



GRASS VALLEY

Planning Commission Meeting

Tuesday, July 21, 2026 at 6:00 PM

Council Chambers, Grass Valley City Hall | 125 East Main Street, Grass Valley, California

Telephone: (530) 274-4310 - Fax: (530) 274-4399

E-Mail: info@cityofgrassvalley.com

Web Site: www.cityofgrassvalley.com

AGENDA

Any person with a disability who requires accommodations to participate in this meeting should telephone the City Clerk's office at (530)274-4390, at least 48 hours prior to the meeting to make a request for a disability related modification or accommodation.

COMMISSIONERS

Vice Chair Ari Brouillette, Commissioner Justin Gross, Commissioner Jacob McDonald, Commissioner Sherri Speights, Commissioner Matt Wich

MEETING NOTICE

Planning Commission welcomes you to attend the meetings electronically or in person at the City Hall Council Chambers, located at 125 E. Main St., Grass Valley, CA 95945. Regular Meetings are scheduled at 6:00 p.m. on the 3rd Tuesday of each month. Your interest is encouraged and appreciated.

This meeting is being broadcast "live" on Comcast Channel 17 & 18 by Nevada County Media, on the internet at www.cityofgrassvalley.com, or on the City of Grass Valley YouTube channel at <https://www.youtube.com/@cityofgrassvalley.com>.

Members of the public are encouraged to submit public comments via voicemail at (530) 274-4390 and email to public@cityofgrassvalley.com. Comments will be reviewed and distributed before the meeting if received by 5pm. Comments received after that will be addressed during the item and/or at the end of the meeting. Commission will have the option to modify their action on items based on comments received. Action may be taken on any agenda item.

Agenda materials, staff reports, and background information related to regular agenda items are available on the City's website: www.cityofgrassvalley.com. Materials related to an item on this agenda submitted to the Commission after distribution of the agenda packet will be made available on the City of Grass Valley website at www.cityofgrassvalley.com, subject to City staff's ability to post the documents before the meeting.

Please note, individuals who disrupt, disturb, impede, or render infeasible the orderly conduct of a meeting will receive one warning that, if they do not cease such behavior, they may be removed from the meeting. The chair has authority to order individuals removed if they do not cease their disruptive behavior following this warning. No warning is required before an individual is removed if that individual engages in a use of force or makes a true threat of force. (Gov. Code, § 54957.95.)

Council Chambers are wheelchair accessible and listening devices are available. Other special accommodations may be requested to the City Clerk 72 hours in advance of the meeting by calling (530) 274-4390, we are happy to accommodate.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

AGENDA APPROVAL

ACTION MINUTES APPROVAL

1. Approval of the special Planning Commission meeting on June 15, 2026

PUBLIC COMMENT - *Members of the public are encouraged to submit public comments via voicemail at (530) 274-4390 and email to public@cityofgrassvalley.com. Comments will be reviewed and distributed before the meeting if received by 5pm. Comments received after that will be addressed during the item and/or at the end of the meeting. The Planning Commission will have the option to modify their action on items based on comments received. Action may be taken on any agenda item.*

PUBLIC HEARING ITEMS

2. Tentative Parcel Map Application Applicant: Cameron Brady (26PLN-0024) Location/APNs: 134 South Church Street, Grass Valley, CA 95945 (APN: 008- 370-010)

Environmental Status: Exemption Section 15301, Existing Facilities

Recommendation: 1. Planning staff recommend that the Development Review Committee recommend the Planning Commission to approve application (26PLN-0024), which includes the request for the consideration of a Tentative Parcel Map, which includes the following actions: a. Determine the Tentative Parcel Map project Categorically Exempt, pursuant to Exemption Section 15301, Existing Facilities, of the California Environmental Quality Act Guidelines (CEQA) and Guidelines, as detailed in the Staff Report; b. Adopt the Findings of Fact, 1 through 8, for approval of the project, as presented in the Staff Report; and, c. Approve the Tentative Parcel Map, in accordance with the Conditions of Approval as presented in the Staff Report

3. Office Administration and Equipment Parking Use for Tree/Vegetative Management Business (Tree Walker Inc.) (26PLN-0021) Location/APNs: 800 South Auburn Street, Grass Valley, CA 95945

Environmental Status: Exemption Section 15301, Existing Facilities

Recommendation: 1. Planning staff recommend that the Development Review Committee recommend Planning Commission to approve application (26PLN-0021) which includes the request for the operation of a Office Administration and Equipment Parking Use for Tree/Vegetative Management Business (Tree Walker Inc.), which includes the following actions: a. Determine the Major Use Permit project Categorically Exempt, pursuant to Exemption Section 15301, Existing Facilities, of the California Environmental Quality Act Guidelines (CEQA) and Guidelines, as detailed in the Staff Report; b. Adopt the Findings of Fact, 1 through 8, for approval of the project/Use Permit Amendment as presented in the Staff

Report; and, c. Approve the Use Permit Amendment for the Office Administration and Equipment Parking Use for Tree/Vegetative Management Business (Tree Walker Inc.), in accordance with the Conditions of Approval as presented in the Staff Report.

4. A Major Use Permit application that details a request to *operate a medical respite care facility. The facility will provide temporary, short-term residential care (typically up to 90-days) in a safe and supportive environment primarily for unhoused individuals recovering from an acute illness or injury.* Project Location: 136 Glasson Way, Grass Valley, CA, 95945 (APN: 035-380-010).

Environmental Review: Qualifies for a Categorical Exemption pursuant to Section 15332, In-Fill Development Projects, of the California Environmental Quality Act (CEQA).

OTHER BUSINESS

5. Review of City Council Items.
6. Future Meetings, Hearings and Study Sessions

BRIEF REPORTS BY COMMISSIONERS

ADJOURN

POSTING NOTICE

This is to certify that the above notice of a Planning Commission Meeting, scheduled for Tuesday, July 21, 2026, at 6:00 p.m., was posted at city hall, easily accessible to the public, as of 5:00 p.m. Thursday, July 16, 2026.

Taylor Whittingslow, City Clerk



GRASS VALLEY

Special Planning Commission Meeting

Monday, June 15, 2026 at 5:30 PM

Council Chambers, Grass Valley City Hall | 125 East Main Street, Grass Valley, California

Telephone: (530) 274-4310 - Fax: (530) 274-4399

E-Mail: info@cityofgrassvalley.com

Web Site: www.cityofgrassvalley.com

MINUTES

CALL TO ORDER

Meeting called to order at 5:32 pm.

PLEDGE OF ALLEGIANCE

Commissioner Wich led the pledge of allegiance.

ROLL CALL

PRESENT

Commissioner Justin Gross

Commissioner Matt Wich

Vice Chairman Jacob McDonald

Chairman Ari Brouillette

ABSENT

Commissioner Sherri Speights

AGENDA APPROVAL

ACTION MINUTES APPROVAL

1. Approval of the regular scheduled Planning Commission on May 19, 2026.
 Motion made by Vice Chairman McDonald, Seconded by Commissioner Wich.
 Voting Yea: Commissioner Gross, Commissioner Wich, Vice Chairman McDonald,
 Chairman Brouillette

PUBLIC COMMENT -

No public comment.

PUBLIC HEARING ITEMS

2. Esthetician Studio (**26PLN-0020**) Location/APNs: 565 Brunswick Road, Grass Valley, CA, 95945 (APN: 035- 500-001)

Environmental Status: Exemption Section 15301, Existing

Recommendation: 1. Planning staff recommend that the Planning Commission approve application (26PLN-0020) which includes the request for the operation of an esthetician studio, which includes the following actions: a. Determine the Major Use Permit project Categorically Exempt, pursuant to Exemption Section 15301, Existing

Facilities, of the California Environmental Quality Act Guidelines (CEQA) and Guidelines, as detailed in the Staff Report; b. Adopt the Findings of Fact, 1 through 8, for approval of the project/Use Permit as presented in the Staff Report; and, c. Approve the Use Permit for the esthetician studio in accordance with the Conditions of Approval as presented in the Staff Report.

Motion made by Vice Chairman McDonald, Seconded by Commissioner Wich.

Voting Yea: Commissioner Gross, Commissioner Wich, Vice Chairman McDonald, Chairman Brouillette

3. Memorandum to Address Planning Commission Concerns for Proposed Medical Respite Care Facility (**26PLN-0007**) Location/APNs: 136 Glasson Way, Grass Valley, CA, 95945 (APN: 035-380-010)

Environmental Status: Exemption Section 15332, In-Fill Development Projects

Recommendation: 1. Planning staff recommend that the Planning Commission approve application (26PLN-0007) which includes the request for the operation of a medical respite facility, which includes the following actions: a. Determine the Major Use Permit project Categorically Exempt, pursuant to Exemption Section 15332, In-Fill Development Projects, of the California Environmental Quality Act Guidelines (CEQA) and Guidelines, as detailed in the Staff Report; b. Adopt the Findings of Fact, 1 through 8, for approval of the project/Use Permit as presented in the Staff Report; and, c. Approve the Use Permit for the Medical Respite Facility, in accordance with the Conditions of Approval as presented in the Staff Report.

Motion to continue item to July 21st, 2026 regular scheduled planning commission by Commissioner Wich, Seconded by Commissioner Gross.

Voting Yea: Commissioner Gross, Commissioner Wich, Vice Chairman McDonald, Chairman Brouillette.

4. 7 th Cycle Housing Element Update

Environmental Status: Statutorily Exempt, Public Resource Code Section 21080.085

Recommendation: Receive and File

OTHER BUSINESS

5. Review of City Council Items.
6. Future Meetings, Hearings and Study Sessions

BRIEF REPORTS BY COMMISSIONERS

ADJOURN

Meeting adjourned at 7:01 pm

Ari Brouillette, Chair

Taylor Whittingslow, City Clerk



**PLANNING
COMMISSION
STAFF REPORT
July 21, 2026**

PROJECT SUMMARY

Application Number: 26PLN-0024
Subject: Tentative Parcel Map Application
Applicant: Cameron Brady (Applicant/Operator)/ Nelson Engineering (Representative)
Location/APNs: 134 South Church Street, Grass Valley, CA 95945 (APN: 008-370-010)
Current Zoning/General Plan: Town Core (TC) / Commercial (C)
Entitlements: Tentative Map
Environmental Status: Exemption Section 15301, Existing Facilities, and 15332 In-Fill Development Projects
Prepared by: Vanessa Franken, Associate Planner

RECOMMENDATION

1. Planning staff recommend that the Planning Commission approve application (26PLN-0024), which includes the request for the consideration of a Tentative Parcel Map, which includes the following actions:
 - a. Determine the Tentative Parcel Map project Categorically Exempt, pursuant to Exemption Section 15301, Existing Facilities, and Class 32, Section 15332 In-Fill Development Projects, of the California Environmental Quality Act Guidelines (CEQA) and Guidelines, as detailed in the Staff Report;
 - b. Adopt the Findings of Fact, 1 through 8, for approval of the project, as presented in the Staff Report; and,
 - c. Approve the Tentative Parcel Map, in accordance with the Conditions of Approval as presented in the Staff Report.

BACKGROUND

The project parcel is zoned as Town Core (TC). The Grass Valley 2020 General Plan identifies the site as Commercial (C). The site is within the City's adopted Historic District, although retains no historic significance. No specific plans, special designations, historic overlays, or adopted conservation plans apply to the site. The project site falls within a mixed-use corridor along a portion of Church Street that facilitates both commercial and residential uses. The immediate area neighbors include: The Brett Harte senior residential facility, the Elks Lodge community hall, a Tri-Counties and Chase banking institution, and small locally owned retail shops. ~~Previously, the property hosted a~~

~~landscape/hydroponic retail store.~~ Most recently, the site was a Bank of America and closed in April, 2025. The site is currently vacant.

The property exists as a completely developed site, consisting of:

- The project parcel is 0.83-acres in size.
- Developed with a single 10,400 SF commercial building, made of a single story and (2) interior levels, and a drive through bank kiosk, formal landscape areas, and a paved asphalt parking lot.
- Access via (3) driveways; a commercial encroachment from frontage along South Church Street and along rear on Neal Street for ingress/egress, to include an exit/“out” only driveway off of the side of the property on South School Street.

Immediate neighbors to the project property are described below.

Surrounding Land Uses:

- North: Brett Harte senior residential facility.
 - Town Core with a combining Historic zoning overlay (TC-H) with a General Plan designation of Commercial (C).
- South: El Barrio grocery store and Tri-Counties bank.
 - Town Core (TC) with a General Plan designation of Commercial (C).
- East: City owned public parking lot.
 - Town Core with a combining Historic zoning overlay (TC-H) with a General Plan designation of Public (P).
- West: Single Family residential home and the Elks Lodge community hall.
 - Town Core with a combining Historic zoning overlay (TC-H) with a General Plan designation of Commercial (C).

PROJECT PROPOSAL

The project consists of a Tentative Map application that details a request to subdivide the property into (2) parcels and to subdivide the existing building into (2) office/commercial condominiums.

The proposed map consists of:

- Parcel 1: A parcel that will result in a parking lot, with (17) parking stalls. Parcel size is proposed as (12,439± SF).
 - The City of Grass Valley is in contract with the property owner of the project property to purchase the parking lot for public parking use.
- Parcel 2: A parcel that will retain the entire building and remaining portion of parking lot, (24) parking stalls.
- Building Unit 1: Condominium size is proposed at (4,830 SF) total and may be occupied by a single tenant.
 - Level 1: (3,920 SF)
 - Level 2: (910 SF)
- Building Unit 2: Condominium size is proposed at (5,775 SF) total and may be occupied by a single tenant.
 - Level 1: (3,745 SF)
 - Level 2: (2,030 SF)

Future construction is anticipated and will include: minor site reconfiguration of parking stalls and removal of existing roof structure. No major exterior alterations, additions, or expansion of building footprint are proposed.

Access: Access to the project site is from (3) driveways; a commercial encroachment from the frontage along South Church Street and along rear on Neal Street for both ingress/egress, to include an exit/ “out” only driveway off of the side of the property on South School Street. Driveway encroachments have been reviewed and deemed sufficient, there are no requirements imposed on the applicant to improve the existing driveways or roadways for the proposed use from the Community Development Department, Engineering Division. Sidewalks exist along the property perimeter which front a City roadway, Neal Street and South Church Street.

Parking: Parking stalls per resultant parcel are indicated below. Future tenants of the building will be subject to Table 3 – 3, [Section 17.36.040 – Number of Parking Spaces Required](#), for required parking stall standards. Future tenants will share parking on Parcel 1 and 2 via Shared Parking Agreement/Reciprocal Parking Agreement between property owners; see Planning COA #4.

- Parcel 1: A parcel that will result in a parking lot, with (17) parking stalls. Parcel size is proposed as (12,439± SF).
 - The City of Grass Valley is in contract with the property owner of the project property to purchase the parking lot for public parking use.
- Parcel 2: A parcel that will retain the entire building and remaining portion of parking lot, (24) parking stalls.

Landscape/Screening, Trash Enclosure, and Lighting: There are existing formal landscape areas that exists as manmade landscape planters within the parking lot and interspersed along the project site perimeter. No trees are proposed to be removed as part of this project. A site inspection was conducted, there is no standard waste receptacle storage area that exists within Parcel 1 or 2. A Condition of Approval will be discussed to be added or not at time of hearing, regarding a dedicated location and screening for the waste storage area. Planning staff is currently working with the applicant on the matter. Light fixtures exists and are shielded/directed downward to minimize light pollution; no new lights are required nor proposed.

Utilities: The City of Grass Valley currently provides water/wastewater services. The electricity provider is PG&E. The site is and will continue to be served by the City of Grass Valley Fire and Police Departments.

ZONING AND GENERAL PLAN CONSISTENCY

The following discussion evaluates the project's consistency with the Grass Valley 2020 General Plan. The intent of this section is to demonstrate that the proposed map and future use of the site will maintain the overall integrity of the City's adopted land use plan, support applicable goals and policies, and further the City's long-term vision for sustainable and balanced development.

The Grass Valley 2020 General Plan identifies the site as Commercial (C). The Commercial (C) General Plan designation is a broad category, intended to encompass all types of retail commercial/commercial service establishments. The project parcel is zoned as Town Core (TC). The intent of the “TC” designation is intended to strengthen the mixed-use and pedestrian-oriented nature of the existing historic downtown. The secondary intent is to provide a mix of residential, commercial, civic, and institutional uses, per [Section 17.21.030 – Purposes of the Traditional Community Development Zones](#).

The proposed tentative map, subdivision of a single parcel into two parcels, results in newly created parcels that conform to parcel development standards of the TC zone. The resultant parcel configurations are consistent with standards regarding lot size, corner lot size, lot width and depth. The proposed condominiums will be further evaluated at time of Parcel Map formal application, prior to recordation. Respective land uses associated with future tenants will be evaluated at time of building permit and/or business license application for appropriate processing.

Regarding General Plan Consistency, the project supports and is consistent with multiple goals and objectives of the Grass Valley 2020 General Plan. A “goal” expresses a general community value, while an “objective” represents a specific outcome or intermediate step toward achieving that goal. The applicable goals and objectives and the project’s consistency with each are discussed below.

- Land Use Goal (1-LUG): Promote balanced community growth and development in a planned and orderly way.
 - Land Use Objective (1-LUO): Availability of sufficient building sites properly zoned to accommodate projected growth.
 - Consistency: The project supports the utilization of land already zoned for intended purposes, processing and review of Tentative Map with condominiums will allow the land to be utilized as intended. Anticipated new tenants will continue to be supported through existing infrastructure (sewer/water), parking and road circulation, public services (fire/police), and utilities.
- Land Use Goal (2-LUG): Promote infill as an alternative to peripheral expansion where feasible.
 - Land Use Objective (4-LUO): Reduction in environmental impacts associated with peripheral growth.
 - Consistency: The building and roadways are existing, the project utilizes existing infill development versus new construction of a building.
- Circulation Goal (3-CG): Provide for the safe and efficient movements of people and goods in a manner that respects existing neighborhoods and the natural environment.
 - Circulation Objective (8-CO): Routing of through-traffic around neighborhoods to collector streets.

- Consistency: South Church is a local street that leads to a collector road with access to a major highway interchange. Traffic from the establishment will use the existing collector street that exists within the downtown district and avoid being significantly routed through neighborhoods or residential roads, traffic may then be directed to the highway interchange.
- Circulation Goal (4-CG): Maintain adequate emergency access.
- Circulation Objective (14-CO): Improvements and maintenance of adequate emergency access throughout the city.
 - Consistency: The project property has an existing parking lot/access into the site that is suitable for a fire engine apparatus. The Fire Marshal provided review and concluded with no changes to the land use. The Engineering Division reviewed the existing commercial driveway encroachment and deemed it satisfactory for the proposed land use to utilize.

