14. Public Services	<u>   </u>	15. Recreation
<u>   </u>	16. Transportation / Circulation	<u>   </u>	17. Utilities / Service Systems	<u>✓</u>	18. Mandatory Findings of Significance

*Impacts in checked boxes received mitigations discussed in the attached Initial Study*

The Initial Study has determined that although the proposed project could have a significant effect on the environment, there will not be a significant effect with this case because revisions in the project have been made by or agreed to by the project proponent. The proposed project will not result in any significant effects to the environment with the mitigation measures proposed. A Mitigated Negative Declaration is therefore appropriate.

The Initial Study and proposed Mitigated Negative Declaration were made available for public review in excess of the 30 day minimum required review period. Notice of the Public Hearing for the project was sent to interested agencies and all properties within 400 feet of the project parcel. The City received the comments attached under separate cover, and one neighboring business/property owner visited City Hall to review the plans. The minimal comments received from the public agencies have been passed on to the applicant, with conditions made on the project where required. Most of the public agency comments were standard requirements, and have been accommodated through plan review conditions. The comments not already addressed by mitigations are conditions of approval of this project.

During the public comment period we received one comment from a neighboring business/property owner who visited City Hall and stated their support for the project after reviewing the plans, and one email from a Nevada County resident questioning the project.

#### **PARKING AND TRAFFIC DISCUSSION:**

The City's parking standards require a minimum of 19 parking spaces for the proposed project (1 space per 500 sf of gross floor area for "General Retail" development). The project applicant proposes 31 stalls for this store prototype, including 4 clean-air vehicle stalls and 2 ADA stalls, and will therefore be in compliance with the minimum number of parking stalls required by the City. The applicant has met and exceeded its requirement to provide a minimum of 19 parking stalls, including designated handicapped parking spaces, which meet the Americans with Disabilities Act standards. Bicycle spaces are also being provided.

Furthermore, to quantify the actual parking demand for this particular type of project, parking surveys have been conducted at three similar Dollar General locations to determine the maximum number of occupied parking spaces on weekdays and weekends. The study found that the maximum peak parking demand was for 13 stalls. Based upon this evidence, more than adequate parking is expected to be available for the project as designed, and there will be no impact associated with parking demand. Impacts related to parking would be *less than significant*.

Traffic analysis for this project indicates that there would not be a significant impact to traffic. The traffic analysis found that the project would result in a relatively low average number of daily trips during normal business hours, 35 of which occur during the morning peak hours and 62 of which occur during the evening peak hours. The traffic analysis concludes that the increase in trip volumes from the proposed project is not significant. While the project would contribute incrementally to increased traffic during the operational phase of the project, there would be a *less than significant* impact on traffic and public road maintenance. Stopping site distance requires 300 feet of unobstructed line of sight for a 40 mph speed limit on South Auburn Street. The traffic analysis demonstrates that there will be sufficient stopping sight distance at the project access driveway on South Auburn Street.



The proposed project would not result in the development of uses that would substantially increase traffic, as discussed above, or that would rely on transit services. However, the project would be required to pay its fair share of traffic mitigation fees for trips generated by the project, as determined by the City Engineering Department. Caltrans has suggested that the impacts of any traffic are mitigated with the fees paid, but would like to consider making direct improvements equivalent to the fees. Staff is discussing that possibility with Caltrans. The project would not conflict with rideshare programs or other policies supporting alternative transportation. There would be a *less than significant* impact related to these issues

#### **OTHER CITY DEPARTMENTAL AND INTERESTED OUTSIDE AGENCIES REVIEW:**

The City Engineer reviewed the project plans and provided a number of substantive comments on the proposed improvement plans, and the applicant is accommodating requested changes. The Building and Fire Departments have reviewed the initial building plans, with no major issues and all comments to be addressed during the Building Permit/ Plan Check process underway concurrently.

The following outside parties were noticed. Minimal comments were received and are attached. All comments are addressed in the plan review and building permit process with comments not specifically addressed by mitigations made conditions of approval of this project.

