



City of Wheatland

111 C Street Street – Wheatland, California 95692
Tel (530) 633-2761 – Fax (530) 633-9102

PLANNING COMMISSION MEETING STAFF REPORT

Date: March 20, 2018
Agenda Item: 1

Subject: Conditional Use Permit for the Sierra Central Credit Union located 503 McDevitt Drive in the City of Wheatland.

Prepared by: Tim Raney, Community Development Director

Recommendation

Staff recommends that the Planning Commission approve the Conditional Use Permit for the Sierra Central Credit Union located at 503 McDevitt Drive.

Discussion

On February 14, 2018, the applicant (Sierra Central Credit Union) submitted a Universal Planning Application Form and a site plan (See Attachment 1) for the proposed Sierra Central Credit Union at the southwest corner of the McDevitt Drive and State Route (SR) 65 intersection in Wheatland, California. The applicant is requesting a Conditional Use Permit to locate a Credit Union in the existing 1,600-square foot (sf) building located at 503 McDevitt Drive, identified as APNs 015-630-073 and 015-271-011. The surrounding properties include single-family residences located south of the site, a self-storage facility to the southeast along SR 65, a commercial shopping center and Chevron gas station to the northwest across McDevitt Drive, and vacant and agricultural land to the northeast across SR 65.

The applicant is proposing to occupy the existing building over three phases, with a varying level of development at each phase. The proposed project would not require approval of Conditional Use Permit for Phase I of the project; however, the applicant is seeking approval of all phases prior to moving forward. The site is designated Commercial (C) in the City of Wheatland General Plan and is currently zoned

Neighborhood Commercial (C-1). The C-1 District currently does not permit or prohibit the use of Financial Institutions. However, because the Wheatland Zoning Code is outdated (last updated in 1991), in situations such as this, if staff feels the proposed use is consistent with the purpose and intent of the Zoning District, staff will bring the proposed use to the Planning Commission for review under the Use Permit process. According to the Wheatland Zoning Code, the purpose and intent of the C-1 district is as follows:

Section 18.30.010

The purpose of the C-1 district is to provide locations for convenience shopping facilities serving the residential neighborhoods of Wheatland. The C-1 neighborhood commercial district shall be established in accordance with the commercial designations of the Wheatland comprehensive general plan or any applicable area plan, where analysis of residential population demonstrates that such facilities are required, it is the purpose of the C-1 district to provide for retail and service uses adequate to supply the daily needs of neighborhood residents.

Therefore, staff believes the proposed credit union (Financial Institution) is consistent with the neighborhood serving commercial uses of the C-1 district, specifically, service uses adequate to supply the daily needs of neighborhood residents.

Phase I

Phase I of the proposed project would consist of the installation of a walk-up ATM in the existing building, infill of two (2) existing doors, and creation of a secure Cash Room. The walk-up ATM would be installed in an existing window on the western portion of the building, as illustrated on sheet 04 and 08 of the site plan (see Attachment 1). The applicant is proposing to infill one door found inside the existing building to create two separate spaces and one outward facing door on the south side of the building, as shown on sheet 04 of the site plan. The proposed Cash Room would involve a partial interior remodel in order to create the secure Cash Room behind the walk-up ATM machine. It is expected that during Phase I the 1,600-sf existing donut shop would remain in operation. Phase I would not include additional landscaping or site improvements.

Phase II

Phase II of the proposed project would consist of 776 sf of tenant improvements to the existing building for the creation of a Sierra Central Credit Union branch office. The improvements would occur on the southern portion of the existing building with no work proposed for the remaining 824 sf, as shown on sheet 05 of the site plan (see Attachment 1). Proposed improvements would include the creation of a lobby, infill of the existing doors located at the Cash Room and proposed work room, installation of a check writing cabinet, and installation of a new Cash Room door. Phase II would also include ADA compliance improvements at the restroom, entrance door, and outside the building. During Phase II, the existing donut shop may continue to operate out of the

824-sf portion of the building where no work is proposed. Phase II would not include additional off-site improvements.

Phase III

Phase III of the proposed project would involve a lot merger of APN 015-630-073 and 015-271-011, a 300-sf building addition, and construction of a 300-sf drive-thru area, as shown on sheet 03 and 06 of the site plan (see Attachment 1). Pursuant to the City of Wheatland Municipal Code Section 18.67, Phase III would be subject to Planning Commission approval of a Site Plan and Design Review prior to development. Phase III would include creation of a new lobby, waiting area, teller station and counters, work/break room, janitor closet, and office, as well as infill of existing windows on the western and eastern portion of the building. The new building addition would allow for the creation of a new Cash Room to allow for a new walk-up ATM and one drive-up ATM. The drive-up ATM would be accessed through the proposed drive-thru located on the southern portion of the site. Drive-thru circulation would enter from McDevitt Drive and exit via an existing driveway on SR 65, which would be a right-in right-out driveway.

Landscape and site improvements would occur during Phase III, as shown on sheet 03 of the site plan (see Attachment 1).

Exempt from CEQA Review

The proposed project is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines section 15301, *Existing Facilities*.

Alternatives

The Planning Commission could choose not to approve the Conditional Use Permit for the phased development of a credit union located at 503 McDevitt Drive. The Planning Commission could also continue the public hearing to a future meeting date and require revisions to the proposed project.

Conclusion

Based on the information contained in the staff report, staff recommends that the Planning Commission take the following actions:

- Approve the Conditional Use Permit subject to the conditions and based upon the findings of fact below.

Conditions of Approval

1. Any deviation from the proposed Site Plan, dated March 2, 2018, shall be brought back to City staff for review and approval.
2. Landscaping shall be watered, weeded, pruned, fertilized, sprayed, and/or

- otherwise maintained as necessary. Plant materials shall be replaced as needed to maintain the landscaping in accordance with the approved site plan.
3. The site shall be kept clean of all debris (boxes, junk, garbage, etc.) at all times.
 4. Signs shall not be installed on this site without prior City review and approval.
 5. All signs shall comply with the requirements of the City of Wheatland Municipal Code.
 6. Pursuant to the City of Wheatland Municipal Code Section 18.67, and prior to the construction of Phase III, the project shall be subject to Site Plan and Design Review.
 7. Prior to construction of Phase III, the applicant shall apply for a lot merger of APNs 015-630-073 and 015-271-011.

