



# AGENDA

**Scotts Valley Planning Commission  
In-Person and Remote Access  
Date: April 13, 2023  
Time: 6:00 PM**

<p><b>CITY OF SCOTTS VALLEY</b> 1 Civic Center Drive Scotts Valley, CA 95066 831-440-5635</p>	<p><b>MEETING LOCATION</b> City Council Chambers 1 Civic Center Drive Scotts Valley, CA 95066 OR Zoom Video Conference <a href="https://us02web.zoom.us/j/88671741298">https://us02web.zoom.us/j/88671741298</a></p>	<p><b>POSTING:</b> The agenda was posted on 4/07/2023 at City Hall, SV Senior Center, SV Public Works and on the Internet at <a href="http://www.scottsvally.org">www.scottsvally.org</a></p>
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**Public Participation**

The meeting will be available on Zoom. For those wishing to participate via Zoom, you can join from a PC, Mac, iPad, iPhone or Android device by entering or clicking on the following URL: <https://us02web.zoom.us/j/88671741298>

You will be given an opportunity to provide public comment at the appropriate times throughout the meeting via Zoom.

**How to comment via Zoom:**

1. At the appropriate times during the meeting for public comment on items not on the agenda and on specific agenda items, the Planning Commission Chair will announce that public comment will be accepted. Our usual time limits of three minutes per individual, or five minutes for an individual who is representing a group of three or more, will apply. Please note that per our standard practice, this is not a question and answer time, but simply a time for you to provide comments to the Planning Commission.
2. There is an option on Zoom to raise your hand. Please click on this option when the Chair announces that public comments will be taken. If you are participating via dial-up only, use \*9 to raise your hand at the requested time. Zoom places people in line automatically. When it is your turn, you will be un-muted and you will be able to make your comments based on the above time frames. Once your time is up, you will once again be muted and the next person in line will be given their opportunity to speak.

Appointed Officials	City Staff Members
<p>Lori Gentile, Chair Chuck Maffia, Vice Chair David Hodgins, Commissioner Steven Horlock, Commissioner Shawn Mosley, Commissioner</p>	<p>Taylor Bateman, Community Development Director Sarah Wickle, Senior Planner Lauren Lambert, Deputy City Clerk</p>

**Notice regarding Planning Commission Meetings:**

The Planning Commission meets regularly on the 2<sup>nd</sup> Thursday of each month (unless otherwise noticed) at 6pm in the City Hall Council Chambers located at 1 Civic Center Drive, Scotts Valley, CA 95066.

**Agenda and Agenda Packet Materials:**

The Planning Commission agenda and the complete agenda packet are available for review by 5pm the Friday before the Thursday meeting on the Internet at the City's website: [www.scottsvalley.org/AgendaCenter](http://www.scottsvalley.org/AgendaCenter). If you have questions about a specific project, please contact the project planner listed on that agenda item below.

**CALL TO ORDER**

(The Planning Commission Chair calls the meeting to order.)

**ROLL CALL**

(Planning Department staff conduct roll call of the Planning Commission.)

**PUBLIC COMMENT TIME**

This is the opportunity for individuals to make and/or submit written or oral comments to the Commission on any items within the purview of the Commission, which are NOT part of the Agenda. No action on the item may be taken, but the Commission may request the matter be placed on a future agenda.

**ALTERATIONS TO CONSENT AGENDA**

(The Commission can remove or add items to the Consent Agenda.)

**CONSENT AGENDA**

(The Consent Agenda is comprised of items which appear to be non-controversial. Persons wishing to speak on any items may do so raising their hand to be recognized by the Chair. These items will be acted upon in one motion unless they are removed from the consent agenda for discussion by the Commission.)

Approve the Action Meeting Minutes from the following meetings:

1. March 9, 2023

**ALTERATIONS TO PUBLIC HEARING AGENDA**

(Commission can remove or add items to the Regular Agenda.)

**PUBLIC HEARING AGENDA**

(Persons wishing to speak on any item may do so by raising their hand to be recognized by the Chair.)