Caltrans, District 3  
 Colfax City Engineer  
 Colfax Community Services Director  
 Colfax Elementary School District  
 Colfax Fire Chief & Marshal  
 Colfax High School  
 Colfax Sheriff's Deputy  
 Department of Fish & Wildlife Services (CA DFG)  
 Pacific Gas & Electric  
 Placer County Air Pollution Control District  
 Placer County Community Development Resource Agency (Planning Department)  
 Placer County Environmental Health Department  
 Placer County Flood Control and Water Control District  
 Placer County Public Works Department  
 Placer County Water Agency  
 Placer Union High School District  
 Regional Water Quality Control Board  
 State of California State Clearinghouse and Planning Unit  
 Recology  
 United Auburn Indian Community Tribal Office  
 United States Army Corps of Engineers  
 United States Post Office  
 Verizon Communications  
 Wave Broadband

#### **RECOMMENDED FINDINGS:**

Staff and the contract environmental planner find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent, and recommend that the City Council adopt Resolution No. 14-2015: Certifying And Adopting The Negative Declaration for Design Review Permit No. DRP-SP-01-14 Dollar General Project.

**ATTACHMENT:**

1. Resolution No. 14-2015
2. Notice of Determination

**UNDER SEPARATE COVER:**

1. Building Elevations/Site Plan/Landscape Plan
2. Initial Study and Mitigated Negative Declaration
3. Comments Received

# City of Colfax

## City Council

### Resolution № 14-2015

#### CERTIFYING AND ADOPTING THE MITIGATED NEGATIVE DECLARATION FOR THE DOLLAR GENERAL PROJECT (DRP-SP-01-2014)

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**Whereas**, the City of Colfax received Planning Application DRP-SP-01-2014 for design review for the Dollar General Project located at 951 S. Auburn Street in the City of Colfax (the "Project"); and

**Whereas**, the City prepared an Initial Study consistent with California Environmental Quality Act ("CEQA") Guidelines and determined that a Mitigated Negative Declaration ("MND") was required in order to analyze the potential for significant impacts of the Project; and

**Whereas**, based on the Initial Study, the City prepared a MND dated March 5, 2015 which reflected the City's independent judgment and analysis of the potential environmental impacts of the Project and which was circulated for public review from March 6, 2015 to April 6, 2015; and

**Whereas**, the City carefully reviewed the MND and all comments received with regard to it and the Project and determined that the MND adequately identified and analyzed the Project's environmental impacts, and that the comments did not constitute or require substantial revisions to the MND. On this basis, the City determined that no recirculation of the MND was required pursuant to the CEQA Guidelines; and

**Whereas**, staff reports to the Colfax Planning Commission and City Council, dated April 14, 2015 and incorporated herein by reference, described the Project and analyzed the draft MND; and

**Whereas**, the Planning Commission and City Council reviewed the staff reports and the draft MND and all related documents at a noticed public meeting on April 22, 2015 at which time all interested parties had the opportunity to be heard; and

**Whereas**, the Mitigated Negative Declaration identifies mitigation measures applicable to the Project. Therefore, a Mitigation Monitoring Plan (MMP) must be adopted in conjunction with any Project approval; and

**Whereas**, a MMP has been prepared as required by CEQA; and

**Whereas**, the MND and other environmental documents for the Project that constitute the record of proceedings for the Project are in the custodial location and available for review during normal business hours in the office of the City Clerk, City Hall, 33 S. Main Street, Colfax, CA 95713.

**Whereas**, the Colfax City Council finds as follows:

A. The foregoing recitals are true and correct and made a part of this Resolution.

B. The City Council has reviewed and considered the draft MND, comments received during the public review period, and all relevant documents in the record pertaining to the Project.

C. The MND for the Project adequately describes the environmental impacts of the Project. On the basis of the whole record before it, the Colfax City Council finds that there is no substantial evidence that the Project, as mitigated, will have a significant effect on the environment beyond those identified in the MND.

D. The MND has been completed in compliance with CEQA and the CEQA Guidelines.

E. The MND is complete and adequate and reflects the Planning Commission's and City Council's independent judgment and analysis as to the environmental effects of the Project.

**Whereas**, the Colfax Planning Commission approved Design Review Permit No. DRP-SP-01-2014 for the Dollar General Project located at 951 S. Auburn Street Project in the City of Colfax subject to project conditions and findings and recommended that the City Council approve and certify the MND

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Colfax as follows:

1. The Mitigated Negative Declaration for the Dollar General Project located at 951 S. Auburn in Colfax, CA is approved, adopted, and certified.

2. The City Manager or his designee shall within five days of the adoption of this Resolution file a notice of determination with the Clerk of the County of Placer, California in accordance with CEQA Guidelines §15075.

