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## GRASS VALLEY

### Development Review Committee Meeting

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Tuesday, June 24, 2025 at 9:00 AM  
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](mailto:info@cityofgrassvalley.com) Web Site: [www.cityofgrassvalley.com](http://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.

### MEETING NOTICE

Development Review Committee 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 9:00 a.m. on the 2nd and 4th Tuesday of each month. Your interest is encouraged and appreciated.

Members of the public are encouraged to submit public comments via voicemail at (530) 274-4390 and email to [public@cityofgrassvalley.com](mailto:public@cityofgrassvalley.com). Comments will be reviewed and distributed before the meeting if received by 9 am. Comments received after that will be addressed during the item and/or at the end of the meeting. The committee 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](http://www.cityofgrassvalley.com). Materials related to an item on this agenda submitted to the Committee after distribution of the agenda packet will be made available on the City of Grass Valley website at [www.cityofgrassvalley.com](http://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

## **ROLL CALL**

## **ANNOUNCEMENTS, AGENDA REVIEW AND CHANGES**

**PUBLIC COMMENT** - *Members of the public are encouraged to submit public comments via voicemail at (530) 274-4390 and email to [public@cityofgrassvalley.com](mailto:public@cityofgrassvalley.com). There is a time limitation of three minutes per person. For items not on the agenda and within the jurisdiction or interest of the City, please address the Development Review Committee at this time. For items on the agenda please address the Development Review Committee when the number and subject matter are announced. Comments will be reviewed and distributed before the meeting if received by 9AM. Comments received after that will be addressed during the item and/or at the end of the meeting. The Development Review Committee will have the option to modify their action on items based on comments received. Action may be taken on any agenda item.*

## **GENERAL APPLICATION FOR REVIEW**

1. Development Review for Security Lights at the Safeway Shopping Center (25PLN-24)  
Location: 867 Sutton Way / 035-400-087

**CEQA:** Categorical Exemption

**Recommendation:** 1. That the Development Review Committee approve the Development Review permit for security lights as presented, or as modified by the Development Review Committee, which includes the following actions: a. Determine the project Categorically Exempt pursuant to Section 15301, Class 1, of the California Environmental Quality Act (CEQA) and Guidelines, as detailed in the Staff Report; b. Adopt Findings of Fact for approval of the Development Review permit as presented in the Staff Report; and, c. Approve the Development Review permit in accordance with the Conditions of Approval, as presented in this Staff Report.

## **ADJOURN**

## **POSTING NOTICE**

This is to certify that the above notice of a meeting of a Development Review Committee Meeting, scheduled for Tuesday, June 24, 2024, at 9:00 p.m., was posted at city hall, easily accessible to the public, as of 5:00 p.m. Thursday, June 19, 2024.

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Taylor Whittingslow, City Clerk



**DEVELOPMENT REVIEW  
COMMITTEE  
STAFF REPORT  
JUNE 24, 2024**

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**Prepared by:** Amy Wolfson, City Planner

**DATA SUMMARY**

**Application Number:** 25PLN-24  
**Subject:** Development Review for Security Lights at the Safeway Shopping Center  
**Location/APNs:** 867 Sutton Way / 035-400-087  
**Applicant:** Jacob Keef with Triton Global Services representing Mohagany Investments, property owner  
**Zoning/General Plan:** Central Business District (C-2) / Commercial  
**Entitlement:** Development Review  
**Environmental Status:** Categorical Exemption

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**RECOMMENDATION:**

1. That the Development Review Committee approve the Development Review permit for security lights as presented, or as modified by the Development Review Committee, which includes the following actions:
  - a. Determine the project Categorically Exempt pursuant to Section 15301, Class 1, of the California Environmental Quality Act (CEQA) and Guidelines, as detailed in the Staff Report;
  - b. Adopt Findings of Fact for approval of the Development Review permit as presented in the Staff Report; and,
  - c. Approve the Development Review permit in accordance with the Conditions of Approval, as presented in this Staff Report.