ENVIRONMENTAL DETERMINATION

The proposed project qualifies for a Categorical Exemption pursuant to Section 15301, Existing Facilities and 15332 In-Fill Development Projects, of the California Environmental Quality Act (CEQA) and Guidelines. The subject Class 1 Categorical Exemption details the appropriate application when “a – c” has been evaluated and Class 32 requires assessment of “a – d”. The proposed project qualifies for the aforementioned Categorical Exemptions due to the following.

- a. The project is consistent with the applicable general plan designation and all applicable general plan policies, as well as applicable zoning designation and regulations.
 - Consistency: The Grass Valley 2020 General Plan identifies the site as Commercial (C). The Commercial (C) General Plan designation is a broad category, intended to encompass all types of retail commercial/commercial service establishments. The project parcel is zoned as Town Core (TC). The intent of the “TC” designation is intended to strengthen the mixed-use and pedestrian-oriented nature of the existing historic downtown. The secondary intent is to provide a mix of residential, commercial, civic, and institutional uses. The project is consistent with the applicable zoning standards and General Plan land use designation and policies, as analyzed in subsection “Zoning and General Plan Consistency” above, and complies with the applicable zoning designation and development regulations.
- b. The proposed development occurs within City limits on a project site of no more than five-acres substantially surrounded by urban uses.
 - Consistency: The proposed project occurs within City limits on a site that 0.83-acres in size, within a mixed use corridor along a portion of South Church Street that is substantially surrounded by urban uses, as described in the *Surrounding Land Uses* subsection in this staff report.
- c. The project site has no value as habitat for endangered, rare or threatened species.

- The project site is a completely developed site within an existing building and parking lot that was originally developed and is surrounded by a substantial amount of urban uses. The project site has no value as habitat for endangered, rare, or threatened species, due to the site and surrounding area, being heavily trafficked, paved, and heavily used. Landscape areas within the property are man-made parking lot landscape planters.
- d. Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.
- Consistency: The proposed project would not result in significant traffic impacts. Traffic associated with the project would be typical to the general area. Engineering reviewed the project and deemed the existing roadways capable of facilitating anticipated traffic, based on collector roadways and direction to a major highway interchange.

Operational noise generated from the project will be compatible to the area – building door opening, car doors being shut, outdoor conversations, etc. Noise associated with vehicular traffic/traffic that enters/exits the site is typical to the existing use and surrounding residential/nearby commercial uses. No significant external noise generation is anticipated from the facility, as tenants are indoors. Any noise associated with the facility will be subject to City noise standards, [Chapter 8.28 - Noise](#).

Anticipated effects to air quality, associated with anticipated traffic, may be deemed as negligible in that emissions from anticipated traffic may be deemed as a less than significant effect to overall air quality. Operational emissions would be minimal and comparable to the previous institutional use, and would not result in a substantial increase in vehicle trips or stationary emission sources.

The project would not result in significant water quality impacts. The site is fully developed and served by existing utilities and stormwater infrastructure. The project does not propose expansion of the building footprint or new impervious surface areas that would adversely affect drainage or runoff patterns. All existing development complies with applicable stormwater and water quality requirements. Approval of the project would not result in significant effects related to traffic, noise, air quality, or water quality.

- e. The site can be adequately served by all required utilities and public services.
- Consistency: The site is developed and the building is existing, the building is currently served by all required utilities and public services. The project has the ability to be served by all existing utilities and public services as well. The project was routed to applicable agencies for review of the proposed use, comments have been provided and incorporated into the project. No comments stating required utilities/public services will be unable to be accommodated.

Pursuant to CEQA Guidelines Section 15300.2, Exceptions, staff evaluated whether any exceptions to the use of the categorical exemption apply and determined that none of the applicable exceptions would preclude use of the exemption. Specifically:

- a. Location: The project site is not located within an environmentally sensitive area where the proposed activity would impact a designated hazardous or critical environmental resource. Therefore, this exception does not apply.
- b. Cumulative Impact: The project consists of a tentative parcel map for an existing developed commercial site and would not contribute to significant cumulative environmental impacts. No successive projects of the same type in the same place are anticipated to result in a significant cumulative effect.
- c. Unusual Circumstance: The project involves the subdivision of an existing developed commercial property within an urbanized area. No unusual circumstances exist that would create a reasonable possibility of a significant environmental effect.
- d. Scenic Highways: The project site is not located within the viewshed of, or adjacent to, an officially designated State Scenic Highway. The project would not damage scenic resources visible from a designated State Scenic Highway.
- e. Hazardous Waste Sites: The project site is not identified on any list compiled pursuant to Government Code Section 65962.5 (Cortese List). Therefore, this exception does not apply.
- f. Historical Resources: Although the project site is located within the City's Historic District, the subject property has been determined to have no historic significance. The project does not propose demolition or alteration of a historical resource and would not result in a substantial adverse change to a historical resource. Therefore, this exception does not apply.

The project was routed to internal Community Development Departments and external agencies for review and comments. Comments received have been incorporated into the project as Conditions of Approval. A Notice of Public Hearing for the project was prepared and posted pursuant to the CEQA Guidelines and State law.

FINDINGS

The proposed project meets the required findings of [Section 17.81.060 – Tentative Map Approval or Disapproval](#) (4), [Section 17.81.060.B – Supplemental Findings](#) (5 – 6), [Section 17.81.030 - Tentative Map Filing, Initial Processing](#) (7) to include the listed standard findings.

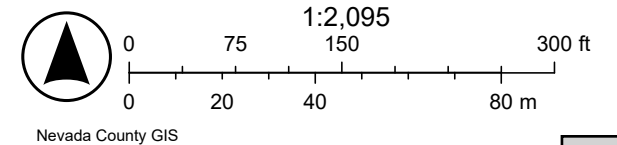
1. The Use Permit application (26PLN-0024) was received by the City on June 04, 2026.
2. No Development Review Committee was held due to no substantial modifications being made (expansion of building footprint, reconfiguration of walls, etc.).
3. The City of Grass Valley Planning Commission will review the Use Permit application (26PLN-0024) at their regular meeting on July 21, 2026.

4. The review authority may approve a tentative map only after first finding that the proposed subdivision, together with the provisions for its design and improvement, is consistent with the general plan, and any applicable specific plan, and that none of the findings for denial in Subsection C. can be made. The findings shall apply to each proposed parcel as well as the entire subdivision, including any parcel identified as a designated remainder in compliance with Map Act Section 66424.6.
5. Construction of Improvements. In the case of a tentative map for a subdivision that will require a subsequent parcel map, it is in the interest of the public health and safety, and it is necessary as a prerequisite to the orderly development of the surrounding area, to require the construction of road improvements within a specified time after recordation of the parcel map.
6. Condominiums. Any applicable findings required by [Section 17.84.030 - Condominiums and Condominium Conversions](#) for condominium conversions.
7. Time Limit, Stock Cooperatives. The approval or disapproval of the conversion of an existing building to a stock cooperative shall occur within one hundred twenty days of the application being found complete in compliance with [Section 17.81.030 - Tentative Map Filing, Initial Processing](#). The one hundred twenty-day time limit may be extended by mutual consent of the subdivider and the city, per [Section 17.84.030.B.6.a - Condominiums and Condominium Conversion](#).
8. The Development Review Committee and Planning Commission has reviewed the project in compliance with the California Environmental Quality Act (CEQA) and State CEQA Guidelines, and recommends that the Planning Commission find the project qualifies for the Class 1 and 32, Categorical Exemption (Section 15301, Existing Facilities and Section 15332 In-Fill Development Projects) in accordance with the California Environmental Quality Act and CEQA Guidelines. A Notice of Public Hearing for the project was prepared and posted pursuant to the CEQA Guidelines and State law

ATTACHMENTS

1. Vicinity Map
2. Universal Application – Provided Upon Request
3. Site Inspection – Photos (Existing Building, Parking Lot, Office)
4. Tentative Parcel Map
5. Draft Conditions of Approval

ATTACHMENT 1



ATTACHMENT 3

Site Inspection Photos

Figure 1 (below) – View looking west from South Church Street at primary frontage of site.

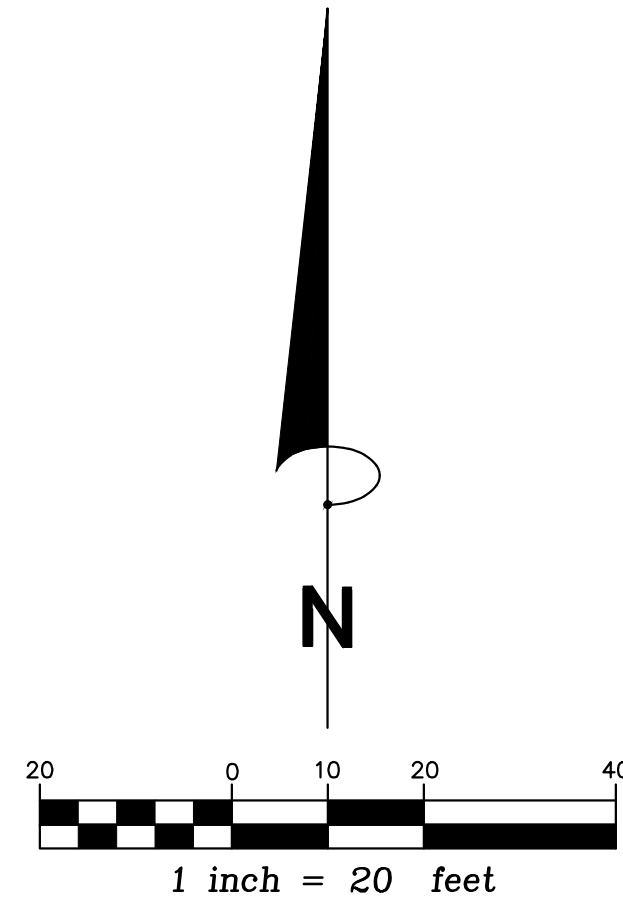


Figure 2 (below) – View looking west from South Church Street at primary entrance into building.



Figure 3 (below) – View looking west from South Church Street at existing driveway into the site.





ATTACHMENT 4
TENTATIVE PARCEL MAP
FOR
CAMERON BRADY
BEING A PORTION OF LOTS 6, 7, 8 & 9, BLOCK 24 OF THE GRASS VALLEY TOWNSITE AND WITHIN SECTION 27, TOWNSHIP 16 NORTH, RANGE 8 EAST, M.D.B&M OF THE INCORPORATED CITY OF GRASS VALLEY, CALIFORNIA.
A.P.N.: 008-370-010
SCALE: 1" = 20'
JUNE 2026

ENGINEER OF WORK:
NELSON ENGINEERING
14028 CAMAS COURT
PENN VALLEY, CA 95946
(530) 432-4818
CONTACT PERSON: KEVIN J. NELSON, PE, PLS

OWNER/APPLICANT:
CAMERON BRADY
110 Bank Street
Grass Valley, CA 95945
(530) 559-2614

ASSESSOR'S PARCEL NUMBER:
008-370-010

EXISTING & PROPOSED ZONING:
TC - TOWN CORE

PROJECT DESCRIPTION:
A TENTATIVE PARCEL MAP TO SUBDIVIDE THE LAND INTO TWO PARCELS AND THE EXISTING BUILDING INTO TWO UNITS.

FIRE PROTECTION:
CITY OF GRASS VALLEY

WATER:
CITY OF GRASS VALLEY

SEWER DISPOSAL:
CITY OF GRASS VALLEY

ELECTRICAL UTILITIES:
PACIFIC GAS & ELECTRIC

LAND AREA:
TOTAL AREA = 082± Acres

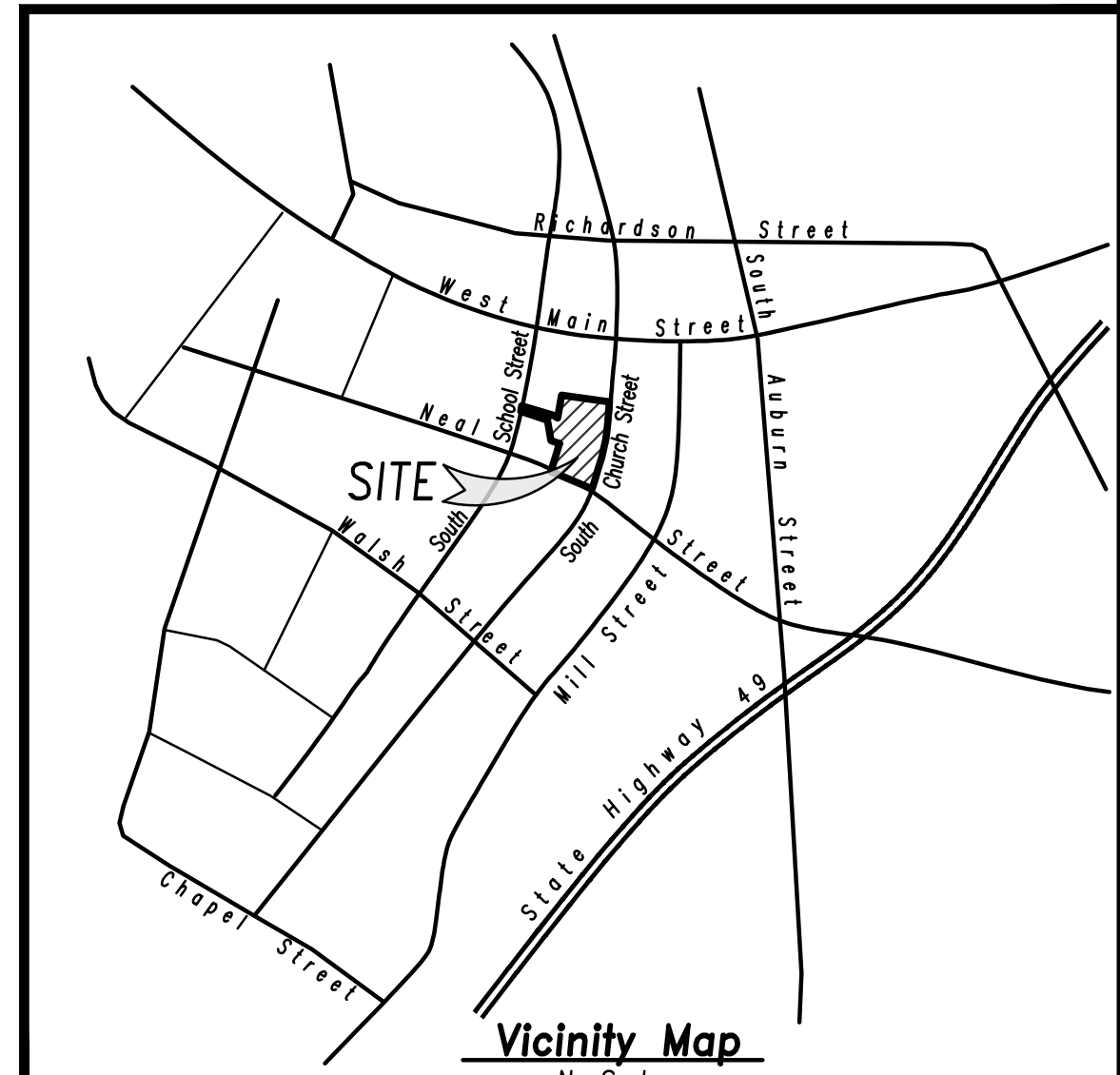
SITE STATISTICS:

DESCRIPTION	SQUARE FOOTAGE	PERCENTAGE
BUILDING COVERAGE	7,815 s.f.	21.8%
PAVEMENT AREA	20,260 s.f.	56.5%
CONCRETE, CURBS & WALKWAYS	3,088 s.f.	8.6%
LANDSCAPE AREAS:		
INTERIOR PARKING	1,610 s.f.	4.5%
RESIDENTIAL BUFFER	2,327 s.f.	6.5%
STREET BUFFER	760 s.f.	2.1%
NATURAL AREA/OPEN SPACE	0 s.f.	0.0%
TOTALS:	35,860 s.f.	100.0%

PARKING STATISTICS:

Parcel 1	
FULL SIZE PARKING STALLS	17
COMPACT PARKING STALLS	0
HANDICAP STALLS	0
TOTALS:	17
Parcel 2	
FULL SIZE PARKING STALLS	21
COMPACT PARKING STALLS	0
HANDICAP STALLS	3
TOTALS:	24

- LEGEND**
- PROPERTY LINE
 - EXIST. EDGE OF PAVEMENT
 - PAVEMENT AREA
 - 4" CONCRETE AREA
 - PROPOSED LANDSCAPE AREA



TENTATIVE PARCEL MAP FOR:
CAMERON BRADY
134 South Church Street
CALIFORNIA

NELSON ENGINEERING
Civil Engineering, Surveying & Land Planning
14028 Camas Court
Penn Valley, CA 95946
(530) 432-4818
www.nelsonengineering.com

DESIGNED: KJN
DRAWN: KJN
CHECKED BY: KJN
DATE: June 3, 2026
PROJECT No.: 26-168
DWG. NAME: 26-168 Tentative Map.dwg