1. **Proposed Project:** Veterinary clinic in an existing commercial office building  
**Location:** 4788 Scotts Valley Drive/ APN: 022-091-51  
**Planning Permit Application:** Use Permit No. U22-010  
**Applicant:** Cori Phinn  
**Property Owner:** Bailey Investments, LLC

**Project Description:** Consideration of a Use Permit to allow a 4,936± square-foot, veterinary clinic in an existing commercial office building located in the Commercial – Service zoning district.

**Staff Planner:** Sarah Wikle, Senior Planner, [swikle@scottsvalley.gov](mailto:swikle@scottsvalley.gov)

### **ALTERATIONS TO REGULAR AGENDA**

(Commission can remove or add items to the Regular Agenda.)

### **REGULAR AGENDA**

(Persons wishing to speak on any item may do so by raising their hand to be recognized by the Chair.)

**DISCUSSION ITEMS AND FUTURE AGENDA ITEMS** (The Planning Commission or Community Development Director may request to schedule items on future agendas.)

### **WRITTEN COMMUNICATIONS – FOR INFORMATION ONLY**

#### **DIRECTOR UPDATES**

(The Community Development Director may provide any department or city updates that are available.)

### **ADJOURNMENT**

(Adjournment shall be no later than 11pm unless extended by a four-fifths vote of all Planning Commission members or a unanimous vote of the members present per City Municipal Code Section 2.21.010.)

The City of Scotts Valley does not discriminate against persons with disabilities. The City Council Chambers is an accessible facility. If you wish to attend a Planning Commission meeting and require assistance such as sign language, a translator, or other special assistance or devices in order to attend and participate at the meeting, please call the Community Development Department at 831-440-5630 five to seven days in advance of the meeting to make arrangements for assistance. If you require the agenda of a Planning Commission meeting be available in an alternative format consistent with a specific disability, please call the Community Development Department. The California State Relay Service (TTY/VCO/HCO to Voice: English 1-800-735-2929, Spanish 1-800-855-3000; or, Voice to TTY/VCO/HCO: English 1-800-735-2922, Spanish 1-800-855-3000), provides Telecommunications Devices for the Deaf and Disabled and will provide a link between the TDD caller and users of telephone equipment.



# Minutes

## Scotts Valley Planning Commission In-person and Remote Access

**Date: March 9, 2023**

**Time: 6:00 PM**

<b>CITY OF SCOTTS VALLEY</b> 1 Civic Center Drive Scotts Valley, CA 95066 831-440-5630	<b>MEETING LOCATION</b> City Council Chambers 1 Civic Center Drive Scotts Valley, CA 95066 and Zoom Video Conference	<b>POSTING:</b> The agenda was posted on 3/03/2023, at City Hall, SV Senior Center, Public Works and on the Internet at <a href="http://www.scottsvalley.org">www.scottsvalley.org</a> .
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Appointed Officials	City Staff Members
Lori Gentile, Chair Chuck Maffia, Vice Chair David Hodgkin, Commissioner Steven Horlock, Commissioner Shawn Mosley, Commissioner	Taylor Bateman, Community Development Director Sarah Wikle, Senior Planner Liz Golden, Assistant Planner Lauren Lambert, Deputy City Clerk

**CALL TO ORDER:** 6:00 PM

**ROLL CALL:** Present: Gentile, Maffia, Horlock, and Mosley. Hodgkin Present on Zoom

**PUBLIC COMMENT:** No one came forward

**ALTERATIONS TO CONSENT AGENDA:** None

**CONSENT AGENDA:**

1. Approve the Action Meeting Minutes from the following meeting:
  - a. January 19, 2022

**M/S: Maffia/Mosley**

To approve the Consent Agenda.

**Carried: 5-0**

**Ayes: Gentile, Hodgkin, Horlock, Maffia, Mosley**

**Noes: None**

**Absent: None**

**ALTERATIONS TO PUBLIC HEARING AGENDA:** None

**PUBLIC HEARING AGENDA:**

1. **Proposed Project:** Renewal for Existing Cellular Facility  
**Location:** 2980 El Rancho Drive / APN 024-222-08  
**Planning Permit Application:** Use Permit U22-006  
**Applicant:** Crown Castle/ Global Signal Acquisitions II LLC  
**Property Owner:** SVMC Properties, LLC  
**Project Description:** Consideration of renewal to a Use Permit application for the continued operation of a wireless facility at the above location. The 58-foot cellular monopole located in a Commercial Professional zone.  
**Staff Planner:** Liz Golden, Contract Planner, [Lgolden@interwestgrp.com](mailto:Lgolden@interwestgrp.com)

Contract Planner, Liz Golden, shared a map and staff report and responded to questions from the Commissioners.