**BACKGROUND:**

The subject site was developed as the Gold Country Shopping Center around 1977. It was annexed to the City in 2004. In March of this year, staff sent a letter to property owners of the shopping complex informing them that the blue, flashing security lights installed at the shopping center are in violation of the City's lighting ordinance. Staff met with representatives Triton Global Services on Thursday May 8<sup>th</sup> and discussed the process for which the lights in some capacity could remain onsite. The Development Review application was submitted on June 5<sup>th</sup> in response to those discussions with staff. It should be noted that Triton turned off

the blue lights as soon as they were aware of the issue and the lights have remained off throughout the process.



*Existing Installed Light*

### **PROJECT PROPOSAL:**

Triton Global Services is requesting to permit six previously installed security units with lights, which feature two-way audio speakers, cameras, and shielded blue lights in the locations shown on the attached map. The security units are either mounted on buildings or on existing light poles.

Regulatory Authority: Section 17.30.060(C) of the City Municipal Code requires commercial outdoor lighting to be “shielded or recessed to minimize light bleed to adjoining properties,” and section 17.30.060(E) prohibits lights that “blink, flash or [are] of unusually high intensity or brightness....” The height of lights in a commercial district is limited to 14 feet unless the Development Review Committee determines that “the additional height will provide lighting that still complies with all other requirements of this section 17.30.060(A) .”

## **GENERAL PLAN AND ZONING:**

**General Plan:** The Grass Valley 2020 General Plan identifies the site as Commercial (COM). The intent of the Commercial General Plan designation includes all types of commercial retail and service establishments on the highway and along major streets.

**Zoning:** The Central Business District (C-2) zoning designation is applied to areas of the downtown not covered by the TC (town core) zone, where existing auto-oriented development is expected to be maintained.

## **ENVIRONMENTAL DETERMINATION:**

The proposed project qualifies for a Categorical Exemption pursuant to Section 15301, Class 1, of the California Environmental Quality Act (CEQA) and Guidelines. A Class 1 Categorical Exemption consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alternation of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. The proposed lights are installed in an existing shopping center [parking lot and are intended to provide security to the businesses and shoppers and therefore, will not result in expansion of use of the commercial property.

## **FINDINGS:**

1. The City received a complete application for Minor Sign Review 25PLN-23.
2. The Grass Valley Development Review Committee reviewed Development Review project application 25PLN-23 at their regular meeting on June 24, 2025.
3. The Development Review Committee reviewed the project in compliance with the California Environmental Quality Act and concluded that the project qualifies for a Class 1, Categorical Exemption in accordance with the California Environmental Quality Act and CEQA Guidelines.
4. This project is consistent with the City's General Plan and any specific plan.
5. The design, location, size, and characteristics of the proposed project are in compliance with any project-specific design standards in effect and any standards and guidelines for development review permits which may be established from time to time by the council

## **B. RECOMMENDED CONDITIONS:**

1. The final design shall be consistent with the Minor Sign Review application and plans provided by the applicant and approved by the Development Review Committee (25PLN-23). 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.

2. Prior to building permit issuance, the applicant shall provide documentation demonstrating that no portion of the proposed sign will be located within the city right-of-way.
3. Prior to any work occurring, a building permit shall be obtained from the Community Development Department, Building Division.
4. An approved Encroachment Permit shall be obtained from the Engineering Division prior to any work being done within the City right of way.
5. The sign shall be maintained in good repair and functioning properly at all times.
6. 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.

**ATTACHMENTS:**

1. Vicinity/Aerial Map
2. Development Review Application
3. Security Unit Location Exhibit
4. Security Unit Exhibit

Triton Global Services Security Units  
867 Sutton Way (Glenbrook Shopping Center)

**Attachment List**

1. Vicinity/Aerial Map
2. Universal/Development Review  
Applications
3. Security Unit Location Exhibit
4. Security Unit Exhibit

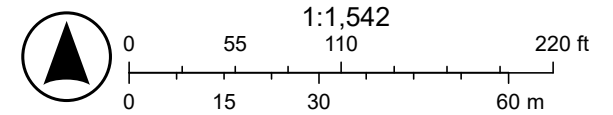


# 867 Sutton Way - Aerial

Item # 1.