**Passed and Adopted this 22<sup>th</sup> day of April 2015 by the following roll call vote:**

**Ayes:**

**Noes:**

**Absent:**

**Abstain:**

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**Kim Douglass, Mayor**

**ATTEST:**

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**Lorraine Cassidy, City Clerk**

**CITY OF COLFAX  
NOTICE OF DETERMINATION  
OF MITIGATED NEGATIVE DECLARATION**

To: Placer County Clerk  
Placer County Recorder's Office  
2954 Richardson Drive  
Auburn, CA 95603

From and return to:  
City of Colfax  
P.O. Box 702  
Colfax, CA 95713

**SUBJECT: Filing of a Notice of Determination in compliance with Section 21108 or 21152  
of the Public Resources Code**

**State Clearinghouse Number: 2015032021**

**Project Title:** #DRP-SP-01-14

**Contact Person:** Lorraine Cassidy, City Clerk      **Phone:** 530-346-2313

**Project Location:** 951 South Auburn Street, Colfax, CA 95713, APN 100-230-027-000

**DESCRIPTION OF PROJECT**

This project is a proposal to construct a 9,100-square-foot building for a Dollar General retail store with associated parking (31 stalls), landscaping, lighting, signage, storm drainage, and other infrastructure on a Commercial-Retail zoned 1.2-acre lot in the City of Colfax, outside the City's historic district.

This is to advise that the City of Colfax City Council approved the herein-described project on April 22, 2015 and has made the following determinations regarding the project:

- The project will have a significant effect on the environment.
- The project will NOT have a significant effect on the environment.
- An Environmental Impact Report was prepared for this project pursuant to the provisions of CEQA.
- A Mitigated Negative Declaration was prepared for this project pursuant to the provisions of CEQA.
- Mitigation measures were made conditions of approval of the project.
- Mitigation measures were NOT made conditions of project approval.
- A statement of Overriding Considerations was adopted for the project.
- A statement of Overriding Considerations was NOT adopted for the project.

This is to certify that the record of Environmental Documents, Project Description, Plans and pertinent documents are available to the public at: Colfax City Hall 33 S. Main Street, Colfax, California.

Signature: \_\_\_\_\_  
Lorraine Cassidy, City Clerk

Date: \_\_\_\_\_





# STAFF REPORT TO THE COLFAX CITY COUNCIL

## For the April 22, 2015 Council Meeting

**FROM:** Mark Miller, City Manager

**PREPARED BY:** Mark Miller, City Manager

**SUBJECT:** Placer County Sheriff Contract Upcoming Renewal Information

<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>	FUNDED	<input type="checkbox"/>	UN-FUNDED	AMOUNT: Discussion Item Only	FROM FUND: N/A
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**RECOMMENDED ACTION:** Discuss and direct Staff as appropriate.

**BACKGROUND AND DISCUSSION:**

Effective July 1, 2012, the City and Placer County executed an agreement for the provision of law enforcement services by the Placer County Sheriff–Coroner-Marshals Office. The contract anticipates annual adjustments to account for increases in salaries, liability insurance, vehicle rates and overall cost of living. Placer County is mandated for sheriff salary adjustments by voter approved Proposition F\*.

Previously, City Council has expressed concern over the increasing Sheriff costs trending steeper than the City’s general fund increases. Enclosed is a chart indicating the Sheriff costs are actually trending at a less steep increase over the long term, but general fund City revenues have only recently turned around a seven year decreasing revenue trend.