**Chair Gentile opened the public hearing at 6:10 PM.**

**Public Comment:** Sydney Sigmund, the applicant, came forward and thanked Liz Golden, Contract Planner, for her work on this project.

**M/S: Mafia/Horlock**

**To approve Resolution No. 1781**

**Carried: 5-0**

**Ayes: Gentile, Hodgkin, Horlock, Mafia, and Mosley**

**Noes: None**

**Absent: None**

**Chair Gentile closed the public hearing at 6:12 PM.**

2. **Proposed Project:** Establishment of a Wine Bar and Cellar  
**Location:** 222 Mount Hermon Road, Suite I / APN 022-601-18  
**Planning Permit Application:** Use Permit U22-008  
**Applicant:** Mark Bright  
**Property Owner:** Ow Commercial  
**Project Description:** Consideration of a Use Permit to allow a 1,977± square-foot, wine bar and cellar in an existing building located in the Commercial Shopping Center zone.  
**Staff Planner:** Sarah Wikle, Senior Planner, [swikle@scottsvally.gov](mailto:swikle@scottsvally.gov)

Senior Planner, Sarah Wikle shared a PowerPoint presentation and responded to questions from the Commissioners.

**Chair Gentile opened the public hearing at 6:21 PM.**

**Public Comment:** Maximillan Brand, Architect for the project, came forward to answer a question about the exits relating to the fire code for the space.

Mark Bright, the applicant, came forward and spoke about the description of the business and project. Mr. Bright also answered questions from commissioners.

**M/S: Hodgkin/Horlock**

**To approve Resolution No. 1782**

**Carried: 5-0**

**Ayes: Gentile, Hodgkin, Horlock, Mafia, and Mosley**

**Noes: None**

**Absent: None**

**Chair Gentile closed the public hearing at 6:26 PM.**

**DISCUSSION ITEMS AND FUTURE AGENDA ITEMS:** None

**WRITTEN COMMUNICATIONS – FOR INFORMATION ONLY:** None

**DIRECTOR UPDATES:** None

**ADJOURNMENT:** 6:22 PM

King's Village Shopping Center  
230 Mt. Hermon Road #200  
Scotts Valley, CA 95066

March 6, 2023

City of Scotts Valley Planning Commission  
Council Chambers  
1 Civic Center Dr  
Scotts Valley, CA 95066  
planningdeparment@scottsvalley.gov  
swikle@scottsvalley.gov

Re: Support for Saison Wine Bar and Cellar and Planning Permit Application U22-009

Dear Scotts Valley Planning Commission,

We are writing in support of Saison Wine Bar and Cellar's planning permit application U22-009 for a use permit at King's Village Shopping Center for a wine bar and cellar with seating for on-site consumption. The applicant, Mark Bright, is an experienced and knowledgeable businessperson with significant experience in the wine industry. Mr. Bright and Saison Wine Bar and Cellar will bring a new use and destination to Scotts Valley: a place to buy and taste unique and special wines. We have been landowners and property managers in Scotts Valley for many decades. As retail and commercial uses continue to evolve, and especially as the economy recovers from the COVID-19 pandemic, it has been challenging to find new brick-and-mortar retail tenants and for brick-and-mortar retail tenants to survive in a world dominated by online shopping and worried about social distancing.

Mr. Bright's desire to open a business in Scotts Valley is a real boon for the City. Saison Wine Bar and Cellar will provide a new and beneficial use for local residents and guests alike, complement existing businesses in King's Village Shopping Center, and bring much needed tax revenue to the City. Vacant spaces in our shopping center are detrimental to our business, the shopping center, and the City. Approving the application for a use permit will be good for the City. Please approve it. We are grateful for your time, consideration, and service to the great City of Scotts Valley.