NO. REVISIONS

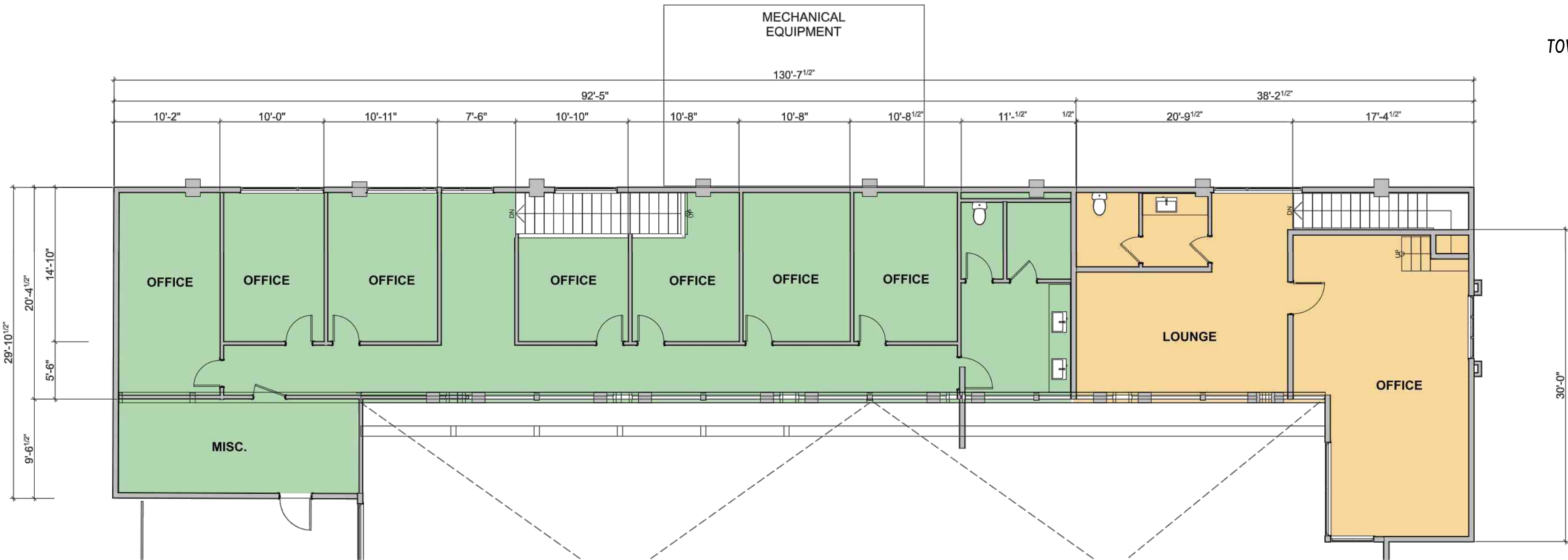
1 OF 2

ATTACHMENT 4
TENTATIVE PARCEL MAP

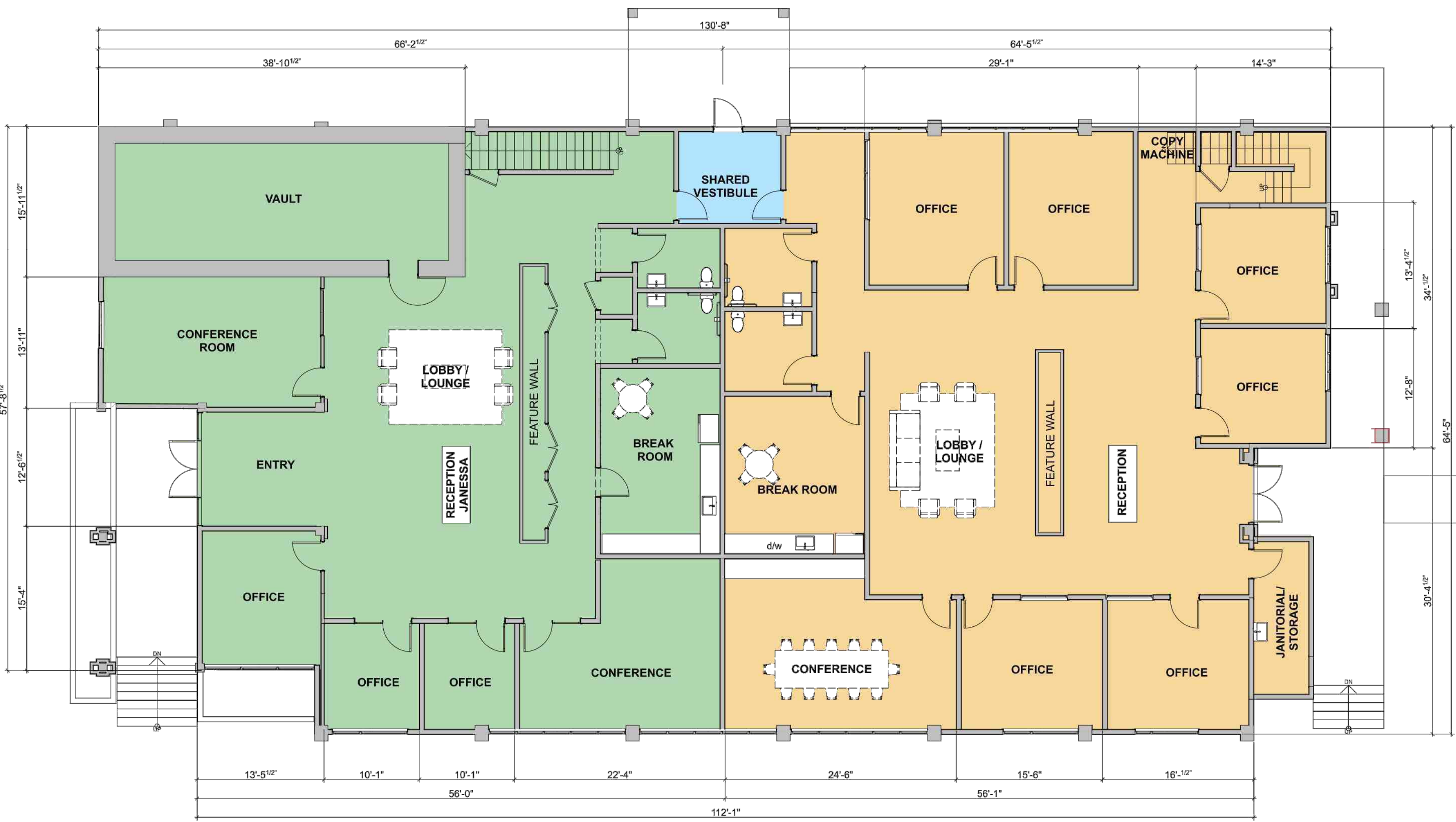
FOR
CAMERON BRADY

BEING A PORTION OF LOTS 6, 7, 8 & 9, BLOCK 24 OF THE GRASS VALLEY TOWNSITE AND WITHIN SECTION 27, TOWNSHIP 16 NORTH, RANGE 8 EAST, M.D.B&M OF THE INCORPORATED CITY OF GRASS VALLEY, CALIFORNIA.

A.P.N.: 008-370-010
SCALE: 1" = 8' JUNE 2026



LEVEL 2
Scale: 1/8" = 1'-0"



LEVEL 1
Scale: 1/8" = 1'-0"

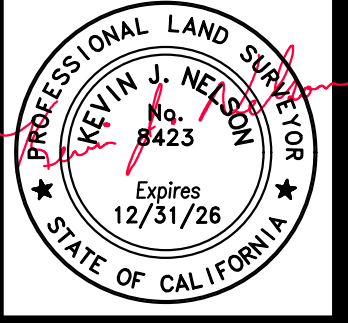
- UNIT 1**
Level 1 - 3,920 SF
Level 2 - 910 SF
4,830 SF - Total
- UNIT 2**
Level 1 - 3,745 SF
Level 2 - 2,030 SF
5,775 SF - Total
- SHARED SPACE**
VESTIBULE 113 SF

TENTATIVE BUILDING CONDOMINIUM MAP FOR:

CAMERON BRADY
134 South Church Street

COUNTY OF NEVADA

NELSON ENGINEERING
Civil Engineering, Surveying & Land Planning
14028 Camas Court
Palm Valley, CA 95946
(530) 432-4818
www.nelsonengineering.com





ATTACHMENT 5

DRAFT CONDITIONS OF APPROVAL

Application Number: 26PLN-0024
Applicant: Cameron Brady (Applicant/Operator)/ Nelson Engineering (Representative)
Location/APNs: 134 South Church Street, Grass Valley, CA 95945 (APN: 008-370-010)
Prepared by: Vanessa Franken, Associate Planner

STANDARD CONDITIONS

1. The approval date for Planning Commission review of the proposed project is 7/21/2026, with an effective date of 8/06/2026, pursuant to [Section 17.74.020 – Effective Date of Permit](#). This project is approved for a period of two years and shall expire on 7/21/2028, unless the project has been effectuated or the applicant requests a time extension that is approved by the hearing body pursuant to the Development Code, per [Section 17.74.060 – Time Limits and Extensions](#).
2. The final design shall be consistent with the Development Review application, plans provided by the applicant, and as approved by Planning Commission, unless modified at time of hearing. The project is approved subject to plans on file with the Community Development Department. The Community Development Director may approve minor changes as determined appropriate.
3. The applicant agrees to defend, indemnify, and hold harmless the City of Grass Valley in any action or proceeding brought against the City of Grass Valley to void or annul this discretionary land use approval.

BUILDING DIVISION

1. Apply for a building permit for the proposed future development. Any framing, plumbing, mechanical, or electrical work that occurs requires a separate submittal for a building permit.
2. One of the two following options for condominium/parcel separation are required:
 - a. Condominium conversions are required to meet the California Building Code (CBC) requirements for exterior walls on property lines per table 601 and 705.5. These tables require (minimum) 1-hour walls on both sides of the new property line(s) including all applicable separation requirements.

- b. Dedicated access easements and contractual agreements that permit the owners of portions of the building located on either side of the lot line to access the other side(s) for the purposes of maintaining fire and life safety systems necessary for the operation of the building shall be provided for review and approval prior to the recordation of the condominium map.

PLANNING DIVISION

1. All new signs associated with the facility shall be designed to meet the City Sign Ordinance ([Chapter 17.38 – Signs](#)).
2. New signs shall conform with Section [17.38.030 – Sign Permit Requirements](#), a Master Sign Program application is required for any site that has (2) or more tenants.
3. All business tenants are to obtain a Business License.
4. A reciprocal parking agreement between appropriate owners is required to be recorded prior to recordation of the Parcel Map, to ensure shared parking agreement between condominium tenants and Parcel 2 is executed. A final agreement is required prior to final occupancy of existing building.
5. Exterior modifications to the building exterior may require a Development Review application. Project proponent of applicable construction work shall consult with the Planning Division.
6. Future tenants shall consult with the Planning Division for required parking stalls required per condominium tenant space.



**PLANNING
COMMISSION
STAFF REPORT
July 21, 2026**

PROJECT SUMMARY

Application Number: 26PLN-0021
Subject: Office Administration and Equipment Parking Use for Tree/Vegetative Management Business (Tree Walker Inc.)
Applicant: Kyle Zuccaro (Applicant/Operator)/ Imran Manzoor (Owner)
Location/APNs: 800 South Auburn Street, Grass Valley, CA 95945
Current Zoning/General Plan: Heavy Commercial (C-3) / Commercial (C)
Entitlements: Major Use Permit Amendment
Environmental Status: Exemption Section 15301, Existing Facilities, and Section 15332, In-Fill Development
Prepared by: Vanessa Franken, Associate Planner

RECOMMENDATION

1. Planning staff recommend that the Development Review Committee recommend Planning Commission to approve application (26PLN-0021) which includes the request for the operation of an Office Administration and Equipment Parking Use for Tree/Vegetative Management Business (Tree Walker Inc.), which includes the following actions:
 - a. Determine the Major Use Permit project Categorically Exempt, pursuant to Exemption Section 15301, Existing Facilities, and 15332, In-Fill Development, of the California Environmental Quality Act Guidelines (CEQA) and Guidelines, as detailed in the Staff Report;
 - b. Adopt the Findings of Fact, 1 through 8, for approval of the project/Use Permit Amendment as presented in the Staff Report; and,
 - c. Approve the Use Permit Amendment for the Office Administration and Equipment Parking Use for Tree/Vegetative Management Business (Tree Walker Inc.), in accordance with the Conditions of Approval as presented in the Staff Report.

BACKGROUND

The project parcel is zoned as Heavy Commercial (C-3) The Grass Valley 2020 General Plan identifies the site as Commercial (C). No specific plans, special designations, historic overlays, or adopted conservation plans apply to the site. The project site falls within a commercial corridor along a portion of South Auburn that facilitates predominantly auto related uses/services and light industrial uses. The immediate area neighbors businesses and services that include: cabinetry/wood working, flooring supply, metal works, electrical contractor office, auto repair, auto parts store, smog/brake service, and

auto restoration/fabrication. Previously, the property hosted a landscape/hydroponic retail store. Originally, the site was developed with a Ford auto dealership via Use Permit in the 1980s. In 2014, a Major Use Permit (14PLN-0011) for a commercial landscape business with outdoor storage of landscape materials was approved. The business (Tree Walker Inc.) is currently operating within the property, it was upon Business License application review that a Use Permit Amendment was determined to be needed for the business to operate.

The project parcel is 0.93-acres in size. The subject property is currently developed with a commercial building, made of a retail store front with rear storage annexes with roll-up bay doors, and an (8) stalls parking lot directly adjacent to building entrance. The site is also developed with an existing paved asphalt parking lot surrounded by perimeter metal fencing. The secured parking lot has a driveway and manual gate for vehicles to enter/exit. The rear of the property faces west and is directly adjacent to State Highway 49. The property is utilized by (4) business tenants and components of the buildings and portions of the property are used by the respective businesses; Tree Walker Inc. utilizes an office annex attached to the primary building, restrooms within the primary building, and the secured parking lot.

Primary access to the site is via commercial driveway encroachment, for ingress/egress, which connects to South Auburn; a two-lane roadway maintained by the City. General traffic exiting the immediate area use McKnight Way to reach State Highway 49/Highway 20 interchange to head north or south. State Highway 49 is locally designated within the City of Grass Valley General Plan as a “scenic highway”.

Immediate neighbors to the project property are described below.

Surrounding Land Uses:

- North: A 0.46-acre property developed with Auburn Tire Center (tire/auto services).
 - Zoned Heavy Commercial (C-3) with a General Plan designation of Commercial (C).
- South: A 0.17-acre property developed with Ray’s Radiator (auto repair).
 - Zoned Heavy Commercial (C-3) with a General Plan designation of Commercial (C).
- East: A 0.58-acre developed property with Premier Floors and Carpet (flooring supply).
 - Zoned Light Industrial (M-1) with a General Plan designation of Manufacturing Industrial (M-I).
- West: State Highway 49

PROJECT PROPOSAL

The project consists of a Use Permit Amendment application that details a request to operate a tree/vegetative management business (Tree Walker Inc.) from the property. The business currently utilizes an office annex that is attached to the primary building, restrooms within the primary building, and has sole use of the secured parking lot.

Typical business operations function as:

- (4) employees total
- Hours: 7 AM – 3 PM, Monday through Friday.
- Typical Business Day: Business team meets onsite (7 AM), load equipment needed for job, dispatch to complete work, return/unload for end of business day.
 - (1) Administrative employee on site within office.
 - (3) Crew members that dispatch out to perform services.
- Office: Administrative employee remains in office; managing business and administrative duties.
 - The business rents a portion of the primary building for use of restrooms.
- Business Services: Limbing, pruning, tree removal, land clearing, fire abatement, fire breaks, land management, certified arborist services.
 - All of which occur off-site and on private property that have contracted for the services.
- Stored Equipment: (4) Company vehicles/pick-up trucks (Class C), (6) trailers, wood-chipper, and stump grinder.
 - No processing of wood or storage of wood is proposed or occurs on site nor is it allowed in the subject zone.

There is no expansion of the existing footprint nor any construction proposed.

Access: Access to the project site (secured parking area) is via a commercial driveway encroachment and has been deemed fit for the proposed use; There are no requirements imposed on the applicant to improve the existing driveways or roadways for the proposed use from the Community Development Department, Engineering Division. Engineering review determined that anticipated generated project traffic will not add a significant volume of vehicles to existing traffic. No sidewalks exist along the property. A Condition of Approval has been added from the previous 2014 Use Permit, which was never completed by the previous owner/applicant; see COA #2, Engineering Division.

Parking: In its current configurations, a total of 18-vehicle parking spaces exist on site. Additional parking may be created upon formal review of proposed configurations. As existing, the required parking standards are met for the use. Per Table 3 – 3, [Section 17.36.040 – Number of Parking Spaces Required](#), there is no specific parking formula (# of stall per SF of use) that coincides with the proposed use. Instead, the table states vehicle spaces required to be “determined by Use Permit”. Planning staff see (1) parking stall per employee and per company vehicle as a fitting use and have added this as a Condition of Approval (COA); see COA #5, Planning. State Highway 49 is locally designated as a “scenic highway”, requiring special attention for the business to prevent company vehicles and equipment with either advertising and/or business logos/signs from being directed towards the highway; see COA #6 and #7, Planning. Organization of interior parking has also been conditioned in a particular manner, to further discourage company logos and industrial in appearance equipment from being seen from pedestrian view; see COA #6; visually depicted in image 6 in Attachment 5.

Landscape/Screening, Trash Enclosure, and Lighting: There are no existing landscape planters or formalized landscape areas within or surrounding the project site.

No trees are proposed to be removed as part of this project. A site inspection was conducted and the interior/rear of the secured parking lot has been deemed to be fairly visible from nearby highway traffic. The project has been conditioned to provide privacy screening on the perimeter security fence, that is specifically relevant to the subject company vehicle and equipment parking area, to satisfy screening requirements; see COA #7, Planning. Minimal solid waste is generated from the business. Typical waste receptacles are stored within the secured parking area. Light fixtures exist and are shielded/directed downward to minimize light pollution; no new lights are required nor proposed.

- It is important to note that perimeter landscape screening is often standard for new land uses, however, the parking lot within the property is completely asphalt and the property line ends where existing fencing is at. Public right-of-way exists outside of the existing fencing at frontage along South Auburn Street.

Utilities: The City of Grass Valley currently provides water/wastewater services. The electricity provider is PG&E. The site is and will continue to be served by the City of Grass Valley Fire and Police Departments.

ZONING AND GENERAL PLAN CONSISTENCY

The following discussion evaluates the project's consistency with the Grass Valley 2020 General Plan. The intent of this section is to demonstrate that the proposed Office Administration and Equipment Parking Use for Tree/Vegetative Management Business (Tree Walker Inc.) facility will maintain the overall integrity of the City's adopted land use plan, support applicable goals and policies, and further the City's long-term vision for sustainable and balanced development.

The Grass Valley 2020 General Plan identifies the site as Commercial (C). The Commercial (C) General Plan designation is a broad category, intended to encompass all types of retail commercial/commercial service establishments. The project parcel is zoned as Heavy Commercial (C-3). The intent of the C-3 designation is intended to provide for heavier and auto oriented land uses that are generally inappropriate within the Community Business District (C-1) zone and within the downtown, per [Section 17.24.020.C – Purposes of Commercial and Industrial Zones](#).

The proposed land use of a tree/vegetative management business is a land use not specifically defined within the Municipal land use code, nor glossary. Acknowledgement to the fact that the subject category of business is a fairly new and expanding professional industry and that the business operates neither as heavy industrial nor general retail. However, the land use very clearly operates at an intensity level in between the two land uses, there is a low-intensity impact of traffic/noise generated by the land use, appearance of the use will be mitigated with privacy screening, and the overall scope of the business operations align with the Heavy Commercial (C-3) zoning designation, which intends to facilitate heavier/auto-oriented uses and the underlying General Plan designation of Commercial (C), which is intended to encompass *all types* of commercial service establishments.

