

# Gridley Planning Commission – Regular Meeting Agenda

Wednesday, May 28, 2025; 6:00 pm  
Gridley City Hall, 685 Kentucky Street, Gridley, CA 95948

*“Our purpose is to continuously enhance our community’s vitality and overall quality of life. We are committed to providing high quality, cost-effective municipal services and forming productive partnerships with our residents and regional organizations. We collectively develop, share, and are guided by a clear vision, values, and meaningful objectives.”*

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The Public is encouraged to attend and participate in person. Comments from the public on agenda items will be accepted until 4 pm on May 25, 2025, via email to [csantana@gridley.ca.us](mailto:csantana@gridley.ca.us) or via the payment/document drop box at Gridley City Hall and will be conveyed to the Commission for consideration.

You may view using the following link, ID, and passcode:

<https://us06web.zoom.us/j/86491345974?pwd=xc62Mpb32oBLBfaWvdHb3vWEn2eiQ.1>

Webinar ID: 864 9134 5974

Passcode: 222697

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**CALL TO ORDER – Chair Espino**

**ROLL CALL**

**COMMUNITY PARTICIPATION FORUM** - Members of the public may address the Planning Commission on matters not listed on the agenda. The Planning Commission may not discuss nor act on any community participation item brought forward by a member of the community. Comments are requested to be limited to three (3) minutes.

**CONSENT AGENDA – None**

**PUBLIC HEARING**

**1. Tentative Parcel Map No. 2-25 – Steffen Estates**

Application for a tentative parcel map to subdivide one parcel consisting of approximately 8.66 acres into forty-six (46) parcels for a residential housing development located on the south side of Little Avenue at 1370 Richins Avenue (APN: 021-250-008)

*Recommended Action(s):*

- a. Recommend the City Council adopt a resolution adopting the Categorical Exemption meeting the California Environmental Quality Act; and,
- b. Recommend approval of TSM 1-25 to the City Council.

## **CITY STAFF AND COMMISSION INFORMATIONAL UPDATES**

**ADJOURNMENT** – Adjourning to the next regularly scheduled meeting on June 18<sup>th</sup>, 2025. This agenda was posted on the public bulletin board at City Hall at or before 6:00 p.m. on May 25, 2025. This agenda along with all attachments, if any, is available for public viewing online at [www.gridley.ca.us](http://www.gridley.ca.us) and/or at the Administration Counter in City Hall, 685 Kentucky Street, Gridley, CA. This is a public meeting, and anyone may address the Planning Commission. Any documents that were provided to the Planning Commission after the Agenda packet was distributed are also available for public review during normal business hours.

Meeting facilities are accessible to persons with disabilities. By request, alternative agenda document formats are available to persons with disabilities. To arrange an alternative agenda document format or to arrange aid or services to modify or accommodate persons with a disability to participate in a public meeting, contact the City Clerk by calling 846-3631 (voice). This request should be received at least three working days prior to the meeting to accommodate your request.

**Planning Commission Item #1**  
Staff Report

**Date:** May 28, 2025

**To:** Chair and Planning Commissioners

**From:** Christopher Smith, Planning Department

<b>X</b>	Regular
	Special
	Closed
	Emergency

**Subject:** **Tentative Subdivision Map No. 1-25;** Application for a tentative subdivision map to subdivide one parcel consisting of approximately 8.66 acres into forty-six (46) parcels for a residential housing development located on the south side of Little Avenue at 1370 Richins Avenue.  
(APN: 021-250-008)

**Recommendation**

City staff respectfully recommends the Planning Commission:

1. Recommend the City Council adopt a resolution adopting the Categorical Exemption meeting the California Environmental Quality Act; and,
2. Recommend approval of TSM 1-25 to the City Council.

