



# CITY OF BUELLTON

## PLANNING COMMISSION AGENDA

**Regular Meeting of November 7, 2019 – 6:00 p.m.  
City Council Chambers  
140 West Highway 246, Buellton, California**

*Materials related to an item on this agenda, as well as materials submitted to the Planning Commission after distribution of the agenda packet are available for public inspection in the office of the Planning Department located at 331 Park Street, during normal business hours.*

### **CALL TO ORDER**

Chair Heedy

### **PLEDGE OF ALLEGIANCE**

Chair Heedy

### **ROLL CALL**

Commissioners Bob Blokdyk, Michael Eglin, Marcilo Sarquilla, Vice Chair Patty Hammel and Chair Dan Heedy

### **REORDERING OF AGENDA**

### **PRESENTATIONS**

None

### **APPROVAL OF MINUTES**

- 1. Minutes of the regular Planning Commission meeting of September 19, 2019**

### **PUBLIC COMMENTS**

Members of the audience wishing to address the Planning Commission on matters not on the agenda may do so at this time. No action will be taken on these items at this meeting. Please state your name and address for the record. Comments should normally be limited to three minutes.

### **CONSENT CALENDAR**

None

### **CONTINUED PUBLIC HEARINGS**

None

## **NEW PUBLIC HEARINGS**

- 2. Resolution No. 19-07 – “A Resolution of the Planning Commission of the City of Buellton, California, Approving a Conditional Use Permit (19-CUP-01) to Establish a Cottage Urgent Care Center in Units 101, 102 and 103 of Pad A of the Crossroads Commercial Center, Located at 328 McMurray Road, Assessor Parcel Number 137-790-019, and Making Findings in Support Thereof”**  
❖ *(Staff Contact: Planning Director Andrea Keefer)*

## **OTHER BUSINESS**

None

## **WRITTEN COMMUNICATIONS**

## **PLANNING COMMISSIONER COMMENTS**

## **PLANNING DIRECTOR REPORT**

## **ADJOURNMENT**

To the next regularly scheduled Planning Commission meeting of Thursday, November 21, 2019 at 6:00 p.m. in the Council Chambers located at 140 West Highway 246.

Please note that the date of any Planning Commission decision starts an appeal period. During the appeal period either the applicant or any aggrieved party may appeal the application of a perceived onerous or unreasonable condition or the decision itself to the City Council as governed by the applicable section of the Buellton Municipal Code.

# CITY OF BUELLTON

## PLANNING COMMISSION MEETING MINUTES

September 19, 2019 – 6:00 p.m.

City Council Chambers, 140 West Highway 246  
Buellton, California

### CALL TO ORDER

Chair Heedy called the meeting to order at 6:00 p.m.

### PLEDGE OF ALLEGIANCE

Vice Chair Hammel led the Pledge of Allegiance

### ROLL CALL

Present: Commissioners Bob Blokdyk, Marcilo Sarquilla, Vice Chair Patty Hammel and Chair Dan Heedy

Absent: Commissioner Michael Eglin

Staff: City Manager Scott Wolfe  
Planning Director Andrea Keefer  
Contract City Planner Irma Tucker  
Assistant Planner Cara Meche

### REORDERING OF AGENDA

None

### PRESENTATIONS

None

### APPROVAL OF MINUTES

#### 2. Minutes of the regular Planning Commission meeting of September 05, 2019

##### MOTION:

Commissioner Blokdyk moved and Chair Heedy seconded the motion to approve the Minutes of September 05, 2019.

**VOTE:**

Motion passed with a 3-0 voice vote with abstention by Vice Chair Hammel due to her absence from the meeting.

**PUBLIC COMMENTS**

None

**CONSENT CALENDAR**

None

**CONTINUED PUBLIC HEARINGS**

None

**NEW PUBLIC HEARINGS**

- 2. Resolution No. 19-08 - “A Resolution of the Planning Commission of the City of Buellton, California, Recommending to the City Council the Approval of a One-Year Time Extension (19-TE-02) Request for Conditional Use Permit (12-CUP-01) and Tentative Tract Map (TTM 31056) for the Meritage Senior Living Project, Located on Jonata Park Road (Assessor Parcel Numbers 099-400-064, 099-400-065 and 099-400-069 (offsite portion)), and Making Findings in Support Thereof”**

**RECOMMENDATION:**

That the Planning Commission consider the adoption of Resolution No. 19-08, “A Resolution of the Planning Commission of the City of Buellton, California, Recommending to the City Council the Approval of a One-Year Time Extension (19-TE-02) Request for Conditional Use Permit (12-CUP-01) and Tentative Tract Map (TTM 31056) for the Meritage Senior Living Project, Located on Jonata Park Road (Assessor Parcel Numbers 099-400-064, 099-400-065 and 099-400-069 (offsite portion)), and Making Findings in Support Thereof”.

**STAFF REPORT:**

Planning Director Keefer presented the staff report.

**DOCUMENTS:**

Staff report with attachments as listed in the staff report.

**SPEAKERS/DISCUSSION:**

Chair Heedy opened the Public Hearing at 6:07 p.m.

Mark Edwards, representing the Applicant, addressed the Commission stating that the project has not changed since the original approval and that they are in the process of interviewing potential operators for the facility in order to move the project forward.

There being no other speakers, Chair Heedy closed the Public Hearing at 6:10 p.m.

**MOTION:**

Commissioner Blokdyk moved and Commissioner Sarquilla seconded the motion to adopt Resolution No. 19-08, "A Resolution of the Planning Commission of the City of Buellton, California, Recommending to the City Council the Approval of a One-Year Time Extension (19-TE-02) Request for Conditional Use Permit (12-CUP-01) and Tentative Tract Map (TTM 31056) for the Meritage Senior Living Project, Located on Jonata Park Road (Assessor Parcel Numbers 099-400-064, 099-400-065 and 099-400-069 (offsite portion)), and Making Findings in Support Thereof".

**VOTE:**

Motion passed with a 4-0 roll call vote.

3. **Resolution No. 19-10 - " A Resolution of the Planning Commission of the City of Buellton, California, Recommending City Council Approval of an Ordinance Amending Municipal Code Chapter 19.20 Regarding Commercial Cannabis Activities and Cannabis Cultivation, and Making Findings in Support Thereof"**

**RECOMMENDATION:**

That the Planning Commission adopt Resolution No. 19-10, "A Resolution of the Planning Commission of the City of Buellton, California, Recommending City Council Approval of an Ordinance Amending Municipal Code Title 19 (Zoning) Relating to Certain Commercial Cannabis Activities, and Making Findings in Support Thereof"

**STAFF REPORT:**

City Manager Wolfe presented the staff report.

**DOCUMENTS:**

Staff report with attachments as listed in the staff report.

**SPEAKERS/DISCUSSION:**

Chair Heedy opened the Public Hearing at 6:18 p.m.

Peggy Brierton, Buellton, had questions regarding ventilation, the number of labs that would be allowed and in what zone.

Chair Heedy closed the Public Hearing at 6:20 p.m.

The Commission discussed benefits to the city, security and odor mitigation and were informed by Planning Director Keefer that a Conditional Use Permit would be required for the operation of a testing lab stating that appropriate conditions would be imposed.

**MOTION:**

Commissioner Sarquilla moved and Commissioner Blokdyk seconded the motion to adopt Resolution No. 19-10, “ A Resolution of the Planning Commission of the City of Buellton, California, Recommending City Council Approval of an Ordinance Amending Municipal Code Title 19 (Zoning) Relating to Certain Commercial Cannabis Activities, and Making Findings in Support Thereof”

**VOTE:**

Motion passed with a 4-0 roll call vote.

**OTHER BUSINESS**

None

**WRITTEN COMMUNICATIONS**

None

**PLANNING COMMISSIONER COMMENTS**

None

**PLANNING DIRECTOR REPORT**

Planning Director Keefer introduced the new Assistant Planner, Cara Meche to the Commission and gave an update on the status of the opening of the Village Park.

**ADJOURNMENT**

Chair Heedy adjourned the meeting at 6:21 p.m. The next regular meeting of the Planning Commission will be held on Thursday, October 3, 2019 at 6:00 p.m.