The land use has (3) components; an administrative office use, a light industrial use of (off site) business services, and a light industrial use of equipment parking. It should be clearly noted, that although there is an on-site storage component to the business this storage, more so parking, is an *ancillary use* to the primary use of the land and does not constitute the land use classification of “Outdoor Storage”, which is intended for a primary use of storage nor a “Contractor’s Yard”, which operates at a higher intensity (truck traffic, material deliveries, employee count, visual impact, etc.).

The (3) components of the land use are described here:

- Business Services: Tree removal, land clearing, fire abatement, etc., occur entirely offsite and on private properties.
 - No processing or storage of wood, trees, or any bio-waste occur nor are allowed on site, per COA #8, Planning.
 - Typical Business Day: Meet up of Tree Walker Inc. employees (parking) before loading equipment and dispatching out for the workday.
- Administrative Use: (1) employee is on site providing typical management/administrative duties during operating hours.
- Equipment Component: Parking of equipment is ancillary to primary business operations.

Overall, it has been determined that the activities associated with the land use is comparable to, compatible with, and occur at an intensity that is equivalent to similar listed land uses allowed or are allowed with an entitlement in the “C-3” zone. Similar land uses within [Section 17.24.030 – Commercial and Industrial Zone Land Uses and Permit Requirements](#), include: *Building and Landscape Materials Sales – Outdoor* (Requires Major Use Permit), *Office – Business/Service* (Permitted by Zoning Right), *Parking Facility* (Requires Major Use Permit). Evaluation of compatibility/similarity of these land uses were contrasted with the proposed land use using the Municipal Code Glossary and assessing typical activities/impacts of each land use by Planning Staff.

- Due to foreseen compatibility, and previous approval of the highest tier of entitlement processing (Major Use Permit/ 14PLN-0011) having been previously approved for a similar in operation and scale commercial/landscape land use, staff have determined that a Use Permit Amendment as the appropriate form of processing. [Section 17.74.070 – Changes to an Approved Project](#), requires a hearing before the original review authority. The proposed project scope did not constitute as a change to approved plans to warrant staff level approval.

Regarding General Plan Consistency, the project supports and is consistent with multiple goals and objectives of the Grass Valley 2020 General Plan. A “goal” expresses a general community value, while an “objective” represents a specific outcome or intermediate step toward achieving that goal. The applicable goals and objectives and the project’s consistency with each are discussed below.

- Land Use Goal (1-LUG): Promote balanced community growth and development in a planned and orderly way.
 - Land Use Objective (1-LUO): Availability of sufficient building sites properly zoned to accommodate projected growth.

- Consistency: The project supports the utilization of land already zoned for intended purposes, processing and review of a Major Use Permit for a commercial/landscape land use of similar operation intensity was previously approved. The land use is supported through existing infrastructure (sewer/water), parking and road circulation, public services (fire/police), and utilities.
- Land Use Goal (2-LUG): Promote infill as an alternative to peripheral expansion where feasible.
 - Land Use Objective (4-LUO): Reduction in environmental impacts associated with peripheral growth.
 - Consistency: Sutton Way is classified as a collector and Olympia Circle is a local street. Traffic from the establishment will use the existing collector street that exists within a commercial district and avoid being routed through neighborhoods or residential roads, traffic will then be directed to the highway interchange or other collector roads.
- Circulation Goal (3-CG): Provide for the safe and efficient movements of people and goods in a manner that respects existing neighborhoods and the natural environment.
 - Circulation Objective (8-CO): Routing of through-traffic around neighborhoods to collector streets.
 - Consistency: South Auburn is classified road with direct access to State Highway interchange 49/20. Traffic from the establishment will use the existing collector roadways that exists within the commercial district and avoid being routed through neighborhoods or residential roads, traffic will then be directed to the highway interchange.
- Circulation Goal (4-CG): Maintain adequate emergency access.
 - Circulation Objective (14-CO): Improvements and maintenance of adequate emergency access throughout the city.
 - Consistency: The project property has an existing parking lot/access into the site that is suitable for a fire engine apparatus. The Fire Marshal provided review and concluded with no changes to the land use. The Engineering Division reviewed the existing commercial driveway encroachment and deemed it satisfactory for the proposed land use to utilize.

ENVIRONMENTAL DETERMINATION

The proposed project qualifies for a Categorical Exemption pursuant to Section 15301, Existing Facilities, and 15332, In-Fill Development, of the California Environmental Quality Act (CEQA) and Guidelines. The subject Class 1 Categorical Exemption details the appropriate application when “a – c” has been evaluated and Class 32 requires assessment of “a – d”. The proposed project qualifies for the aforementioned Categorical Exemptions due to the following.

- a. The project is consistent with the applicable general plan designation and all applicable general plan policies, as well as applicable zoning designation and regulations.
- Consistency: The Grass Valley 2020 General Plan identifies the site as Commercial (C). The Commercial (C) General Plan designation is a broad category, intended to encompass all types of retail commercial/commercial service establishments. The project parcel is zoned as Heavy Commercial (C-3). The intent of the C-3 designation is intended to provide for heavier and auto oriented land uses that are generally inappropriate within the Community Business District (C-1) zone and within the downtown, per [Section 17.24.020.C – Purposes of Commercial and Industrial Zones](#).
 - The project is consistent with the applicable zoning standards and General Plan land use designation and policies, as analyzed in subsection “Zoning and General Plan Consistency” above, and complies with the applicable zoning designation and development regulations.
- b. The proposed development occurs within City limits on a project site of no more than five-acres substantially surrounded by urban uses.
- Consistency: The proposed project occurs within City limits on a site that 0.93-acres in size, a commercial corridor along a portion of South Auburn that facilitates predominantly auto related uses/services and light industrial uses and is substantially surrounded by urban uses, as described in the *Surrounding Land Uses* subsection in this staff report.
- c. The project site has no value as habitat for endangered, rare or threatened species.
- The project site is a completely developed site within an existing building and parking lot that was originally developed as a car dealership and is surrounded by a substantial amount of urban uses. The project site has no value as habitat for endangered, rare, or threatened species, due to the site and surrounding area, being heavily trafficked, paved, and heavily used. Landscape areas adjacent to the property are highway right-of-way buffer strips.
- d. Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.
- Consistency: The proposed project would not result in significant traffic impacts. Traffic associated with the project would involve employee in/out vehicle trips that equate to a lesser volume than previous existing uses (car dealership and commercial landscape business), the expected generated traffic is typical to and compatible with the area. Traffic associated with the project would be accommodated by the existing circulation network, which is designed to serve commercial uses and higher traffic volumes. Existing road infrastructure is suitable to accommodate anticipated volume of project generated traffic, based on collector roadways and direction to a major highway interchange.

Operational noise generated from the project will be similar to the area – gates opening, car doors being shut, outdoor conversations, etc. Noise associated with vehicular traffic/traffic that enters/exits the site is typical to the existing use and surrounding commercial uses. No significant external noise generation is anticipated from the facility, as there is no wood chipping, grinding, or processing on site. Any noise associated with the facility will be subject to City noise standards, [Chapter 8.28 - Noise](#). There are no sensitive noise receptors (homes, day cares, senior homes) adjacent to the project site.

Anticipated effects to air quality, associated with anticipated traffic, may be deemed as negligible in that emissions from anticipated traffic may be deemed as a less than significant effect to overall air quality. Operational emissions would be minimal and comparable, lesser so, to the previous commercial landscape business and car dealership, and would not result in a substantial increase in vehicle trips or stationary emission sources.

The project would not result in significant water quality impacts. The site is fully developed and served by existing utilities and stormwater infrastructure. The project does not propose expansion of the site footprint or new impervious surface areas that would adversely affect drainage or runoff patterns. All development would comply with applicable stormwater and water quality requirements. Approval of the project would not result in significant effects related to traffic, noise, air quality, or water quality.

- e. The site can be adequately served by all required utilities and public services.
 - Consistency: The site is developed and the building is existing, the building is currently served by all required utilities and public services. The project has the ability to be served by all existing utilities and public services as well. The project was routed to applicable agencies for review of the proposed use, comments have been provided and incorporated into the project. No comments stating required utilities/public services will be unable to be accommodated.

Pursuant to CEQA Guidelines Section 15300.2, Exceptions, staff evaluated whether any exceptions to the use of the categorical exemption apply and determined that none of the applicable exceptions would preclude use of the exemption. Specifically:

- a. Location: The project site is not located within an environmentally sensitive area where the proposed activity would impact a designated hazardous or critical environmental resource. Therefore, this exception does not apply.
- b. Cumulative Impact: The project consists of a tentative parcel map for an existing developed commercial site and would not contribute to significant cumulative environmental impacts. No successive projects of the same type in the same place are anticipated to result in a significant cumulative effect.
- c. Unusual Circumstance: The project involves the subdivision of an existing developed commercial property within an urbanized area. No unusual circumstances exist that would create a reasonable possibility of a significant environmental effect.

- d. Scenic Highways: The project site is not located within the viewshed of, or adjacent to, an officially designated State Scenic Highway. The adjacent highway is a *locally designated scenic highway*. The project would not damage scenic resources visible from a designated State Scenic Highway.
- e. Hazardous Waste Sites: The project site is not identified on any list compiled pursuant to Government Code Section 65962.5 (Cortese List). Therefore, this exception does not apply.
- f. Historical Resources: Although the project site is located within the City's Historic District, the subject property has been determined to have no historic significance. The project does not propose demolition or alteration of a historical resource and would not result in a substantial adverse change to a historical resource. Therefore, this exception does not apply.

The project was routed to internal Community Development Departments and external agencies for review and comments. Comments received have been incorporated into the project as Conditions of Approval. A Notice of Public Hearing for the project was prepared and posted pursuant to the CEQA Guidelines and State law.

FINDINGS

The proposed project meets the required findings of [Section 17.72.060.F – Use Permits and Minor Use Permits](#) (4 – 7), to include listed standard findings.

1. The Use Permit application (26PLN-0021) was received by the City on May 14, 2026.
2. The City of Grass Valley Development Review Committee reviewed and made a recommendation to approve the Use Permit Amendment application (26PLN-0021) at their regular meeting on July 14, 2026.
3. The City of Grass Valley Planning Commission reviewed the Use Permit application (26PLN-0021) at their regular meeting on July 21, 2026.
4. The proposed project is consistent with the Grass Valley 2020 General Plan because the project aligns with General Plan policies from multiple General Plan elements and is consistent with the designation. The project site does not fall within a specific plan.
5. The proposed use is allowed within the applicable zone and complies with all other applicable provisions of this Development Code and the Municipal Code.
6. The design, location, size and operating characteristics of the proposed activity are compatible with the existing and future land uses in the vicinity.
7. The site is physically suitable in terms of design, location, shape, size, operating characteristics, and the provision of public and emergency vehicle (e.g., fire and medical) access and public services and utilities (e.g., fire protection, police

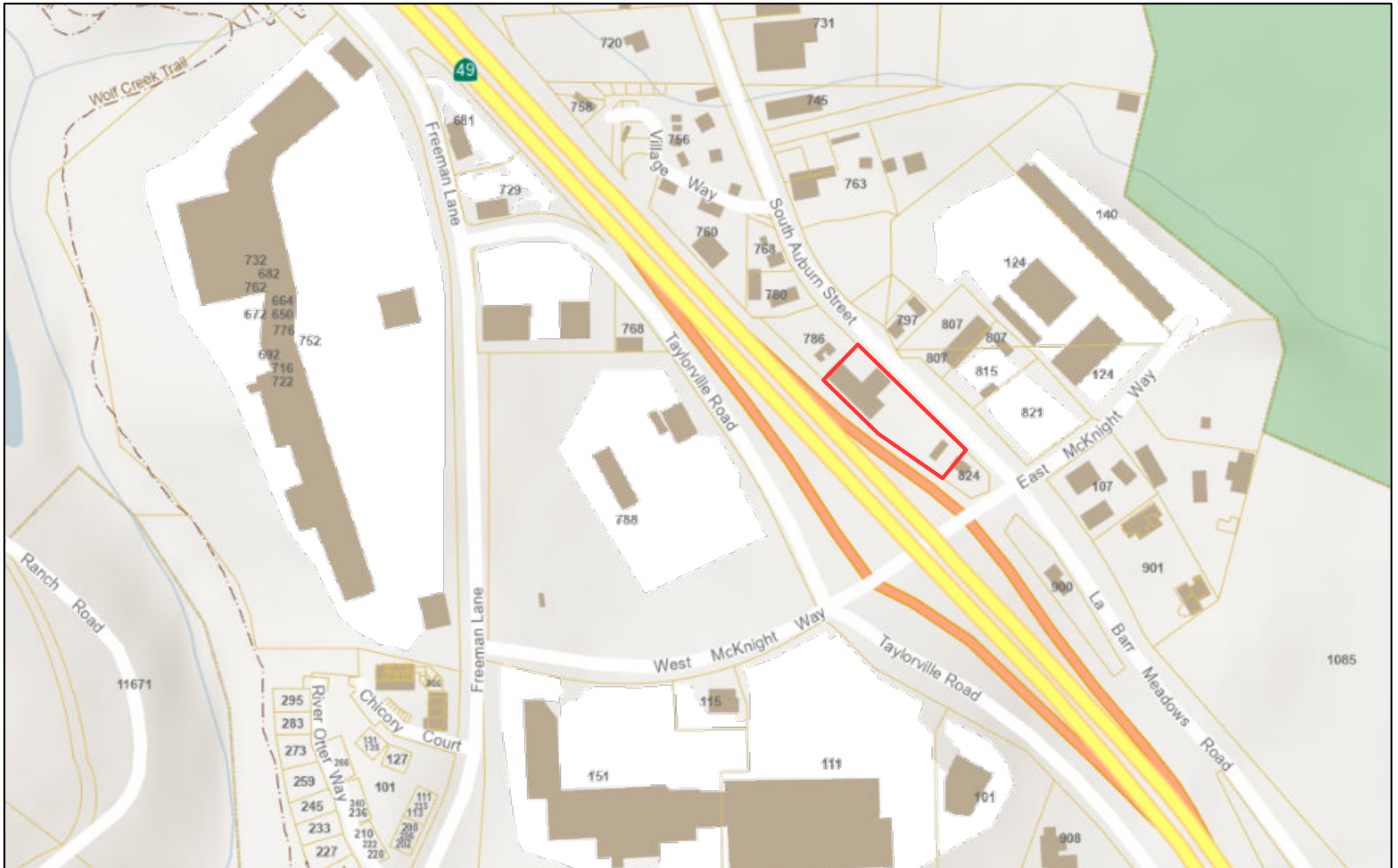
protection, potable water, schools, solid waste collection and disposal, storm drainage, wastewater collection, treatment, and disposal, etc.), to ensure that the density, intensity, and type of use being proposed would not endanger, jeopardize, or otherwise constitute a hazard to the public convenience, health, interest, safety, or welfare, or be materially injurious to the improvements, persons, property, or uses in the vicinity and zone in which the property is located.

8. The Development Review Committee and Planning Commission has reviewed the project in compliance with the California Environmental Quality Act (CEQA) and State CEQA Guidelines, and recommends that the Planning Commission find the project qualifies for the Class 1, Categorical Exemption (Section 15301, Existing Facilities) in accordance with the California Environmental Quality Act and CEQA Guidelines. A Notice of Public Hearing for the project was prepared and posted pursuant to the CEQA Guidelines and State law.

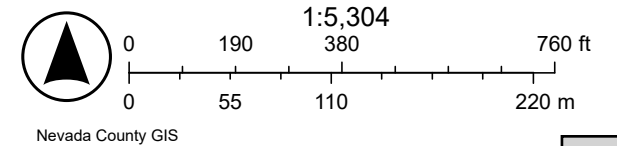
ATTACHMENTS

1. Vicinity Map
2. Aerial Map
3. Universal Application – Provided Upon Request
4. Project Description
5. Site Inspection – Photos (Existing Building, Parking Lot, Office)
6. Site Plan
7. Draft Conditions of Approval

Vicinity Map - Project Parcel



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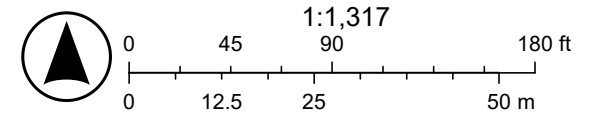


Aerial Map - Project Parcel

ATTACHMENT 2 Item # 3.



6/15/2026, 2:30:47 PM



Project Description

City of Grass Valley Written Project Description 5 13 26

- Number of employees, how use/storage of company/personal vehicles work on site.
- **4 EMPLOYEES INCLUDING THE OWNER.**
- Hours of operation
- **MONDAY THROUGH FRIDAY FROM 7-3.**
- Brief description of how a typical day schedule looks like
- **CREW MEETS AT 7:00, LOADING OF EQUIPMENT FOR SPECIFIC JOB FOR THE DAY, DRIVE TO THE SITE, COMPLETE THE WORK, DRIVE BACK TO YARD, UNLOAD EQUIPMENT, END OF DAY.**
- Any other details for staff to understand what it is your business does (vegetative/fire maintenance? Contract with County/City?)
- **OUR BUSINESS IS A TREE SERVICE BUSINESS SPECIALIZING IN PRUNING, FELLING, CABLING, FOREST THINNING AND MANAGEMENT, CONSULTATION, FIRE SAFETY MANAGEMENT.**
- Types of equipment/vehicles associated with the business and if they are stored outside, where and if any existing screening
- **TRUCKS, CHIPPER, STUMP GRINDER**
- Send some photos from inside your property looking towards the rear property line
- **PLEASE SEE PHOTOS ATTACHED.**
- Send photos of front of building, existing parking lot, and existing "outdoor storage" area
- **PLEASE SEE PHOTOS ATTACHED.**

- "Photos Attached" may be viewed on Attachment 5.

Site Inspection Photos



1. Image above is company vehicles – “Class C” pick-up trucks.



2. Image above is existing paved parking lot – View taken from interior of parking lot.



3. Image above is front elevation of attached office to primary building. Previously used as a sales office from prior Ford Dealership that operated in 1980s-1990.