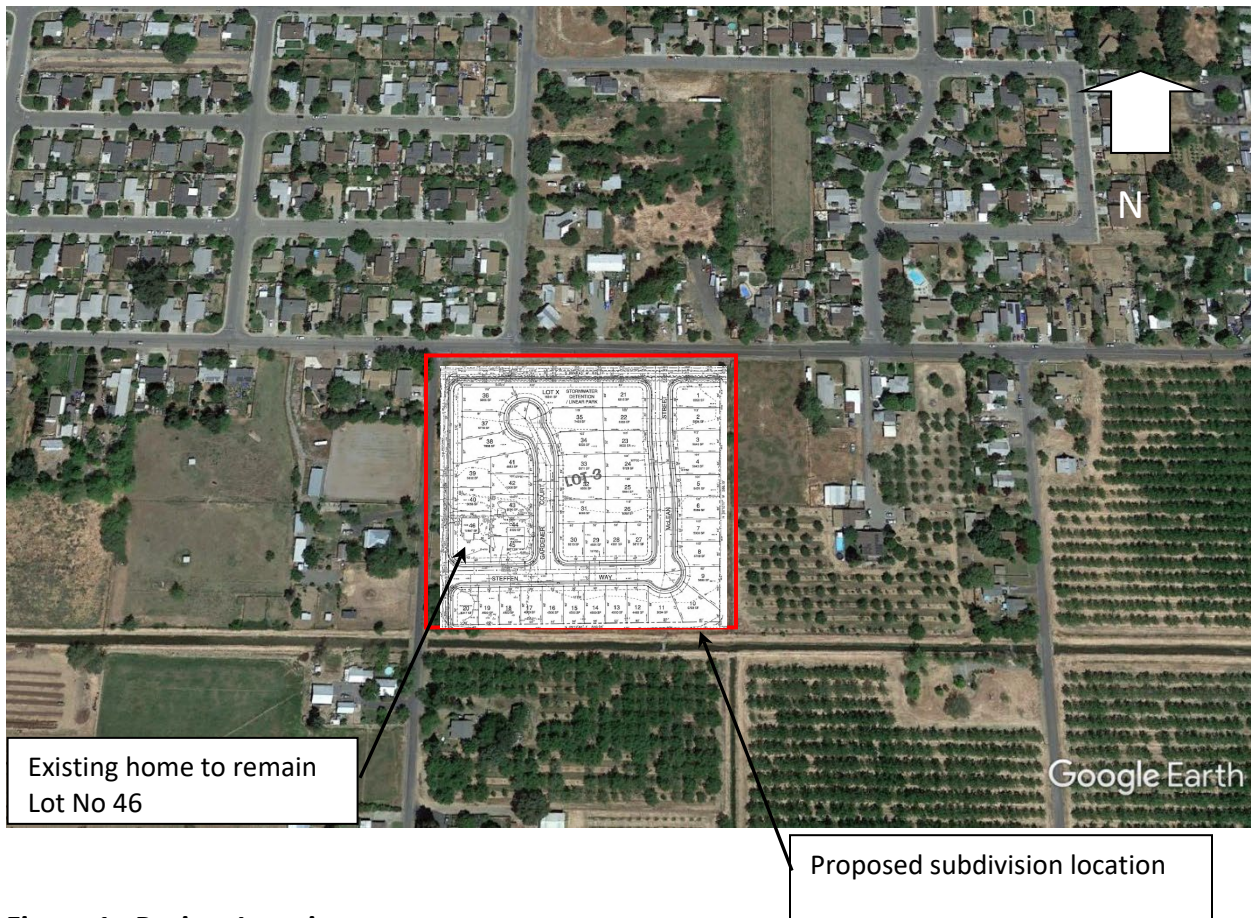
**Summary**

The applicant is submitting a tentative subdivision map to develop the property with single-family detached residential lots. The site had been approved for a tentative subdivision map twice before, both of which expired. The proposed map has not changed the number of lots proposed previously in 2021.

**Discussion**

Location and site characteristics

The subject site is located on the south side of Little Avenue at the southeast corner of Richins Avenue and Little Avenue. The site has an existing single-family home on the designated lot number 46 which will remain as a part of the development. The property is surrounded by urban residential to the north and rural residential and agriculture to the west, east, and south of the subject site. This parcel was annexed into the City at the time of the previous proposal; the City boundary surrounds and is contiguous to the site on the west, south, and east sides as well.



**Figure 1: Project Location**

The site is fairly flat having slopes of 1-2% generally across the site. The soils on the site are fairly equally divided as Live Oak Sandy Loam on the southerly one-half of the site and Gridley Taxadjunct on the north one-half of the site. The soils are classified as Prime Farmland if Irrigated and Farmland of Statewide Importance, respectively.