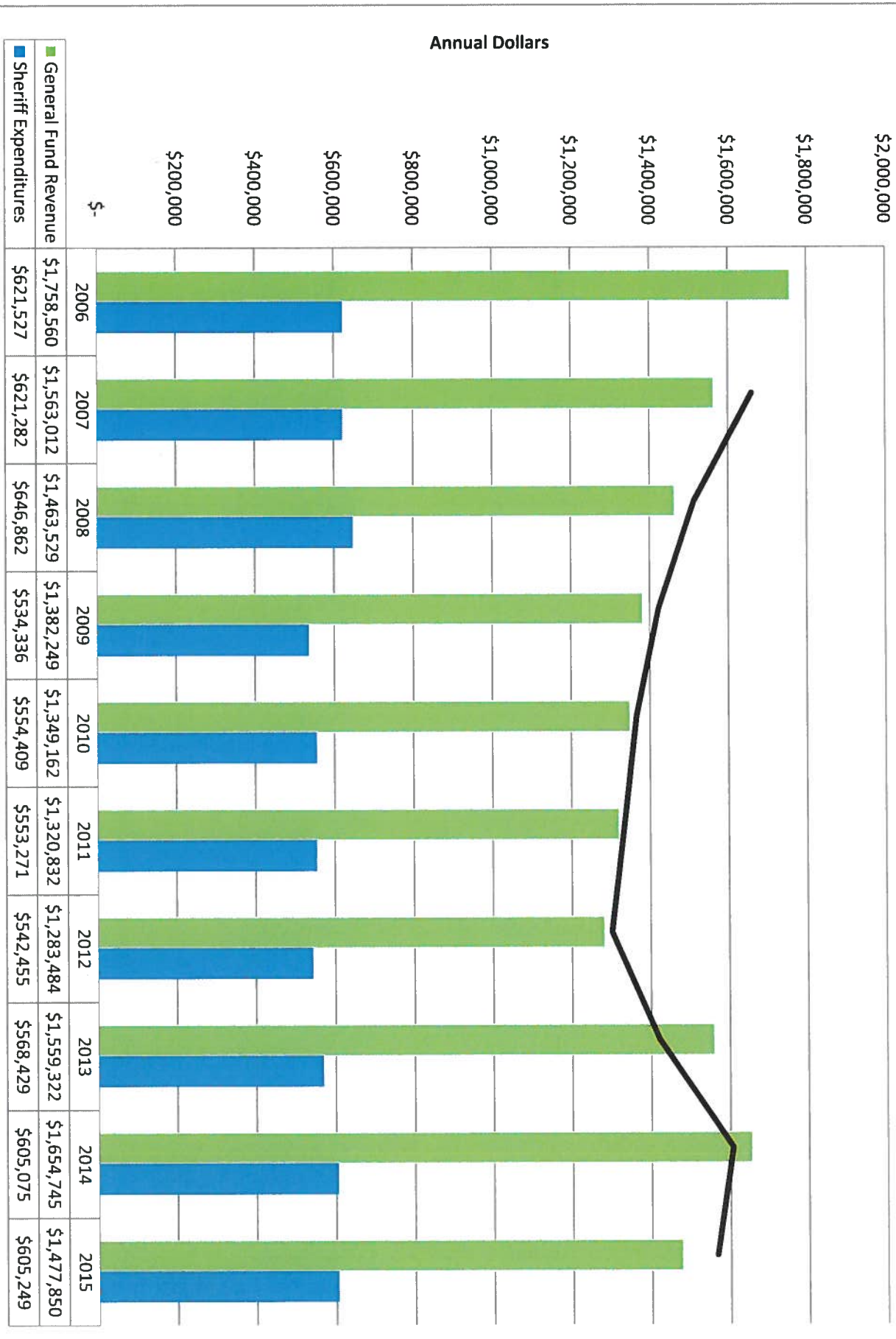
The current contract expires June 30, 2015, and staff is working with the Sheriff’s Office to provide options for the coming year. Attached is a draft contract renewal reflecting essentially the same arrangement as our current contract. Last year, in order to defer a proposed significant increase over Fiscal Year 2013 – 2014, the City worked with the Sheriff’s Office to reduce staffing during hours of minimal call activity.

The current Sheriff’s contract maintained the base contract price for services at \$603,490 for Fiscal Year July 1, 2014 -June 30, 2015, after deferring the increase through reduced hours. The proposed rate for the upcoming year is \$608,319, an increase of only 0.8%. As an alternative, the City could return to the previous service level at a cost of \$640,064, a 6.06% increase over current costs, see enclosed spreadsheets.

**Enclosures**

*\*Measure F was a local initiative sponsored by the Placer County Deputy Sheriff's Association (PCDSA) and passed by the voters of Placer County, effective in 1977. Measure F, codified in Placer County Code § 3.12 040 (Appendix A) and its express terms, are mandatory. Measure F provides the required method for annually determining and setting salaries for specified peace officer classes in Placer County. The Measure F formula requires the County to annually: (1) determine maximum salaries for comparable classes of positions, as listed, in the 3 surrounding counties, El Dorado, Nevada and Sacramento; (2) calculate the average maximum salaries for those three agencies; and then, (3) set the salary of the Placer County comparable employees at a level equal to the average maximum salary of the other three counties. The required average maximums are used to set the salaries for the classifications of Undersheriff, Captain, Lieutenant, Sergeant, and Deputy Sheriff II, effective the first full pay period in February.*