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Chair Dan Heedy

ATTEST:

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Clare Barcelona, Planning Commission Secretary

**An audio CD of this Planning Commission Meeting is available upon request.**

**CITY OF BUELLTON**  
Planning Commission Agenda Staff Report

Planning Director Review: AK  
Planning Commission Agenda Item No.: 2

To: The Honorable Chair and Commission Members

From: Andrea Keefer, Planning Director

Date: November 7, 2019

Subject: Resolution No. 19-07 – “A Resolution of the Planning Commission of the City of Buellton, California, Approving a Conditional Use Permit (19-CUP-01) to Establish a Cottage Urgent Care Center in Units 101, 102 and 103 of Pad A of the Crossroads Commercial Center, Located at 328 McMurray Road, Assessor Parcel Number 137-790-019, and Making Findings in Support Thereof”

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**BACKGROUND/DISCUSSION**

**Owner:** Taylor Judkins, Buellton Village Center LLC (CA)  
**Agent:** John Cuykendall, Dudek  
**General Plan Designation:** General Commercial - Specific Plan  
**Zoning:** CR-SP (General Commercial – Specific Plan)  
**APN:** 137-790-019

John Cuykendall, Applicant, has submitted a Conditional Use Permit (19-CUP-01) application on behalf of Cottage Health for the proposed establishment of a Cottage Urgent Care Center. The proposed urgent care center would be located at the Crossroads Commercial Center within the Village Specific Plan at 328 McMurray Road, Suites 101, 102 and 103 (Vicinity Map – Attachment 1). The project is located within three unoccupied tenant spaces on property zoned General Commercial – Specific Plan (CR-SP). The Municipal Code and the provisions set forth in the Village Specific Plan require a Conditional Use Permit for “Medical Services – Clinics and Laboratories”. The proposed urgent care center falls within this category.

The proposed use is a 3,364 square-foot urgent care center which will consist of an outpatient clinic with a focus on treating minor emergencies, acute problems, and urgent medical needs when a primary care physician is not readily available. The facility will serve walk-in patients only. Hours of operation are proposed to be seven days per week from 8AM to 8PM and there will be up to three nurses or patient care staff during operating hours. The full project description is included as Attachment 2. A preliminary floor plan for the use of the interior space is included in Attachment 3.

## ***Parking***

Buellton Municipal Code Section 19.04.142 sets forth the parking requirements for different land categories. An urgent care center was not an anticipated use when the Crossroads Center was originally approved. Parking standards for restaurants and bars ( 1 per 300 square feet of area for patrons plus 1 per 2 employees) and retail stores, general merchandise (1 per 300 square feet of gross floor area) were the primary land use categories used to determine the total required parking for the Crossroads Center. The parking requirement for an urgent care, which falls under the land use category “Medical services, clinics and labs” is 1 per 200 square feet of gross floor area. Based upon the proposed size of the use of 3,364 square feet, 17 spaces are required for the urgent care, whereas only 12 spaces would be required for a retail use. The parking standard for “restaurant” uses is estimated at 18 spaces, which is comparable to “medical services, clinics and labs”, as shown in the comparison table below. This is important as the parking demand for the proposed urgent care use will fall within the range of parking demands for various uses evaluated in the Environmental Impact Report, which is being relied upon for this project.

<b>3,364 SQ FT OF TENANT SPACE</b>			
<b>LAND USE</b>	<b>PARKING STANDARD</b>	<b># OF SPACES REQ'D</b>	<b>Difference</b>
<b>Medical</b>	1 per 200	17	0
<b>Retail</b>	1 per 300	12	-5
<b>Restaurant</b>	1 per 300 + 1 per 2 emp.	18	1

*\* Assumes 6 emp. Per restaurant x 3 restaurants (1 per tenant space)*

Due to several field changes on the project site during construction, the total number of parking spaces available on the overall site has been reduced. Based upon square footage of all buildings and uses for the entire site, including the proposed urgent care center, the net number of spaces required is 168 spaces, and 161 spaces are provided on site. This excludes the 12 spaces on the east side of Tractor Supply which are dedicated to outdoor sales for Tractor Supply. To ensure that this reduction of spaces would not likely result in a parking supply problem for the center as a result of the proposed urgent care use, staff required additional analysis to be performed, as described below.

### ***Stantec Parking Analysis***

To ensure adequate parking is available to accommodate the proposed urgent care use, a detailed analysis of the on-site parking availability at the Crossroads Center has been conducted (Attachment 4 – Stantec Parking Analysis).

In summary, actual parking demand data was obtained as part of the Stantec survey. Actual counts of vacant parking spaces were conducted throughout the day on both a weekend and week day. It was observed that parking demand is less than the City parking requirement when considering currently-occupied and vacant space within the Crossroads Center. See below for Table 5 from Attachment 4 – Stantec Parking Analysis. This includes the parking requirement for the proposed urgent care center.

**Table 5**  
**Existing plus Project Peak Parking Demands**

Day	Total Available Spaces	Existing Peak Demand	Vacant Non-Project Demand	Project Demand (Pad A - Suites D,E &F)	Total Existing + Project Parking Demand	Vacant Spaces
Weekday	161 spaces	70 spaces	34 spaces <sup>1</sup>	17 spaces <sup>2</sup>	121 spaces	40 spaces
Weekend	161 spaces	105 spaces	34 spaces <sup>1</sup>	17 spaces <sup>2</sup>	156 spaces	5 spaces

Weekday peak hour & Saturday peak hour occurred at 1 pm.

<sup>1</sup> Parking requirement for vacant space minus proposed Urgent Care Center.

<sup>2</sup> Parking requirement for Pad A (suites E-F); 3,364 SF @ 1 space/200SF = 17 spaces.

During peak parking demand periods on the weekday, 40 spaces were unoccupied and on the weekend 5 spaces were unoccupied. Based upon the survey conducted, it is anticipated that adequate parking will be available on site to accommodate the proposed urgent care use.

### ***Staff Review of Stantec Parking Analysis***

A staff review of the Stantec Parking Analysis was conducted by the City's transportation consultant, Associated Transportation Engineers (Attachment 5).

The Crossroads Commercial Center has a total of 6 buildings, of which 2 of them (Pads A and B) would be affected by the proposed urgent care facility. Immediately adjacent to pads A and B are 50 parking spaces. Projected parking demand for the uses within these two building pads is 42 spaces.

In addition to the Stantec analysis, ATE compared the parking demand for land uses as listed in the 5<sup>th</sup> Edition of the Parking Generation Manual of the Institute of Transportation Engineers (ITE) with the parking requirements in the Buellton zoning code. Table 1 – Parking Rate Comparison from the ATE Staff Review shows that the Buellton Municipal Code has a more stringent parking requirement for both medical clinics and retail uses than the industry standard as shown in the ITE parking manual. The findings in the Stantec report are consistent with industry practices when analyzing parking demand for this project.

**Table 1**  
**Parking Rate Comparison**

Land Use	Size (tsf) <sup>1</sup>	Zoning Code		ITE Parking Manual	
		Rate/tsf	Spaces	Rate/tsf	Spaces
Clinic	3.463	5.00	17	3.89	14
Retail	3.463	3.3	12	1.95	7

(1) Thousand Square Feet

Trip generation was also analyzed for comparing medical clinic uses and retail uses. Average daily trips and P.M. peak hour trips were almost identical. The A.M. peak hour trips were higher for clinics when compared to retail. However, given that the majority of the retail spaces within the Crossroads Center do not open until later in the morning, this is not seen as a concern.

The staff review concluded that the traffic and parking effects for the Cottage Urgent Care project were similar to the effects identified in the Modified Oak Springs Village Specific Plan.

### ***Staff Comments***

Based upon the combination of supporting evidence as described above, including the comparable parking standards between restaurant and medical uses, Staff supports an urgent care use at this location. The use is not anticipated to generate more parking demand than a typical restaurant. Parking requirements for restaurant uses were considered and included in the overall parking calculation for the original Crossroads Commercial Center.

### ***Crossroads Outstanding Items (Entire Project Site)***

There are several outstanding items that still need to be completed on the Crossroads site. Until these issues have been resolved, no tenant improvement plans for the Cottage Urgent Care Center will be accepted for review by the Planning Department. This requirement has been included as condition of approval No. 14 of Resolution No. 19-07 for this project.

### **ENVIRONMENTAL REVIEW**

In accordance with the requirements of the California Environmental Quality Act, California Public Resources Code section 21000 *et seq.*, the State CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, sections 15000 *et seq.* and the Environmental Impact Report Guidelines of the City of Buellton (collectively, "CEQA"), an Environmental Impact Report (EIR) was prepared and adopted for the entire Village Specific Plan site (formerly known as Oak Springs Village). The Final EIR was certified on September 25, 2003. The Oak Springs Village Specific Plan was revised by Ordinance No. 06-05 on May 25, 2006, and subsequently revised by Ordinance No. 07-07 on September 27, 2007. Separate Addendum Environmental Impact Reports to the Final EIR for Oak Springs Village were approved for each revised Specific Plan (the Final EIR and Addendums are collectively referred to as the FEIR). The proposal is consistent with the prior environmental documents for the Specific Plan. No further environmental review is required.