*Project Description*

The applicant proposes to subdivide the 8.66 acres into a 46-lot subdivision for single-family detached residences. The development has created lots ranging from 4,500 square feet to 6,680 square feet. The average lot size is 5,625 square feet overall. The existing home will be provided with 10,667 square feet. To facilitate the development to move forward, the applicant has applied to:

- Approve the Tentative Subdivision Map to create 46 single-family lots

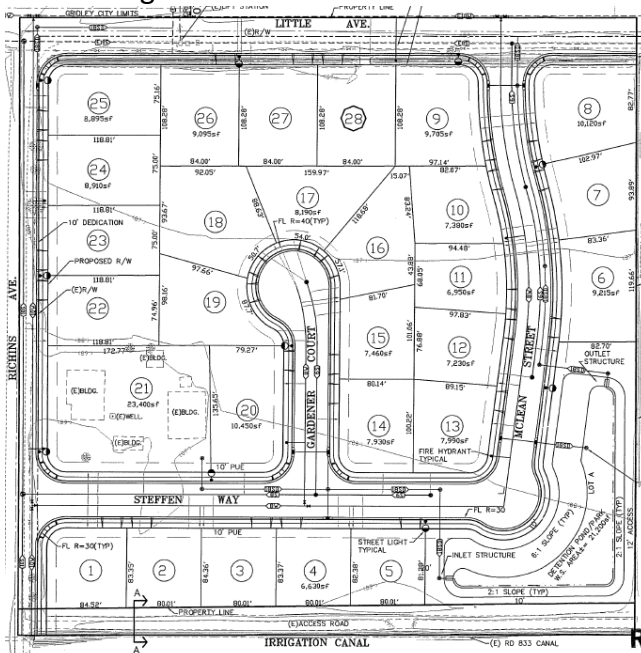
*Tentative Subdivision Map*

The proposed map will subdivide the existing single parcel into 46 lots; one lot, lot 46, will accommodate the existing single-family home.

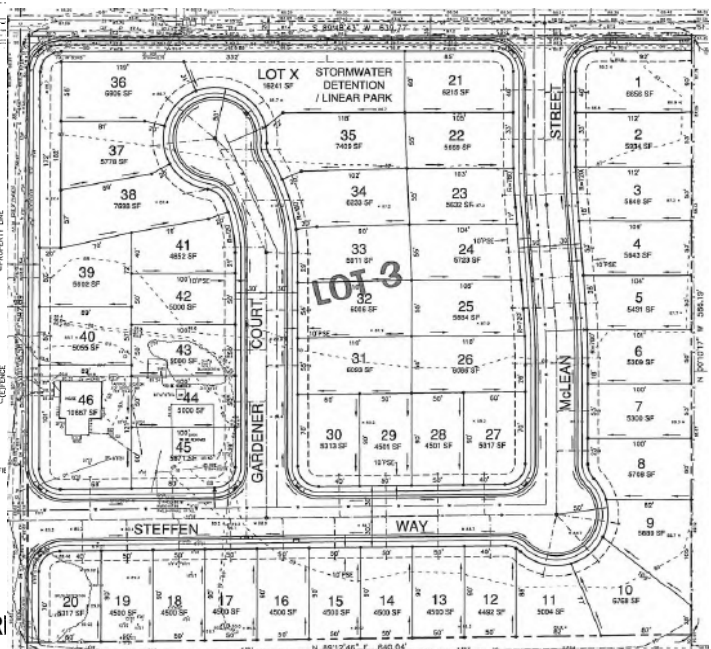
In 2005, the applicant had a map approved for a 26-lot subdivision as shown below in Figure 2. When the applicant came forward to discuss the site and what could be approved, staff

recommended and supported a map that provided smaller lots and a mixture of lot sizes to accommodate varying home sizes for the community. This was seen as an opportunity for the development to serve varying income levels, home types of single, family without children, and families, as well as “empty nesters”, our families who have raised their children and looking for a smaller home.

