



## Information Meeting Summary

<b>PLANNING DIVISION</b>		
INFORMATION MEETING PROJECT NO.		IM23-0066
ADDRESS/APN(S):		218-210-12-00
DATE OF MEETING:		November 16, 2023
APPLICANT NAME:	Kelly Kausen - Kelly Crews Realty	
PROJECT MANAGER	Chris Garcia, Senior Planner	
Project description on application:	16 lot subdivision, 1 acre minimum lots. Similar to expired TSM 462.	
Exhibits Reviewed/Date on plan or submitted:	November 2, 2023	
Have all questions identified by applicant on the Information Meeting Application been addressed?		Yes
<b>Development Standards Information:</b>		
<b>Relevant SMMC Section/Notes</b>		
Zoning Designation	Agriculture - 1 (A-1)	SMMC Chapter 20.210
Overlay Zone?	Airport Overlay, Ch. 20.265	
Zoning Notes:	This property has a zoning designation of A-1. The property is within the airport overflight notification zone and notice will be required to be recorded on the lots.	
<b>Building Height:</b>		
<b>Comply with Standards of Zone District?</b>		
Height Minimum	N/A	N/A
Height Maximum	35 ft < 100 ft from PL 50 ft > 100 ft from PL	N/A
Minimum Lot Size	1 acre	Yes
Slope Density Applicable?	Yes	Yes
Lot Width (newly created)	N/A	N/A
Min. Floor Area Ratio (FAR)	N/A	
Max. Floor Area Ratio (FAR)	N/A	
Maximum Site Coverage	N/A	N/A
Development Stds. Notes:	See SMMC 20.210 for additional standards. No plotting of homes was submitted with the Informational Meeting.	
<b>Minimum Setbacks</b>		
<b>Comply with Setbacks? (y/n)</b>		
Front PL	35 feet	N/A
Side Street PL	35 feet	N/A
Interior PL, Building	15 feet	N/A
Interior PL, Parking	N/A	N/A
Rear PL	25 feet	N/A

PL adjacent to any R Zone	N/A	N/A
Alley PL	N/A	N/A
State Route 78 PL	N/A	N/A
Building Separation:	10'	N/A
Loading Doors/Docks (measured from edge of loading dock)	N/A	
Setback Notes:	See SMMC 20.210 for additional standards. No plotting of homes was submitted with the Informational Meeting. Required front/street setbacks shall be measured from the ultimate street right-of-way.	
<b>Parking/Loading Information (Chapter 20.340)</b>		
Required Parking- Number of spaces	≤3,000 s.f. unit: attached two-car garage >3,000 s.f. unit: attached three-car garage	
Proposed Parking - Number of spaces	Unknown	No plotting of homes submitted
Parking Ratio Required:	SMMC Table 20.340-1	
Required Loading Spaces:	N/A	
Proposed Loading Spaces:	N/A	
Additional 20.340 standards/comments:		
<b>Landscaping Standards (min %, CFD, etc)</b>	Comply with SMMC 20.330 + 2015 State of CA Model Water Efficient Landscape Ordinance	
Landscape comments:	Must comply with requirements of SMMC 20.225 and the City's Water Efficiency landscape ordinance.	
Street Trees Required		
Private Open Space	N/A	
Common Open Space	N/A	
Refuse/Recycle Standards	SMMC 20.445 - A refuse storage area for the collection of trash and recycled goods shall be provided at the time any structure is constructed.	
Any other relevant Title 20 section/standard that applies to proposed plan?	SMMC 20.300 - Site Planning and General Development Standards.	
City Policy applicable to Project- Identify the Policy	Neighborhood compatibility.	
<b>Land Use Standards:</b>		
<b>General Plan Information:</b>		
General Plan Designation	Agricultural/Residential (AG)	
General Plan Density Range	0.125-1.0 du/ac	
General Plan Notes:	Density based on gross lot area prior to streets or other dedications and subject to slope density calculations per SMMC Section 20.210.050	
<b>Relevant General Plan Elements:</b>	<b>Goal/Policy:</b>	<b>Comments:</b>