4. Image above is interior view of office.



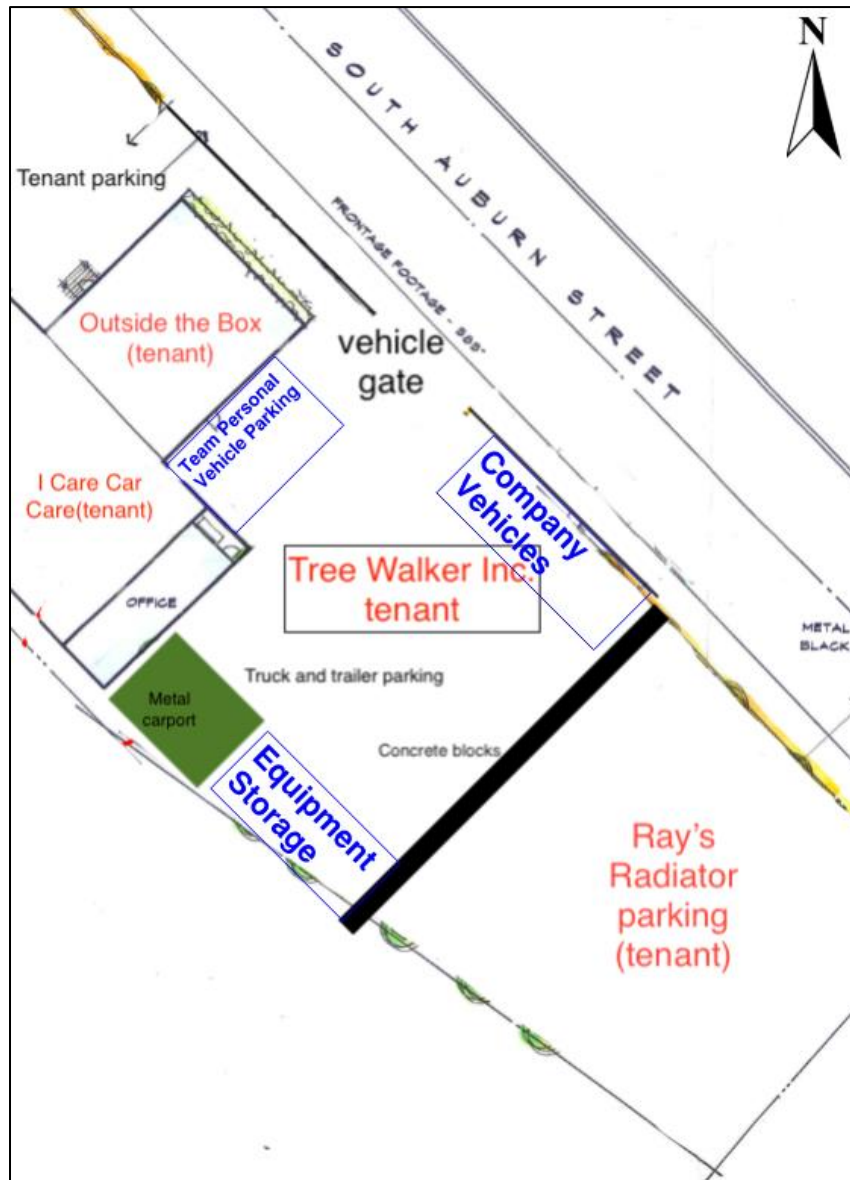
5. Image above is view of attached office (indicated by red arrow) and southern elevation of primary building, from interior of parking lot. Primary building tenant is "Out of the Box", a home improvement store.



6. Image to left reflects Planning Division Condition of Approval (COA #9), which details a particular manner of organized parking with intent to screen equipment and prevent business logos from being directed to highway and the street frontage along South Auburn.

ATTACHMENT 6

Site Plan





ATTACHMENT 7

DRAFT CONDITIONS OF APPROVAL

Application Number: 26PLN-0021
Applicant: Kyle Zuccaro (Applicant/Operator)/ Imran Manzoor (Owner)
Location/APNs: 800 South Auburn Street, Grass Valley, CA 95945 (APN: 029-320-018)
Prepared by: Vanessa Franken, Associate Planner

STANDARD CONDITIONS

1. The approval date for Planning Commission review of the proposed project is 7/21/2026, with an effective date of 8/06/2026, pursuant to [Section 17.74.020 – Effective Date of Permit](#). This project is approved for a period of two years and shall expire on 7/21/2028, unless the project has been effectuated or the applicant requests a time extension that is approved by the Development Review Committee pursuant to the Development Code, per [Section 17.74.060 – Time Limits and Extensions](#).
2. The final design shall be consistent with the Development Review application, plans provided by the applicant, and as approved by Planning Commission, unless modified at time of hearing. The project is approved subject to plans on file with the Community Development Department. The Community Development Director may approve minor changes as determined appropriate.
3. The applicant agrees to defend, indemnify, and hold harmless the City of Grass Valley in any action or proceeding brought against the City of Grass Valley to void or annul this discretionary land use approval.

BUILDING DIVISION

1. Obtain a building permit for all applicable work.

PLANNING DIVISION

1. Any new signs associated with the facility shall be designed to meet the City Sign Ordinance ([Chapter 17.38 – Signs](#)). Upon review of sign permit, any signs on the property found to be not in compliance with the ordinance will be asked to be removed and replaced with conforming signs. A new sign may require a building permit.

2. New signs shall conform with Section [17.38.030 – Sign Permit Requirements](#), for the site that has more than (2) tenants.
3. A new sign may require a building permit.
4. Apply for and obtain a Business License, an approved license may be used to constitute effectuation of this Use Permit Amendment.
5. Parking requirements for this land use shall be calculated at (1) parking stall per employee and (1) parking stall per company vehicle.
6. Interior parking of company vehicles, employee personal vehicles, and company equipment shall be organized as indicated by image 6 of Attachment 5, within staff report and as follows; company vehicles shall be parked perpendicular to the street frontage along South Auburn, personal vehicles shall be parked parallel to the front of the subject business office, and business equipment shall be parked perpendicular to the rear of the property.
 - No company vehicles or equipment shall be parked parallel to fencing with the intent to showcase business logos to the public from any direction.
 - All interior parking shall be parked in a neat and organized fashion, typical to a formal parking lot.
7. Business owner shall provide screening along entire perimeter of parking lot where company vehicles/storage area are located that is associated with the subject business. Business proponent has the option between providing privacy slats (either fiber-glass or plastic material) or typical green privacy fabric for fencing. Any selected privacy/screening material shall be maintained and kept in good order, significant discoloration or holes from use shall signal material to be exchanged for new attractive material. An inspection from the Planning Division is required at time of building or sign permit review, and or at time of business license application, prior to approval of permit or license, whichever occurs first.
 - Special attention shall be paid to State Highway 49, business signage and logos on company vehicles/equipment shall not be pointed towards the highway.
8. No wood processing, chipping, processing or storage of any biomaterials are allowed on site. The listed activities are not permitted in the subject “C-3” zone.

ENGINEERING DIVISION

1. Portable restrooms are not allowed for permanent businesses and are only allowed during a construction project for special events. A permanent restroom is required to be installed with a connection to the City’s sewer system, should restroom access into the primary building ever be removed.

2. Condition of Approval from Major Use Permit (14PLN-0011) states: *“If a building permit is required for any buildings, a sidewalk will be required to be installed along the property frontage to South Auburn Street. Should the aforementioned occur, improvement plans will be required prior to installation of sidewalk. No permanent improvements will be allowed in the public right-of-way.”*
 - Should a building permit for a restroom facility be needed, this will trigger the application of Condition #2.
3. No permanent development is allowed within the public right-of-way.

NEVADA COUNTY ENVIRONMENTAL HEALTH DEPARTMENT (NCDEH)

4. The proposed project shall comply with all applicable requirements administered by the Nevada County Department of Environmental Health (NCDEH), acting as the Local Enforcement Agency (LEA), related to the handling, storage, processing, and disposal of solid waste, including but not limited to applicable provisions of Title 14 and Title 27 of the California Code of Regulations and Nevada County Code, Chapter IV, Article 8.
5. Proposed green waste handling activities, including but not limited to chipping, grinding, processing, and/or the production of biomass feedstock, may be subject to LEA permitting or regulatory requirements. The applicant shall contact NCDEH to determine applicable solid waste program requirements. Additional permits or approvals from other regulatory agencies may also be required.
6. The LEA requires additional project information to evaluate the nature and extent of the proposed solid waste handling activities and to determine the appropriate regulatory status of the operation. The applicant shall provide a description of the proposed solid waste handling, processing, storage, and disposal activities to the NCDEH LEA for review.
7. Applicant shall comply with applicable codes and regulations regarding storage of hazardous materials, and generated hazardous waste, as set forth in California Health and Safety Code Section 25500 – 25519 and 25100 – 25258.2, including the electronic reporting requirement to the California Environmental Reporting System (CERS).
8. If the applicant and/or facility operator reaches or exceeds the statutory thresholds of 55 gallons of hazardous liquid, 200 standard cubic feet of compressed gas, including oxygen, and 500 pounds of hazardous solid they shall obtain a permit for the storage of hazardous materials from the Nevada County Department of Environmental Health (NCDEH) Certified Unified Program Agency (CUPA). CUPA permits shall be renewed annually.

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT(NID)

1. Should any diesel-powered generators greater than (49) HP are to be used on the site, this agency must be contacted to determine if a permit is required.
 - Questions may be directed to Suzie Tarnay, Air pollution Control Officer; (530) 274-9360 (EXT. 505) or suziet@myairdistrict.com



**PLANNING
COMMISSION
MEMORANDUM
July 21, 2026**

PROJECT SUMMARY

Application Number: 26PLN-0007
Subject: Memorandum to Address Planning Commission Concerns for Proposed Medical Respite Care Facility
Applicant: Kevin Martin (Owner)/ Rob Wood, Millenium Planning & Engineering (Representative)
Location/APNs: 136 Glasson Way, Grass Valley, CA, 95945 (APN: 035-380-010), is located roughly 0.16± miles southwest of the East Main Street, Sierra College Drive, and Dorsey Drive intersection; directly adjacent to the Dignity Health Sierra Nevada Memorial Hospital.
Current Zoning/General Plan: Office Professional (OP) / Office Professional (OP)
Entitlements: Major Use Permit
Environmental Status: Exemption Section 15332, In-Fill Development Projects
Prepared by: Vanessa Franken, Associate Planner

MEMORANDUM BACKGROUND

This memorandum serves as a response to the outlined questions made by the Planning Commission during the previous June 15th, 2026, Planning Commission public hearing. At time of hearing, the Commission prompted the addition of two Conditions of Approval and three questions for the applicant.

- The application proposes a medical respite facility with a total of (10) rooms (9) bedrooms will be for residents at (1) resident per bedroom and (1) office for facility staff.

The hearing of the application was continued to a date certain (7/21/2026) to allow for the applicant to provide additional details and for Planning staff to include the additional Conditions of Approval. This memo has been drafted for consideration from the Planning Commission at the continuation hearing for the subject application.

- The applicant has provided the following details (Attachment 1 and 2) in response to the outlined questions
 - a. Who can refer a patient to the facility? What are the qualifications of the person(s) making the referrals? (Attachment 1)
 - b. What criteria must be met to qualify a potential patient? (Attachment 1)
 - c. What are the minimum qualifications for staff providing care? (Attachment 2).

- The Planning Department has added two Conditions of Approval to the application and the applicant is in agreement with the conditions. The newly added conditions (Planning Condition #8 and #9) reads as follows:

9. Approval of this application is solely for the land use/project scope, a medical respite facility, as detailed in staff report. No other form of supportive housing/transitional housing is authorized with this approval.
10. Project proponent is responsible for providing management/emergency contact information (phone/email) to all property owners listed within noticing mailing list, a 300-foot radius from project location. Mailing list will be provided from the Planning Department.

Based on the information provided by the applicant, the facility is proposed to operate with 24-hour staffing, a structured admission process, established resident conduct policies, and ongoing coordination with healthcare providers. These operational measure details are intended to address concerns in response to the outlined questions. The Planning Commission may discuss these operational components further with the applicant during the public hearing.

ATTACHMENTS

1. Referral and Intake/Screening Criteria
2. Facility Staff Skills/Training Criteria
3. Draft Conditions of Approval
4. Staff Report Package

ATTACHMENT 1

Medical Respite / Recuperative Care Referral Guide 136 Glasson

Because medical respite operates at the intersection of healthcare and social services, admissions must be carefully managed to ensure patients meet both the clinical criteria (having an acute medical recovery need) and the housing criteria (experiencing or at risk of homelessness).

1. Core Referral Channels

To build a steady, appropriate census, provider agreements and intake workflows should be established with the following entities:

Referral Source	Key Points of Contact	Operational Role
Hospitals & Health Systems & Nursing Homes	Discharge Planners, Emergency Department (ED) Case Managers, Social Workers	Primary source for acute, post-hospitalization placements or Post Nursing Home placements.
Managed Care Plans (MCOs)	Utilization Management, Insurance Case Managers, CalAIM / Community Supports Directors	MCOs authorize respite as a covered benefit and refer high-risk members directly to reduce ER recidivism.
Community Clinics	FQHC Care Coordinators, Mobile Medical Teams, Homeless Health Outreach Staff	Identifies individuals in the community or encampments whose conditions are deteriorating and require stable housing to heal before requiring a full hospital admission.
Homeless Response Networks	Coordinated Entry System (CES) Leads, Emergency Shelter Directors, Permanent Supportive Housing (PSH) Navigators	Refers individuals from traditional shelters who become too medically frail for a congregate setting, ensuring they can step up to medical respite care.

ATTACHMENT 1

2. Standard Intake & Eligibility Requirements

Referring providers are required to submit a standardized referral packet containing:

- **Clinical Documentation:** A clear, acute medical diagnosis requiring short-term recovery (typically 14 to 90 days) and documentation that the patient is stable enough for a non-hospital environment and required care required, if applicable.
- **Functional Independence Assessment:** Verification that the patient can perform basic Activities of Daily Living (ADLs)—such as eating and transferring—independently or with minimal assistance.
- **Housing Status Verification:** Documentation confirming the patient lacks a safe, stable place to recover.
- **Medication Supply Plan:** A requirement that referring hospitals discharge the patient with a 14 to 30-day supply of all required medications, if applicable.

Medical Respite Facility Required Staff Skills & Competencies (136 Glasson)

Operating a medical respite (recuperative care) facility requires a multidisciplinary team capable of navigating the complex overlap between physical recovery, behavioral health challenges, and housing insecurity. Below is a summary sheet outlining the required core competencies and role-specific skills for facility's staff.

1. Foundational Skills Required for ALL Staff

Every individual employed at the facility—regardless of position—must possess these core baseline competencies to maintain a safe, therapeutic environment:

- **Trauma-Informed Care (TIC):** Comprehensive understanding of how prolonged trauma and housing instability impact behavior, allowing staff to build trust and deliver services without re-traumatizing residents.
- **De-escalation & Crisis Intervention:** Mastery of verbal de-escalation techniques, active listening, and the ability to diffuse tense or emotionally charged situations safely.
- **Basic Life Support (BLS) & Emergency Response:** Current CPR/First Aid certification, with mandatory proficiency in opioid overdose reversal and ****Naloxone **** (Narcan).
- **Professional Boundaries & Ethics:** Ability to cultivate deep empathy and support for a vulnerable population while strictly adhering to ethical, professional, and personal boundaries.
- **HIPAA & Privacy Compliance:** Flawless compliance with medical privacy laws, particularly when managing sensitive data shared between healthcare systems and local shelter networks.

2. Case Management & Care Coordination Skills (Outside agencies – Freed, 211-Connecting Point & Others)

Because medical respite is short-term, these staff members focus entirely on the social determinants of health and breaking the cycle of homelessness:

- **Housing Navigation & CES Systems:** Deep familiarity with the local Coordinated Entry System (CES), housing choice vouchers, rapid re-housing programs, and homelessness data tracking systems.
- **Social Determinants of Health (SDOH) Screening:** Skill in conducting whole-person assessments to quickly uncover underlying financial, insurance, transportation, or legal barriers to recovery.
- **Motivational Interviewing:** Utilizing client-centered, goal-oriented communication to help residents actively participate in their housing and medical recovery goals.
- **Benefits & Insurance Enrollment:** Proficiency in helping clients navigate complex public benefit systems, including Medicaid, SSI/SSDI, and managed care authorizations.

ATTACHMENT 2

3. Operations & Daily Support Staff Skills

These staff members maintain the facility's day-to-day environment, monitor resident safety, and support daily living:

- **Activities of Daily Living (ADL) Support:** Ability and patience to assist residents with light personal needs, such as managing personal hygiene, meals, and other required support.
- **Milestone Monitoring & Safety:** Proficiency in executing routine safety walkthroughs, auditing bed capacity, and documenting milestone compliance or resident interactions cleanly in an Electronic Health Record (EHR).
- **Peer Advocacy & Engagement:** (Where applicable) Utilizing lived experience with housing instability or recovery to break down cultural barriers, build unique peer-to-peer trust, and encourage resident program adherence.

Staff Segment	Primary Training Focus	Operational Goal
All Staff (Universal)	Safety, Trauma-Informed Response, Narcan	Maintain a safe, dignified, and supportive environment for all residents and employees.
Case Managers (Outside Agencies & Staff)	Housing Systems, Resource Linkage, Public Benefits	Formulate and execute a sustainable, day-one discharge plan into stable or permanent housing.
Support & Operations	ADL Support, Site Audits, EHR Documentation	Manage facility operations, track resident progress, and support individual functional needs.



DRAFT CONDITIONS OF APPROVAL

Application Number: 26PLN-0007
Applicant: Kevin Martin (Owner)/ Rob Wood, Millenium Planning & Engineering (Representative)
Location/APNs: 136 Glasson Way, Grass Valley, CA, 95945 (APN: 035-380-010)
Prepared by: Vanessa Franken, Associate Planner

STANDARD CONDITIONS

1. The approval date for Planning Commission review of the proposed project is 7/21/2026, with an effective date of 8/08/2026, pursuant to [Section 17.74.020 – Effective Date of Permit](#). This project is approved for a period of two years and shall expire on 7/21/2028, unless the project has been effectuated or the applicant requests a time extension that is approved by the Development Review Committee pursuant to the Development Code, per [Section 17.74.060 – Time Limits and Extensions](#).
2. The final design shall be consistent with the Development Review application, plans provided by the applicant, and as approved by Planning Commission, unless modified at time of hearing. The project is approved subject to plans on file with the Community Development Department. The Community Development Director may approve minor changes as determined appropriate.
3. The applicant agrees to defend, indemnify, and hold harmless the City of Grass Valley in any action or proceeding brought against the City of Grass Valley to void or annul this discretionary land use approval.

BUILDING DIVISION

1. Obtain a building permit for all applicable work. New occupancy will be based on number and type of residents. New occupancy will determine Building Code requirements.