### City of Colfax - General Fund Revenues and Sheriff Expenditures



BEGINS: July 1, 2015

CONTRACT NO. \_\_\_\_\_

ENDS: June 30, 2018

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ADMINISTERING AGENCY: Sheriff

DESCRIPTION: Contract between County of Placer, Sheriff-Coroner-Marshall's Office and City of Colfax

THIS AGREEMENT is made as of the 1<sup>st</sup> day of July, 2015, by and between the COUNTY OF PLACER, Office of the Sheriff-Coroner-Marshall, a political subdivision of the State of California, hereinafter referred to as "COUNTY" and the CITY OF COLFAX, a municipal corporation, herein referred to as "CITY".

1. **DURATION OF CONTRACT:** This Agreement shall commence on July 1, 2015, for a period of three years, expiring on June 30, 2018, unless terminated as provided herein.
2. **TERMINATION:** Terms and conditions specifying the level of service and the amounts of payment for services are set out in this agreement. In the event of unforeseen circumstances affecting the obligations of the parties, or their ability to perform, each party to this agreement may terminate all obligations and duties agreed to herein by providing to the other party not less than 120 days advance written notice of termination.
3. **DUTIES OF COUNTY:**
  - A. **COUNTY** shall provide law enforcement services as defined herein within the jurisdiction of the **CITY**. For this purpose, law enforcement services means services generally provided within the boundaries of a city by a city police department, including, but not limited to the enforcement of state and local criminal laws. Such services include patrol, detectives, juvenile services, traffic enforcement, and traffic accident investigation.
  - B. **COUNTY** shall provide and supervise all personnel, furnish all equipment, and except as hereafter provided those supplies necessary to perform its duties under this agreement. **CITY** shall provide all supplies bearing the name of, or relating specifically to the **CITY**, such as stationary, forms, and notices. For **CITY** specific specialized programs, including radar speed enforcement, the **CITY** shall purchase and maintain the required equipment.
  - C. **COUNTY** alone shall control and determine the performance of County personnel servicing under this agreement, including, but not limited to the standards of personnel performance and discipline.
  - D. **COUNTY** shall provide **CITY** with annual reports and statistics regarding the services performed by it under this agreement, such report to be in a form mutually agreed upon by **CITY** and the Sheriff of **COUNTY**.
  - E. **COUNTY** shall give **CITY** the full cooperation and assistance of its officers, agents, and employees.

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**4. DUTIES OF CITY:**

- A. CITY shall designate the Sheriff of COUNTY as Chief of Police for CITY during the term of this contract. (The Sheriff will designate a liaison office to work closely with the CITY).
- B. CITY shall give COUNTY the full cooperation and assistance of its officers, agents and employees. The CITY Manager and other persons designated by the CITY Council shall coordinate with the Sheriff in all activities by or relating to this contract.

**5. STATUS OF PERSONNEL UTILIZED:**

- A. COUNTY shall utilize County personnel to perform its duties under the terms of this contract. They shall not have, nor acquire, any CITY pension, or civil service or other benefits or rights which CITY may confer upon CITY employees, except that for the purpose of giving them official status in the performance of their duties, such personnel shall be deemed to be officers and agents of CITY.

CITY shall not be liable for the payment of any salaries, wages, or other benefits or compensation to any COUNTY personnel performing duties under this contract. CITY shall not be liable for compensation or indemnity to any COUNTY personnel for injury or sickness arising out of the performance of their duties under this agreement.

- 6. PAYMENT FOR SERVICES:** CITY shall pay COUNTY the cost of performing law enforcement services provided in this agreement. The cost of performing such services includes, but is not limited to, standard salaries of employees engaged in performing the services, a proration of vacation, sick leave and other related/scheduled absences earned during such services, the expense of the COUNTY'S normal benefit contributions including Retirement and Worker's Compensation Insurance premiums on salaries, liability insurance, and COUNTY'S "Other Costs" as identified in Exhibit A. The cost of performing such services shall not include items of expense attributable to costs that COUNTY would incur regardless of whether or not it provided the service to CITY under this agreement.