Land Use and Community Design	See various Goals and Policies of the General Plan Land Use Element. Compliance with applicable Goals and Policies shall be included in the environmental document.	
Mobility	Compliance with the Mobility = Policy M-1.4 for city Level of Service (LOS) standards.	
Open Space & Conservation	Evaluate existing drainage for sensitive habitat.	
Parks, Recreation & Community Health	Subject to annexation into applicable Community Facilities Districts (CFD)	
Safety		
SMFPD Community Hazard Zone?	Low	
Fuel Management Zone	See Fire Department comments.	
Noise	Compliance with the city's interior and exterior noise standards. A noise analysis will be required prior to building permit issuance for the homes.	
Housing Element	See general notes below.	
Is Inclusionary Housing Required?	Yes	See SMMC 20.310. In-lieu fee OK.
Climate Action Plan Compliance - Appendix E (Provide handout)	No	Single-family homes of 36 dwelling units or less is considered a less than significant GHG impact and not subject to the measures of the city's Climate Action Plan.
Application/Fee Information:		
Entitlements Required based on proposed development	Fee Amount (Adopted By City Council in Feb. 2002)	Level of Decision (Administrative, Planning Commission, City Council); Highest Level based on proposed entitlements
Tentative Subdivision Map (TSM)	\$2690 + \$50 each lot	Planning Commission
Environmental Impact Report Prep./Addl Studies	\$3,720	Planning Commission
Environmental Impact Report Prep./Addl Studies	Cost + 25%	
Public Notice Package	\$175+postage & cost of mailing	
Additional Notes:	The project will not Project will not be exempt from environmental (CEQA). Additional information, analysis will be required to determine the be required to confirm this determination. Additional applications and/or fees may apply depending on the project submitted. The city will select an environmental peer review consultant to review the environmental document. The applicant is responsible for paying this fee plus a 25% administrative fee. The applicant is also responsible for paying for and preparing the environmental document by using an approved consultant from the city's list.	
Environmental (CEQA)		
Initial CEQA determination based on information on IM application/site plan:	Enviromental Impact Report	\$3720 + cost of tech studies/25% admin fee
Technical Studies That May be Required:	Noise, Vehicle Miles Traveled (VMT), Biological, Air Quality/GHG, Cultural	

State & County Filing Fees	<a href="#">CEQA Environmental Document Filing Fees</a>	Current fees listed online. Link to the left.
Native American Tribal Consultation Required?	AB 52 & SB 18	Yes. AB 52.
Is Site is a Farmland Mapping and Monitoring designated farmland:	Yes	Farmland of Local Importance
Additional CEQA Comments:	A Mitigated Negative Declaration (MND) or project Environmental Impact Report (EIR) is likely required. A CEQA determination to be completed after project submittal. Environmental document shall address farmland of local importance.	
<b>Water/Sewer Information:</b>		
Water District	Vista Irrigation District (VID)	Note: Please contact water district for additional development related requirements.
Water District	Vallecitos Water District (VWD)	Note: Please contact water district for additional development related requirements.
Additional Comments: Water District:		
Sewer District	None	Note:
LAFCO Annexation Required? (Service Provider and/or Boundary)	Yes	Detachment from VID and Annexation to Vallecitos Water District (VWD) will be required. Contact VWD to discuss service capacity.
Additional Comments:		
<b>Public Notice Package Requirements:</b>		
Standard Requirement: 500' radius	Yes	
On-site posing of Notice of Application Sign	Yes	
<b>Site Design Standards</b>		
Does the proposed plan comply with development standards of Zone (i.e., height, setbacks, FAR, density, etc.)?	Plans provided do not have all applicable information for a full analysis. See SMMC 20.210, A-1 Zone and SMMC 20.300, Site Planning and General Development Standards. Lots to be 1-acre minimum not including any roads. Lots 15%-25% average slope are required to be 2 acre minimum.	
<b>Previous Entitlements on same site (applicable):</b>		
<b>General Comments:</b>		
Please note that this Informational Meeting review is a general, "high level" review by city staff. A detailed project review will be provided upon formal application submittal. Corrections will be provided within 30 days of a complete		

**application submittal/resubmittal. City comments/corrections may result in project design changes. Please review all applicable city plans, policies and codes to design the project appropriately.**

**Any existing SMMC Code  
Violations known to staff**

No existing code violations known.