### **RECOMMENDATION**

That the Planning Commission consider the adoption of Resolution No. 19-07 – "A Resolution of the Planning Commission of the City of Buellton, California, Approving a Conditional Use Permit (19-CUP-01) to Establish a Cottage Urgent Care Center in Units 101, 102 and 103 of Pad A of the Crossroads Commercial Center, Located at 328 McMurray Road, Assessor Parcel Number 137-790-019, and Making Findings in Support Thereof"

### **ATTACHMENTS**

Planning Commission Resolution No. 19-07

Attachment 1 – Vicinity Map

Attachment 2 – Project Description for Cottage Urgent Care Facility

Attachment 3 – Preliminary Urgent Care Floor Plan

Attachment 4 – Stantec Parking Analysis

Attachment 5 – ATE Staff Review of Stantec Parking Analysis

## PLANNING COMMISSION RESOLUTION NO. 19-07

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BUELLTON, CALIFORNIA, APPROVING A CONDITIONAL USE PERMIT (19-CUP-01) TO ESTABLISH A COTTAGE URGENT CARE CENTER IN UNITS 101, 102 AND 103 OF PAD A OF THE CROSSROADS COMMERCIAL CENTER, LOCATED AT 328 MCMURRAY ROAD, ASSESSOR PARCEL NUMBER 137-790-019, AND MAKING FINDINGS IN SUPPORT THEREOF**

**BE IT RESOLVED** by the Planning Commission of the City of Buellton as follows:

**SECTION 1:** An application has been filed by John Cuykendall (“Applicant”), for a Conditional Use Permit (19-CUP-01) to allow the establishment of the Cottage Urgent Care Center. The Project is located at 328 McMurray Road, Suites 101,102 and 103 (APN 137-790-019).

**SECTION 2:** The proposed Project consists of one land use application, which specifically concerns the subject Property:

**Conditional Use Permit (Case No. 19-CUP-01):** Approval of an urgent care facility within the Crossroads Commercial Center. A full project description is included as Attachment 2 of the November 7, 2019, Planning Commission Staff Report.

**SECTION 3:** All proceedings having been duly taken as required by law, and upon review of the information provided in the staff report, consideration of the testimony given at the public hearing, as well as other pertinent information, the Planning Commission finds the following:

**A. Record.** Prior to rendering a decision on any aspect of the Project, the Planning Commission considered the following:

1. All public testimony, both written and oral, received in conjunction with that certain public hearing conducted by the Planning Commission on November 7, 2019 (“Planning Commission Public Hearing”).
2. All oral, written and visual materials presented by City staff in conjunction with the Planning Commission Public Hearing.
3. The following informational documents which, by this reference, are incorporated herein.
  - a. That certain written report and attachments submitted by the Planning Department dated November 7, 2019 (the “Staff Report”).

**B. Public Review.** On the basis of evidence hereinafter listed, all administrative procedures and public participation requirements prescribed in the Buellton Zoning Ordinance and Government Code Section 65091 have been lawfully satisfied:

1. A notice of public hearing was published in a newspaper on October 24, 2019 (the "Public Notice"), a minimum of ten (10) days in advance of the Public Hearing.
2. The Public Notice was mailed to the Applicant, affected public agencies, persons owning property within 300 feet of the Project site and others known to be interested in the matter on October 24, 2019, 10 days in advance of the Public Hearing.
3. The Public Notice and Agenda for the Public Hearing were posted in two conspicuous public places a minimum of 10 days before the Public Hearing.

**C. Environmental Clearance.** In accordance with the requirements of the California Environmental Quality Act, California Public Resources Code section 21000 et seq., the State CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, sections 15000 et seq. and the Environmental Impact Report Guidelines of the City of Buellton (collectively, "CEQA"), an Environmental Impact Report (EIR) was prepared and adopted for the entire Village Specific Plan site (formerly known as Oak Springs Village). The Final EIR was certified on September 25, 2003. The Oak Springs Village Specific Plan was revised by Ordinance No. 06-05 on May 25, 2006, and subsequently revised by Ordinance No. 07-07 on September 27, 2007. Separate Addendum Environmental Impact Reports to the Final EIR for Oak Springs Village were approved for each revised Specific Plan (the Final EIR and Addendums are collectively referred to as the FEIR). No further environmental review is required.

**D. Consistency Declarations.** Based on (i) the evidence presented in the Staff Report (incorporated herein by reference), (ii) consultations with affected City Departments and outside Agencies, (iii) testimony and comments received in connection with the public hearing and (iv) adoption of the conditions of approval set forth hereof, the Planning Commission does hereby declare as follows:

1. **Conditional Use Permit.**

a. **Findings:**

- i. That the site for the project is adequate in size, shape, location, and physical characteristics to accommodate the type of use and level of development proposed because the size of the site and its location are appropriate for this type of use and adequate parking spaces to support the use are provided.

- ii. That significant environmental impacts are mitigated to the maximum extent feasible. No adverse impacts have been identified with this Project and it has been determined to be consistent with the prior environmental impact report prepared for the Project.
- iii. That streets and highways are adequate and properly designed. No additional street improvements are required and no additional right-of-way dedications are necessary.
- iv. That there are adequate public services, including but not limited to fire protection, water supply, sewage disposal, and police protection to serve the Project. The Public Works Department is able to provide water and sewer service to the project.
- v. That the Project will not be detrimental to the health, safety, comfort, convenience, and general welfare of the neighborhood and will be compatible with the surrounding area. The Project site is zoned for commercial land uses and currently contains several commercial uses. Therefore, the Project is expected to be compatible with the surrounding area and land uses.
- vi. That the Project is in conformance with the applicable provisions of Title 19 of the Municipal Code and the General Plan. With imposition of the conditions of approval, the Project complies with both the General Plan and Title 19 (Zoning).
- vii. That the proposed development is in conformance with the Community Design Guidelines as no exterior improvements are required as part of the project.

**SECTION 4:** Based on the findings set forth in Section 3 and subject to the attached conditions of approval, the Planning Commission hereby approves the Conditional Use Permit (19-CUP-01).

**SECTION 5:** The Planning Commission Secretary shall certify as to the adoption of this Resolution.

**PASSED, APPROVED, AND ADOPTED** this 7th day of November 2019.

**ATTEST:**

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Dan Heedy, Chairman

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Clare Barcelona, Planning Commission Secretary

**STATE OF CALIFORNIA**            )  
**COUNTY OF SANTA BARBARA** ) **SS**  
**CITY OF BUELLTON**                )

I, Clare Barcelona, Planning Commission Secretary of the City of Buellton, do hereby certify that the above and foregoing Resolution No. 19-07 was duly passed and adopted by the Planning Commission of said City at a regular meeting thereof, held on the 7th day of November 2019, by the following vote, to wit.

AYES:       ( )

NOES:       ( )

ABSENT:     ( )

**IN WITNESS WHEREOF**, I have hereunto set my hand this 7th day of November 2019.

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Clare Barcelona  
 Planning Commission Secretary

**CONDITIONS OF APPROVAL  
COTTAGE URGENT CARE FACILITY  
CONDITIONAL USE PERMIT (19-CUP-01)**

**A. GENERAL PROVISIONS**

1. **Project Description.** The approval granted herein is based upon and limited to compliance with the Project Description contained in the November 7, 2019 staff report, the application received August 7, 2019 and the conditions of approval set forth below. The Project Description is as follows: The Project is a request by John Cuykendall (the “Applicant”) for a Conditional Use Permit (19-CUP-01) to establish an urgent care facility (Cottage) in an existing tenant space (the “Project”) located at 328 McMurray Road, Units 101, 102 and 103, APN 137-790-019 (the “Property”). Any deviations from the Project Description, exhibits or conditions must be reviewed and approved by the City for conformity with this approval. Deviations may require formal modification of the approval and/or further environmental review. Deviations without the above-described authorization will constitute a violation of this approval.
  
2. **Terminology.** Except where otherwise noted, the terms appearing throughout the conditions of approval set forth herein shall have the meanings as defined below. Capitalization is used to identify defined terms and shall have the meanings as set forth below unless the context in which they are used clearly requires otherwise.
  - a. **“Applicant”** means John Cuykendall, Agent and Taylor Judkins, Property Owner, and includes all agents, subdividers, developers, contractors, workers and personnel employed on the Project.
  - b. **“Building Department”** means the Building and Safety Division of the County (and all successors and assigns thereof), on behalf and under contract to the City to perform building plan check and inspection services.
  - c. **“City”** means the City of Buellton and includes the City Manager, City Engineer, Planning Director and all other duly appointed officials having responsibility for land use matters, as well as their respective assignees (e.g., Department staff members). Unless otherwise indicated, the Planning Department shall be the primary point of contact for the City.
  - d. **“County”** means the County of Santa Barbara.
  - e. **“Final Building Inspection Clearance”** means acknowledgement by the Building and Safety Division of the County that construction of the Project has been completed in full compliance with plans and specifications approved by the Building and Safety Division of the County. Such acknowledgement is typically evidenced by signature of appropriate Building and Safety Division staff on the building permit inspection form.
  - f. **“Fire Department”** means the Fire Department of the County (and all successors and assigns thereof), furnishing fire prevention and protection services to the City by operation of a special district.