The cost of performing law enforcement services for the year beginning July 1, 2015 through June 30, 2018, both dates inclusive, will be initially agreed to in the amount of \$608,319 (SIX HUNDRED EIGHT THOUSAND, THREE HUNDRED NINETEEN DOLLARS) as per Exhibit A. This sum shall be paid in four quarterly payments of \$152,080 (ONE HUNDRED FIFTY TWO THOUSAND, EIGHTY DOLLARS) to be paid on October 1, 2015, January 1, 2016, April 1, 2016, and June 30, 2016. The COUNTY will provide amendments adjusting salaries, liability insurance, vehicle rates and Cost of Living to the CITY each year for basic law enforcement services for adoption effective July 1 with an amendment approved by both parties.

Nothing in this contract is intended to alter the effect of any statute or County Ordinance related to fees for housing of inmates sustained for City Ordinance violations or for Criminal Justice Administration fees, (i.e., Government Code Section 29550, et seq., Placer County Code Section 50).

- 7. LEVEL OF SERVICE:** For the term of this contract beginning July 1, 2015, and ending June 30, 2018, both dates inclusive, COUNTY shall provide routine patrol and related services for the CITY on a 24-hour per day basis within CITY boundaries.

TBD

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Additional services associated with special events within the **CITY** boundaries may incur additional cost. **COUNTY** and **CITY** shall discuss and agree upon the additional services and additional costs necessary to support the special event.

In the event the **CITY's** General Fund financial condition substantially changes, both **PARTIES** agree to meet and re-evaluate the agreement and service levels provided herein.

8. **INDEMNIFICATION:** Except as hereinafter provided, **COUNTY** shall indemnify and hold harmless **CITY**, its officers and employees, from any and all claims, actions, or proceedings, or liability for injuries or damages to persons and property caused by **COUNTY'S** performance of services under this contract. **COUNTY** shall defend on behalf of **CITY**, at **COUNTY'S** sole expense, any such actions or proceedings and shall pay, when final, any judgments, awards or settlements in any such actions or proceedings. Neither **COUNTY** nor any officer or employee thereof, shall be responsible for injuries or damages to persons or property occurring by reason of anything done or omitted to be done by **CITY** under or in connection with this agreement. **CITY** shall defend, indemnify and hold harmless **COUNTY** from liability from such actions or omissions.
9. **FINE, FORFEITURES:**
- A. Except as provided in subparagraph "B" below, **CITY** shall receive proceeds of all fines, forfeitures, penalties and payments for infractions, including all traffic citation proceeds.
- B. All forfeitures under federal law or the California Control of Profits of Organized Crime Act (Penal Code Sec. 186 et seq.) shall be disbursed as provided in federal law or Penal Code Sec. 186.8.
10. **CITY FACILITIES:**
- A. The **CITY** will provide the **COUNTY** adequate office space for law enforcement related needs as agreed upon by the **CITY** and the Sheriff.
- B. **CITY** will provide adequate lighting of the parking area in front of the <sup>substation</sup> ~~City Hall~~ where patrol unit(s) will be parked.
- C. **CITY** will pay for all normal utility services for such space including telephone services consisting of at least two phone lines (excluding any long distance phone calls)
- D. **CITY** will also pay for custodial/maintenance service to the office space they provide to the **COUNTY**.

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IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first above written.

CITY OF COLFAX, "CITY"

COUNTY OF PLACER, "COUNTY"