**Potential Workshop (Required  
for Rezone/General Plan  
Amendments)**

An EIR scoping meeting and/or public workshop will be required to be held prior to a public hearing.

<b>Handouts provided:</b>	<b>Yes/No; or Resource Link:</b>	
Building Division Comments	Yes	See below.
Fire Department/Fire Marshal	Yes	See below.
City Dept/Division Handouts:	Land Development comments under separate memo.	

**Comments from other agencies (as applicable)**

**Resources:**

Development Services Fee Schedule (adopted 2/2002)	<a href="http://www.san-marcos.net/home/showdocument?id=11148">http://www.san-marcos.net/home/showdocument?id=11148</a>
Planning Application	<a href="https://www.san-marcos.net/departments/development-services/planning/applications-forms-fees">https://www.san-marcos.net/departments/development-services/planning/applications-forms-fees</a>
Public Facilities Fee Schedule	<a href="http://www.san-marcos.net/home/showdocument?id=1045">http://www.san-marcos.net/home/showdocument?id=1045</a>
City Website:	<a href="http://www.san-marcos.net/">http://www.san-marcos.net/</a>
City General Plan:	<a href="#">San Marcos, CA : General Plan</a>
City Zoning Ordinance (Title 20)	<a href="http://www.san-marcos.net/home/showdocument?id=11357">http://www.san-marcos.net/home/showdocument?id=11357</a>

**Other References:**

State Water Resources Control Board Geotracker	<a href="#">GeoTracker</a>
Dept of Toxic Substance Control:	<a href="#">Envirostor</a>
San Marcos Unified School District Development Fees:	<a href="#">Facilities Planning and Development / Developer Fee</a>

**Attendees:**

Project Manager- Planning	Chris Garcia, Senior Planner (760) 744-1050 ext. 3250
Project Manager - Land Dev	Brad Holder, Assistant Engineer (760) 744-1050 ext. 3250
Applicant	Kelly Crews Realty
Applicant Representative(s)	Kelly Kausen

Any follow up action items required by staff:

Disclaimer: The applicant/owner hereby acknowledges and agrees that any staff discussions about the proposed

application/site plan are preliminary only, and are not final, nor are they specific conditions or demands required to gain approval of the application. Staff comments are subject to change based on the site plan/development proposal

I have read and understand the above Disclaimer:

Applicant's signature:

Date:

Staff signature:

Date:

Staff signature:

Date:

Department Contacts/Comments:

Building Division:	David Yorba, Building Official	<a href="mailto:dyorba@san-marcos.net">dyorba@san-marcos.net</a>	ext. 3243
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The following list is intended to provide applicant with an advanced notice as to the necessary requirements for building plan approval and/or permit issuance:

Residential structures shall be designed to comply with the crime prevention measures approved by the City of San Marcos. The ten (10) crime prevention measures include such items as reinforced door jambs, one piece door stops, locking hardware for garage doors and laminated safety glass as required.

All construction operations authorized by building permits, including the delivery, setup and use of equipment shall be conducted on premises during the hours of 7:00 AM to 6:00 PM on Monday through Friday, and on Saturday between 8:00 AM and 5:00 PM. No work shall be conducted on Sundays or Holidays observed by the City of San Marcos. Failure to comply will result in the issuance of STOP WORK NOTICES, REVOCATION OF PERMITS and the issuance of citations and fines as appropriate. Citations for hours of work violations require a mandatory court appearance in North County Superior Court.

An automatic fire extinguishing system is required in accordance with the latest adopted California Building Code, California Residential Code and/or San Marcos Fire Code Ordinance. Fire suppression systems shall conform to the standards adopted by the National Fire Protection Association and the San Marcos Fire Marshal.

Building plans and instruments of service submitted with a building permit application shall be signed and sealed by a California licensed design professional as required by the State Business and Professions Code.

During construction the owner/developer/contractor shall implement and maintain the storm water pollution prevention measures as required on the approved plans. Violations of the City's Storm Water Management Ordinance will result in Stop Work Orders, Notices of Violation and citations with fines. Work on the project may be delayed until the City determines that the project is in compliance with the storm water requirements.

