

PRELIMINARY SITE ASSESSMENT CHECKLIST

Date of Site Visit: November 15, 2019
Planner: Evan Kort
Forester: Mike Tope
Block/Lot: HH/22
APN: 010-253-016
Property Owner: Mikhail & Elena Saparov
Street Location: San Antonio, 3 SE 4th

Purpose: The information contained in this Preliminary Site Assessment is meant to provide input to the applicant on potential project issues prior to project submittal.

Location:

<i>Zoning District</i>	R-1 Single Family Residential
<i>Coastal Commission Appeal Jurisdiction Overlay</i>	Yes – CMC 17.20
<i>Archaeological Significance Overlay</i>	Yes – CMC 17.20
<i>Park Overlay</i>	No
<i>Beach and Riparian Overlay</i>	Yes – CMC 17.20
<i>Environmentally Sensitive Habitat Area</i>	No
<i>Very High Fire Hazard Severity Zone</i>	No

Street and Neighborhood Character:

- Style and materials of the existing residence: The exterior wall cladding of the existing residence primarily board and batten with a small area finished with brick and the rear of the residence. The Roof material was unable to be identified as the existing roof is flat.
- Style and materials of the neighboring residences: The Residential Design Guidelines encourage diversity of architectural styles while maintaining compatibility with the character of the neighborhood. The Residential Design Guidelines state a variety in building materials along a block are encouraged, and when the houses to either side of a site are constructed of similar materials, use a different material, consistent with Carmel's design traditions, in order to achieve diversity in appearance. Stucco, in conjunction with some natural materials, may be considered depending on neighborhood character but should not be repeated to excess within a block.
- Right-of-way characteristics: The Residential Design Guidelines encourage maintaining an informal, vegetated, open space character within the right-of-way. The Guidelines discourage raising or lowering grades around tree roots. Preferred surface materials within the right-of-way include natural soil, shredded bark or wood chips; gravel is

prohibited. For more information, please refer to the enclosed Right-of-Way Vision Statement.

The existing right-of-way maintains minimal encroachments such as some planting and a few small to medium sized boulders/stones. The Planning Commission may require encroachments be removed as a condition of approval part of any approved design study application.

Existing Site Conditions:

- **Building Site Area:** The lot is 4,000 square feet and is permitted a base floor area of 1,800 square feet. A minimum of 200 square feet of the base floor area, and 2,200 cubic feet of exterior volume, shall be reserved for required parking whether provided by a garage, carport or parking pad. Inability to provide on-site parking shall not authorize more floor area or exterior volume for other purposes in lieu of parking.
- **Setbacks:** The minimum front and rear setbacks are 15 feet. The composite side yard setback is 10 feet with a 3-foot minimum on one side. Refer to Table 17.10-A below.

Table 17.10-A: Setback Standards for R-1 District					
Lot Type	Front Setback (in feet)	Rear Setback* (in feet)	Side Setbacks		
			Composite** (both sides)	Minimum Setbacks (in feet)	
				Interior Side	Street Side
Interior Site	15	15	25% of site width	3	N/A
Corner Site	15	15	25% of site width	3	5
Resubdivided Corner Site	10	15	25% of site width	3	9
Double-Frontage Site	15	N/A	25% of site width	3	5 (if applicable)

* The rear setback is three feet for those portions of structures less than 15 feet in height.

** See CMC [17.10.030\(A\)\(1\)](#) and [17.06.020](#), Rules of Measurement.

- **Building Height:**

Table 17.10-C: Maximum Height Standards			
	R-1 District	R-1-BR District	R-1-PO District
Number of Stories Allowed	2	2	1*
Roof Height of First Story (in feet)	18	18	18
Plate Height of First Story (in feet)	12	12	12
Roof Height of Second Story (in feet)	24	18	24*
Plate Height of Second Story (in feet)	18	18	18*

- **Exterior Volume:** The maximum allowable exterior volume is the total allowed base floor area for the site multiplied by the volume factors in Table 17.10-E (refer to table below). It is recognized that existing homes built prior to 2003 may not have been designed to comply with volume standards. For these homes, the Code allows the exterior volume to be calculated for the addition only.