In addition, the City is also conscious of our obligation to provide land area to support the RHNA, Regional Housing Needs Allocation. This is a figure that is determined by the State and refined as to the number allotted to the city from BCAG – Butte County Association of Governments. The city is responsible for the provision of land area that can be developed into housing.



**Figure 2:** 2005 approved Tentative Map  
26 lots



**Figure 3:** Proposed Tentative Map  
46 lots

The proposed map provides an additional 20 parcels from the Housing Element analysis. The Housing Element Policy HP-2.4 also supports this development:

*“The City will encourage infill development in meeting the housing needs required by expanding populations.”*

The increase in units will also provide additional housing stock for both our local and regional needs due to the losses suffered by the Camp Fire, Bear Fire of 2018 as well as others lost since those events due to fires each year in northern California.

This map expired again in September of 2030.

Utilities

The city can provide utilities to the development. The developer will be required to relocate the City lift station lying within the Little Avenue right-of-way that will be widened as a part of

the project. Additionally, the City will request an extension of our electric service from the site to Vermont Street.

### Circulation

Access to the development will be from Richins Avenue and Little Avenue. The 2005 traffic analysis indicated that there were no significant impacts. The addition of 20 additional lots from that time may increase traffic somewhat. Lots are no longer fronting onto Little Avenue but faced inward. The circulation pattern will be from Little Avenue to Richins Avenue and into the subdivision to Steffen Way. The alternate would be to turn into the site from Little Avenue onto McLean/Steffen Way into the subdivision.

### Drainage

Site drainage will be provided into a city storm drainage system. The site will provide “Lot X” as the detention basin and provide a pedestrian linear park from that lot to Richins Avenue. “Lot X” will also be the location of the sewer lift station moved from Little Avenue to that location. The detention basin is not large enough to provide a park/play area. Fees will be collected for development impact fees that can be used to acquire more parkland, enhance facilities that the city has, and to construct new facilities such as the fields in the industrial park. The proposed Tentative Map is shown on Figure 3 below:

### Approval process

The approval process for subdivision maps is not discretionary in that the Planning Commission determines that the map meets the requirements of the Subdivision Map Act. The Planning Commission will need to make the required findings for a recommendation to the City Council.

### **Public Notice**

A notice was posted in the Gridley Herald 20 days in advance of the Planning Commission meeting, posted at City Hall, mailed 300 feet from the boundary of the property, made available at the Administration public counter, and placed on the City website for review. At the time this report was prepared no comments had been received.

### **Environmental Review**

The proposed project falls into Categorical Exemption 15162 Subsequent EIRs and Negative Declarations, as there have not been substantial changes since the previous environmental review. At the time of this report, no significant impacts had been identified.

### **Attachments –**

1. Exhibit A      Conditions of Approval
2. Exhibit B      TSM 1-25 Map

## Exhibit A

### Conditions of Approval TSM 1-25

1. The applicant/property owner shall file a Declaration of Acceptance of the Conditions of Approval within 30 days of approval for the Tentative Subdivision Map 1-25.
2. The Tentative Subdivision Map 1-25 shall expire after a five (5) year period. No further extensions by the City are allowed under the Subdivision Map Act; unless determined by the State of California special legislation to provide automatic extensions for the period specified at the time. A new application to develop the site would be required and all current conditions would need to be met at that time.
3. Use of the 8.66-acre project site is subject to all zoning regulations described in Gridley Municipal Code as applicable to "R-1 Single Family" residential zoning districts, the General Plan requirements, and all applicable requirements of the Gridley Municipal Code.
4. Physical development of the site shall conform to the design approved for Tentative Subdivision Map No. 1-25 and to all the conditions of approval of that Tentative Subdivision Map.
5. The project shall be required to pay all applicable impact fees for the development of the project.
6. Minor changes may be approved by the Planning Director upon receipt of a substantiated request by the applicant, or their respected designee. Prior to such approval, verification shall be made by each Department that the modification is consistent with the approved application. Changes deemed to be major or significant in nature shall require a formal application for amendment.
7. In the event of the discovery or recognition of prehistoric or historic resources in the area subject to development activity, there shall be no further excavation or disturbance of the site or any nearby area reasonably suspected to overlie similar resources and a professional archaeologist shall be consulted. Further, if human remains are discovered, the coroner of the county in which the remains are discovered must be contacted to determine that no investigation of the cause of death is required. If the County Coroner determines the remains to be Native American, the coroner shall contact the Native American heritage Commission within 24 hours.