- g. “Entitlement”** means the type of land use permit required by the Buellton Municipal Code in connection with the Project for which approval is granted herein.
  - h. “Project”** means and includes all of the actions described in the Project Description above.
  - i. “Project Inspection”** means a field inspection and documentation review performed by the Planning Director at the time of Final Building Inspection Clearance to verify that the Project has been completed in full compliance with the terms and conditions of approval. The Project Inspection shall be performed upon completion of construction and the Project must be fully compliant with all terms and conditions of approval prior to and as a condition precedent to obtaining Final Building Inspection Clearance.
  - j. “Project Manager”** means person or personnel of the City assigned to oversee and administer the Permit including, but not limited to, compliance with the Mitigation Measures set forth herein.
  - k. “Property”** means the land and improvements identified in the Project Description.
  - l. “Property Owner”** means Buellton Village Center, LLC (CA), and includes all persons and entities possessing fee title (in full or in part) to the site of the Project.
  - m. “Zoning Clearance”** means approval granted pursuant to 19.08.100 of the Buellton Municipal Code requisite to issuance of a building permit for authorized construction or land development activities.
3. **Additional Permits Required.** Before using any land or structure, or commencing any work pertaining to the erection, moving, alteration, enlarging, or rebuilding of any building, structure, or improvement, the Applicant shall: (i) obtain a Zoning Clearance (hereinafter defined below); and (ii) obtain all other permits and approvals that may be required by operation of the Buellton Municipal Code (e.g., grading permit, building permit, encroachment permit, etc.). Before any Zoning Clearance will be issued by the City, the Applicant must obtain written clearance from all departments having jurisdiction; such clearance shall indicate that the Applicant has satisfied all pre-construction conditions of approval. To the extent any condition or provision of the approval set forth herein is incompatible with or at variance with any other permit for the Project, the most restrictive condition and provision shall prevail.
4. **Interpretations and Exceptions.** The Planning Director is authorized to render decisions as to the applicability or interpretation of the conditions set forth herein, including minor changes, when the strict application of the conditions conflicts with the underlying purpose of the conditions or creates undue hardship or administrative burden. Any administrative change granted shall be subject to such conditions as will: (i) assure that the adjustment thereby authorized shall appropriately implement purposes and objectives of the original conditions; and (ii) not change or compromise the effectiveness of the original conditions. As an example, and for illustrative purposes only, the Planning Director may modify the implementation timing of specific conditions at the mutual convenience of the City and Applicant. Minor changes authorized pursuant to this condition shall not require separate processing of a formal amendment.

5. **Indemnity.** The Applicant shall indemnify, protect, defend, and hold harmless, the City, and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof, from any and all claims, demands, law suits, writs of mandamus, and other actions and proceedings (whether legal, equitable, declaratory, administrative or adjudicatory in nature), and alternative dispute resolutions procedures (including, but not limited to arbitrations, mediations, and other such procedures) (collectively "Actions"), brought against the City, and/or any of its officials, officers, employees, agents, departments, agencies, and instrumentalities thereof, arising from or in connection with the approval, decision or action of the City Council, Planning Commission, or other decision-making body, or staff action concerning the Project, including but not limited to writ proceedings, claims for inverse condemnation, personal injury, property damage, and/or breach of a mandatory duty, challenges under the California Environmental Quality Act, and/or any action that attacks, challenges, or seeks to set aside, void, or annul all or any part of the approvals, decisions, or actions concerning the Project. City shall promptly notify the applicant of any Action brought and request that the applicant defend the City. It is expressly agreed that applicant may select legal counsel providing the applicant's defense and the City shall have the right to approve separate legal counsel providing the City's defense. The applicant shall reimburse City for any attorneys' fees, costs and expenses directly and necessarily incurred by the City in the course of the defense.
6. **Legal Challenge.** In the event that any condition imposing a fee, exaction, dedication or other mitigation measure is challenged by the Applicant in an action filed in a court of law or threatened to be filed therein which action is brought within the time period provided for by law, this approval shall be suspended pending dismissal of such action, the expiration of the limitation period applicable to such action, or final resolution of such action.
7. **Approval Limitations.** This approval is issued pursuant to the provisions of Title 19 of the Buellton Municipal Code and is subject to the foregoing conditions and limitations. Failure to comply with said conditions of approval may subject the Applicant to remedies and penalties specified in the Buellton Municipal Code.
8. **Enforcement Costs.** In the event the City determines that it is necessary to take legal action to enforce any of the conditions of approval herein, and such legal action is taken, the Applicant shall be required to pay any and all costs of such legal action, including reasonable attorney's fees, incurred by the City, even if the matter is not prosecuted to a final judgment or is amicably resolved, unless the City should otherwise agree with the Applicant to waive said fees or any part thereof.
9. **Failure to Comply.** In the event that the Applicant fails to comply with any order of the City issued hereunder or any injunction of the Superior Court, it shall be liable in accordance with the provision of Section 1.32 of the Buellton Municipal Code.
10. **Access to Records and Facilities.** As to any condition that requires for its effective enforcement the inspection of records or facilities by City or its agents, the Applicant shall make such records available or provide access to such facilities upon reasonable notice from City

11. **Payment of Fees.** All applicable fees associated with development of the Project shall be paid by the Applicant at the time such fees become payable as provided by Buellton Municipal Code or otherwise stipulated in this approval (whichever date is sooner), and the amount payable shall be based on the fee schedules adopted by the City and then in effect at the time such fees become payable.
12. **Acceptance of Conditions.** The Applicant shall acknowledge and agree to all conditions of this approval within 60 days of the notice of final action, evidenced by the Applicant's signature on the space provided at the end of this document. The Applicant shall record this document on title to the subject Property prior to or concurrently with the filing of a Zoning Clearance. The Applicant, and all successors or assignees, are responsible for complying with all conditions of approval. Any zoning violations concerning the installation, operation, and/or abandonment of the Project are the responsibility of the Applicant, and all successors or assignees.

## **B. PLANNING CONDITIONS**

13. **Conditional Use Permit.** Approval of the Conditional Use Permit (Case No. 19-CUP-01) (the "Permit") is granted to the Applicant for the Property as identified in the Project Description. Except or unless indicated otherwise herein, all buildings, driveways, parking areas, and other facilities or features shall be located and maintained substantially as shown on the exhibits accompanying the application for the Project. The Permit is only valid for the Cottage Urgent Care Center, managed by Cottage Health. Any other urgent care facility would require review and approval of a separate Conditional Use Permit.
14. **Zoning Clearance.** Approval of 19-CUP-01 allows the establishment of a Cottage Urgent Care facility. A zoning clearance is required prior to submittal of building permits to the County. A zoning clearance application and tenant improvement plans will not be accepted for review by the Planning Department until all outstanding items with the Planning and Building Departments at the Crossroads Center are resolved.
15. **Building Codes.** All building construction shall be designed and performed in accordance with the currently adopted Uniform Building Code, National Electric Code, Uniform Plumbing and Mechanical Codes, and all other appropriate sections of the Buellton Municipal Code, State of California energy conservation standards and Title 24 handicap accessibility standards. All necessary plans and documentation shall be submitted at time of plan check including, but not limited to, complete architectural plans and appropriate engineering calculations prepared by a California Licensed Architect or Engineer.
16. **Property Maintenance.** The Project and Property, including the landscaping, shall be maintained in a continuous state of good condition and repair, in full compliance with all approved plans, specifications and conditions of approval. Corrective improvements shall be undertaken as necessary to continuously conform with and implement conditions of Project approval including, as applicable, repair, repainting and/or replacement of Project components as needed. Where a Project is found to be non-compliant, the Applicant shall adhere to City recommendations to bring the Project into compliance.

- 17. **Parking.** Parking spaces shall be maintained for this business at all times. In the event that uses in the shopping center in which the Property and Project are located encroach on the required number of parking spaces for this business, the center shall designate sufficient spaces to meet parking requirements for this business and shall provide signage reserving those spaces.
- 18. **Signage.** All signage shall require a sign permit from the City and shall conform to Municipal Code requirements.

**F. FINANCE DEPARTMENT CONDITIONS**

- 19. **Outstanding Fees.** The Applicant shall pay all fees including, but not limited to, outstanding balances for processing by the City Engineer, Planning Department, Building Department, traffic mitigation fees, water connection fees, sewer fees, school fees, Fire Department mitigation fees, and any additional processing deposits as required prior to zoning clearance.