Findings of Fact

The Planning Commission may grant an application for a Conditional Use Permit as the use permit was applied for or in modified form if, on the basis of the application and the evidence submitted, the Commission make the following findings:

1. The proposed location of the conditional use is in accord with the objectives of the Wheatland Zoning Ordinance and the purposes of the district in which the site is located because the credit union provides for daily needs of neighborhood residents.
2. The proposed location of the conditional use and the conditions under which it would be operated or maintained will not be detrimental to the public health, safety or welfare, or materially injurious to properties of improvements in the vicinity because the proposed project is for a Financial Institution to serve the neighborhood and would not be detrimental to public health, safety or welfare.
3. The proposed project would be compatible in design with the surrounding area because the credit union would operate out of an existing building for Phase I and II and Phase III of the project would require Planning Commission approval of a Site Plan and Design review.
4. The proposed project would comply with the standards of the Zoning Ordinance because the credit union would operate out of an existing building for Phase I and II and Phase III would require Planning Commission approval of a Site Plan and Design Review prior to new development.

Attachments

1. Proposed Project Plans

PROJECT INFORMATION

APPLICANT

SIERRA CENTRAL CREDIT UNION
1351 HARTER PARKWAY
YUBA CITY, CA 95993

STEVE HENDERSON
(530) 751-3417
shenderson@sccu4u.com

ARCHITECT

WALLIS DESIGN STUDIO ARCHITECTS, INC
149 CROWN POINT CT., SUITE C
GRASS VALLEY, CA 95945

ROBERT WALLIS, AIA
(530) 264-7010
robert.wallis@wdsa.us

PROJECT LOCATION

503 MC DEVITT DRIVE, WHEATLAND, CA 95692

VICINITY MAP



GENERAL SCOPE OF WORK

CURRENT PROJECT CONSIST OF:

1. USE PERMIT FOR CREDIT UNION
2. INSTALLATION OF WALK-UP ATM

FUTURE PROJECTS CONSIST OF:

1. ADA IMPROVEMENT (PHASE TWO)
2. PARTIAL TENANT IMPROVEMENT (PHASE TWO)
3. DRIVE-THRU ATM ADDITION (PHASE THREE)
4. FULL BUILD-OUT TENANT IMPROVEMENT (PHASE THREE)

EXISTING INFORMATION

APN: 015-630-073
ZONING: C1 NEIGHBORHOOD COMMERCIAL
LOT SIZE: .35 +/- ACRES (15,071.44 SF)
SETBACKS: 0' FRONT, 0' SIDE, 15' REAR
TYPE OF CONSTRUCTION: TYPE V-B
EXISTING BUILDING HEIGHT: 18'-6" +/-
EXISTING NUMBER OF STORIES: 1
EXISTING SQUARE FOOTAGE: 1,600 sf +/-

APN: 015-271-011
ZONING: C1 NEIGHBORHOOD COMMERCIAL
LOT SIZE: .169 +/- ACRES (7,374.07 SF)
SETBACKS: 0' FRONT, 0' SIDE, 15' REAR

BUILDING CONSTRUCTION DESCRIPTION

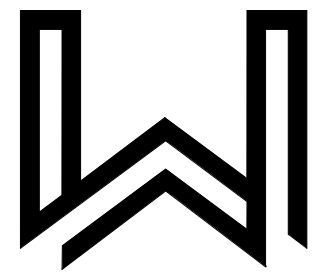
EXISTING BUILDING IS CONSTRUCTED AS A WOOD FRAMED STRUCTURE WITH WOOD SIDING, BRICK WAINSCOT AND ASPHALT SHINGLE ROOF.

PARKING CALCULATION

BUILDING AREA:
EXISTING FLOOR AREA: 1,600 sf +/-
ADDITIONAL AREA (PHASE THREE): 600 sf +/-

CALCULATION: $2,200 / 200 = 11$ REQUIRED STALLS AT FULL BUILD-OUT (PHASE THREE)

TOTAL PARKING COUNT PROVIDED = 12 STALLS



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SIERRA CENTRAL CREDIT UNION

503 Mc Devitt Drive
Wheatland, California

Proj. No.: 2018005

Date: 3/02/2018

Scale:

Drawn By: RMW

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(530) 264-7010

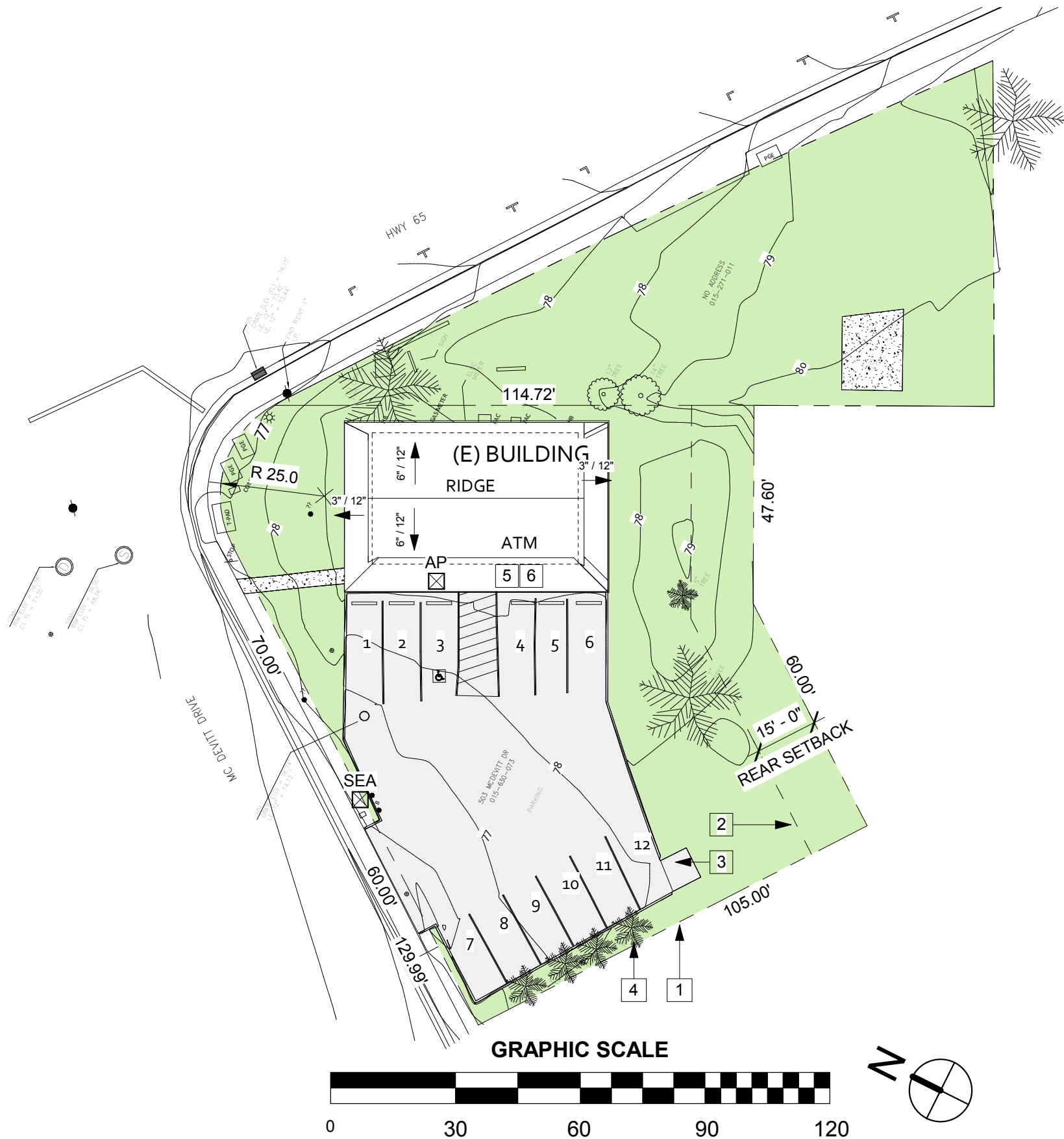
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PROJECT INFORMATION

Drawing Number:

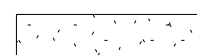

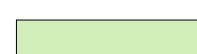
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1 SITE PLAN PHASE 01
1" = 30'-0"



LEGEND

-  EXISTING CONCRETE FLATWORK
-  EXISTING ASPHALT PAVING
-  EXISTING LANDSCAPED AREA
- PROPERTY LINE
- - - - - SETBACK LINE

SHEET NOTES

1. PROPERTY LINE
2. REAR SETBACK
3. EXISTING TRASH ENCLOSURE TO REMAIN.
4. EXISTING TREES TO REMAIN.
5. NEW WALK-UP ATM LOCATION
6. NEW WALL MOUNTED SECURITY LIGHTING LOCATION.

ACCESSIBILITY SIGNAGE

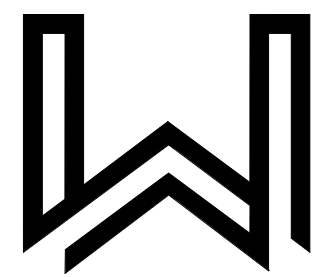
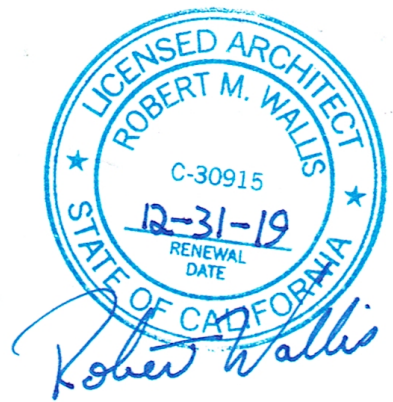
- AP  ACCESSIBLE PARKING SIGN
- SEA  SITE ENTRANCE ACCESSIBILITY SIGN

APPLICANT

SIERRA CENTRAL CREDIT UNION
1351 HARTER PARKWAY
YUBA CITY, CA 95993

ENTITLEMENT REQUEST FOR PHASE ONE

- A. USE PERMIT TO OPERATE CREDIT UNION
- B. WALK-UP ATM



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SIERRA CENTRAL CREDIT UNION

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Proj. No.: 2018005

Date: 3/02/2018

Scale: As indicated

Drawn By: RMW

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Drawing Title:

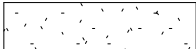


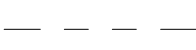

SITE PLAN PHASE ONE

Drawing Number:

01



LEGEND

-  EXISTING CONCRETE FLATWORK
-  EXISTING ASPHALT PAVING
-  EXISTING LANDSCAPED AREA
-  PROPERTY LINE
-  SETBACK LINE

SHEET NOTES

1. PROPERTY LINE
2. REAR SETBACK
3. EXISTING TRASH ENCLOSURE TO REMAIN.
4. EXISTING TREES TO REMAIN.
5. ADA COMPLIANCE AT RESTROOM.
6. ADA COMPLIANCE AT ENTRANCE DOOR.
7. ADA PATH OF TRAVEL COMPLIANCE.