FIRE MARSHAL

1. Occupancy classification hall be determined by the Building Official prior to Fire review. Be advised, occupancy classification may trigger sprinkler and alarm

requirements, as well as other egress/access requirements. Sprinkler and alarm systems must be deferred submittals. To include:

- Smoke alarms in every bedroom and outside of sleeping areas on each level.
- Carbon monoxide alarms outside of sleeping areas on each level.
- Smoke/carbon monoxide alarms, installed per CA Fire Code. Preference for hard-wired with battery backup and 10-year old sealed batteries, if construction allows.
- Minimum 5-lb Type 2-A:10-B:C near kitchen and at least one on every level.
- Annual professional inspection and servicing for extinguishers.
- Adequate address signage and access
- Safe means of egress.
- Portable fire extinguishers required
- Defensible space (if presence of wildfire risk)
- Posted emergency information and evacuation plan.
- Local contact availability (24/7).
- Operational safety (no unapproved open flames). Fire pit and BBQ are exceptions, however, not on patio or porches without fire sprinklers.

PLANNING DIVISION

1. Owner/operator shall remove weeds, maintain overgrowth, and bring front yard landscape up to an acceptable appearance to warrant justification of satisfactory existing landscape for the new facility. If this is not able to be complied with, a landscape plan meeting requirements of [Chapter 17.34 – Landscaping Standards](#) shall be provided. Inspection of improved landscape shall occur prior to building permit final inspection sign-off/approval. Please contact Planning staff to schedule once completed.
2. Existing landscape within front entrance of building shall be maintained. Should landscape be impacted from construction, owner/operator shall provide new landscape to ensure acceptable landscape is provided. Confirmation of maintained landscape will be conducted with inspection that is detailed above.
3. A trash enclosure designed to meet specifications of [Section 17.30.090 - Solid Waste/Recyclable Materials Storage](#), shall be provided on future building permit plans.
4. Prior to building permit final inspection sign-off/approval, owner/operator shall provide confirmation that the facility has been reviewed and licensed by the appropriate State agency to Planning staff. The Planning Division defers to the licensing and oversight agency, the CA Department of Social Services.
5. Prior to building permit final inspection sign-off/approval, owner/operator shall provide confirmation that the facility has satisfied the Nevada County Environmental Health Department Condition of Approval (#1) to Planning staff.
6. Backyard patio shall be improved to the extent feasible for use by temporary residents; improved concrete, addition of patio furniture, etc. Backyard area landscape shall be improved; maintained, weeded, etc.

7. Existing parking stalls shall be re-stripped at time of building permit.
8. This Use Permit may be revoked should a numerous amount of complaints be received. Received complaints will rely on formal police reports/complaints and complaints received by City Hall. The decision/evaluation of Use Permit revocation shall be before City Council. All fees related to hosting the hearing (appeal fee, noticing fees, etc.) shall be the responsibility of the project proponent of the medical facility. The City will respond to received complaints via standard complaint procedures and send notification letters via mail to the property owner information on file. It is the responsibility of the landowner to update records with property owner information.
9. Approval of this application is solely for the land use/project scope, a medical respite facility, as detailed in staff report. No other form of supportive housing/transitional housing is authorized with this approval.
10. Project proponent is responsible for providing management/emergency contact information (phone/email) to all property owners listed within noticing mailing list, a 300-foot radius from project location. Mailing list will be provided from the Planning Department.

ENGINEERING DIVISION

1. Sewer impact fees will apply due to the increase caused by the change in use (change to a 24/7 facility rather than a 40-hour work week facility).

NEVADA COUNTY ENVIRONMENTAL HEALTH DEPARTMENT

1. Prior to building permit final inspection sign-off/approval, provide confirmation that all food preparation, storage, and service activities are reviewed and approved by the appropriate agency. Environmental Health defers to the licensing and oversight agency the CA Department of Social Services, regarding regulation of food-related activities within this facility.

NEVADA IRRIGATION DISTRICT (NID)

1. NID will require a Water Demand Analysis (WDA) to determine if existing meter and RP (backflow) device are adequately sized. If upsizing is required, costs will be owner responsibility. Parcel has an existing ¾-inch domestic meter and ¾-inch RP device.
2. As the site disturbance is less than an acre, a formal Asbestos Dust Mitigation Plan (ADMP) is not required. However, the following measures are mandatory, per Section 93105 of Title 17 of the California Code of Regulations:
 - “(e) Requirements for Construction and Grading Operations.”
 - “(1) Areas of one acre or less meeting the criteria... No person shall engage in any construction or grading operation on property where the area to be disturbed is one

(1.0) acre or less unless all of the following dust mitigation measures are initiated at the start and maintained throughout the duration of the activity:"

- a. Construction vehicle speed at the work site must be limited to fifteen (15) miles per hour or less;
- b. Prior to any ground disturbance, sufficient water must be applied to the area to be disturbed to prevent visible emissions from crossing the property line;
- c. Areas to be graded or excavated must be kept adequately wetted to prevent visible emissions from crossing the property line;
- d. Storage piles must be kept adequately wetted, treated with a chemical dust suppressant, or covered when material is not being added to or removed from the pile;
- e. Equipment must be washed down before moving from the property onto a paved public road; and
- f. Visible track-out on the paved public road must be cleaned using wet sweeping or a HEPA filter equipped vacuum device within twenty-four (24) hours.

3. The possibility of Naturally Occurring Asbestos (NOA) further indicates:

- There may be OSHA requirements for employee safety, throughout improvements, landscaping, and final use phases. Please contact Cal OSHA for additional information on personal protective equipment and signage requirements. The Consultation Office can be reached at (800) 963-9424.
- There are compulsory tracking requirements if any soil is removed from the site.
- If dust or asbestos exposure appears to be an issue at any time, air monitoring may be required.
- Also note that under regulations of the California Department of Real Estate, the presence of environmental hazards, including asbestos, must be disclosed by a property seller during any future real estate transactions.



PLANNING
COMMISSION
STAFF REPORT
May 19, 2026

PROJECT SUMMARY

Application Number: 26PLN-0007
Subject: Medical Respite Care Facility
Applicant: Kevin Martin (Owner)/ Rob Wood, Millenium Planning & Engineering (Representative)
Location/APNs: 136 Glasson Way, Grass Valley, CA, 95945 (APN: 035-380-010), is located roughly 0.16± miles southwest of the East Main Street, Sierra College Drive, and Dorsey Drive intersection; directly adjacent to the Dignity Health Sierra Nevada Memorial Hospital.
Current Zoning/General Plan: Office Professional (OP) / Office Professional (OP)
Entitlements: Major Use Permit
Environmental Status: Exemption Section 15332, In-Fill Development Projects
Prepared by: Vanessa Franken, Associate Planner

RECOMMENDATION

1. Planning staff recommend that the Planning Commission approve application (26PLN-0007) which includes the request for the operation of a medical respite facility, which includes the following actions:
 - a. Determine the Major Use Permit project Categorically Exempt, pursuant to Exemption Section 15332, In-Fill Development Projects, of the California Environmental Quality Act Guidelines (CEQA) and Guidelines, as detailed in the Staff Report;
 - b. Adopt the Findings of Fact, 1 through 8, for approval of the project/Use Permit as presented in the Staff Report; and,
 - c. Approve the Use Permit for the Medical Respite Facility, in accordance with the Conditions of Approval as presented in the Staff Report.

BACKGROUND

The project parcel is zoned as Office Professional (OP). The Grass Valley 2020 General Plan identifies the site as Office Professional. No specific plans, special designations, historic overlays, or adopted conservation plans apply to the site. The project site falls within a non-formally adopted “medical corridor” of the community. The immediate area neighbors the Dignity Health Sierra Nevada Memorial Hospital, Western Sierra Medical Clinic (Women’s Health), Foothill Podiatry, a dermatology center and more related medical offices.

The project parcel is 0.31-acres in size. The subject property is currently developed with an existing parking lot (8 stalls) and a single building (1,900 SF). Previously, the building hosted medical offices. Primary access to the site is via commercial driveway encroachment, which connects to Glasson Way; a two-lane roadway maintained by the City. General traffic exiting the immediate area use Catherine Lane to reach Dorsey Drive to connect to East Main Street or State Highway 49/Highway 20 interchange to head north or south.

Immediate neighbors to the project property are described below.

Surrounding Land Uses:

- North: A 0.15-acre property developed with a Dermatology Center.
- South: A 0.44-acre property developed with Western Sierra Medical Clinic (women's health offices).
- East: A 0.33-acre developed property with a Women's Center (women's health offices).
- West: Located across Glasson Way roadway, a 8.73-acre developed property with Dignity Health Sierra Nevada Memorial Hospital.
 - All above properties are zoned Office Professional (OP) with a General Plan designation of Office Professional (OP).

PROJECT PROPOSAL

The project consists of a Use Permit application that details a request to operate a medical respite care facility. The facility will provide temporary, short-term residential care (typically up to 90-days) in a safe and supportive environment primarily for unhoused individuals recovering from an acute illness or injury.

The facility will operate to include:

- 24-hour access to a bed, three meals a day medical.
- Medical monitoring, medication management, and transportation to clinical appointments
- Programs ranging from Coordinate Care (basic monitoring and referrals) to Comprehensive Clinical Care (intensive medical and behavioral health services on-site).
 - See provided Project Description (Attachment 4)
- Facility will have a total of 10 rooms; 9 rooms will be for patients, and one room for an office (Attachment 7).
- One patient per bedroom.
- Patient stays range from days to several weeks, dependent on circumstances.
- Focus on temporary caregiver relief.
- Goal to reduce hospital readmissions of patients and connect patients to permanent housing and social services.

Construction associated with the project will entail an interior remodel to repurpose medical offices into patient rooms/office, improving a kitchen area, bathrooms/laundry area and other work (safety standard improvements) as needed. There is no expansion

of the existing footprint proposed. On the exterior of the building, new windows are proposed to address egress requirements, and the existing handrail is to remain.

Access: Access to the site is via a commercial driveway encroachment and has been deemed fit for the proposed use; There are no requirements imposed on the applicant to improve the existing driveways or roadways for the proposed use from the Community Development Department, Engineering Division. Engineering review determined that anticipated generated project traffic will not add a significant volume of vehicles to existing traffic. No sidewalks exist along the property.

Parking: A total of 9-vehicle parking spaces exist on site and meet required parking (Attachment 5). Parking is required at 1 space per each 3 beds/patient, requiring 3 stalls total, per Table 3 – 3, [Section 17.36.040 – Number of Parking Required](#). An ADA compliant stall will be required at time of building permit. The project has been conditioned to provide new striping for the existing stalls.

Landscape, Trash Enclosure, and Lighting: Landscape surrounding the project site exists, in the forms of a sizeable front yard, perimeter landscape areas, and a landscape area adjacent to the main building entrance. Existing landscape is made of hardscape (river rock border), shrubs, and trees (Attachment 5). No trees are proposed to be removed as part of this project. A site inspection was conducted and existing landscape within the front yard area was seen to be unkempt and hosting overgrown landscape. The project has been conditioned to remove weeds and maintain overgrowth to a tidy manner with an acceptable appearance to warrant as existing landscape. The project has been conditioned to provide landscape in the landscape area adjacent to main entry, should construction on the outside of the building impact existing shrubs. The project has also been conditioned to provide an enclosed trash enclosure. Light fixtures are required to be shielded and directed downward to minimize light pollution; no new lights are required nor proposed.

Utilities: The City of Grass Valley currently provides wastewater services and Nevada Irrigation District (NID) provides water service. The electricity provider will be PG&E. The site is and will continue to be served by the City of Grass Valley Fire and Police Departments.

ZONING AND GENERAL PLAN CONSISTENCY

The following discussion evaluates the project's consistency with the Grass Valley 2020 General Plan. The intent of this section is to demonstrate that the proposed medical respite facility will maintain the overall integrity of the City's adopted land use plan, support applicable goals and policies, and further the City's long-term vision for sustainable and balanced development.

The Grass Valley 2020 General Plan identifies the site as Office Professional (OP). The Office Professional (OP) General Plan designation provides for concentration of offices and large office complexes. The designation is intended to facilitate both offices and supporting activities and land uses.

The project parcel is zoned as Office Professional (OP). The intent of the OP designation is intended to accommodate office and institutional needs of the community, other related and office supporting use may be allowed, per [Section 17.24.020.D – Purposes of Commercial and Industrial Zones](#). The proposed medical respite care facility meets the definition of Supportive Housing as defined by the California Health and Safety Code (Section 50675.14), which requires that it serve a target population of persons with disabilities or families who are homeless as further defined in the Health and Safety Code. In the OP zone, Supportive Housing is allowed with a Use Permit. The project is consistent with the applicable general plan designation, in that the proposal aligns with the intent of the general plan designation, as well as applicable zoning designation and regulations. The zoning designation allows for the proposal with approval of a Use Permit.

The project supports and is consistent with multiple goals and objectives of the Grass Valley 2020 General Plan. A “goal” expresses a general community value, while an “objective” represents a specific outcome or intermediate step toward achieving that goal. The applicable goals and objectives and the project’s consistency with each are discussed below.

- Land Use Goal (1-LUG): Promote balanced community growth and development in a planned and orderly way.
 - Land Use Objective (1-LUO): Availability of sufficient building sites properly zoned to accommodate projected growth.
 - Consistency: The project supports the utilization of land already zoned for intended purposes with the approval of a Use Permit. The respite facility is proposed within an existing medical office building. The land use change is supported through existing infrastructure (sewer/water), parking and road circulation, public services (fire/police), and utilities.
- Land Use Goal (2-LUG): Promote infill as an alternative to peripheral expansion where feasible.
 - Land Use Objective (4-LUO): Reduction in environmental impacts associated with peripheral growth.
 - Consistency: Sutton Way is classified as a collector and Olympia Circle is a local street. Traffic from the establishment will use the existing collector street that exists within a commercial district and avoid being routed through neighborhoods or residential roads, traffic will then be directed to the highway interchange or other collector roads.
- Circulation Goal (4-CG): Maintain adequate emergency access.
 - Circulation Objective (14-CO): Improvements and maintenance of adequate emergency access throughout the city.
 - Consistency: The project property has an existing parking lot/access into the site that is suitable for a fire engine apparatus, as well as emergency vehicles (ambulances). The Engineering Division reviewed the existing commercial driveway encroachment and deemed it satisfactory for the proposed land use to utilize.

ENVIRONMENTAL DETERMINATION

The proposed project qualifies for a Categorical Exemption pursuant to Section 15332, In-Fill Development Projects, of the California Environmental Quality Act (CEQA) and Guidelines. The subject Class 32 Categorical Exemption details projects as in-fill development meeting these conditions:

- a. The project is consistent with the applicable general plan designation and all applicable general plan policies, as well as applicable zoning designation and regulations.
 - Consistency: The property is zoned as Office Professional zone (OP), the proposed medical respite facility, is categorized as a land use category of “*Transitional/Supportive Housing*”, per [Chapter 17.24 – Commercial and Industrial Zones](#), Table 2-10 (Commercial Land Uses and Permit Requirements). The land use is permitted in the zone with approval of a Use Permit for both defined Municipal Code land use options. The Grass Valley 2020 General Plan identifies the site as Office Professional (OP). The Office Professional (OP) General Plan designation is a category, intended to facilitate both offices and supporting activities and related land uses. The project is consistent with the applicable General Plan land use designation and policies, as analyzed above, and complies with the applicable zoning designation and development regulations.
- b. The proposed development occurs within City limits on a project site of no more than five-acres substantially surrounded by urban uses.
 - Consistency: The proposed project occurs within City limits on a site that 0.31-acres in size, the site falls within an informal medical corridor and is substantially surrounded by urban uses, as described in the *Surrounding Land Uses* subsection in this staff report.
- c. The project site has no value as habitat for endangered, rare or threatened species.
 - The project site is a completely developed medical site within an existing informal medical corridor, surrounded by a substantial amount of urban uses. The project site has no value as habitat for endangered, rare, or threatened species, due to the site and surrounding area, being heavily trafficked, paved, and heavily used. Natural areas on/off site are man-made landscape areas.
- d. Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality.
 - Consistency: The proposed project would not result in significant traffic impacts. Traffic associated with the project would involve employees and medical transport of patients in/out of the facility, to include social services and supporting services visits that are typical to the area. Traffic associated with the project would be accommodated by the existing circulation network, which is designed to serve commercial uses and higher traffic volumes. Existing road infrastructure is suitable to accommodate anticipated volume of project generated traffic, based on collector roadways and direction to a major highway interchange.

Noise generated from the project will be kept within building walls. Any noise associated with the facility will be subject to City noise standards, [Chapter 8.28 - Noise](#). No significant external noise generation is anticipated from the facility. Noise associated with vehicular traffic in/out of the site is typical to the existing use and surrounding commercial uses.

Anticipated effects to air quality, associated with anticipated traffic, may be deemed as negligible in that emissions from anticipated traffic may be deemed as a less than significant effect to overall air quality. Construction-related emissions would be temporary and subject to compliance with applicable dust control and emission reduction measures required by the City and applicable air quality regulations. Operational emissions would be minimal and comparable to existing medical offices and would not result in a substantial increase in vehicle trips or stationary emission sources.

The project would not result in significant water quality impacts. The site is fully developed and served by existing utilities and stormwater infrastructure. The project does not propose expansion of the site footprint or new impervious surface areas that would adversely affect drainage or runoff patterns. All development would comply with applicable stormwater and water quality requirements. Approval of the project would not result in significant effects related to traffic, noise, air quality, or water quality.

- e. The site can be adequately served by all required utilities and public services.
 - Consistency: The site is developed and the building is existing, the building is currently served by all required utilities and public services. The project has the ability to be served by all existing utilities and public services as well. The project was routed to applicable agencies for review of the proposed use, comments have been provided and incorporated into the project. No comments stating required utilities/public services will be unable to be accommodated.

The project was routed to internal Community Development Departments and external agencies for review and comments. Comments received have been incorporated into the project as Conditions of Approval. A Notice of Public Hearing for the project was prepared and posted pursuant to the CEQA Guidelines and State law.

FINDINGS

The proposed project meets the required findings of [Section 17.72.060.F – Use Permits and Minor Use Permits](#) (4 – 7), to include listed standard findings.

1. The Use Permit application (26PLN-0007) was received by the City on March 03, 2026.
2. The City of Grass Valley Development Review Committee reviewed the Use Permit application (26PLN-0007) at their regular meeting on April 28, 2026.