**Project Applicant/Property Owner Acknowledgement of Required Conditions of Approval**

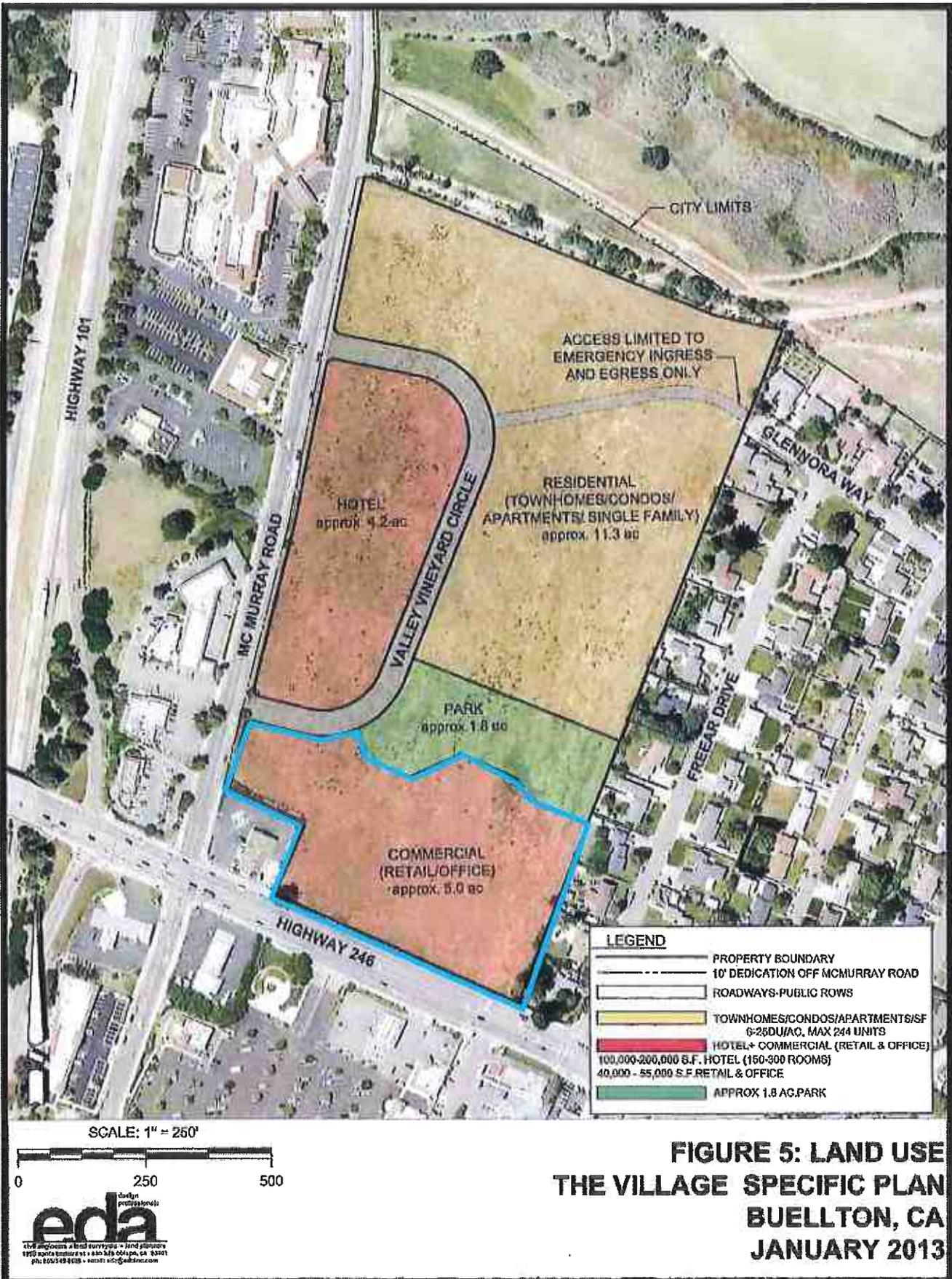
\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Project Applicant/Agent/Representative Signature

\_\_\_\_\_  
Date

K:\22826000\03-Corr Doc\Exhibits\Specific Plan Exhibits\SF exhibits.dwg 12/17/12 01:27 PM amys



**FIGURE 5: LAND USE  
THE VILLAGE SPECIFIC PLAN  
BUELLTON, CA  
JANUARY 2013**

**DUDEK**

621 CHAPALA STREET  
SANTA BARBARA, CALIFORNIA 93101  
T 805.963.0651 F 805.963.2074



August 6, 2019

HAND DELIVERED

City of Buellton Planning Commission  
c/o Andrea Keefer, Planning Director  
107 W. Hwy 246  
Buellton, CA 93427

**SUBJECT: Planning Application Submittal for a Conditional Use Permit to Allow a Proposed Urgent Care use to Occupy Tenant Space at the Crossroads at the Village Shopping Center located at 328 McMurray Road (APN: 137-790-019), in the City of Buellton.**

Dear Planning Commissioners:

On behalf of Cottage Health, we are pleased to submit this Planning Application submittal for a Conditional Use Permit (CUP) to allow a proposed Urgent Care Center (UCC) use to occupy Suites E, D, and F in Pad A comprising approximately 3,463 square feet at the Crossroads at the Village shopping center in the City of Buellton (see attached site and floor plan).

This letter provides property and background information, a detailed project description, requested entitlement, findings, and justification of the proposed UCC use at the subject property.

**1.0 PROPERTY AND BACKGROUND INFORMATION**

The Crossroads at the Village shopping center is a multi-tenant commercial center located at the northeast corner of Highway 246 and McMurray Road. The shopping center consists of five (5) parcels (APNs: 137-790-019, -020, -021, -022, -023, and -024) encompassing approximately 4.95 acres (see attached APN Map). The center includes the following development and uses.

## Attachment 2

Planning Application Submittal – CUP to Allow UCC Use  
 August 6, 2019  
 Page 2

Building	Size	Use
Pad A – six tenant spaces	7,264 SF	H&R Block, 5 spaces vacant
Pad B – four tenant spaces	3,660 SF	Panda Express, 3 spaces vacant
Pad C – three tenant spaces	3,290 SF	Nail salon, Supercuts, one space vacant
Pad D	18,800 SF	Tractor Supply Company
Outdoor Sales	14,386 SF	
Pad E – two tenant spaces	3,564 SF	ATT and Starbucks
Pad F – two tenant spaces	3,778 SF	The Habit, one space vacant
<b>TOTAL</b>	<b>54,742 SF</b>	

Surrounding land uses include commercial uses to west and south, with residential uses to the north and east. Access to the center is available from two locations along Highway 246 and one location from Valley Vineyard Circle.

The property has a Specific Plan General Commercial land use designation and a zoning designation of CR-SP (General Commercial – Specific Plan). The General Commercial designation provides areas to serve the community with business and commercial needs including stores, shops, and offices on individual lots and in shopping centers, supplying commodities or performing services for the residents of the entire community.

The SP designation indicates the property is subject to a Specific Plan. The City of Buellton adopted the Village Specific Plan (VSP) on September 27, 2007. The VSP applies to the subject property and the adjacent parcels to the north encompassing approximately 23.86 acres. The focus of the VSP is to provide land uses to accommodate the needs of the community, including up to 15% of total commercial building area to be used by non-retail, non-sales tax generating uses. Exceptions to the 15% threshold may be allowed on a case-y-case basis subject to issuance of a Conditional Use Permit. The subject property does not presently contain non-retail uses.

The proposed UCC use would occupy about 3,463 square feet within the Pad A building. This floor area represents approximately 8% of the total building area, well below the 15% threshold for non-retail uses.

Permitted uses under the VSP include retail stores, banks and financial services, personal services, and offices. Other uses are allowed subject to a Conditional Use Permit.

Attachment 2

Planning Application Submittal – CUP to Allow UCC Use  
 August 6, 2019  
 Page 3

The City of Buellton Planning Commission approved the commercial portion of the Village Specific Plan, known as the Crossroads at the Village shopping center in June of 2013. The Village Specific Plan was adopted on September 27, 2007 and amended on December 13, 2012 and again on March 28, 2013.

The shopping center approval consisted of a Development Plan to allow 40,455 square feet of new buildings and 15,000 square feet of outdoor sales area, a Conditional Use Permit to allow two buildings with drive through windows in the shopping center, and a Tentative Parcel Map to create 6 parcels on the 4.95 acre lot.

The approved plans included the following parking required and proposed for the site.