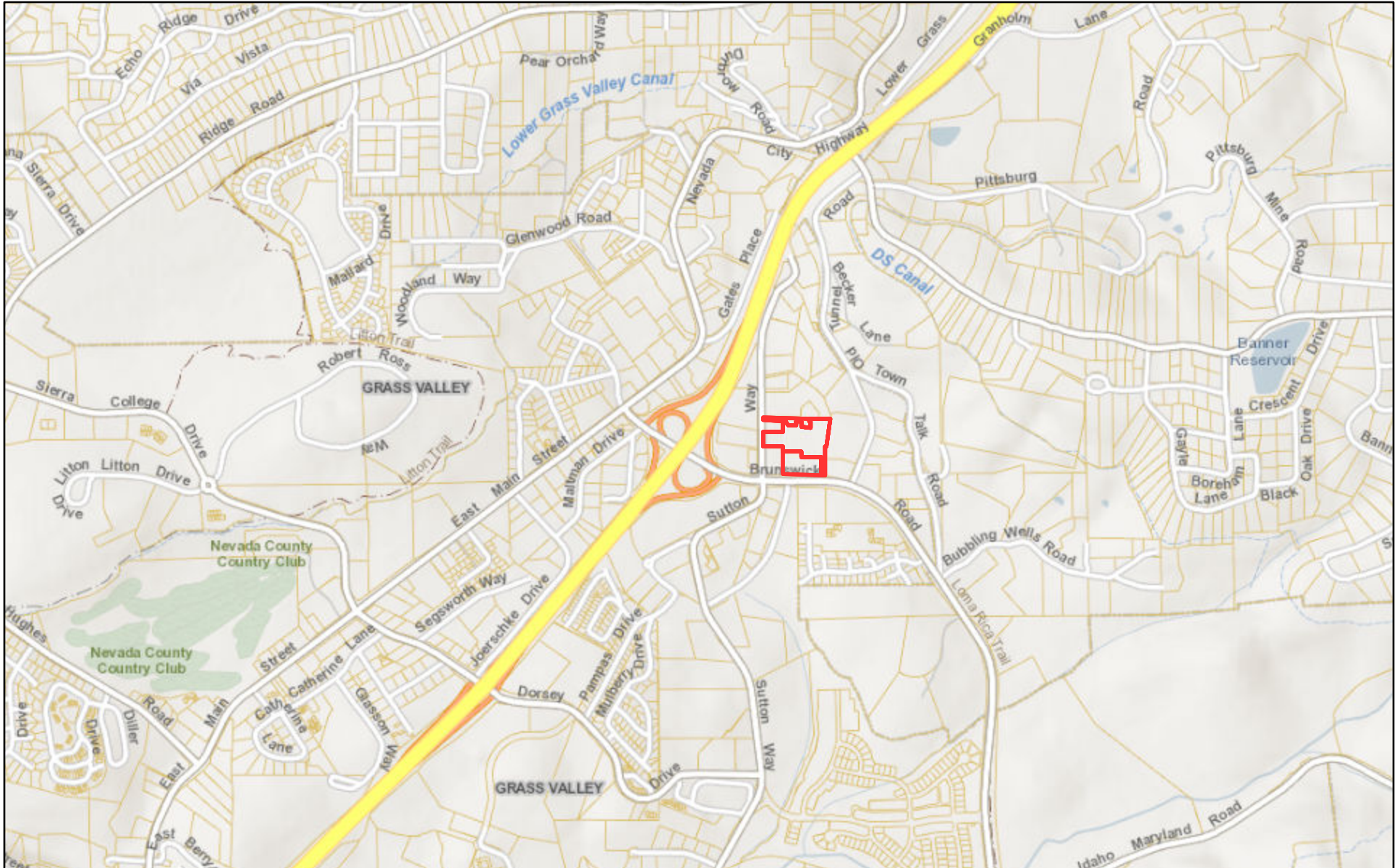
6/19/2025, 7:55:03 AM



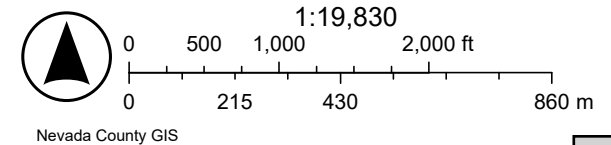


# 867 Sutton Way - Vicinity Map

Item # 1.