3. The City of Grass Valley Planning Commission reviewed the Use Permit application (26PLN-0007) at their regular meeting on May 19, 2026.
4. The proposed project is consistent with the Grass Valley 2020 General Plan because the project aligns with General Plan policies from multiple General Plan elements and is consistent with the designation. The project site does not fall within a specific plan.
5. The proposed use is allowed within the applicable zone and complies with all other applicable provisions of this Development Code and the Municipal Code.
6. The design, location, size and operating characteristics of the proposed activity are compatible with the existing and future land uses in the vicinity.
7. The site is physically suitable in terms of design, location, shape, size, operating characteristics, and the provision of public and emergency vehicle (e.g., fire and medical) access and public services and utilities (e.g., fire protection, police protection, potable water, schools, solid waste collection and disposal, storm drainage, wastewater collection, treatment, and disposal, etc.), to ensure that the density, intensity, and type of use being proposed would not endanger, jeopardize, or otherwise constitute a hazard to the public convenience, health, interest, safety, or welfare, or be materially injurious to the improvements, persons, property, or uses in the vicinity and zone in which the property is located.
8. The Development Review Committee and Planning Commission has reviewed the project in compliance with the California Environmental Quality Act (CEQA) and State CEQA Guidelines, and recommends that the Planning Commission find the project qualifies for the Class 32, Categorical Exemption (Section 15332, In-Fill Development Projects) in accordance with the California Environmental Quality Act and CEQA Guidelines. A Notice of Public Hearing for the project was prepared and posted pursuant to the CEQA Guidelines and State law.

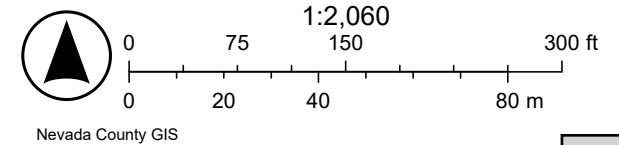
ATTACHMENTS

1. Vicinity Map
2. Aerial Map
3. Universal Application
4. Project Description
5. Site Plan
6. Site Inspection – Photos
7. Architectural Elevations and Floor Plan
- ~~8. Draft Conditions of Approval~~

**Removed and replaced with updated Draft
Conditions of Approval Document attached to Memo
for 7/21/2026 hearing.**

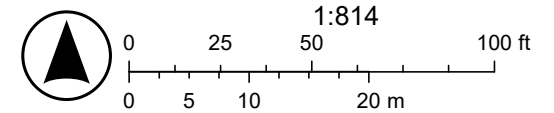


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4/14/2026, 1:33:33 PM



UNIVERSAL PLANNING APPLICATION

ATTACHMENT 3



Item # 4.

Application Types

Administrative

- ☐ Limited Term Permit
\$780.00
- ☐ Zoning Interpretation
\$250.00

Development Review

- ☐ Minor Development Review – under 10,000 sq. ft.
\$2,030.00
- ☐ Major Development Review – over 10,000 sq. ft.
\$3,685.00
- ☐ Conceptual Review - Minor
\$500.00
- ☐ Conceptual Review – Major
\$875.00
- ☐ Plan Revisions – Staff Review
\$350.00
- ☐ Plan Revisions – DRC / PC Review
\$930.00
- ☐ Extensions of Time – Staff Review
\$315.00
- ☐ Extensions of Time – DRC / PC Review
\$680.00

Entitlements

- ☐ Annexation
\$8,785.00 (deposit) + \$20.00 per acre
- ☐ Condominium Conversion
\$5,339.00 (deposit) + \$25 / unit or \$25 / 1,000 sf com.
- ☐ Development Agreement – New
\$20,600.00 (deposit) + cost of staff time & consultant minimum \$300
- ☐ Development Agreement – Revision
\$7,700.00 + cost of staff time & consultant minimum \$300
- ☐ General Plan Amendment
\$8,260.00
- ☐ Planned Unit Development
\$9,130.00 + \$100.00 /unit and / or \$100 / 1,000 sf floor area
- ☐ Specific Plan Review - New
Actual costs - \$19,000.00 (deposit) (+ consultant min. \$300)
- ☐ Specific Plan Review - Amendments / Revisions
Actual costs - \$7,800.00 (deposit) (+ consultant min. \$300)
- ☐ Zoning Text Amendment
\$3,450.00
- ☐ Zoning Map Amendment
\$5,600.00
- ☐ Easements (covenants & releases)
\$1,850.00

Environmental

- ☐ Environmental Review – Initial Study
\$1,900.00
- ☐ Environmental Review – EIR Preparation
Actual costs - \$35,000.00 (deposit)
- ☐ Environmental Review - Notice of Determination
\$165.00 (+ Dept. of Fish and Game Fees)

- ☐ Environmental Review - Notice of Exemption
\$165.00 (+ County Filing Fee)

Sign Reviews

- ☐ Minor – DRC, Historic District, Monument Signs or other districts having specific design criteria
\$350.00
- ☐ Major – Master Sign Programs
\$1,450.00
- ☐ Exception to Sign Ordinance
\$1,080.00

Subdivisions

- ☐ Tentative Map (4 or fewer lots)
\$3,900.00 (+100 per lot)
- ☐ Tentative Map (5 to 10 lots)
\$5,400.00 (+100 per lot)
- ☐ Tentative Map (11 to 25 lots)
\$7,200.00 (+75 per lot)
- ☐ Tentative Map (26 to 50 lots)
\$9,900.00 (+50 per lot)
- ☐ Tentative Map (51 lots or more)
\$14,600.00 (+40 per lot)
- ☐ Minor Amendment to Approved Map (staff)
\$1,240.00
- ☐ Major Amendment to Approved Map (Public Hearing) \$2,700.00
- ☐ Reversion to Acreage
\$850.00
- ☐ Tentative Map Extensions
\$1,170.00
- ☐ Tentative Map - Lot Line Adjustments/Merger
\$1,350.00

Use Permits

- ☐ Minor Use Permit - Staff Review
\$580.00
- ☒ Major Use Permit - Planning Commission Review
\$3,400.00

Variances

- ☐ Minor Variance - Staff Review
\$562.00
- ☐ Major Variance - Planning Commission Review
\$2,200.00

Application	Fee
Use Permit	\$ 3,400
Total*:	\$ 3,400

**Additional fees may be assessed by Nevada County Environmental Health and/or NSAQMD for services rendered for application review.*

Below is the Universal Planning Application form and instructions for submitting a complete planning application. In addition to the Universal Planning Application form, a project specific checklist shall be submitted. All forms and submittal requirements must be completely filled out and submitted with any necessary supporting information.

Upon receipt of the **completed forms, site plan/maps, and filing fees**, the Community Development Department will determine the completeness of the application. This review will be completed as soon as possible, but within thirty (30) days of the submittal of the application. If the application is determined to be complete, the City will begin environmental review, circulate the project for review by agencies and staff, and then schedule the application for a hearing before the Planning Commission.

If sufficient information **has not** been submitted to adequately process your application, you will receive a notice that your application is incomplete along with instructions on how to complete the application. Once the City receives the additional information or revised application, the thirty (30) day review period will begin again.

Since the information contained in your application is used to evaluate the project and in the preparation of the staff report, it is important that you provide complete and accurate information. Please review and respond to each question. If a response is not applicable, N/A should be used in the space provided. Failure to provide adequate information could delay the processing of your application.

Additional information may be obtained at www.cityofgrassvalley.com regarding the 2020 General Plan and Zoning. You may also contact the Community Development Department for assistance.

ADVISORY RE: FISH AND GAME FEE REQUIREMENT

Permit applicants are advised that pursuant to Section 711.4 of the Fish and Game Code a fee of **\$3,445.25** for an Environmental Impact Report and **\$2,480.25** for a Negative Declaration* shall be paid to the County Recorder at the time of recording the Notice of Determination for this project. This fee is required for Notices of Determination recorded after January 1, 1991. A Notice of Determination cannot be filed and any approval of the project shall not be operative, vested, or final until the required fee is paid. This shall mean that building, public works and other development permits cannot be approved until this fee is paid. These fees are accurate at the time of printing, but **increase the subsequent January 1st** of each year.

This fee is **not** a Grass Valley fee; it is required to be collected by the County pursuant to State law for transmission to the Department of Fish and Game. This fee was enacted by the State Legislature in September 1990, to be effective January 1, 1991.

*If the City finds that the project will not have an impact on wildlife resources, through a De Minimis Impact Finding, the City will issue certificate of fee exemption. Therefore, this fee will not be required to be paid at the time an applicant files the Notice of Determination with the County Recorder. The County's posting and filing fees will still be required.

<u>Architect</u> Name: William Checkvala	<u>Engineer</u> Name: Same as Applicants Representative
Address:	Address:
Phone: ()	Phone: ()
E-mail:	E-mail:

[illegible]

- 4. Cortese List:** Is the proposed property located on a site which is included on the Hazardous Waste and Substances List (Cortese List)? Y _____ N x

The Cortese List is available for review at the Community Development Department counter. If the property is on the List, please contact the Planning Division to determine appropriate notification procedures prior to submitting your application for processing (Government Code Section 65962.5).

- 5. Indemnification:** The City has determined that City, its employees, agents and officials should, to the fullest extent permitted by law, be fully protected from any loss, injury, damage, claim, lawsuit, expense, attorney's fees, litigation expenses, court costs or any other costs arising out of or in any way related to the issuance of this permit, or the activities conducted pursuant to this permit. Accordingly, to the fullest extent permitted by law, the applicant shall defend, indemnify and hold harmless City, its employees, agents and officials, from and against any liability, claims, suits, actions, arbitration proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including, but not limited to, actual attorney's fees, litigation expenses and court costs of any kind without restriction or limitation, incurred in relation to, as a consequence of, arising out of or in any way attributable to, actually, allegedly or impliedly, in whole or in part, the issuance of this permit, or the activities conducted pursuant to this permit. Applicant shall pay such obligations as they are incurred by City, its employees, agents and officials, and in the event of any claim or lawsuit, shall submit a deposit in such amount as the City reasonably determines necessary to protect the City from exposure to fees, costs or liability with respect to such claim or lawsuit.
- 6. Appeal:** Permits shall not be issued until such time as the appeal period has lapsed. A determination or final action shall become effective on the 16th day following the date by the appropriate review authority, where no appeal of the review authority's action has been filed in compliance with Chapter 17.91 of the City's Development Code.

The 15-day period (also known as the "appeal" period in compliance with Chapter 17.91) begins the first full day after the date of decision that the City Hall is open for business, and extends to the close of business (5:00 p.m.) on the 15th day, or the very next day that the City Hall is open for business.

I hereby certify, to the best of my knowledge, that the above statements are correct.

Property Owner/*Representative Signature: _____

****Property owner must provide a consent letter allowing representative to sign on their behalf.***

Applicant Signature: _____

--OFFICE USE ONLY--	
Application No.:	Date Filed:
Fees Paid by:	Amount Paid:
Other Related Application(s):	



MILLENNIUM

PLANNING & ENGINEERING

471 Sutton Way, Suite 210
Grass Valley, CA 95945

530-446-6765
www.millenniumpe.com

Project Description

136 Glasson Way
Use Permit

Site Information

Site Address: 136 Glasson Way, Grass Valley

Assessor's Parcel Number (APN): 035-380-010

Project Area: 0.31 Acres (~13,500 sq. ft.)

General Plan: Office/Professional

Zoning: OP

Water: City of Grass Valley

Sewer: City of Grass Valley

Project Description

The project involves the adaptive reuse and minor interior alterations of an existing former medical office building into a Recuperative Care (Medical Respite) facility combined with transitional and supportive housing.

A Respite Care Facility provides temporary, short-term residential care (typically for up to 90 days) in a safe, supportive environment primarily for unhoused individuals recovering from an acute illness or injury:

- **Services Provided:** 24-hour access to a bed, three meals a day, medical monitoring, medication management, and transportation to clinical appointments.
- **Care Models:** Programs range from Coordinate Care (basic monitoring and referrals) to Comprehensive Clinical Care (intensive on-site medical and behavioral health services).
- **Goal:** To reduce hospital readmissions and emergency department visits while connecting individuals to permanent housing and social services.

Stays in such facilities can range from days to several weeks (and in some cases longer), depending on individual circumstances, and differ from permanent long-term care by focusing on temporary caregiver relief rather than indefinite residency.

The existing single-story building is approximately 1900 sq. ft. in size. The building's existing interior layout will be repurposed through non-structural modifications (such as converting exam rooms into 9 private or semi-private resident rooms and 1 office, updating finishes, and ensuring compliance with applicable accessibility and safety standards for residential care settings). No

major exterior alterations, additions, or expansions of the building footprint are proposed, preserving the structure's original size, configuration, and site usage.

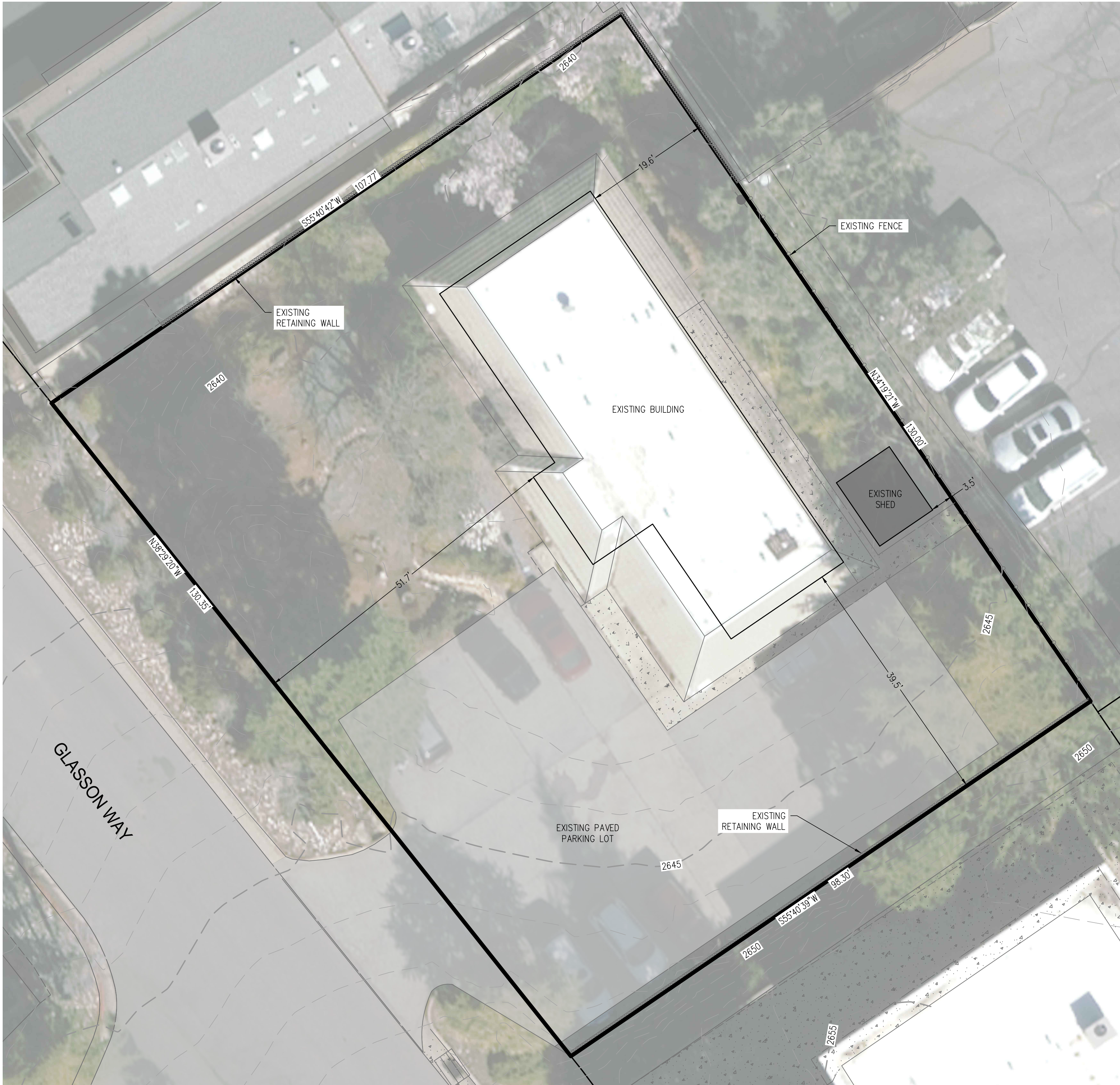
The property is currently zoned OP (Office Professional), a designation that permits professional offices, medical clinics, and related institutional uses. The proposed use as a Respite Care Facility and transitional/supportive housing is allowed within the OP zoning district, subject to approval of a Use Permit.

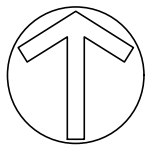
This project qualifies for a categorical exemption from CEQA pursuant to CEQA Guidelines Section 15301 (Class 1 - Existing Facilities). The exemption applies to the operation, leasing, licensing, or minor alteration of existing structures and facilities involving negligible or no expansion of the existing or former use. Here, the project entails interior repurposing of an existing medical office building with no significant physical expansion, no change to the building envelope or site footprint, and a use that maintains a similar scale and intensity. No exceptions to the categorical exemption (such as significant environmental effects, unusual circumstances, location in a sensitive area, or impacts to historical resources) are anticipated to apply.