Table 17.10-E: Exterior Volume Factors for R-1 District		
	Maximum Exterior Volume (Cubic Feet) Per Square Foot of Floor Area	
	One-Story Elements of the Building	Two-Story Elements of the Building
Located under a pitched or sloping roof greater than 3:12 pitch	12	11
Located under a flat roofed area of the building 3:12 or less pitch	11	10

- **Parking:** One parking space per primary dwelling is required on sites 8,000 square feet or less. Required parking shall be provided by a garage, carport or parking pad measuring at least 10 feet by 20 feet having practical ingress and egress for a vehicle. All required parking shall be provided on-site and shall be counted as floor area and exterior volume. On each site, a minimum of 200 square feet of base floor area and 2,200 cubic feet of exterior volume shall be reserved for each required parking space whether provided by means of a garage, carport or parking pad.
- **Topography and drainage features:** The Residential Design Guidelines encourage designs that follow the natural contours of the site and that avoid abrupt changes in grade on the site and between properties.

Following design approval, plans that are submitted for a building permit shall include a storm water drainage plan. The drainage plan shall include applicable Best Management Practices and all drainage shall be retained on-site through the use of semi-permeable paving materials, French drains, seepage pits, etc.

- **Does the site contain “Steep Slope Areas” (greater than 30% slope):** Not applicable.
- **Basement Bonus:** Each site is allowed 100 square feet of floor area located in a basement that is exempt from the floor area limits. Additionally, as an incentive to reduce the above-ground floor area and exterior volume, bonus floor area is allowed if located in a basement. For each square foot of base floor area not constructed above-ground, one additional square foot of floor area may be constructed in a basement.

A basement is defined as, “An underground room or excavated space between five and nine feet of interior height, finished or unfinished where the finished floor level directly

above the space is not more than one foot above both the existing or final grade. Any subgrade space where the finished floor elevation directly above the space is more than one foot above existing or finished grade shall be considered above-ground space. All areas where the finished floor elevation directly above a subgrade space is more than five feet above either existing or final grade shall also be considered a story. (Note: In calculating the floor area of a basement it may be necessary to count part of the area in a floor level as basement and part of the area in a floor level as above-ground space.) Basement spaces may be used for any residential occupancy allowed by the Uniform Building Code such as bathrooms, family rooms, hobby rooms, offices, mechanical equipment, storage and, if equipped with window wells, bedrooms.”

- **Site Coverage:** The permitted site coverage is 22% of the allowable floor area. Based on a maximum allowed base floor area of 1,900 square feet, the allowed site coverage would be 418 square feet. Site coverage may be increased to no more than 589 square feet if half of all site coverage is constructed of permeable or semi-permeable materials. Permeable and semi-permeable materials include, gravel, spaced decking, exterior stairs, sand-set bricks or pavers, garden walkways of small paving stones, and arbors.

Properties that exceed the allowed site coverage are not permitted to add additional floor area unless the site coverage is reduced at a rate of two square feet of site coverage for every one square foot of added site coverage or to compliance, whichever is less.

- **Fences:** Fences located within the front 15-foot setback are limited to 4 feet in height. This limit cannot be increased through a Design Study. Side and/or rear yard fences are permitted a height of 6 feet and may be taller with approval by the Planning Commission. The heights should be clearly noted on the project plans.

Table 17.10-G: Maximum Track One Fence and Wall Heights				
	Setback Location			
Design Element	Front Setback	Side Setback	Side Setback Facing Street	Rear Setback
Fence	4 feet*	6 feet	4 feet*	6 feet
Garden Wall	3 feet*	6 feet	3 feet*	6 feet
Retaining Wall	3 feet**	6 feet	3 feet**	6 feet
Pillars and Gates	6 feet	N/A	6 feet	N/A
Arbor/Trellis	7 feet	7 feet	7 feet	7 feet

* These limits shall not be altered through Design Review by the Planning Commission.

** Up to six feet may be allowed for retaining walls that are not visible from the street. See CMC [17.10.030\(E\)\(4\)](#).

Accessory Buildings:

- **Guesthouses:** One guesthouse may be authorized on sites of 6,000 square feet or greater upon approval of a use permit. Guesthouses shall contain no food preparation facilities

of any kind, but are permitted to have a bathroom with a toilet, sink and bathing facility. One additional parking space is required if a guesthouse is established on the site. A guesthouse would not be permitted on this building site.

