



# COMMUNITY DEVELOPMENT SERVICES

## PLANNING AND BUILDING DEPARTMENT

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October 5, 2018

CTA Engineering & Surveying  
3233 Monier Circle  
Rancho Cordova, CA 95742

**Re: Determination of Application Incompleteness  
Z18-0008/TM18-1537/Rancho Tierra  
APN: 116-040-22, 24 to 28, 31, and 33**

Dear CTA Engineering & Surveying:

Planning Services received the Transportation Impact Study prepared by Kimley Horn dated August 15, 2018 via GSO. This letter is to advise you that the project remains incomplete, as all of the requested items have not been submitted. Staff would request that all required items be submitted at one time. There is no benefit to submitting the items individually, as a new 30-day review period for application completeness shall begin at each submittal time.

The following information from the "Required Submittal Information" for the Zone Change and Tentative Subdivision Map application is needed to complete the application:

**Forms and Maps (F&M) Required**

1. FM#10: One hard copy plus an electronic PDF copy (CD\_ROM or other medium) of a preliminary grading, drainage plan and report. The plan should be of sufficient detail to identify the scope of grading, including quantities, depths of cut and fills for: roads, driveways where cuts/fills exceed six feet, retaining walls, and mass pad graded lots. Show location of existing drainage, proposed modifications, and impacts to downstream facilities. (See Section 110.14 of County Grading Ordinance for submittal detail of grading plan. See Section 1.8.3 of County Drainage Manual for submittal requirements of the drainage plan and report.)
2. FM#12: An amended/updated biological study that includes proposed mitigation measures if applicable.
3. FM#12: An electronic PDF copy (CD-ROM or other medium) of any amended/updated biological study.

4. FM#15: A site-specific wetland investigation shall be required on projects with wetlands as determined by the biological study. One hard copy plus an electronic PDF copy (CD-ROM or other medium) shall be submitted. ***NOTE: The submitted study is dated 24 June 2008, and only addresses United States Army Corps of Engineers' definitions. This study needs to be amended with an update to make it current and to analyze the project site relative to the California Department of Fish and Wildlife's definition of wetland.***
5. FM#16: An acoustical analysis shall be provided to demonstrate consistency with General Plan Policies (see policies following General Plan Objective 6.5.1). The analysis shall define the existing and projected (2025) noise levels and define how the project will comply with standards set forth in the Zoning Ordinance Chapter 130.37. The analysis should include description of construction noise, traffic noise generated from the project, and impacts of traffic noise to the residences within the project. One hard copy plus an electronic PDF copy (CD-ROM or other medium) shall be submitted. ***NOTE: This may be submitted after the TAC Meeting.***
6. FM#17: An air quality impact analysis shall be provided utilizing the Air Quality Management District's AQMD Guide to Air Quality Assessment: Determining Significance of Air Quality Impacts under the California Environmental Quality Act (February 2002) available at:  
[http://www.edcgov.us/Government/AirQualityManagementDistrict/Guide\\_to\\_AirQuality\\_Assessment.aspx](http://www.edcgov.us/Government/AirQualityManagementDistrict/Guide_to_AirQuality_Assessment.aspx) Emissions modeling should utilize the statewide land use emissions computer model CalEEMod available at: [www.caleemod.com](http://www.caleemod.com) to quantify potential criteria pollutant and greenhouse gas (GHG) emissions. One hard copy plus an electronic PDF copy (CDROM or other medium) shall be submitted. ***NOTE: This may be submitted after the TAC Meeting.***
7. FM#18: An electronic PDF copy (CD-ROM or other medium) of the Transportation Impact Study prepared by Kimley Horn dated August 15, 2018 shall be submitted. ***NOTE: The project will not be able to proceed to a TAC Meeting until the Traffic Impact Study (TIS) has been submitted to Planning Services. The studies relying upon completion of the TIS, air quality and acoustical, may be completed after the TAC Meeting.***
8. FM#27: A Fire Safe Plan approved by the applicable fire district and Cal Fire shall be submitted if project is located in a high or very high wildland fire hazard area; or in an area identified as "urban wildland interface communities within the vicinity of Federal lands that are a high risk for wildfire," as listed in the most current Federal Register. One hard copy plus an electronic PDF copy (CD-ROM or other medium) shall be submitted.

This application will be held incomplete until you submit the requested information. Please submit the requested items to: Alex Guilbert, Planning Services, 2850 Fairlane Court, Placerville, CA 95667. Be sure to refer to the specific project number.

Pursuant to Government Code Section 65943, this letter is being mailed to you no later than 30 calendar days after receiving the application. Upon receipt of all required information requested in this letter, a new 30-day period shall begin.

Planning reserves the right to require additional project information as provided by Section 15060 of the California Environmental Quality Act (CEQA), as required by the General Plan Development Policies, or when such is necessary to complete the environmental assessment.

We studied your application carefully in making our determination. The application will continue to be considered incomplete without the acoustical analysis (#5) and air quality impact analysis (#6), but a TAC meeting can still be scheduled without these items, once everything else in the above list has been submitted.

Please call me at (530) 621-5977 if you have any questions or concerns regarding the requested items. If you continue to have concerns regarding the requested information, I can schedule a meeting with my supervisor, Mel Pabalinas. Please call me within ten working days of the date of this letter if you believe a meeting is necessary.

Sincerely,

Alex Guilbert  
Associate Planner

cc: Michael J. Hawkins, 5205 Carrizo Road, Atascadero, CA 93422  
Midland Pacific, 7305 Morro Road, Suite 207, Atascadero, CA 95344  
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