Sincerely,

George Ow, Jr.; David Ow; Terry Ow; Karen Ow; William Ow; Jasmine Ow-Hurst; Matthew Turner;  
Benjamin Ow; Andrew Ow; Kyle Winterhalder on behalf of  
King's Village Shopping Center

**From:** [Benjamin Ow](#)  
**To:** [Sarah Wikle](#); [planningdepartment@scottsvally.gov](mailto:planningdepartment@scottsvally.gov); [Mark Bright](#); [Maximilian Brandt](#); [George Ow](#); [Andrew Ow](#); [William Ow](#); [owdavid@hotmail.com](mailto:owdavid@hotmail.com); [Karen Ow](#); [Kyle Winterhalder](#); [Jasmine Ow Hurst](#); [Terryowsc](#); [Matt](#)  
**Subject:** Support for Saison Wine Bar and Cellar and Planning Permit Application U22-009  
**Date:** Monday, March 6, 2023 8:19:44 AM  
**Attachments:** [2023-3 - Village Letter to Scotts Valley Planning Department re Saison Wine Bar and Cellar.pdf](#)

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## CyAs Tech

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**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Dear Scotts Valley Planning Commission,

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Mr. Bright's desire to open a business in Scotts Valley is a real boon for the City. Saison Wine Bar and Cellar will provide a new and beneficial use for local residents and guests alike, complement existing businesses in King's Village Shopping Center, and bring much needed tax revenue to the City. Vacant spaces in our shopping center are detrimental to our business, the shopping center, and the City. Approving the application for a use permit will be good for the City. Please approve it. We are grateful for your time, consideration, and service to the great City of Scotts Valley.

Sincerely,

George Ow, Jr.; David Ow; Terry Ow; Karen Ow; William Ow; Jasmine Ow-Hurst; Matthew Turner; Benjamin Ow; Andrew Ow; Kyle Winterhalder on behalf of  
King's Village Shopping Center

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Benjamin Ow | Principal

Ow Commercial | 1601 41st Avenue #202 | Capitola | CA 95010

T 831.247.1175 | F 831.426.5772 | [benjamin@owcommercial.com](mailto:benjamin@owcommercial.com) |  
[www.owcommercial.com](http://www.owcommercial.com)

4/13/23 PC Meeting  
Coast Veterinary Clinic Use Permit  
4788 Scotts Valley Drive

Agenda Item #1  
Use Permit U22-010  
APN 022-091-51

**City of Scotts Valley**  
**PLANNING COMMISSION**  
**STAFF REPORT**

**Applicant:** Cori Phinn

**Property Owner:** Bailey Investments, LLC

**Applications:** Use Permit No. U22-010

**Location:** 4788 Scotts Valley Drive/ APN: 022-091-51

**General Plan/Zoning:** C-S (Commercial – Service)

**Environmental Status:** CEQA Categorical Exemption: Section 15301, Class 1 – Existing Facilities

**Request:** Consideration of a Use Permit to allow a 4,936± square-foot, veterinary clinic in an existing commercial office building located in the Commercial – Service zoning district.

**Staff Planner:** Sarah Wikle, Senior Planner

**STAFF RECOMMENDATION**

Staff recommends that the Planning Commission approve Use Permit U22-010 by adopting the attached resolution, subject to the conditions of approval in Exhibit A.

**PROJECT DESCRIPTION**

The subject site is developed with an existing 4,936± square-foot commercial office building and surface level parking lot at the corner of Scotts Valley Drive and Carbonero Way. Surrounding uses include various commercial/office uses to the South across Carbonero Way, Scotts Valley Liquors to the north, an automotive repair use across Scotts Valley Drive to the west and various industrial uses across Carbonero Creek to the east. Previously, the site was occupied by Bailey Property Group. See Attachment 2 for a location map.

The applicant is requesting to establish a veterinary clinic in a 4,936± square-foot commercial building. As noted in their business plan, the applicant plans to convert the

4/13/23 PC Meeting  
Coast Veterinary Clinic Use Permit  
4788 Scotts Valley Drive

Agenda Item #1  
Use Permit U22-010  
APN 022-091-51

existing commercial office building into a veterinary clinic. The proposed conversion will require issuance of a Building Permit for tenant improvement prior to issuance of a business license.