Upon completion of the site examination, the archeologist shall submit a report to the City describing the significance of the finds and make recommendations as to its disposition. If human remains are unearthed during construction, the provisions of California Health and Safety Code Section 7050.5 shall apply. Under this section, no further disturbance of the remains shall occur until the County Coroner has made the

necessary findings as to origin and disposition, pursuant to California Public Resources Code Section 5097.98. Mitigation measures, as recommended by the archaeologist and approved by the City, shall be implemented prior to recommencement of construction activity within the 50-foot perimeter.

8. The project will implement all recommended mitigation measures identified within the Initial Study.
9. Prior to any site work, the project applicant shall submit a geotechnical report to the City, prepared by a certified engineering geologist. The project applicant shall incorporate any recommended measures into the final site plan.
10. Construction of the project shall comply with the requirements of the National Pollution Discharge Elimination (NPDES) Permit and obtain a WDID from the State of California in conformance with the General Construction Storm Water Permit; Storm Water Pollution Prevention Plan (SWPPP) shall be prepared prior to construction activities.
11. Upon commencement of grading and construction activities, the applicant shall implement measures to offset particulate matter and emissions from construction equipment as specified by Butte County Air Quality Management District.
12. Prior to recordation of a Final Map, the applicant shall submit for review and approval improvement plans that shall include, not limited to, details related to above and underground infrastructure; piping and service laterals, meters, drop inlets, manholes, curb, gutter, and sidewalk, roadway, pavement markings, lighting, hydrants, street signs, electrical, transformer pedestals, and any and all components as required by the City of Gridley, the City Engineer, the Utility Supervisor, and Public Works Manager. Plans shall meet all required state and local ordinances, regulations, and Public Works Development Standards. Omissions on the plans does not constitute approval for the omission. Plans shall be reviewed and approved by the City Engineer and the Gridley Municipal Services Division.
13. Prior to recordation of the final map, the applicant shall coordinate with the Butte County Assessor's Office and Tax Collector to segregate any assessments against the properties and pay any delinquent, current, and future taxes and/or assessments against the properties as required.
14. Dedicate and improve the south one-half of Little Avenue and the east side of Richins Avenue to the requirements of the City Engineer meeting the Public Works Standards.
15. Dedicate and improve the 60-foot wide local residential street right-of-way for the interior subdivision streets to the satisfaction of the City Engineer.

16. Dedicate a 10-foot public services easement adjacent to all public right-of-way frontages.
17. Prior to approval of a Final Map all the following requirements shall be completed:
18. A registered engineer shall prepare and submit the following information to Gridley Department of Public Works for review and approval:
  - a. Calculations identifying the estimated rate of peak stormwater runoff from the cross area of the undivided site and abutting streets - as they exist at the time of approval of the tentative subdivision map- during currently adopted design storm event. The calculations shall be prepared in a manner consistent with the Gridley Public Works Construction Standards, and with standard engineering practice.
  - b. Construction details, plans and profiles, typical sections, specifications, and maintenance plans for any proposed stormwater detention facilities to be constructed to serve the parcels created by this subdivision.
  - c. An assessment against the development and individual parcels shall be established to fund the on-going maintenance costs associated with any approved stormwater detention facilities, lighting, landscape, CMU block wall on Sycamore Street, and drainage components as determined by the City Engineer.
  - d. Dedication of the area for the detention facilities, if required shall be made to the City of Gridley as a condition of recordation of the Final Map.
  - e. The design of surface detention facilities, if required, shall minimize use of the facility by mosquitoes- for breeding by incorporating some or all the features recommended by the Butte County Mosquito and Vector Control District.
  - f. All drainage improvements shall be constructed in conformance with the Gridley Public Works Construction Standards, the City of Gridley Master Drainage Plan, and the details shown on approved construction plans. The developer shall have a registered engineer prepare and submit construction details, plans and profiles, typical sections, specifications, and cost estimates to the Department of Public Works for review and approval prior to the recordation of the Final Map.
19. Telephone, cable television, and gas service shall be provided to all parcels in accordance with the Gridley Public Works Construction Standards, the Gridley Municipal Code, and the requirements of the agencies providing these services.
20. If any existing utilities must be relocated as a result of this subdivision, the agencies that own the facilities may require the developer to pay the cost of such relocations.