	Required	Proposed
<b>Parking</b>	<u>Retail:</u> 32,760 sf (1 per 300 sf) = 109 spaces	<b>Total Proposed: 195 spaces</b>  However, 12 spaces along east side of Anchor D proposed as outdoor display area).
	<u>Outdoor Sales:</u> 15,000 sf (1 per 1,000 sf) = 15 spaces	
	<u>Restaurant:</u> 7,500 sf (1 per 300 sf) = 25 spaces	<b>Net Parking Provided: 183 spaces.</b>
	<u>Employee Spaces (restaurant):</u> 60 employees in largest shift (1 per 2 employees = 30 spaces	
	<b>Total Required: 179 spaces</b>	

Following the original approval of the shopping center plans, a number of field changes were required and approved to some of the buildings and parking areas. For instance, the approved field changes included a reconfiguration of Pad F (The Habit) to better accommodate the two tenant spaces and the drive thru. This approved change resulted in the elimination of several parking spaces onsite.

As a result of City approved field changes to the shopping center buildings and parking areas, total approved parking existing onsite is 173 spaces, of which 12 spaces along the east side of Pad D (Tractor Supply Co.) are reserved for trailer display.

## **2.0 PROPOSED URGENT CARE USE**

Cottage Health is recognized as a California leader in providing superior medical care to improve the health of communities through a commitment to Cottage Health's core values of excellence, integrity, and compassion. Cottage Health care providers serve residents of the Central Coast with exemplary health care and is heavily engaged in community relations and actively supports and participates with local organizations and schools on various activities and programs.

The proposed UCC use would occupy tenant spaces D, E, and F within Pad A, as indicated on the attached site plan. The UCC use will occupy approximately 3,463 square feet (see attached floor plan).

The UCC use will be an outpatient clinic with a focus on treating minor emergencies, acute problems, and urgent medical needs when a primary care physician is not readily available. The UCC services would be available without appointment and would be accessible seven days a week from 8:00 a.m. to 8:00 p.m. Monday through Sunday. The UCC would be staffed by up to three (3) nurses or patient care staff during operating hours.

Off-street parking is available onsite and includes 173 surface parking spaces, which includes 157 regular spaces, 12 accessible spaces, and 4 motorcycle / smart car spaces. Of these spaces, 12 regular spaces along the east side of Pad D are dedicated for trailer displays, and therefore, the total available parking supply is 161 parking spaces.

Cottage Health engaged the services of Stantec Transportation Engineers to conduct a parking analysis to determine if the shopping center has adequate parking to meet the parking demand with the addition of the proposed UCC use at the shopping center. The results of this analysis are discussed below.

## **3.0 STANTEC PARKING ANALYSIS**

The Stantec Parking Analysis is attached to this letter. The conclusions from the analysis determined that the parking supply at the center exceeds the parking demand of the center including the proposed UCC use. This conclusion was based on the City's parking requirements and actual parking demand data obtained from surveys completed for the analysis. The actual parking demand reflects shared parking occurring at the site and acknowledges peak parking demand for various uses in a shopping center do not occur at the same time, and therefore, the center's peak parking demand would be less than the cumulative parking requirement based on City Code. As a result, there is adequate parking available to meet the demand of the shopping center with the addition of the UCC use.

#### **4.0 CR-SP ZONE DISTRICT**

The subject property is zoned CR-SP (General Commercial – Specific Plan). Pursuant to BMC Section 19.02.210, the UCC may be permitted in the CR-SP Zone subject to the issuance of a Conditional Use Permit (CUP).

#### **5.0 REQUESTED ENTITLEMENTS**

The discretionary approval required for the proposed UCC use is:

- A Conditional Use Permit (BMC 19.08.110) to allow the proposed use in the CR-SP Zone.

#### **6.0 CONDITIONAL USE PERMIT**

A CUP may be granted by the Planning Commission subject to meeting the following CUP Findings pursuant to BMC Section 19.08.110.D.

1. That the site for the project is adequate in size, shape, location, and physical characteristics to accommodate the type of use and level of development proposed.

*As described above in this letter, the City approved the Crossroads at the Village shopping center in compliance with the Village Specific Plan that ensured the site was adequate in size, shape, location, and physical characteristics for type of commercial and office uses allowed to operate within the shopping center. The VSP specifically identified land uses to accommodate the needs of the community, including up to 15% of total commercial building area to be used by non-retail, non-sales tax generating uses, such as the proposed UCC use, which will represent approximately 8% of the total building area, well below the 15% threshold for non-retail uses. The UCC use will provide a desirable and convenient service to the residents of the community.*

2. That significant environmental impacts are mitigated to the maximum extent feasible.

*The proposed UCC use will not create any significant environmental impacts, as the use will be compatible with allowable and adjacent uses in the shopping center and would not be detrimental to surrounding properties. The UCC use will not generate traffic and/or parking impacts, as the shopping center was originally evaluated and designed to accommodate non-retail uses, such as the proposed UCC use. Furthermore, the parking analysis prepared for the shopping center concluded no parking impacts will be created by the addition of the*

Attachment 2

*proposed UCC use. Additionally, the anticipated volume of patients to frequent the UCC tenant space would be on average 1 to 2 persons per hour, well within anticipated patronage of the allowable uses for the shopping center, and therefore will not create any adverse environmental impacts.*

3. That streets and highways are adequate and properly designed.

*The City of Buellton approved the Crossroads at the Village shopping center in 2013 and determined the center to be properly designed with respect to the adjacent streets and highways, and the anticipated volume of traffic from the center to be acceptable for the surrounding roadways. No new development or changes to the center access areas is proposed. The proposed UCC use will not generate increased traffic beyond what was originally anticipated and evaluated for the center, as the UCC use will likely generate equal or less traffic than a traditional retail or restaurant use due to its infrequent visitation of 1-2 visits per hour.*

4. That there are adequate public services, including, but not limited to, fire protection, water supply, sewage disposal, and police protection to serve the project.

*The City of Buellton approved the Crossroads at the Village shopping center in 2013 and determined that there are adequate public services to serve the project, which included commercial and non-retail type uses. The proposed UCC use is to be located within the existing Crossroads at the Village shopping center that is physically suitable for the UCC use and was designed in compliance with adequate access, provision of utilities, and public and emergency services.*

5. That the project will not be detrimental to the health, safety, comfort, convenience, and general welfare of the neighborhood and will be compatible with the surrounding area.

*The shopping center is zoned for commercial and non-retail type uses, and therefore, the proposed UCC use will not materially be detrimental to the public health and safety of the neighborhood and will only positively affect residents and property in vicinity of the use. The proposed UCC use and its operation would be compatible with adjacent uses and would not be detrimental to surrounding properties.*

6. That the project is in conformance with the applicable provisions and policies of this title and the general plan.

*The UCC use is in harmony with applicable policies of the Buellton General Plan, whereby health care services are to be encouraged to better provide for the needs of the residents and provide for higher paying wages (e.g., General Plan Goal No.3, Economic Development Goals No. 1 and No. 3, and Economic Development Policy E-4). The UCC use is also in conformance with the Village Specific Plan, as it will enhance the City of Buellton by accommodating the needs of the community, be harmonious with adjacent uses, and provide a community benefit. The UCC use will provide a desirable and convenient service to the community in conformance with the City' Municipal Code and General Plan and the Village Specific Plan.*

7. That the proposed development is in conformance with the community design guidelines.

*The proposed UCC use will occupy an existing tenant space in the existing Crossroads at the Village shopping center. No new development or changes to the existing shopping center is proposed. As a result, the proposed UCC use will be in conformance with the community design guidelines, including any proposed signage for the shopping center associated with the UCC use.*

## **7.0 JUSTIFICATION OF PROJECT**

Cottage Health is pursuing this site because of its excellent location and size, and we believe the proposed UCC use, as outlined in this letter, is consistent with uses on the property and allowable uses under the CR-SP zoning subject to a CUP and compliance with the above findings. The UCC use is consistent with the VSP and General Plan policies, making it compatible within the neighborhood and with adjacent commercial uses, as it would not generate parking or traffic impacts. Securing this tenant space will provide a community benefit to the immediate and surrounding areas of the City.

Attachment 2

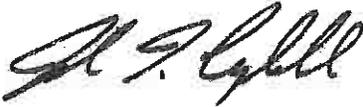
Planning Application Submittal – CUP to Allow UCC Use  
August 6, 2019  
Page 8

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On behalf of Cottage Health, we would like to thank the Commission for its time and consideration, and respectfully request the Commission's support of the requested approval. Should you have any questions and/or require additional information regarding the proposed UCC use, please do not hesitate to contact me a call at (805) 308-8533 or by e-mail at [jcuykendall@dudek.com](mailto:jcuykendall@dudek.com).