ACCESSIBILITY SIGNAGE

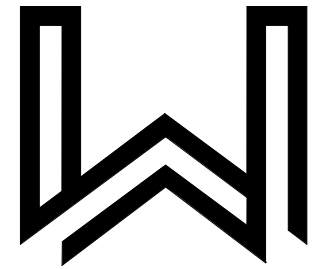
- AP ACCESSIBLE PARKING SIGN
- SEA SITE ENTRANCE ACCESSIBILITY SIGN

APPLICANT

SIERRA CENTRAL CREDIT UNION
 1351 HARTER PARKWAY
 YUBA CITY, CA 95993

ENTITLEMENT REQUEST FOR PHASE TWO

- A. TENANT IMPROVEMENT
- B. ADA IMPROVEMENTS



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Date: 3/02/2018

Scale: As indicated

Drawn By: RMW

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Drawing Title:
**SITE PLAN
PHASE TWO**

Drawing Number:

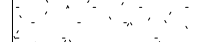





02

1 SITE PLAN PHASE 02
1" = 30'-0"





LEGEND

-  EXISTING CONCRETE FLATWORK
-  EXISTING/NEW ASPHALT PAVING
-  EXISTING/NEW LANDSCAPED AREA
-  PROPERTY LINE
-  SETBACK LINE
-  (N) PARKING LOT LIGHT

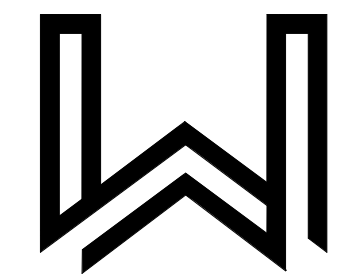
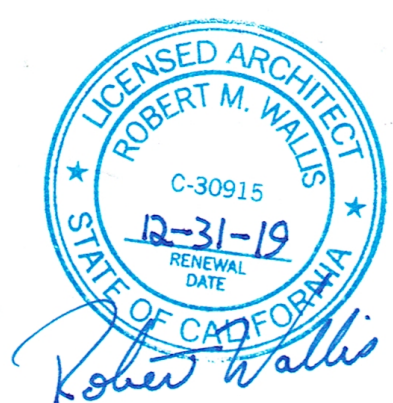
- SHEET NOTES**
1. PROPERTY LINE
 2. REAR SETBACK
 3. NEW TRASH ENCLOSURE LOCATION.
 4. NEW DRIVE-UP ATM LOCATION
 5. NEW WALK-UP ATM LOCATION
 6. TRASH ENCLOSURE TO BE REMOVED.
 7. SLAB TO BE REMOVED.
 8. PROPERTY LINE TO BE ABANDONED.
 9. NEW ASPHALT PAVING
 10. 20' VEHICLE SPACE
 11. NEW ONE-WAY SIGNS AND ARROWS.
 12. NEW MONUMENT SIGN.

- ACCESSIBILITY SIGNAGE**
- AP ACCESSIBLE PARKING SIGN
 - SEA SITE ENTRANCE ACCESSIBILITY SIGN
 - OW ONE WAY SIGN

- ENTITLEMENT REQUEST FOR PHASE THREE**
- A. DEFERRED SITE DESIGN REVIEW.
 - B. DEFERRED LANDSCAPE DESIGN REVIEW.
 - C. DEFERRED SITE LIGHTING PHOTOMETRIC.
 - D. DEFERRED BUILDING DESIGN REVIEW.
 - E. DEFERRED PROPERTY MERGER.

APPLICANT

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Wheatland, California

Proj. No.: 2018005

Date: 3/02/2018

Scale: As indicated

Drawn By: RMW

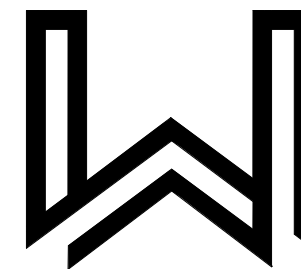
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Drawing Title:
**SITE PLAN
PHASE THREE**

Drawing Number:

03

1 SITE PLAN PHASE 03
1" = 30'-0"



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Proj. No.: 2018005

Date: 3/02/2018

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

Drawn By: RMW

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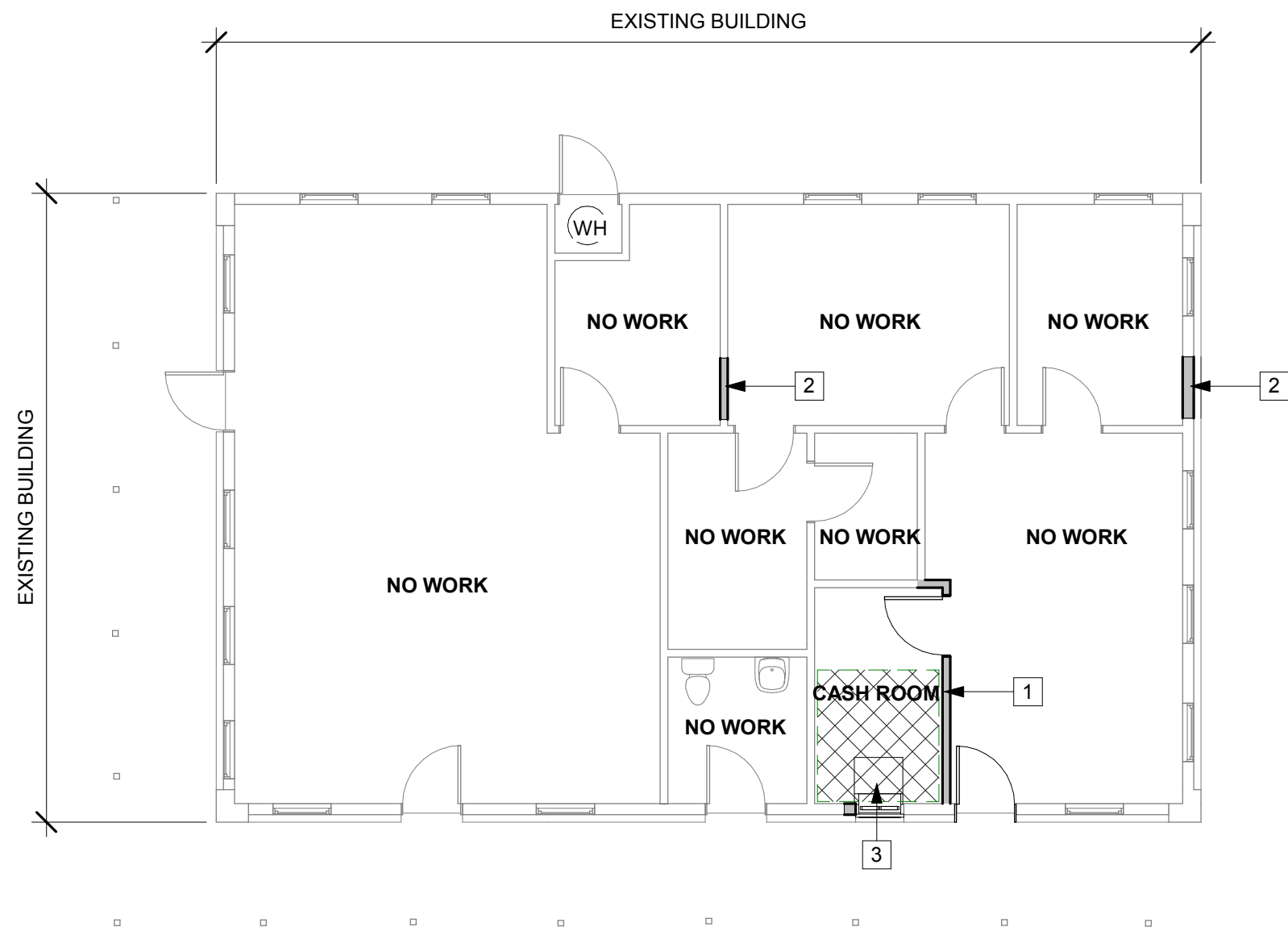
Drawing Title:

FLOOR PLAN PHASE ONE



Drawing Number:

04

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LEGEND

-  (E) WALL LOCATION
-  (N) WALL LOCATION

SHEET NOTES

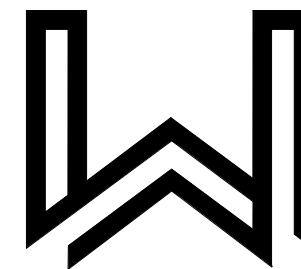
1. PARTIAL INTERIOR REMODEL.
2. INFILL EXISTING DOOR LOCATION.
3. NEW WALK-UP ATM LOCATION.

PHASE ONE - CURRENT

EXISTING BUILDING AREA: 1,600 sf

TOTAL AREA: 1,600 sf +/-





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

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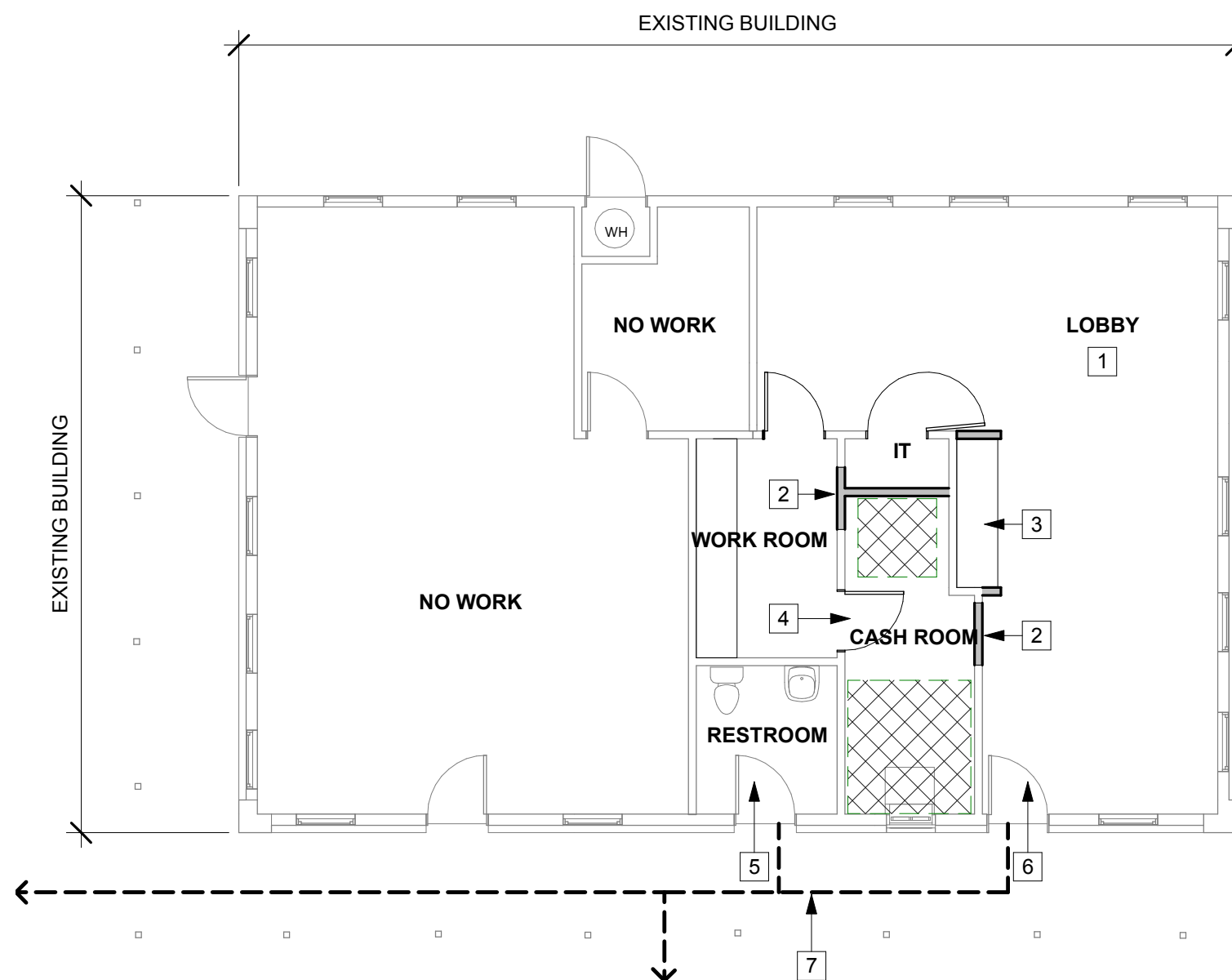
Drawing Title:

FLOOR PLAN PHASE TWO



Drawing Number:

05

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LEGEND

-  (E) WALL LOCATION
-  (N) WALL LOCATION

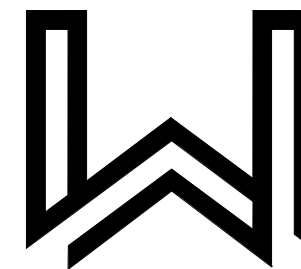
SHEET NOTES

1. PARTIAL INTERIOR REMODEL.
2. INFILL EXISTING DOOR LOCATION.
3. INSTALL CHECK WRITING CABINET.
4. INSTALL NEW DOOR LOCATION
5. ADA COMPLIANCE AT RESTROOM.
6. ADA COMPLIANCE AT ENTRANCE DOOR.
7. ADA PATH OF TRAVEL COMPLIANCE.