21. The lots shall be graded in conformance with the Gridley Public Works Construction Standards and the Gridley Municipal Code. The developer shall submit grading details, plans and specifications prepared by a registered engineer to the Department of Public Works for review and approval prior to the start of any work.
22. The Applicant shall hold harmless the City, its Council Members, its Planning Commission, officers, agents, employees, and representatives from liability for any award, damages, costs and fees incurred by the City and/or awarded to the plaintiff in an action challenging the validity of this tentative subdivision map or any environmental or other documentation related to approval of this tentative subdivision map.
23. In order to mitigate noise impacts from on the residential development, the applicant shall erect a 6'-high solid CMU split face capped sound wall adjacent to Little Avenue and Richins Avenue prior to the acceptance of the improvements for the project. Landscaping and irrigation shall be constructed on the north face of the wall to the satisfaction of the Planning Director.
24. Provide existing topo 100 feet beyond boundary and proposed finish grade contour lines both at 1 foot contour intervals.
25. Provide water distribution plan, proposed sizes and tie in locations.
26. Proposed fire hydrant locations.
27. Develop conceptual sewer plan, proposed sizes, slopes, sewer manholes and tie in locations.
28. Develop conceptual drainage plan, sizes and overland release and detention facilities.
29. Show public utility easements (PUE) on plan.
30. Provide Landscape Plan for frontage along Little Avenue and Richins Avenue.
31. Show all existing public facilities within the 100 feet beyond the site boundary.
32. Show proposed building setbacks for each parcel or provide a typical set back detail for interior lots and corner lots.
33. All overhead utilities shall be underground within subdivision.
34. Street lighting shall be provided along Little Avenue and Richin Avenue and within the interior of the subdivision. The lighting layout will be approved by the City and will be decorative acorn lighting.

35. Street names to be reviewed and approved by the Planning Department.
36. Electrical and Water to be looped into existing infrastructure. The electrical service shall be extended for service to the development to Vermont Street. The applicant shall coordinate with Gridley Electric specific to the design needs.
37. Meet requirements of Reclamation District 833. The proposed development shall mitigate the increased stormwater runoff such that RD833 facilities and properties served by the District aren't impacted due to the increased stormwater. The water surface elevation within the District canals, and any existing flooding duration within the District shall not be increased.

This shall be demonstrated by a detailed engineering analysis of the development and District facilities, or by mitigating post-development flows to that of pre-development conditions for 10-, 25-, 50-, and 100-year events. Pre-development release rates shall take into consideration existing conditions within the District facilities. The increased volume of water also has a negative impact to downstream facilities and properties. The proposed development shall meter the 100-year post-development event volume such that the total volume of water discharged from the site over a 30-hour period is not increased as compared to the 100-year pre-development event volume.

Reclamation District 833 shall review and approve the detention facility design with costs being reimbursed by the developer to the District.

38. Provide detailed information related to "Lot X" able to be designed to meet the retention needs for storm water metering. Additional or alternate solutions may be considered.
39. The applicant may enter into a Subdivision Agreement in order to record the Final Map prior to all improvements constructed. The agreement is a document approved by Council resolution.
40. The applicant may request a grading permit and pay all applicable fees as reviewed and approved by the City Engineer.
41. The applicant/developer may develop the subdivision in phases at the review and approval of the city.
42. All costs related for plan review, design, and improvement plan approval by city staff and/or consultants will be the responsibility of the applicant/developer at actual cost.
43. Segregate any assessments against the properties.
44. Pay any delinquent taxes and/or assessments against the properties.
45. Note on a separate document to be recorded simultaneously with the Subdivision

Map, the requirement for payment of school impact fees, as levied by the Gridley Unified School District in accordance with State legislation at the currently adopted rate per square foot of building area.