Sincerely,

**DUDEK**



John T. Cuykendall  
Sr. Project Manager/ Environmental Planner

cc: Ron Biscaro, Cottage Health  
Taylor Judkins, G3 Concepts

Attachments

- APN Map
- Planning Application Form
- Agreement For Payment of Fees Form
- Site/floor plans
- Parking Study
- Digital copy of plan



48 east holly street  
Pasadena, ca 91103  
tel: 626.799.8222 fax: 626.799.8227

COTTAGE  
HEALTH  
URGENT  
CARE  
CENTER  
NETWORK

SCHEMATIC DESIGN  
211 E. MONROVIA ST.,  
PASADENA, CA  
3882770001

ARCHITECT	SWA ARCHITECTS
PROJECT NO.	3882770001
DATE	01/11/11
DESIGNED BY	CHANG
CHECKED BY	CHANG
DRAWN BY	ADLER
SCALE	AS SHOWN

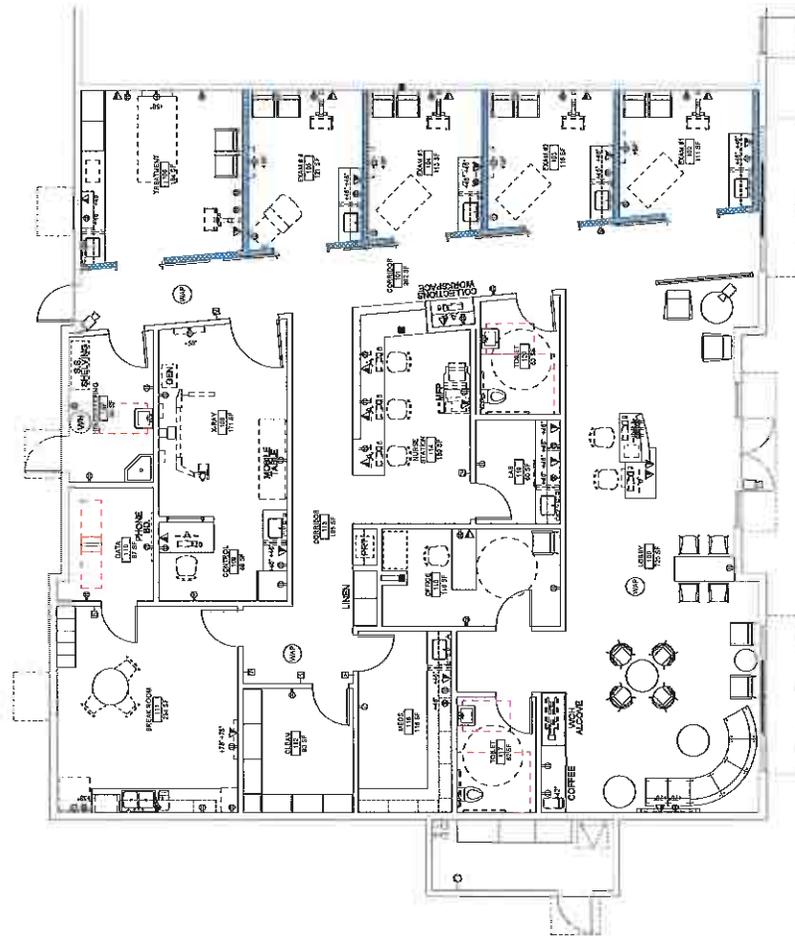
CORRECTION  
DATE  
BY

OVERALL FLOOR PLAN  
SHEET NO. A-2.10

**GENERAL NOTES**

- SEE SHEET A-2.01 FOR WALL TYPES
- WALL TYPES NOT SHOWN ON PLANS ARE DEFAULT TYPE A1
- REFER TO STRUCTURAL, MECHANICAL, ELECTRICAL AND PLUMBING FOR ADDITIONAL REQUIREMENTS.

**KEYNOTES**



1/4" = 1'-0"  
1

Attachment 3

OVERALL FIRST FLOOR PLAN

Attachment 4



Stantec Consulting Services Inc.  
111 E. Victoria Street, Santa Barbara CA 93101



July 16, 2019  
File: 2064182900

Mr. Ron Biscaro  
Goleta Valley Professional Buildings, Inc  
P.O. Box 689  
Santa Barbara, CA 93102

**Subject: Parking Study for the Urgent Care Center at Crossroads Center at the Village, Buellton, CA**

Dear Mr. Biscaro,

Stantec has prepared the following parking demand study for the Crossroads Center at the Village to determine if the subject shopping center has adequate parking supply to meet the parking demand with the addition of an Cottage Hospital Urgent Care Center.

**PROJECT DESCRIPTION**

Cottage Hospital proposes a 3,364 square feet (SF) Urgent Care Center to be located in PAD A (Suites D, E, and F) of the retail center. The Crossroads Center at the Village contains six buildings with a total of 40,356 gross square feet (SF) of buildings and a 14,386 SF outdoor sales area for the anchor pad. A retail center site plan is attached for reference and Table 1 summarizes the existing site statistics.

**Table 1  
Crossroads Center at the Village  
Existing Building and Occupancy Statistics**

<b>Building</b>	<b>Size</b>	<b>Occupied Space</b>	<b>Vacant Space</b>
Pad A	7,264 SF	-	7,264 SF
Pad B	3,660 SF	2,000 SF	1,660 SF
Pad C	3,290 SF	1,540 SF	1,750 SF
Pad D	18,800 SF	18,800 SF	-
Outdoor Sales	14,386 SF	14,386 SF	-
Pad E	3,564 SF	3,564 SF	-
Pad F	3,778 SF	1,778 SF	2,000 SF
<b>Total</b>	<b>54,742 SF</b>	<b>42,068 SF</b>	<b>12,674 SF</b>

SF = gross square feet.



July 16, 2019  
Page 2 of 5

**PARKING ANALYSIS**

**Parking Supply**

Stantec conducted an inventory of the existing parking supply in May of 2019. The existing parking supply is 157 regular spaces, 12 accessible spaces and 4 motorcycle spaces, for a total of 173 parking spaces. Of these, 12 regular spaces along the east side of Pad D (Tractor Supply Co.) are dedicated to trailer display and are therefore not counted towards the available parking supply. Therefore, the available total parking supply is 161 spaces.

**Parking Requirement**

The retail center's parking requirement with the proposed Urgent Care Center was calculated pursuant Section 19.04.142 of the City Municipal Code for the respective land uses. Table 2 shows the parking requirement.

**Table 2  
City Parking Requirements**

<b>Building</b>	<b>Land Use</b>	<b>Size</b>	<b>Parking Requirement per City Code</b>	<b>Required Parking Spaces</b>
Pad A	Clinic <sup>1</sup>	3,364 SF	1 space/200 SF	17 spaces
Pad A/B/C/D/E/F	Retail/Restaurant	36,992 SF	1 space/300 SF 1 space/2 employees	124 spaces 12 spaces <sup>2</sup>
Pad D	Outdoor Sales	14,386 SF	1 space/1,000 SF	15 spaces
<b>Total</b>		<b>54,742 SF</b>		<b>168 spaces</b>

<sup>1</sup> Clinic = proposed Urgent Care Center.

<sup>2</sup> Assumes max. of 6 employees at each restaurant/coffee shop during any shift (Panda Express, Starbucks, Habit Burger & adjacent vacant restaurant).

SF = gross square feet.

As shown, the parking requirement based on City Code would be 168 parking spaces, which would exceed the available parking supply of 161 spaces.



July 16, 2019  
Page 3 of 5

**Parking Demand Analysis**

Existing Parking Demand. Parking demand surveys were conducted on a Wednesday and a Saturday in May 2019 to determine parking demands generated by the existing uses. Surveys were completed on an hourly basis from 10 am to 6 pm. As described in Table 1, a total of 42,068 SF is currently occupied, and 12,674 SF is vacant. Table 3 shows the observed peak demand hour and corresponding parking demand. The parking survey data is attached for reference.

**Table 3  
Existing Peak Parking Demands**

Day	Total Available Spaces	Peak Demand Time	Existing Peak Demand	Vacant Spaces
Wednesday, May 22, 2019	161 spaces	1 pm	70 spaces	91 spaces
Saturday, May 18, 2019	161 spaces	1 pm	105 spaces	56 spaces

Existing plus Project Parking Demand. The existing plus project parking demand was calculated by adding the parking requirements of the proposed Urgent Care Center and the remaining vacant space to the existing observed peak parking demand. Table 4 shows the parking demand of all currently vacant retail and restaurant space, including the vacant Suites in Pad A that would be occupied by the Urgent Care Center.

**Table 4  
Vacant Building Space - Parking Requirement**

Building	Land Use	Size	Parking Code	Parking Required
Pad A	Clinic <sup>1</sup>	3,364 SF	1 space/200 SF	17 spaces
Pad A/B/C/F	Retail/ Restaurant	9,310 SF	1 space/300 SF 1 space/2 employees	31 spaces 3 spaces
<b>Total</b>		<b>12,674 SF</b>		<b>51 spaces</b>

<sup>1</sup> Clinic = proposed Urgent Care Center.