- Studio: One studio is permitted on lots in the single-family residential zone. Studios shall contain no living, sleeping, bathing or food preparation facilities of any kind, but are permitted to have a bathroom with a sink and toilet. No additional parking is required for a studio. Studios shall be a maximum size of 400 square feet and shall not exceed the allowed floor area ratio for the lot.
- Accessory Dwelling Units (ADU): Accessory Dwelling Units are subject to approval of a building permit only. ADUs must conform to the heights, setbacks, lot coverage, and floor area ratio requirements for the R-1 district.
 - If the ADU replaces an existing garage, replacement spaces must be provided to meet the minimum parking requirements for the lot. ADUs constructed above an existing garage have a minimum side yard setback of 3 feet and rear yard setback of 5 feet. For more information, please refer to the enclosed handout on Accessory Dwelling Units.

Forest/Trees: Please refer to the attached Forester Report. The forester has recommended planting three upper canopy trees and one lower canopy tree in accordance with the city's tree density requirements.

Potential Neighbor Impacts:

- Privacy Concerns: There do not appear to be any direct privacy impacts associated with the proposed project as there is significant landscaping and existing screening which may mitigate any privacy concerns. Regardless of if the existing site conditions provide adequate privacy screening, the applicant should ensure privacy of neighboring residences is not impacted by being sensitive to the placement of any proposed windows and additional outdoor living spaces.
- View Concerns: The Residential Design Guidelines encourage maintaining view opportunities to natural features that lie outside the property. The Carmel Municipal Code states, *"Designs should respect views enjoyed by neighboring parcels. This objective is intended to balance the private rights to views from all parcels that will be affected by a proposed building or addition. No single parcel should enjoy a greater right than other parcels except the natural advantages of each site's topography. Buildings which substantially eliminate an existing significant view enjoyed on another parcel should be avoided."*
- Neighborhood Input: Staff strongly recommends reaching out to the adjacent property owners prior to application submittal to explain the proposed project and address any

concerns regarding privacy and/or views. Most project delays occur when applicants have not reached out to neighbors early in the process.

Historic Status: The property is not listed on the City's Inventory of Historic Resources. An appeal of a historic determination which listed the property on the Historic Inventory was granted by the City Council on January 1, 2007 which removed the property from the Historic Inventory. While the property is not listed on the Historic Inventory and the site was previously removed from the inventory, the site is still eligible to be historic as determinations of ineligibility are valid for a period of five years. No application for property development shall be deemed complete unless it includes a determination that the property is either eligible or ineligible for the Carmel Inventory, and as such, the property shall be required to undergo evaluation for determining whether the property is eligible or ineligible for the historic inventory.

As the site is located within the Archeological Significance Overlay District (CMC 17.20) a Phase 1 Report (survey) of the property be conducted by a qualified professional to evaluate the potential for archaeological resources to be present on the property. All reports shall follow the Archeological Resources Management Report (ARMR) format (CMC 17.32.060.E).

A Phase I survey and report shall be prepared by a qualified professional and shall include a records search from the Northwest Regional Information Center, documentation of an on-site survey, and archival research on the history of the property. Native American consultation(s) may also be appropriate. As part of the Phase I survey process, the Department may require preparation of a California Archaeological Inventory form (DPR 422A) and/or a California Archaeological Isolated Artifact form (DPR 422H). If the Phase 1 Report concludes that the property clearly does not contain archaeological resources, then no further action or mitigation is required and the Department shall issue a determination of ineligibility for the inventory (provided the site meets all criteria and findings for issuance of a determination of ineligibility).

Please submit the required Phase I survey to allow staff to complete the historic evaluation process.

Additional Resources: For more information on the Design Review Process, Residential Design Guidelines, Carmel Municipal Code, Green Building Ordinance and Title 7A of the Building Code, please visit our website at:

<http://ci.carmel.ca.us/carmel/index.cfm/government/staff-departments/community-planning-and-building/>

Significant Tree Evaluation Worksheet

Block: HH Lot(s): 22 APN: 010-253-016 Street Location: San Antonio 3 SE of 4th

Planner: Evan Kort

City Arborist: Michael Tope

Property Owner: Saparov

Recommended Tree Planting: Based on lot size from the permit specifications. Their lot size is 4000 sq feet which means they would need to plant 3 upper canopy trees and 1 lower canopy from city approved list.