Dust and dust producing materials shall be controlled within the maximum acceptable concentrations for silica and silicates in accordance with the California Code of Regulations, Title 8, Section 5155. Water and dust palliative shall be used to prevent excessive dust during blasting, construction and grading operations. Projects are required to comply with the Air Pollution Control District's standards for mitigating fugitive dust during all phases of construction.

New buildings and remodeled structures shall be designed to conform to the latest design standards adopted by the State of California in the California Building Code, Part 2, Title 24, California Code of Regulations.

The applicant/builder/contractor shall obtain the required OSHA permits for blasting, construction, demolition, excavation, grading operations, rock drilling and the construction of buildings over 3 stories in height in accordance with the California Code of Regulations, Title 8, Section 1503.

The applicant/developer shall contact the Delivery Retail Analyst for the branch of the U.S. Postal Service to determine the type and location of centralized delivery equipment required. The developer shall notify the mailbox owners of their responsibility to maintain the delivery equipment. The developer shall inform the new owners that they own the mailboxes and are responsible for replacement.

The City of San Marcos is located in Seismic Design Category "D". Buildings and structures shall be designed to adequately transmit the dynamic lateral forces in accordance with the requirements of the latest adopted California Building Code.

The proposed development shall comply with the latest adopted California Green Building Code Standards. The city has adopted the mandatory standards and does not enforce the voluntary standards.

The proposed development shall satisfy the conditions of approval prior to the first occupancy. The owner/developer/contractor shall obtain approval from all City departments and other agencies before requesting a Certificate of Occupancy ("C of O") from the Development Services Department. For phased developments, the conditions of approval shall be satisfied prior to requesting the first occupancy in the phase.

The proposed new development is subject to approval by the serving water district and all applicable fees and charges shall be paid to the District prior to permit issuance.

The proposed new development is subject to the payment of development fees and in-lieu fees as required by the City's Fee Ordinance at the time an application is submitted or prior to the issuance of permits as determined by the City.

The proposed new development is subject to the payment of School Fees as required by law. The applicant is required to submit a Certificate of Compliance from the school district to obtain building permits from the City.

Fire Marshal/Fire Inspection	Astrid Starcher, Deputy Fire Marshal	<a href="mailto:astarcher@san-marcos.net">astarcher@san-marcos.net</a>	ext. 3408
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Note: This list is not meant to be complete. Additional fire and building code requirements may apply based on formal plan submittal.

**EMERGENCY RESPONSE MAPS - Geo- Referenced Preplans:** Any new development, which necessitates updating of emergency response maps by virtue of new structures, hydrants, roadways or similar features, shall be required to provide map updates. Provide geo-referenced building plan in CAD (.dwg) format using the following coordinate system: NAD\_1983\_StatePlan\_California\_VI\_FIPS\_0406\_Feet. Produce a fire preplan in (ESRI) GIS format using the pre-configured GIS Starter Package provided by City of San Marcos. A completed fire preplan shall include the GIS data and output PDF for use by San Marcos Fire Department.

At approval of Final Building Plans, Developer shall contact San Marcos GIS ([gis-support@san-marcos.assist.com](mailto:gis-support@san-marcos.assist.com)) to begin the process of creating a Fire Preplan. At 50% of the construction completion process and/or the Fire Sprinkler Hydro Test, the developer shall submit a preliminary GIS preplan to show progress. Note: Minor changes to plans made during construction can be corrected at the time of Fire inspection.

**MATERIALS on SITE:** Prior to delivery of combustible building construction materials to the project site; the following conditions shall be completed to satisfaction of the Fire Dept. (1) Fire Hydrant(s) shall be installed, approved and usable. (2) Fire Lane or Access Roads shall be in place and provide a permanent all weather surface for emergency vehicles that support weight of fire apparatus (75,000 lbs).

**AUTOMATIC FIRE SPRINKLER SYSTEM -** An Automatic Fire Sprinkler System shall be installed in compliance with 2022 CRC and the most current edition of NFPA 13D and any San Marcos Fire Department requirements.

**FIRE RESISTIVE CONSTRUCTION:** New dwellings / structures are located in a very high fire hazard severity zone, and are required to be designed using state fire marshal standards for fire resistive construction features per 2022 CBC, Chapter 7a.