The applicant will be relocating and consolidating their existing veterinary clinics at 266 Mount Hermon Road (Mount Hermon Veterinary Clinic) and at 5400 Scotts Valley Drive (Coast Veterinary Services) to the proposed location at 4788 Scotts Valley Drive. The veterinary clinic will provide veterinary care, including examinations, dental and surgical procedures. There will be no animal boarding except for hospitalized patients, with a maximum of eight patients kept overnight. There would be not overnight or after-hours staff.

Additionally, there would be approximately 11-15 employees on-site at any given time.

See Attachment 3 for the applicant's business plan and Attachment 4 for the proposed floor plan.

The proposed hours of operation are Monday through Saturday 8:00 A.M. to 5:00 P.M. The applicant may request an extension to the hours of operation to 11:00 P.M. at a future date. A condition of approval requires an extension request be reviewed and approved by the Community Development Director to ensure that the extended hours would not create an adverse impact on adjacent properties. These hours of operation are consistent with the hours of operation for other business along Scotts Valley Drive.

## **DISCUSSION**

### **1. Use Permit**

The applicant's proposal to operate veterinary clinic falls under the classification of an "Animal Hospital" where medical services are provided to animals and certain patients are kept overnight. Animal Hospitals are a conditional use in the C-S Zoning District, requiring issuance of a Use Permit by the Planning Commission. [Scotts Valley Municipal Code \(SVMC\) §17.02.030](#). The purpose of the use permit process is to evaluate whether the proposed use is appropriate for the subject site, surrounding uses, and how any adverse impacts may be avoided or minimized. The project involves a tenant improvement to an existing commercial office building and establishment a veterinary clinic. The surrounding businesses along Scotts Valley Drive are various commercial uses with similar hours of operation. The veterinary clinic does not propose installation of any equipment that would generate excessive noise. The project does not result in any odors nor discharge of any type as the veterinary clinic would be enclosed within the building, with no outdoor uses proposed. The project is also consistent with [SVMC Section 17.46.100](#), in that the proposed veterinary clinic is located within an existing

building with no outdoor uses proposed. The clinic is located a minimum of 75 feet from any residential properties as required by [SVMC Section 17.46.100\(B\)](#). Lastly, the project is also consistent with the intent of the C-S Zoning District regulations to provide appropriately located retail, office, and service establishments that meet the various needs of different geographical areas in Scotts Valley. As such, there are no identifiable negative impacts that the proposed veterinary clinic might cause to adjacent businesses.

**2. Parking**

The business is in an existing commercial office building at the corner of Scotts Valley Drive and Carbonero Way, where there are approximately 42 parking spaces available. The required parking for the veterinary clinic is 20 parking spaces.

<b>Proposed Use</b>	<b>Square Footage</b>	<b>Parking Formula</b>	<b>Required Parking</b>
Veterinary Clinic	4,936	1 space/250 sf	19.74 = 20 spaces

As such, the parking requirement for the veterinary clinic is considered satisfied on-site as existing conditions exceed the minimum parking requirements.

**3. Future Signage**

On August 25, 2005, the Planning Commission of the City of Scotts Valley adopted Resolution No. 1454, approving a free-standing business identification sign (DR05-024) at 4788 Scotts Valley Drive. Two conditions of approval require the following: issuance of a building permit for any proposed sign changes and that signage changes shall comply with Resolution No. 1454/DR05-024 regarding allowable sign area.

**ATTACHMENTS**

Resolution to approve U22-010 (Action Item)

1. Resolution & Conditions of Approval
2. Location Map
3. Business Plan (dated 02/20/23)
4. Proposed Floor Plan (dated 2/21/23)

## RESOLUTION NO.

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SCOTTS VALLEY APPROVING USE PERMIT NO. U22-010 TO ALLOW A 4,936± SQUARE-FOOT VETERINARY CLINIC IN AN EXISTING COMMERCIAL OFFICE BUILDING LOCATED IN THE COMMERCIAL – SERVICE (C-S) ZONING DISTRICT AT 4788 SCOTTS VALLEY DRIVE / APN 022-091-51.**

**WHEREAS**, the Planning Department of the City of Scotts Valley has received the application filed by Cori Phinn for a Use Permit to operate a 4,936± square-foot, veterinary clinic in an existing commercial office building located the Commercial – Service (C-S) zoning district at 4788 Scotts Valley Drive / APN 022-091-51.