6/19/2025, 7:54:02 AM



CITY OF GRASS VALLEY  
 Community Development Department  
 125 E. Main Street  
 Grass Valley, California 95945  
 (530) 274-4330  
 (530) 274-4399 fax

## DEVELOPMENT REVIEW



### SUPPLEMENTAL APPLICATION INFORMATION

This document will provide necessary information about the proposed project. It will also be used to evaluate potential environmental impacts created by the project. Please be as accurate and complete as possible in answering the questions. Further environmental information could be required from the applicant to evaluate the project.

**PLEASE PRINT CLEARLY OR TYPE  
 USE A SEPARATE SHEET, IF NECESSARY, TO EXPLAIN THE FOLLOWING:**

I. Project Characteristics:

A. Describe all existing buildings and uses of the property: Retail Shopping Center

\_\_\_\_\_

B. Describe surrounding land uses:

North: Retail

South: Retail

East: Retail

West: Retail

C. Describe existing public or private utilities on the property: Electricity, Gas, Sewer, Water, Trash

\_\_\_\_\_

D. Proposed building size (if multiple stories, list the square footage for each floor): N/A

\_\_\_\_\_

E. Proposed building height (measured from average finished grade to highest point): N/A

\_\_\_\_\_

F. Proposed building site plan:

(1)	Building coverage	_____	Sq. Ft.	_____	% of site
(2)	Surfaced area	_____	Sq. Ft.	_____	% of site
(3)	Landscaped area	_____	Sq. Ft.	_____	% of site
(4)	Left in open space	_____	Sq. Ft.	_____	% of site
	Total	_____	Sq. Ft.	100	%

G. Construction phasing: If the project is a portion of an overall larger project, describe future phases or extension. Show all phases on site plan. N/A

H. Exterior Lighting:

1. Identify the type and location of exterior lighting that is proposed for the project. (6) surveillance systems equipped with blue LED lights. (2) on the northside of the Safeway building. (4) throughout the existing parking lot.
2. Describe how new light sources will be prevented from spilling on adjacent properties or roadways. Each light source will be installed with a light shield directing the light directly downward and will comply with all other requirements pursuant to Grass Valley Municipal Code 17.30.060

I. Total number of parking spaces required (per Development Code): N/A

J. Total number of parking spaces provided: N/A

K. Will the project generate new sources of noise or expose the project to adjacent noise sources? The surveillance systems are equipped with two-way audio speakers and can be used to make security announcements when necessary.

L. Will the project use or dispose of any potentially hazardous materials, such as toxic substances, flammables, or explosives? If yes, please explain. No

M. Will the project generate new sources of dust, smoke, odors, or fumes? If so, please explain. No

II. If an **outdoor use** is proposed as part of this project, please complete this section.

A. Type of use:

Sales \_\_\_\_\_ Processing \_\_\_\_\_ Storage \_\_\_\_\_  
 Manufacturing \_\_\_\_\_ Other Security

B. Area devoted to outdoor use (shown on site plan). N/A

Square feet/acres \_\_\_\_\_ Percentage of site \_\_\_\_\_

C. Describe the proposed outdoor use: The surveillance systems are installed on the exterior of the existing structures.

## SITE PLAN REQUIREMENTS DEVELOPMENT REVIEW CHECKLIST

The following list includes all the items you must submit for a complete application. Some specific types of information may not apply to your project and, as noted, some items are not normally required. If you are not sure, ask Planning Division Staff. Planning Staff will use a copy of this list to check your application for completeness after it is submitted. If your application is not complete, a copy of the list will be returned to you marked according to the legend.

### A. Application Checklist:

- ☐ One completed copy of Universal Application form.
- ☐ One completed copy of the Environmental Review Checklist (if applicable).
- ☐ Preliminary Title Report dated no later than 6 months prior to the application filing date.
- ☐ The appropriate non-refundable filing fee.