**FIRE PROTECTION PLAN:** A fire protection plan which identifies ways to minimize and mitigate potential for loss from wildfire exposure shall be submitted to and reviewed by the San Marcos Fire Department.

**FUEL MANAGEMENT PLAN REQUIRED:** A 150' fuel modification is required from all sides all structures, per San Marcos Fire Protection District requirements. The 150 foot clearance shall be shown on plan and also be approved by San Marcos Fire. The 150 foot distance is required, on site and off site. Legal easements may be needed. A 'Fuel Modification Easement' document will be included with plan comments.

**FIRE HYDRANTS:** Fire hydrants are required within at least 600 feet of all structures. (New SFD with fire sprinklers.) The minimum GPM shall be per CFC Appendix B, Table B105.1(1) \* Obtain fire flow information from water district. Residential fire hydrants shall have one 4-inch port and one 2.5-inch port. Installation shall be as per local Water District specifications. Hydrant type shall be Clow style, model #850.

**ROAD GRADE:** The gradient for a fire apparatus roadway shall not exceed 20%. Grades exceeding 12% (incline or decline) shall not be permitted without mitigation. Minimal surface of Portland cement concrete (PCC), with a deep broom finish perpendicular to the entire direction/length of travel and grade. The angle of departure and approach of fire access roads shall not exceed seven degrees (12 percent).

**ACCESS ROAD WIDTH:** Fire apparatus access roads shall have an unobstructed improved width of not less than 24 feet; curb line to curb line, and an unobstructed vertical clearance of not less than 13 feet 6 inches. Access roads shall be all weather surface and designed to support imposed loads of not less than 75,000 pounds.

**TURN RADII:** Provide adequate turn radius for all roads. Turn radii throughout project shall accommodate all Fire Dept. Apparatus including: Frontline and Reserve Fire Engines and Frontline and Reserve Trucks – (Engine and Tiller). The required inside turn radius shall be 28 feet for Engine and Tiller Ladder Truck. No curb deflection or other features shall interfere with fire apparatus ability to navigate any street. City of San Marcos Engineering Dept. has proper templates for turn radius of all fire dept. apparatus.

Single-Family residential driveways; serving no more than two single-family dwellings, shall have minimum width of 16 feet curb line to curb line.

**FIRE LANES:** Parking is not allowed on roads 24 feet wide. Parking is allowed on one side of the road at 32 feet wide. Parking is allowed on both sides of the road at 40 feet wide.

**DEAD ENDS:** All dead end fire apparatus access roadways in excess of 150 feet in length shall be provided with an approved area for turning around of all San Marcos fire apparatus. An approved turn- around is required by fire dept.

**HOSEPULL:** Access roads shall extend to within 150 feet of all portions of the facility and all portions of the exterior walls of the first story of the building.

**ADDRESS NUMBERS:** Residential building numbers shall be a minimum 4 inches high. Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure.



**SMOKE / CARBON MONOXIDE DETECTORS:** Smoke detectors are required to be installed in each sleeping room and at a centrally located point in the hallway providing access to these rooms. In units that have more than one story, and smoke detector shall be installed on every floor.

Carbon monoxide detectors shall be installed outside each sleeping area or bedroom, and on each level/ floor of the home. Carbon monoxide detectors shall be installed per their listing and manufacturer's instructions. All smoke and CO detectors must be hard wired and interconnected, with battery back-up.

**GATES:** Gates or other devices that may obstruct fire access roadways shall be provided with Knox Key switch with cover and all drive gates shall be equipped with approved emergency traffic strobe sensor(s), which opens the gate on approach of emergency vehicles. Gates shall have battery back-up or manual means of disconnect in case of power failure. CFC503.5

**Meeting Notes:**

The previous map is expired. Any future development proposal would need to comply with current code requirements. Number, size and layout of lots may need to change depending on slope density, lot minimum size requirement, and other code requirements. 16 lots appears to be acceptable if all other standards can be met.

Additional resources provided via email:

CFD (Community Facilities District) Estimate

Land Development Engineering Comments

Existing Infrastructure Map

Previously approved Site Plan, Staff Report and Resolution