46. Note on a separate document to be recorded simultaneously with the Subdivision Map, the requirement for payment of drainage fees levied and must be paid to the City at the time a building permit is issued for development of each parcel.
47. Install street name signs, traffic control signs, pavement markings and barricades in conformance with the Gridley Public Works Construction Standards.
48. Dedication of the total area of the detention basin, park, open space, frontage improvements and all pedestrian connection trails, shall be made to the city of Gridley in fee title as a condition of recordation of the Final Map.
49. If surface detention facilities are proposed, the design shall minimize use of the facility by mosquitoes for breeding by incorporating some or all of the features recommended by the Butte County Mosquito and Vector Control District.
50. All homes on the new lots created by this subdivision shall be connected to the city sanitary sewer system prior to issuance of a Certificate of Occupancy.
51. All sanitation facilities shall be constructed in conformance with the Gridley Public Works Construction Standards and the Gridley Municipal Code. The developer shall submit construction details, plans and profiles, typical sections, specifications, and cost estimates that have been prepared by a registered engineer to the Department of Public Works for review and approval prior to start of any work.
52. All homes on the new lots created by this subdivision shall be connected to the municipal water system.
53. All water facilities shall be constructed in conformance with the Gridley Public Works Construction Standards and the Gridley Municipal Code. The developer shall submit construction details, plans and profiles, typical sections, specifications, and cost estimates that have been prepared by a registered engineer for review and approval prior to start of any work.
54. The City and the developer shall coordinate with RD 833 for the construction of appropriate decorative fencing to prohibit access to the canal.
55. The developer shall install fire hydrants in conformance with the requirements of the Uniform Fire Code as interpreted by the local division of the California Division of Forestry, the City of Gridley's contract Fire

Department. The number of hydrants installed, as well as the exact location and size of each hydrant and the size of the water main serving each hydrant, shall be as specified in the Code.

56. All residential structures shall provide a fire sprinkler system that meets or exceeds the requirements of the Fire Code.
57. All residential units are required to provide an operable solar system sized to the expected demand. Plans showing the proposed solar design and technical data sheets shall be submitted to the Electric Department for review and approval prior to submitting to Butte County for a building permit.
58. Telephone, cable television, internet, and natural gas service shall be provided to all parcels in accordance with the Gridley Public Works Construction Standards, the Gridley Municipal Code, and the requirements of the agencies providing these services.
59. If any existing utilities must be relocated as a result of this subdivision, the agencies that own the facilities may require the developer to pay the cost of such relocations.
60. Telephone, cable television, internet, and natural gas service shall be provided to all parcels in accordance with the Gridley Public Works Construction Standards, the Gridley Municipal Code, and the requirements of the agencies providing these services.
61. If any existing utilities must be relocated as a result of this subdivision, the agencies that own the facilities may require the developer to pay the cost of such relocations.
62. The applicant/developer is responsible for paying all costs for a third-party inspector during the construction of any or all phases of development.
63. Fencing of the rear yards for the project shall occur at the time of housing construction and shall be the responsibility of the developer. Fencing throughout the project shall be consistent from lot to lot as reviewed and approved by the Planning Department.
64. Form an assessment district to cover on-going maintenance costs of facilities within the subdivision including landscaping areas and the drainage detention basin.
65. The Applicant shall hold harmless the City, its Council Members, its Planning Commission, officers, agents, employees, and representatives from liability for any award, damages, costs and fees incurred by the City and/or awarded to the plaintiff in an action challenging the validity of this tentative subdivision map or any environmental or other documentation related to approval of this

tentative subdivision map.

66. Construction practices shall conform to the standards adopted by the ButteCounty Air Quality Management District, which requires that 1) fugitive dust emissions related to construction of public improvements for the subdivision be controlled at all times, 2) all clearing, grading, earth moving or excavation activities must cease during periods of wind exceeding 15 miles per hour averaged over one hour, and 3) large off-road diesel equipment used for grading at the site must be maintained in good operating conditions.
67. Note on a document to be recorded concurrently with the Final Map that agricultural spraying and keeping of livestock may occur on surrounding properties and that such agricultural uses are permitted by the zoning of those properties and will not be abated unless the zoning changes.