**WHEREAS**, the application was reviewed for completeness and is determined to be a “project” as defined by the California Environmental Quality Act (CEQA); and,

**WHEREAS**, the project is Categorically Exempt from the California Environmental Quality Act, under Section 15301, Class 1, Existing Facilities; and,

**WHEREAS**, the project was reviewed by the Planning Commission at regularly scheduled and noticed meeting on Thursday, April 13, 2023.

**NOW THEREFORE**, the Planning Commission of the City of Scotts Valley hereby resolves as follows:

SECTION 1: The environmental determination represents the independent judgment of the City.

SECTION 2: The categorical exemption is hereby approved.

SECTION 3: The Planning Commission of the City of Scotts Valley does hereby specifically make the following findings as required by Section 17.50 of the Scotts Valley Municipal Code, and as further clarified in the staff report dated April 13, 2023.

- 1. The location of the restaurant is in accordance with the objectives of the zoning ordinance and the purposes of the zoning district in which the site is located.*** The subject property is in the City’s Commercial – Service (C-S) Zoning District. The purpose of the C-S zone to provide appropriately located retail, office, and service establishments that meet the various needs of different geographical areas in Scotts Valley. Additionally, the intent of the C-S district regulations is to encourage retail stores, offices, service establishments and businesses to concentrate for the convenience of the public and provide adequate parking facilities. The proposed project involves the establishment of a veterinary clinic within an existing commercial office building. As conditioned, the proposed project is compatible with existing commercial and office uses along Scotts Valley Drive.

2. ***The establishment, maintenance or operation of the restaurant will not, under any circumstances of the particular case, be detrimental to the health, safety, peace, morals, comfort and general welfare of persons residing or working in the neighborhood of the proposed restaurant or be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the city.*** The project involves a tenant improvement to an existing commercial office building tenant space to establish a veterinary clinic. The surrounding businesses along Scotts Valley Drive have similar hours of operation. The veterinary clinic does not propose installation of any equipment that would generate excessive noise nor does the project result in any odors nor discharge of any type. The project is also consistent with [SVMC Section 17.46.100](#), in that the proposed veterinary clinic is located within an existing building with no outdoor uses proposed. As such, there are no identifiable negative impacts that the proposed veterinary clinic might cause to adjacent businesses. Project conditions will require compliance with California Building Code, California Fire Code, Resolution No. 1454/DR05-024 regarding allowable signage, and requires the applicant to obtain approval from the Community Development Director to extend the hours of operation until 11:00 P.M.

SECTION 4: After careful consideration of the application and related materials, plans, maps, facts, exhibits, staff reports, testimony and other evidence submitted in this matter, and incorporated herein by this reference, the Planning Commission of the City of Scotts Valley does hereby approve Use Permit No. U22-010 to allow a veterinary clinic in the C-S zoning district at 4788 Scotts Valley Drive / APN 022-091-51, subject to conditions set forth in the attached Exhibit A, which are attached hereto and incorporated herein by this reference.

THE ABOVE AND FOREGOING RESOLUTION was duly adopted and passed by the Planning Commission of the City of Scotts Valley at a regularly scheduled meeting held on April 13, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Lori Gentile, Chair

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Taylor Bateman, Community Development Director

## **EXHIBIT A**

### **CONDITIONS OF APPROVAL** (Numbers 1 - 16)

#### **STANDARD**

1. Developer has agreed to and shall defend, indemnify and hold harmless the City of Scotts Valley, its officers, agents and employees from any claim, action or proceeding against the City or its officers, agents or employees to attach, set aside, void or annul any action of the City in connection with approvals under the California Environmental Quality Act or with respect to approval of the project, which action is brought within the time period(s) prescribed by law. The City shall promptly notify the developer of any such claim, action or proceeding and shall fully cooperate in defense.
2. After Planning Commission approval, the property owner shall sign the Conditions of Approval (Exhibit A) agreeing to the Conditions of Approval prior to the issuance of any building permits or operation of the use.
3. The color, materials, size, location, and design of the improvements shall match the approved plans. Modifications to the approved project may require approval by the Planning Commission at the discretion of the Community Development Director.