BY: \_\_\_\_\_  
MAYOR, CITY COUNCIL

BY: \_\_\_\_\_  
CHAIR, BOARD OF SUPERVISORS

BY: \_\_\_\_\_  
PLACER COUNTY SHERIFF

APPROVED AS TO FORM

APPROVED AS TO FORM

BY: \_\_\_\_\_  
CITY ATTORNEY

BY: \_\_\_\_\_  
COUNTY COUNSEL

Attachment: Exhibit A

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*Cummins Svc. Level*

**SALARY AND BENEFITS:**

Qty	Class/Description	Pay Type	Annual Hours/Units	Billable Hours/Units*	2014-2015 Hry Rate	2015-2016 Hry Rate	2014-2015 Cost	2015-2016 Cost	Increase/Decrease
0.5	Sergeant	Regular Pay	2080	1040	96.18	96.56	\$ 100,023	\$ 100,427	\$ 404
0.5	Sergeant	Overtime	120	60	89.90	91.09	\$ 5,394	\$ 5,465	\$ 71
0.5	Sergeant	Holiday Overtime	48	24	121.13	122.28	\$ 2,907	\$ 2,935	\$ 28
2.25	Deputy II	Regular Pay	2080	4,294	82.00	82.24	\$ 352,104	\$ 353,140	\$ 1,036
2.25	Deputy II	Overtime	127	285.75	74.09	75.05	\$ 21,170	\$ 21,446	\$ 276
2.25	Deputy II	Holiday Overtime	48	108	99.83	100.75	\$ 10,781	\$ 10,881	\$ 100
0.1	Detective (Deputy II)	Regular Pay	2080	208	80.03	80.34	\$ 16,645	\$ 16,710	\$ 65
0.1	Detective (Deputy II)	Overtime	127	12.7	71.41	72.34	\$ 907	\$ 919	\$ 12
0.1	Detective (Deputy II)	Holiday Overtime	48	4.8	96.22	97.11	\$ 462	\$ 466	\$ 4
<b>Total Personnel Costs</b>							<b>\$ 510,394</b>	<b>\$ 512,391</b>	<b>\$ 1,997</b>

**OTHER COSTS:**

Item	Description	2014-2015 Cost	2015-2016 Cost	Increase/Decrease
Communication	Telecomm System Access and Radio Costs	\$ 13,475	\$ 15,274	\$ 1,799
Direct Administrative Support	Dispatch and Administrative Operations	\$ 29,123	\$ 29,389	\$ 265
Equipment & Supplies	Equipment & Supplies	\$ 10,000	\$ 10,000	\$ -
Training	Based on Routine Annual Training	\$ 7,125	\$ 7,125	\$ -
Vehicle Expenses	1.5 vehicles	\$ 33,372	\$ 34,141	\$ 769
<b>Total Other Costs</b>		<b>\$ 93,095</b>	<b>\$ 95,928</b>	<b>\$ 2,833</b>

<b>Total Contract Costs</b>	<b>\$ 603,490</b>	<b>\$ 608,319</b>	<b>\$ 4,829</b>
-----------------------------	-------------------	-------------------	-----------------

<b>Total Contract Change</b>	<b>0.80%</b>
<b>15-16 Base Quarterly Payments</b>	<b>\$ 152,079.75</b>

\*Decreased total Deputy billable hours by 386 starting 14/15.

*Previous Service Level*

**SALARY AND BENEFITS:**

Qty	Class/Description	Pay Type	Annual Hours/Units	Billable Hours/Units*	2014-2015 Hry Rate	2015-2016 Hry Rate	2014-2015 Cost	2015-2016 Cost	Increase/Decrease
0.5	Sergeant	Regular Pay	2080	1040	96.18	96.56	\$ 100,023	\$ 100,427	\$ 404
0.5	Sergeant	Overtime	120	60	89.90	91.09	\$ 5,394	\$ 5,465	\$ 71
0.5	Sergeant	Holiday Overtime	48	24	121.13	122.28	\$ 2,907	\$ 2,935	\$ 28
2.25	Deputy II	Regular Pay	2080	4680	82.00	82.24	\$ 352,104	\$ 384,885	\$ 32,781
2.25	Deputy II	Overtime	127	285.75	74.09	75.05	\$ 21,170	\$ 21,446	\$ 276
2.25	Deputy II	Holiday Overtime	48	108	99.83	100.75	\$ 10,781	\$ 10,881	\$ 100
0.1	Detective (Deputy II)	Regular Pay	2080	208	80.03	80.34	\$ 16,645	\$ 16,710	\$ 65
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0.1	Detective (Deputy II)	Holiday Overtime	48	4.8	96.22	97.11	\$ 462	\$ 466	\$ 4
<b>Total Personnel Costs</b>							<b>\$ 510,394</b>	<b>\$ 544,136</b>	<b>\$ 33,742</b>

**OTHER COSTS:**

Item	Description	2014-2015 Cost	2015-2016 Cost	Increase/Decrease
Communication	Telecomm System Access and Radio Costs	\$ 13,475	\$ 15,274	\$ 1,799
Direct Administrative Support	Dispatch and Administrative Operations	\$ 29,123	\$ 29,389	\$ 265
Equipment & Supplies	Equipment & Supplies	\$ 10,000	\$ 10,000	\$ -
Training	Based on Routine Annual Training	\$ 7,125	\$ 7,125	\$ -
Vehicle Expenses	1.5 Vehicles	\$ 33,372	\$ 34,141	\$ 769
<b>Total Other Costs</b>		<b>\$ 93,095</b>	<b>\$ 95,928</b>	<b>\$ 2,833</b>