PHASE TWO - FUTURE

TENANT IMPROVEMENT: 776 sf
DONUT SHOP (NO WORK): 824 sf
TOTAL AREA: 1,600 sf +/-





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

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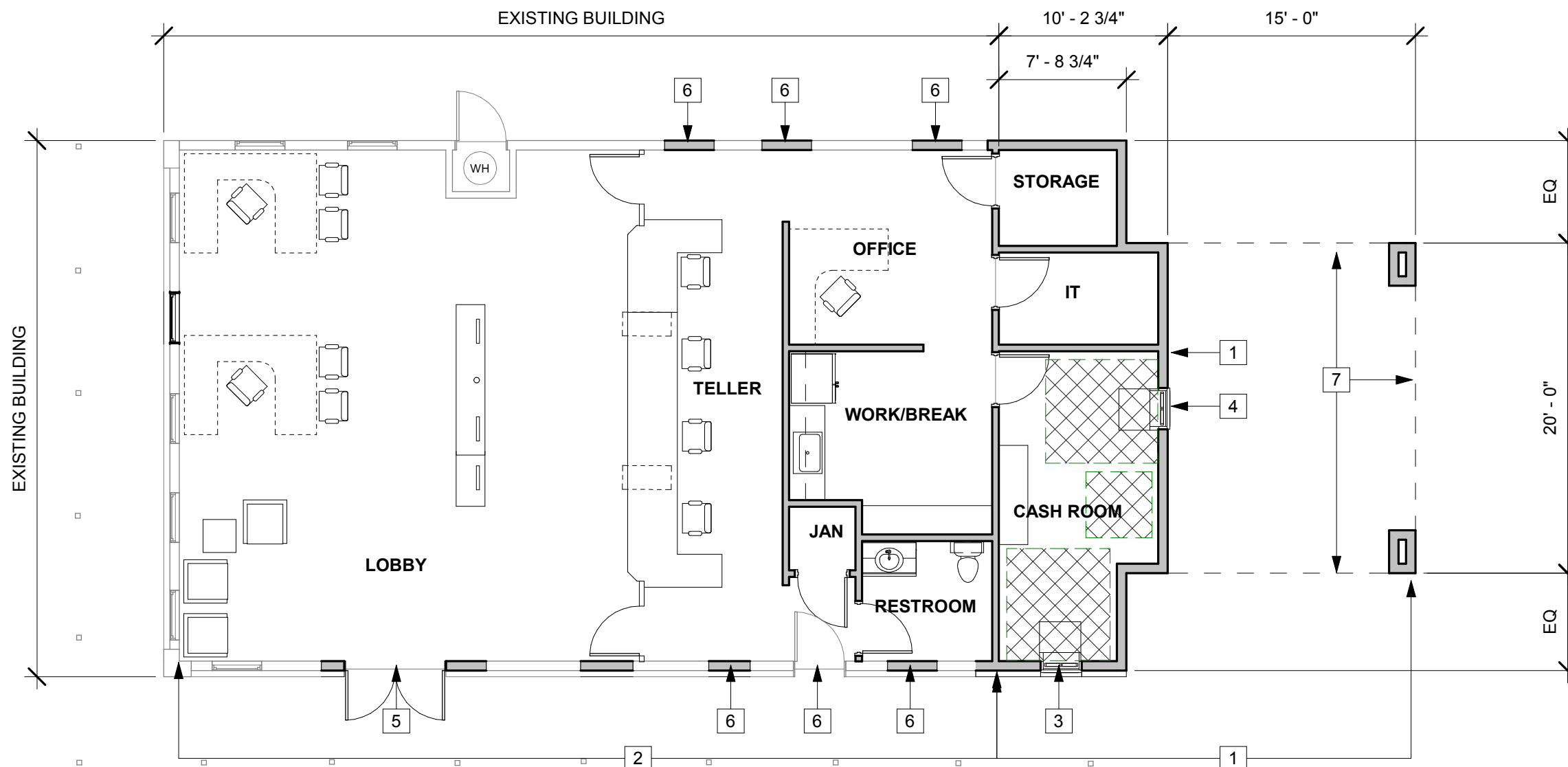
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FLOOR PLAN PHASE THREE

Drawing Number:

06

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LEGEND

- (E) WALL LOCATION
- (N) WALL LOCATION

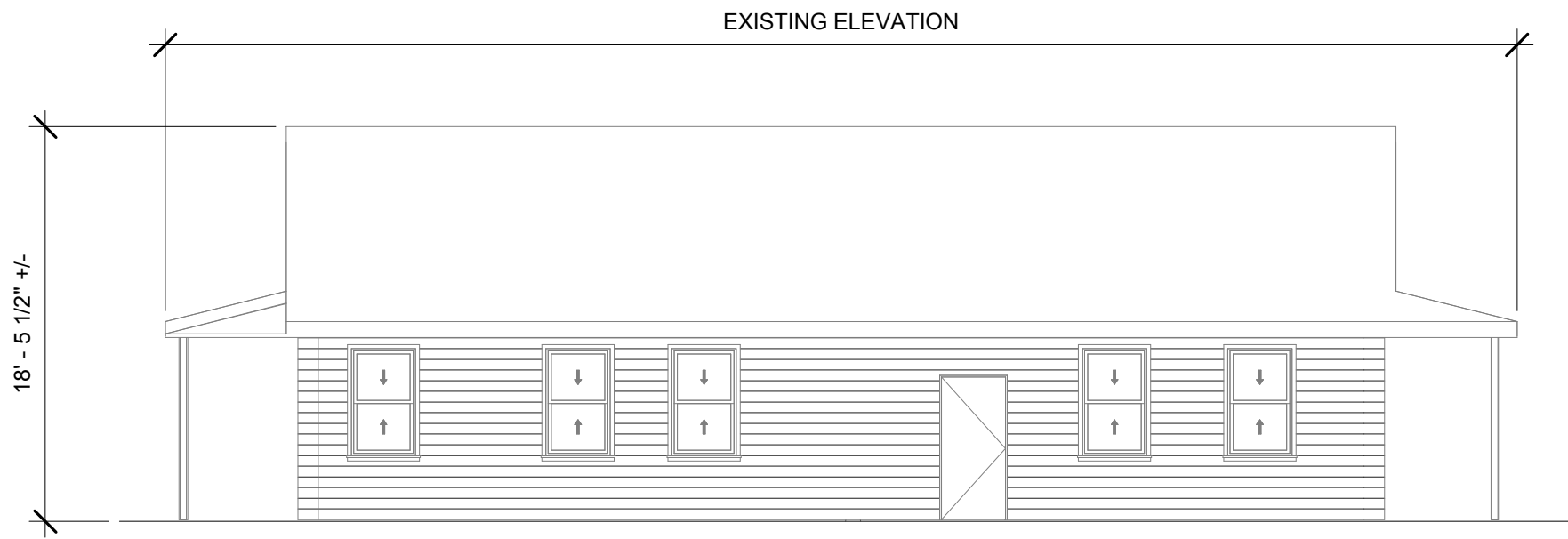
SHEET NOTES

1. BUILDING ADDITION.
2. FULL INTERIOR REMODEL.
3. NEW WALK-UP ATM LOCATION.
4. NEW DRIVE-UP ATM LOCATION.
5. NEW FRONT DOOR LOCATION.
6. INFILL EXISTING WINDOW LOCATION.
7. STRUCTURE ABOVE.

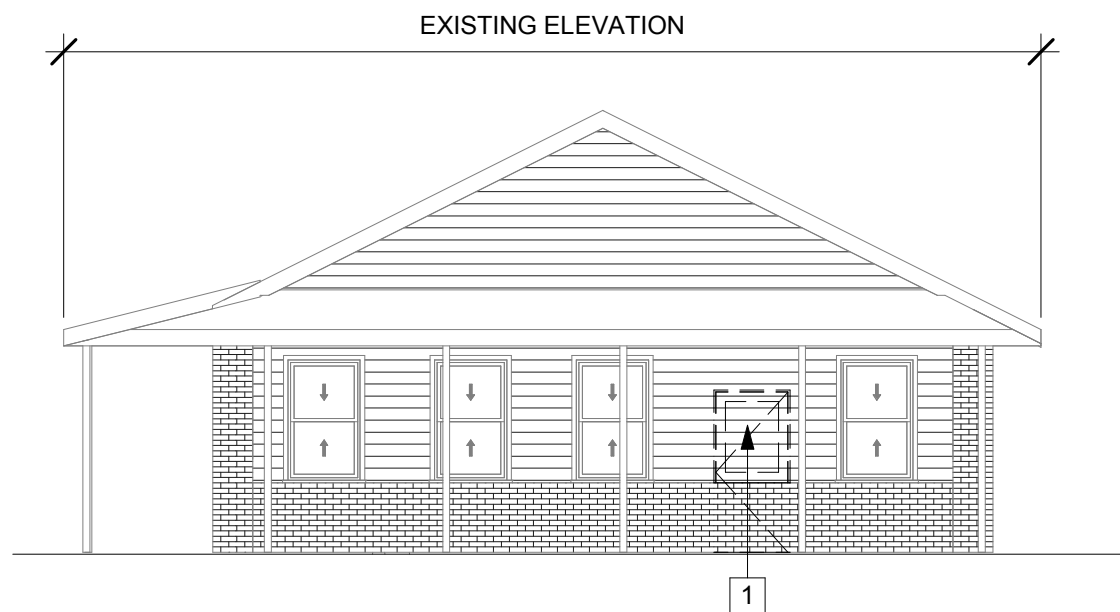
PHASE THREE - FUTURE

EXISTING BUILDING AREA: 1,600 sf
 ADDITIONAL BUILDING AREA: 300 sf
 DRIVE THRU AREA: 300 sf
 TOTAL AREA: 2,200 sf +/-





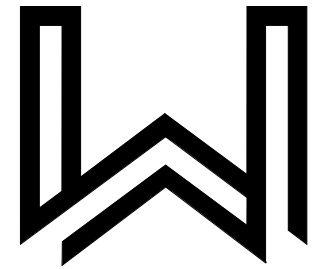
① EAST ELEVATION - EXISTING
1/8" = 1'-0"



② SOUTH ELEVATION - EXISTING
1/8" = 1'-0"

SHEET NOTES

1. REMOVE DOOR AND INFILL WITH SIDING TO MATCH EXISTING.



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Proj. No.: 2018005

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

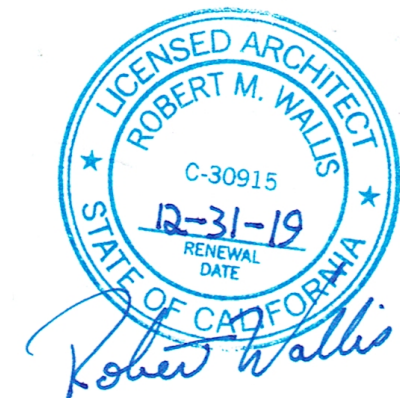
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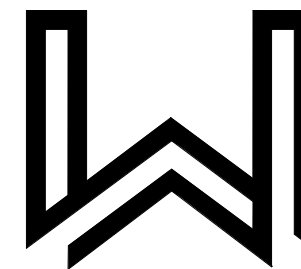
WallisDesignStudio.com
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Drawing Title:
**EXT ELEVATION
PHASE ONE**