### B. Site Plan

- ☐ One electronic copy of Plan Sets which includes the following information:
  - ☐ Neighborhood Site Plan showing surrounding development improvements and natural features within 200 feet of the project site.
  - ☐ Project Site Plan drawn to scale and indicating:
    - ☐ Dimensioned property lines, north arrow, and any easements on the site
    - ☐ Points of access, vehicular circulation, location and dimension of parking areas and spaces
    - ☐ Location and any existing structures (specifying building setbacks), including the location and use of the nearest structures on adjacent property, and an indication of structures to be removed
    - ☐ Location of any existing or proposed utilities such as water, wastewater and storm drainage
    - ☐ Location of any proposed structures and uses (including building setbacks)
    - ☐ Open space and buffer areas
    - ☐ Walkways, bicycle facilities (bike lanes, parking racks, etc), and ADA compliance facilities on the project site and providing connections to existing off site facilities
    - ☐ Pedestrian and bicycle connections to adjacent development (pursuant to the City's Community Design Guidelines)
    - ☐ Mailbox locations and trash enclosures
    - ☐ Other site features such as outdoor seating areas
  - ☐ Preliminary Grading and Drainage Plan showing:
    - ☐ Existing and proposed contours using City datum (cut and fill slopes)

- ☐ Existing drainage characteristics of the site and a proposed preliminary drainage improvements (including drop inlets, detention basins, etc).
- ☐ Creek flow lines and flow directions
- ☐ Retaining wall locations, materials, and heights.
- ☐ Locations of existing trees (over 8" in trunk diameter at breast height) and their status (species and to be removed or retained as part of the development (including preservation measures, such as fencing, pavers blocks, etc)
- ☐ Rock outcroppings and other major natural site features
- ☐ Location and construction of temporary and permanent erosion and sedimentation control measures
  
- ☐ Architectural Plans, including elevations of all sides of the building indicating the form and exterior treatment, overall height, roof materials, proposed exterior mechanical equipment, building lighting, building materials and colors.
  
- ☐ Conceptual Landscape Plans indicating general locations of landscaping improvements, including locations of retained trees, newly planted trees, landscape buffers and berms, retaining and/or garden walls and any hardscape areas.
  
- ☐ Cross sections: (If the project site has an average cross slope of greater than ten (10) percent). Two or more sectional views of the project, approximately through the middle and at right angles to each other, showing existing and proposed grades and relationship of buildings, parking and landscaping at maturity, including major features and structures on adjacent properties at the most severe grades at two foot intervals.
  
- ☐ Exterior Lighting Plan including locations of all light standards and placement of building lighting. This plan shall include power rating details, heights, shielding design and cut sheets lighting designs. Include a photo-metric lighting plan, overlaid onto the project site plan, showing lighting levels across the entire site and at property lines.
  
- ☐ Schematic Floor Plan showing interior building layouts, rooms or use areas, square footages of bedrooms, entrances and relationship to exterior use areas.
  
- ☐ Signs: Note if to be submitted under separate permit or include general locations of contemplated signage on building or grounds should be included. Additional details, such as sign construction and materials should also be included, if available. If a major feature of the project involves signage, then the following additional information should be included in the package:
  - ☐ Dimensions and square footage of all signs.
  - ☐ Dimensions and square footage of building walls on which signs are located.
  - ☐ Means of lighting.
  - ☐ Heights of all signs.
  - ☐ Message that will appear on each sign.
  - ☐ Description of materials and colors for letters and background.
  - ☐ A scaled drawing of each sign showing typeface and design details.
  
- ☐ Color Architectural Elevations: One copy reduced to 8 1/2" x 11" colored architectural elevations.

- ☐ Reduced Site Plan and Architectural Elevations: One copy each reduced 8 ½" x 11".
- ☐ Materials Sample Board with colors and textures of exterior architectural materials securely mounted on a maximum 8 ½" x 14" size illustration or poster board.

**C. Optional Items**

- ☐ Site Photographs of the project site, including neighboring development and including a key map of where each photo has been taken.
- ☐ Perspective rendering as required by staff, the Development Review Committee, or the Planning Commission.
- ☐ Photo Articulation of proposed physical improvements overlaid onto photos of site.
- ☐ Scaled Model upon request of the Development Review Committee or Planning Commission.





**TRITON**  
GLOBAL SERVICES

## 867 Sutton Way, Grass Valley, CA 95945 Remote Guarding Design

Item # 1.

Each red circle location shown marks the implementation of 1 GuardLink surveillance unit. Camera views extend beyond coverage shown in map. Views shown reflect minimum view distances.







**Guard Link Security System Example**



**Proposed light shield**