<b>Total Contract Costs</b>	<b>\$ 603,490</b>	<b>\$ 640,064</b>	<b>\$ 36,574</b>
<b>Total Contract Change</b>		<b>6.06%</b>	
<b>15-16 Base Quarterly Payments</b>		<b>\$ 160,015.96</b>	

\*Decreased total Deputy billable hours by 386 in 14/15. Returned to normal in 15/16

5 YEAR FUTURE

SALARY AND BENEFITS:

Qty	Class/Description	Pay Type	Annual Hours/Units	Billable Hours/Units	2015-2016 Hly Rate	2015-2016 Cost	2016-2017 Projection	2017-2018 Projection	2018-2019 Projection	2019-2020 Projection	2020-2021 Projection
0.5	Sergeant	Regular Pay	2080	1040	96.56	\$ 100,427	\$ 103,440	\$ 106,544	\$ 109,740	\$ 113,032	\$ 116,423
0.5	Sergeant	Overtime	120	60	91.09	\$ 5,465	\$ 5,629	\$ 5,798	\$ 5,972	\$ 6,151	\$ 6,336
0.5	Sergeant	Holiday Overtime	48	24	122.28	\$ 2,935	\$ 3,023	\$ 3,114	\$ 3,207	\$ 3,303	\$ 3,402
2.25	Deputy II	Regular Pay	2080	4680	82.24	\$ 384,885	\$ 398,432	\$ 408,325	\$ 420,575	\$ 433,192	\$ 446,188
2.25	Deputy II	Overtime	127	285.75	75.05	\$ 21,446	\$ 22,090	\$ 22,752	\$ 23,435	\$ 24,138	\$ 24,862
2.25	Deputy II	Holiday Overtime	48	108	100.75	\$ 10,881	\$ 11,208	\$ 11,544	\$ 11,890	\$ 12,247	\$ 12,614
0.1	Detective (Deputy II)	Regular Pay	2080	208	80.34	\$ 16,710	\$ 17,212	\$ 17,728	\$ 18,260	\$ 18,808	\$ 19,372
0.1	Detective (Deputy II)	Overtime	127	12.7	72.34	\$ 919	\$ 946	\$ 975	\$ 1,004	\$ 1,034	\$ 1,065
0.1	Detective (Deputy II)	Holiday Overtime	48	4.8	97.11	\$ 466	\$ 480	\$ 495	\$ 509	\$ 525	\$ 540
<b>Total Personnel Costs</b>						<b>\$ 544,136</b>	<b>\$ 560,460</b>	<b>\$ 577,274</b>	<b>\$ 594,592</b>	<b>\$ 612,430</b>	<b>\$ 630,803</b>

OTHER COSTS:

Item	Description	2015-2016 Cost	2016-2017 Projection	2017-2018 Projection	2018-2019 Projection	2019-2020 Projection	2020-2021 Projection
Communication	Telecomm System Access and Radio Costs	\$ 15,274	\$ 15,732	\$ 16,204	\$ 16,690	\$ 17,191	\$ 17,706
Direct Administrative Support	Dispatch and Administrative Operations	\$ 29,389	\$ 30,270	\$ 31,178	\$ 32,114	\$ 33,077	\$ 34,069
Equipment & Supplies	Equipment & Supplies	\$ 10,000	\$ 10,300	\$ 10,609	\$ 10,927	\$ 11,255	\$ 11,593
Training	Based on Routine Annual Training	\$ 7,125	\$ 7,339	\$ 7,559	\$ 7,786	\$ 8,019	\$ 8,260
Vehicle Expenses	1.5 vehicles	\$ 34,141	\$ 35,165	\$ 36,220	\$ 37,307	\$ 38,426	\$ 39,579
<b>Total Other Costs</b>		<b>\$ 95,928</b>	<b>\$ 98,806</b>	<b>\$ 101,770</b>	<b>\$ 104,823</b>	<b>\$ 107,968</b>	<b>\$ 111,207</b>

<b>Total Contract Costs</b>	<b>\$ 640,064</b>	<b>\$ 659,266</b>	<b>\$ 679,044</b>	<b>\$ 699,415</b>	<b>\$ 720,397</b>	<b>\$ 742,009</b>
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Projections use an overall 3% increase per year