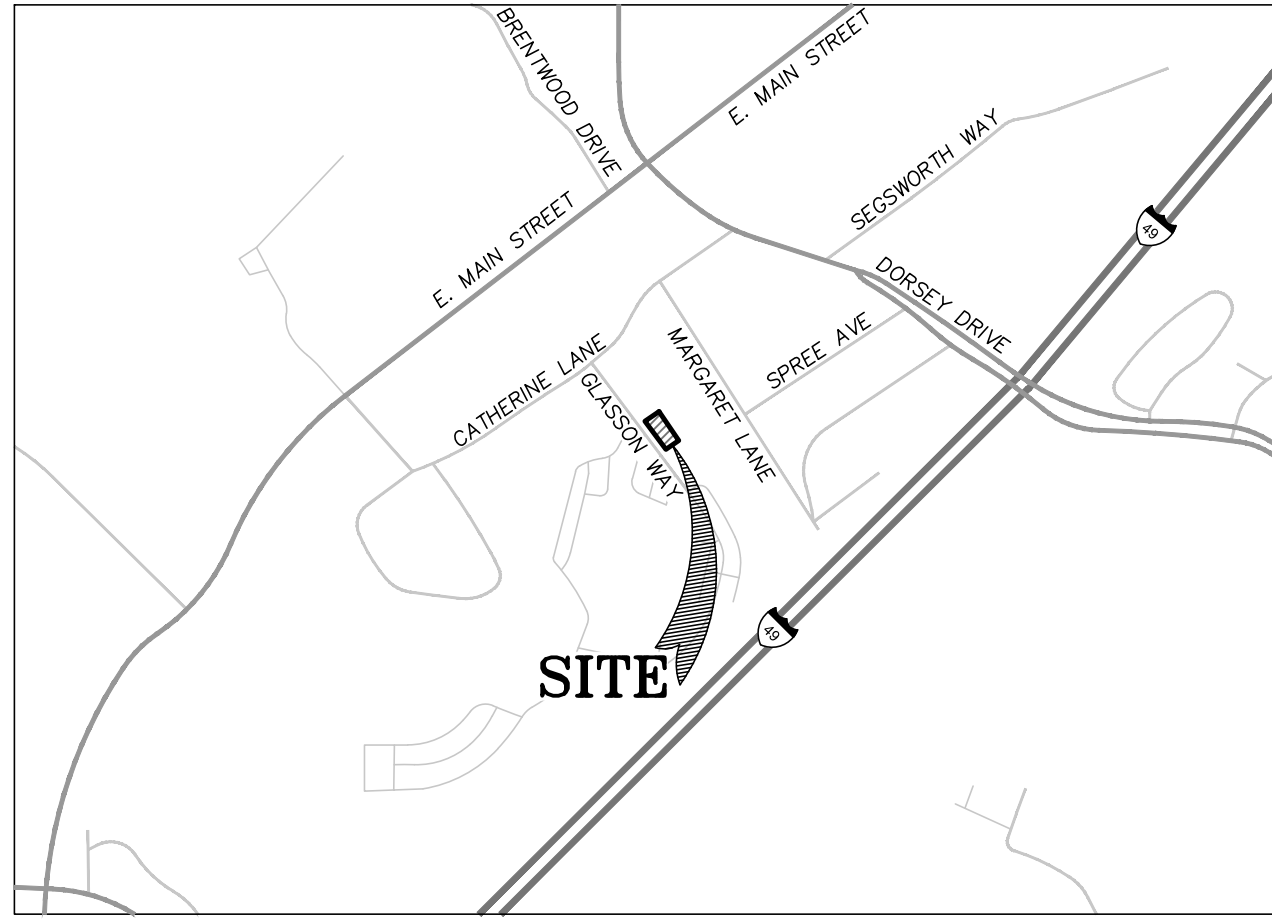
The existing parking lot can accommodate up to 12-13 parking spaces of sufficient size and backout. Based on the number of rooms and employees, there is an estimated minimum need for 7 parking spaces.

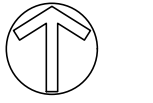
The facility will emphasize a supportive environment tailored to ambulatory adults in need of temporary housing stability or caregiver respite. This adaptive reuse promotes efficient use of existing infrastructure, addresses community needs for transitional and respite options, and minimizes environmental impacts through reuse rather than new construction.

SITE PLAN FOR:
ATWOOD-MARTIN MEDICAL BUILDING
GRASS VALLEY, CALIFORNIA
FEBRUARY, 2026



 **SITE PLAN**
SCALE 1"=10'



 **VICINITY MAP**
NOT TO SCALE

LEGEND	
	PROPERTY LINE
	EXISTING CONCRETE

PROJECT INFORMATION

OWNER

KEVIN MARTIN
11840 STREETER ROAD
AUBURN, CA 95602

PROPERTY ADDRESS

136 GLASSON WAY
GRASS VALLEY, CA 95945

MAP PREPARED BY

MILLENNIUM PLANNING & ENGINEERING
159 SOUTH AUBURN STREET
GRASS VALLEY, CA 95945
(530) 446-6765
CONTACT: MICHELLE LAYSHOT, P.E.

ASSESSOR'S PARCEL NUMBER

035-380-010

ZONING

OP GVCity

LOT AREA

0.31 ACRES

ATWOOD-MARTIN MEDICAL BUILDING
136 GLASSON WAY
GRASS VALLEY, CA 95945

USE PERMIT

DESIGNED BY: DEC

DRAWN BY: DEC

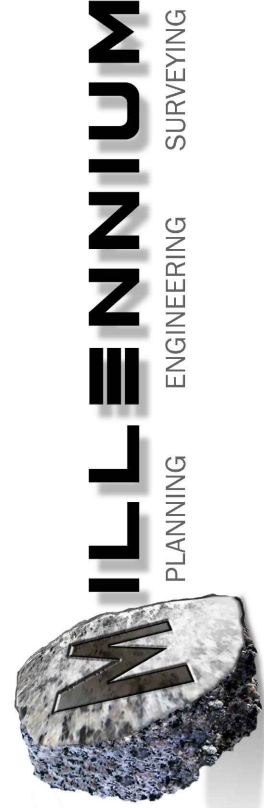
PROJECT NO.: 25-1211

DATE: JANUARY, 2026

SHEET NUMBER:

C1.0

REV.	DESCRIPTION	DATE



159 SOUTH AUBURN STREET, GRASS VALLEY, CA 95945 (530) 446-6765

Site Inspection Photos

Image 1 – Front of Existing Building and Parking Lot



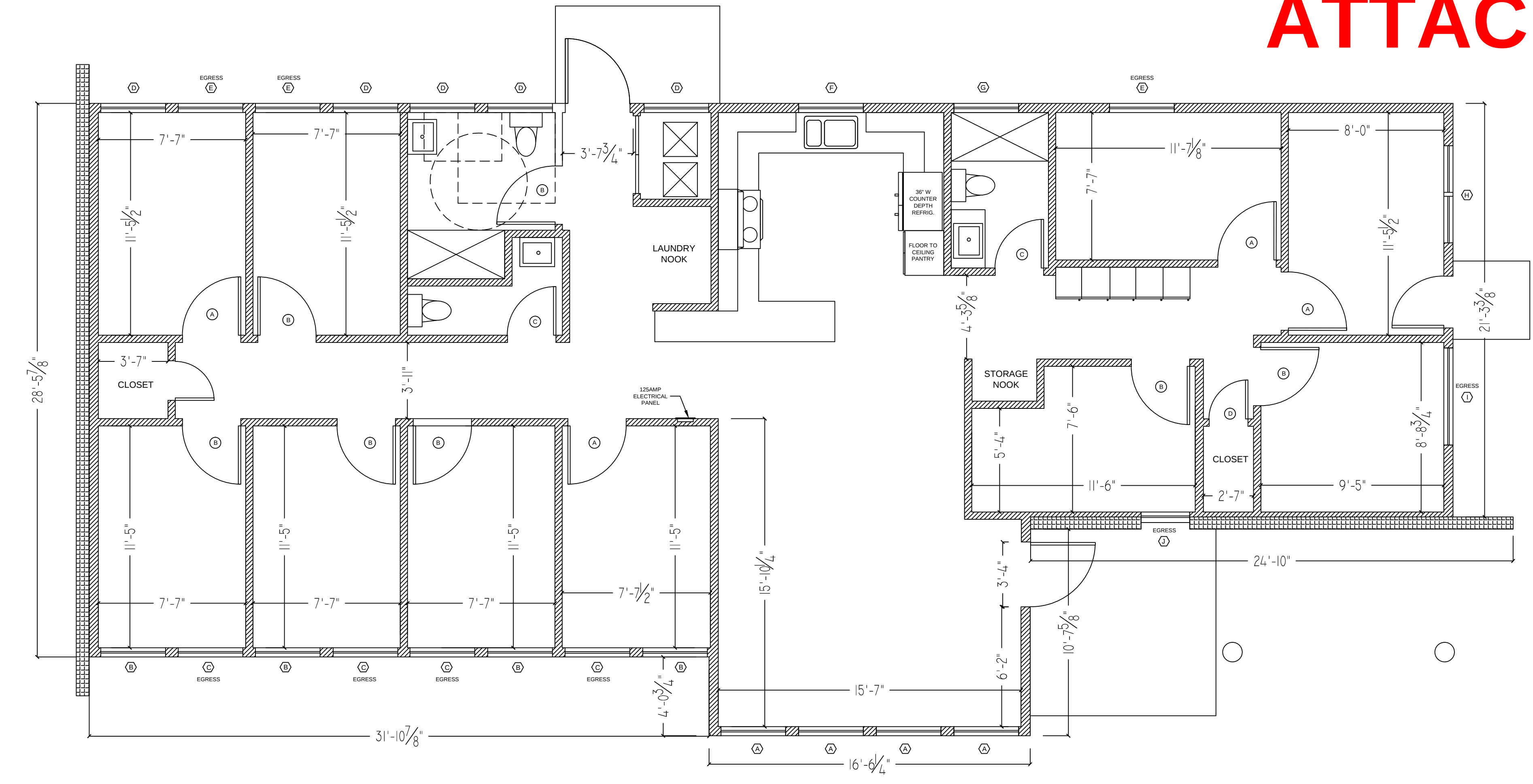
Image 2 – Existing Landscape Planter (Building Front)



Image 3 – Existing Landscape Area (Front of Existing Building)

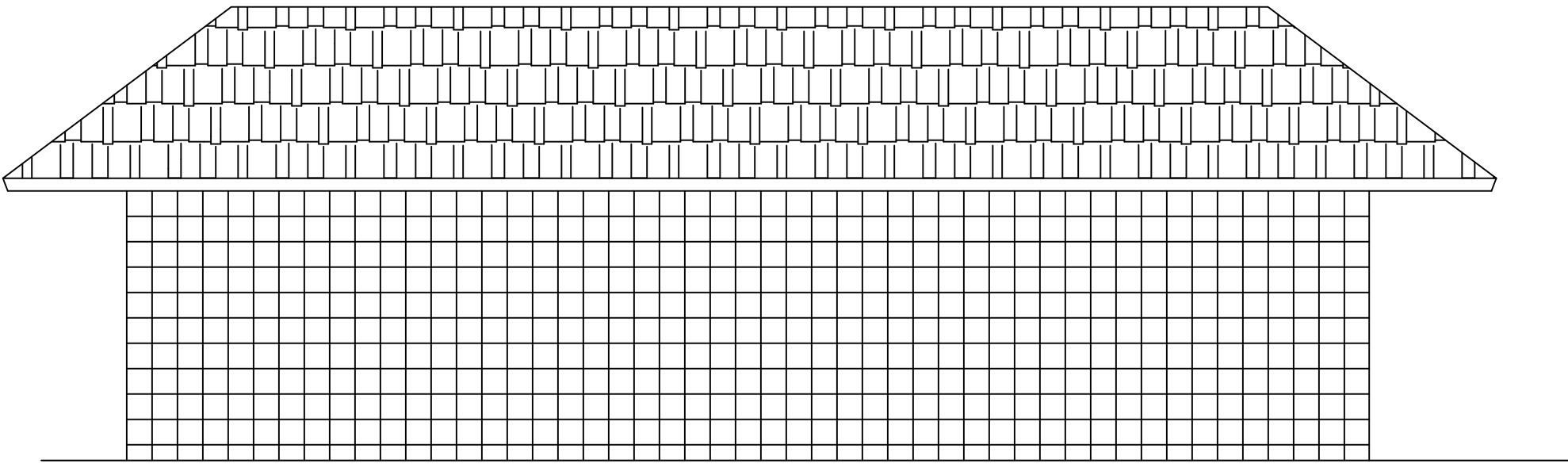
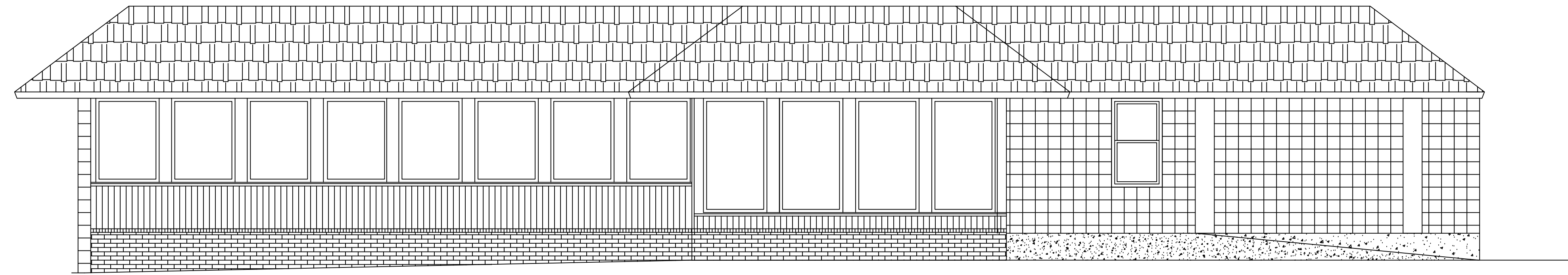
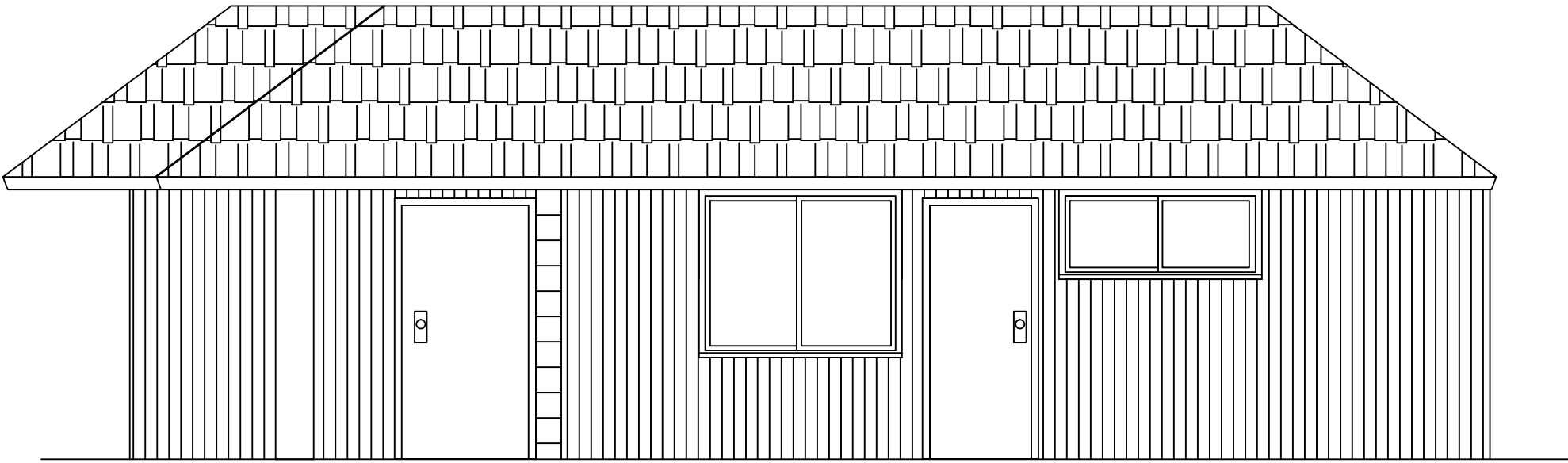
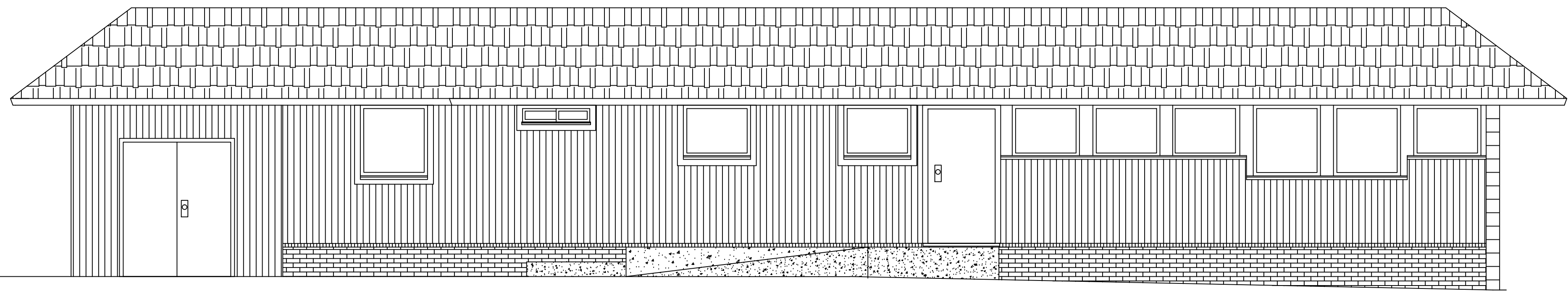


ATTACHMENT 7



WINDOW SCHEDULE					
SYMBOL	QUANTITY	UNIT SIZE	TYPE	CONSTRUCTION	NOTES
(A)	4	3'-4" x 6'-0"	FIXED	VINYL	
(B)	4	3'-4" x 4'-4"	FIXED	VINYL	
(C)	4	3'-6" x 4'-4"	CASEMENT	VINYL	2 - HINGED RIGHT, 2 - HINGED LEFT
(D)	5	3'-4" x 2'-0"	FIXED	VINYL	2 W/OBSCURE GLASS FOR PRIVACY [BATHROOM]
(E)	3	3'-4" x 3'-6"	CASEMENT	VINYL	2 - HINGED RIGHT, 1 - HINGED LEFT
(F)	1	3'-4" x 2'-0"	AWNING	VINYL	
(G)	1	3'-4" x 1'-0"	SLIDER	VINYL	OBSCURE GLASS FOR PRIVACY [BATHROOM]
(H)	1	5'-0" x 3'-6"	SLIDER	VINYL	
(I)	1	5'-0" x 2'-0"	SLIDER	VINYL	
(J)	1	2'-8" x 4'-0"	DOUBLE HUNG	VINYL	OBSCURE GLASS?

DOOR SCHEDULE						
NUMBER	QUANTITY	UNIT SIZE	TYPE	THICKNESS	CONSTRUCTION	NOTES
(A)	4	3'-0" x 6'-8"	HINGED	1 3⁄4"	HOLLOW CORE	INTERIOR w /HARDWARE, SLAB, IN-SWING, HINGED RIGHT
(B)	7	3'-0" x 6'-8"	HINGED	1 3⁄4"	HOLLOW CORE	INTERIOR w /HARDWARE, SLAB, IN-SWING, HINGED LEFT
(C)	2	2'-6" x 6'-8"	HINGED	1 3⁄4"	HOLLOW CORE	INTERIOR w /HARDWARE, SLAB, IN-SWING, HINGED RIGHT
(D)	1	2'-0" x 6'-8"	HINGED	1 3⁄4"	HOLLOW CORE	INTERIOR w /HARDWARE, SLAB, OUT-SWING, HINGED LEFT
(E)	1pr.	2'-0" x 6'-8"	BI-FOLD	1 1⁄2"	HOLLOW CORE	INTERIOR w /HARDWARE, SLAB, 1 SET OF 2 - 2'-6" BI-FOLDS



FLOOR PLAN & ELEVATIONS

SCALE: 1/4" = 1'

PROJECT: ATWOOD-MARTIN MEDICAL BLDG.			
MARKHAM/ CHECKVALA DESIGN			
DATE: 1/19/2026	DRAWN BY: BC	DRAWING NUMBER: A1.1	
SCALE: 1/4" = 1'	REVISED:		