Part One: Initial Screening:

Complete Part One to determine if further assessment is warranted. Trees must pass all criteria in Part One to be considered significant or moderately significant.

A. Does the tree pose an above-normal potential risk to life and property?

Tree #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
YES																
NO	X															

Any tree with structural impairment likely to cause failure should be marked as unsafe and removed. Use page five of this worksheet to document the safety risk. Trees that have limited and specific defects that can be remedied with selective pruning or other mitigation should be marked as safe and specific recommendations should be given to the owner for tree care. Such trees may still be assessed for significance.

B. Is the tree one of the following native species on the Carmel-by-the-Sea recommended tree list?

Tree #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Species	OT															
YES																
NO	X															

MP – Monterey pine

MC – Monterey cypress

BP – Bishop pine

CR – Coast redwood

CO – Coast live oak

CI – Catalina Ironwood

CS – California sycamore

BL – Big leaf maple

OT – Other (Pittosporum)

(Note: Other species on the recommended tree list may be determined to be Significant Trees only if they are exceptional examples of the species. Such trees also must exhibit excellent health, form, vigor, and substantial size to rate an overall score of at least 7 points in Part Two of the assessment.)

C. Does the tree meet the minimum size criteria for significance?

Tree #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
YES																
NO	X															

	Diameter	Height
Monterey pine, Monterey cypress, Bishop pine, Coast redwood	6 inches @ dbh	15 Feet
Coast live oak – single trunk tree	6 inches @ dbh	N/A
Coast live oak – cluster or multi-trunk tree measured as an average diameter of all the trunks that reach breast height	6 inches @ dbh	N/A
California sycamore, Big leaf maple, Catalina ironwood	10 inches @ dbh	25 Feet

dbh = diameter at breast height or 4.5 feet above the adjacent ground surface

Part Two: Assessment For Tree Significance

For each of the criteria below assign points as shown to assess the tree. If any criteria score is zero the assessment may stop as the tree cannot qualify as significant or moderately significant.

D. What is the health and condition of the tree?

Tree #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
score																

0 points: The tree is heavily infested with pests or has advanced signs of disease that indicates the tree is declining and has very limited life expectancy.

1 point: The tree shows some pests or disease that impair its condition, but which does not immediately threaten the health of the tree. The tree may recover on its own, or with appropriate intervention.

2 points: The tree appears healthy and in good condition.

3 points: The tree shows excellent health, is free of pests and disease and is in very strong condition.

E. What is the overall form and structure of the tree?

Tree #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
score																

0 points: Prior pruning, disease or growth habit have left the tree deformed or unsound to an extent that it cannot recover or will never be a visual asset to the neighborhood or will likely deteriorate into a structural hazard.

1 point: The tree has poor form or structure but (a) can recover with proper maintenance or (b) it provides visual interest in its current form, and does not have structural defects that are likely to develop into a safety hazard.

2 points: The tree has average form and structure for the species but does not exhibit all the qualities of excellent form and structure.

3 points: The tree exhibits excellent form and structure. For all species there will be a good distribution of foliage on multiple branches with no defects. For conifers, the tree will have a single straight leader with balanced branching and with good taper. Oaks will exhibit a well-developed canopy with no suppressed branches. Oaks may be single-trunked or multi-trunked and will have a balanced distribution of foliage on each trunk/branch.

F. What is the age and vigor of the tree?

Tree #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
score																

0 points: The tree is over-mature or shows signs of poor or declining vigor such as die-back of major limbs or of the crown, small leaves/needles and/or minimal new growth.

1 point: The tree is mature but retains normal vigor and is likely to continue as a forest asset for a substantial period into the future.

2 points: The tree is young to middle age and shows normal vigor.

3 points: The tree is young to middle age and shows exceptional vigor.

G. Are environmental conditions favorable to the tree?

Tree #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
score																

0 points: The tree is crowded or has no room for growth to maturity. The tree has poor access to light, air or has poor soil for the species.

1 point: The tree has average environmental conditions including room for growth to maturity, access to light, air and soils suitable for the species.

2 points: The tree has room for growth to maturity with no crowding from other significant trees or existing buildings nearby. The tree also has excellent access to light, air and excellent soils for root development.

[illegible]