Drawing Number:

07





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Date: 3/02/2018

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

Drawn By: RMW

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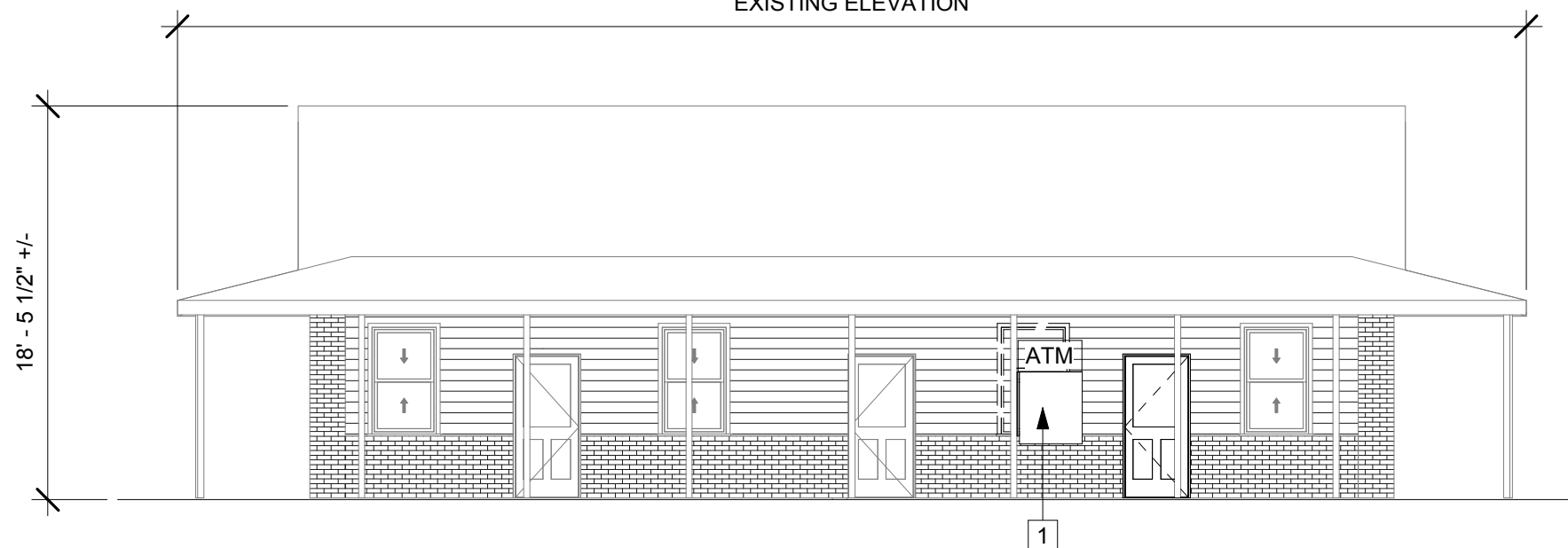
Drawing Title:
**EXT ELEVATION
PHASE ONE**

Drawing Number:

08

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EXISTING ELEVATION

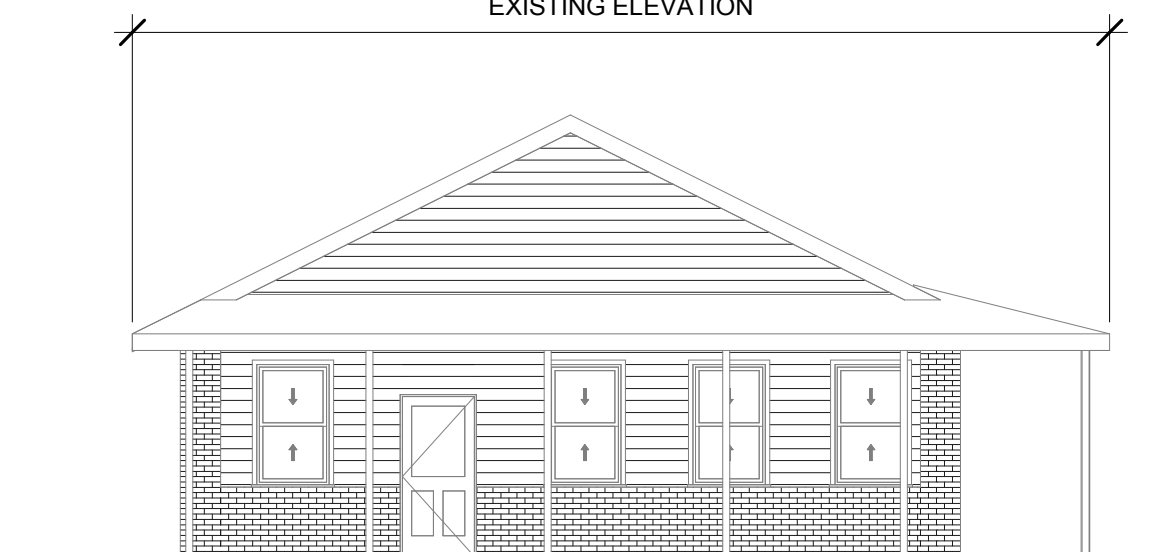


SHEET NOTES

1. REMOVE WINDOW, INSTALL ATM AND INFILL WITH SIDING TO MATCH EXISTING.

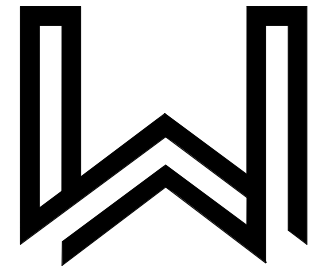
① WEST ELEVATION - EXISTING
1/8" = 1'-0"

EXISTING ELEVATION



② NORTH ELEVATION - EXISTING
1/8" = 1'-0"





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Proj. No.: 2018005

Date: 3/02/2018

Scale:

Drawn By: RMW

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(530) 264-7010

Drawing Title:
**BUILDING
IMAGERY**

Drawing Number:

09

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