#### **PLANNING DEPARTMENT**

4. Any proposed signage shall comply with the Resolution No. 1454/DR05-024 regarding allowable sign area. Substantial changes to previously approved signage require a Design Review Sign Permit issued by the Planning Commission.
5. Applicant shall obtain all required permits prior to installing any new signage.
6. Prior to extending hours of operation to 11:00 P.M., the applicant shall submit an extension request to the Community Development Director for review and approval.

#### **BUILDING DEPARTMENT**

5. The Owner or contractor shall apply for and acquire a building permit(s) and pay applicable fees.
6. The developer shall pay all applicable City development impact fees before building permit issuance.

7. All trades of electrical, plumbing and mechanical will be issued under one building permit for said project (General Contractor permittee). All subcontractors shall provide their contractor's license number and their workers compensation insurance information to the Building Department.
8. The building permit plans shall comply with the current California Plumbing and California Green Building Code for water conserving fixtures and fittings. The plans shall also comply with the California Energy Commission Building Energy Efficiency Standards, which includes the installation of energy-saving fixtures and appliances to be used throughout the building.
9. Structural calculations shall be submitted and wet-signed by the Engineer of record if required for the project scope.
10. A Special Inspection form shall be submitted and the name of the names of Special Inspectors with certifications shall be provided if required for the project scope.
11. A completed City of Scotts Valley Construction and Waste Management Plan form shall be submitted with the Building Permit application.
12. All construction within the City shall be limited to the hours between 8AM and 6PM, Monday through Friday, and 9AM through 5PM on Saturday. **No construction activity is allowed on Sundays.**
13. The applicant shall affix a copy of the approving resolution and conditions of approval to each set of construction plans which will be submitted to the Building Department.
14. Building permit plans shall conform with the following codes: 2022 California Building Code (CBC), 2022 California Electrical Code (CEC), 2022 California Plumbing Code (CPC), 2022 California Mechanical Code (CMC), 2022 California Green Building Code (CGBC), 2022 California Energy Code and Scotts Valley Municipal Code as applicable to the permitted construction.
15. The project shall comply with all California Building Code Accessibility requirements and show the required features (accessible parking, bathrooms, etc.) as they apply to the project.

**SCOTTS VALLEY FIRE DISTRICT**

16. The applicant shall submit building permit plans for review and approval showing conformance with the requirements of the 2022 Fire Code.

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Bailey Investments LLC, Property Owner

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Date

# Project Site

4788 Scotts Valley Drive / APN 022-091-51



Project Site

4788  
4788

N



0

0.125

0.25

Miles



Project Site

## Project Description

### 4788 Scotts Valley Drive Addition of Veterinary Use

We would like to apply to include conditional veterinary use for 4788 Scotts Valley Drive.

Tenant improvements to 4788 Scotts Valley Drive would convert the building, currently an unused office, into a veterinary clinic.

We plan on relocating our current veterinary clinics: Mt Hermon Veterinary Clinic at 266 Mt Hermon Road, Scotts Valley and Coast Veterinary Services at 5400 Scotts Valley drive to the new location at 4788 Scotts Valley Drive.

The veterinary clinic will provide veterinary medical care including examination and dental, and surgical procedures. There will be no animal boarding other than for hospitalized patients. Hospitalized patients are expected to be <8 at any given time. There would be no overnight or after-hours staff.

There will be no changes to the exterior of the building.

The planned hours of operation are Monday- Saturday 8am-5pm. Possible extended service to 11 pm in the future.

The total number of employees is currently 30. With a total of 11-15 estimated per shift.

There will be no noise-generating equipment used during operation.

Estimated water consumption is for two bathrooms (2 sinks and 2 toilets), an additional mop sink and 2-3 other sinks.

There is no discharge or unusual water discharge anticipated.

Energy-saving techniques that will be utilized in design will be indicated on plans.

The construction schedule will be per building department guidelines.

The signage will follow that of the sign planning commission recommendations.

There are designated parking spaces allocated to this commercial building.