<sup>2</sup> Assumes max. of 6 employees at any shift for vacant restaurant on Pad F.

SF = gross square feet.



July 16, 2019

Page 4 of 5

Table 5 shows the peak parking demand assuming full occupation of the retail center. This includes the observed peak parking demand, the parking requirement for currently vacant space, and the parking requirement for the proposed Urgent Care Center.

**Table 5**  
**Existing plus Project Peak Parking Demands**

Day	Total Available Spaces	Existing Peak Demand	Vacant Non-Project Demand	Project Demand (Pad A - Suites D,E &F)	Total Existing + Project Parking Demand	Vacant Spaces
Weekday	161 spaces	70 spaces	34 spaces <sup>1</sup>	17 spaces <sup>2</sup>	121 spaces	40 spaces
Weekend	161 spaces	105 spaces	34 spaces <sup>1</sup>	17 spaces <sup>2</sup>	156 spaces	5 spaces

Weekday peak hour & Saturday peak hour occurred at 1 pm.

<sup>1</sup> Parking requirement for vacant space minus proposed Urgent Care Center.

<sup>2</sup> Parking requirement for Pad A (suites E-F): 3,364 SF @ 1 space/200SF = 17 spaces.

### Conclusion

The parking requirement for the Crossroads Center at the Village with the proposed Urgent Care Center was calculated based on both the City's Code and actual parking demand data obtained from surveys completed on a weekday and a weekend.

The calculations indicated that the parking requirement based on City Code would be 169 parking spaces, which would exceed the available parking supply of 161 spaces. However, the parking demand analysis indicated that based on observed parking demands, the existing parking supply would accommodate existing plus project peak parking demand. As shown in Table 5, excess parking spaces would be available during the peak hour during both weekdays and weekends.

This is attributed to the concept of shared parking, which acknowledges that peak parking demands for various uses in a retail center do not occur at the same time, and therefore the Center's peak parking demand would be less than the cumulative parking requirement based on City Code. Based on this concept, it is expected that the overall peak parking demand for a fully occupied retail center would be less than shown in Table 5, given that observed demand is less per square feet compared to City parking requirement for currently vacant space.

Based on the data contained in this parking study, it was determined that the retail center parking supply would accommodate the peak parking demand generated under existing plus project conditions.

Attachment 4



July 16, 2019  
Page 5 of 5

This concludes our Parking Study for the Urgent Care Center at Crossroads Center at the Village.

Sincerely,

**STANTEC CONSULTING SERVICES INC.**

A handwritten signature in blue ink, appearing to read "Dennis Lammers".

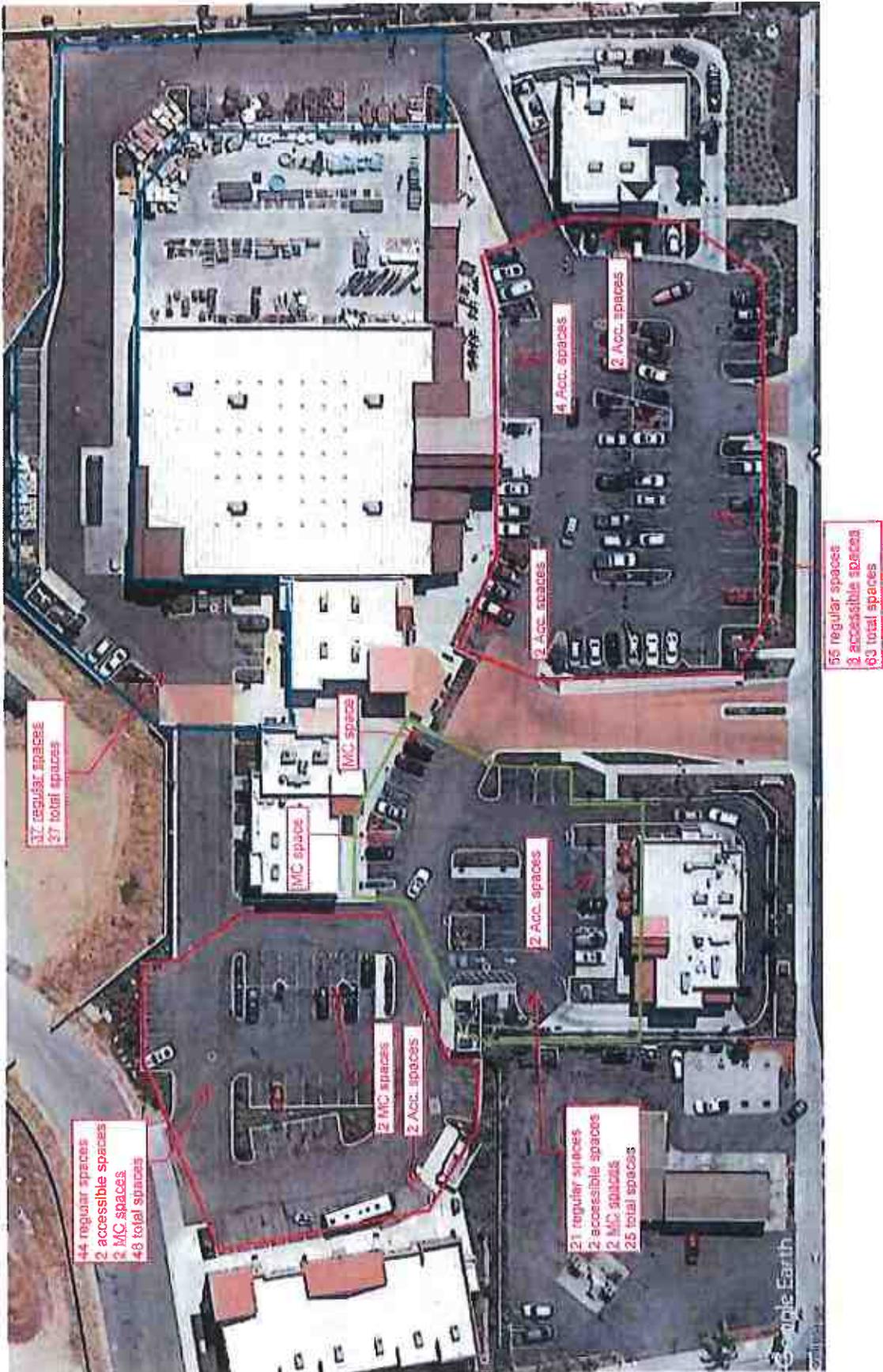
Dennis Lammers, PTP  
Senior Transportation Planner

A handwritten signature in blue ink, appearing to read "Derek Rapp".

Derek Rapp  
Transportation Department Manager (QA/QC)  
T.E. 2026

Attachments: Site Plan  
Parking surveys





Parking Study

Location: Crossroads Center Buelton  
 Project: 2064182900

Day: Wednesday  
 Date: 5/22/2019

Space Type	AREA A		AREA B		AREA C			AREA D			TOTAL	Occupancy %
	Regular	HC	Regular	HC	Regular	HC	MC	Regular	HC	MC		
Inventory	55	8	37	2	21	2	2	44	2	2	173	
10:00 AM	28	0	7	0	1	0	0	7	0	0	43	25%
11:00 AM	34	1	7	0	6	0	0	10	0	0	58	34%
12:00 PM	33	2	8	0	14	0	0	11	0	0	68	39%
1:00 PM	32	0	8	0	11	0	0	19	0	0	70	40%
2:00 PM	28	3	7	0	12	0	0	13	0	0	63	36%
3:00 PM	31	2	6	0	9	0	0	14	0	0	62	36%
4:00 PM	32	2	8	0	11	0	0	15	0	0	68	39%
5:00 PM	26	1	3	0	8	0	0	11	0	0	49	28%
6:00 PM	24	0	3	0	12	0	0	11	0	0	50	29%

AREA B: 25 spaces occupied by Tractor Co supplies.  
 AREA C: 4 - 6 PM one vehicle parked in MC space (all MC spaces too wide).  
 AREA D: 1 PM truck parked on 6 spaces.

**Parking Study**

Location: Crossroads Center Buelton  
 Project: 18-5807  
 Day: Saturday  
 Date: 6/2/2019

Space Type	AREA A			AREA B			AREA C			AREA D			TOTAL	Occupancy %
	Regular	HC	MC											
Inventory	55	8	2	37	2	2	21	2	2	44	2	2	173	
10:00 AM	43	4	0	5	0	0	1	0	0	4	0	0	57	33%
11:00 AM	40	2	0	6	0	0	1	0	0	7	0	0	56	32%
12:00 PM	33	1	0	6	0	0	10	0	0	10	0	0	60	35%
1:00 PM	53	4	0	8	0	0	16	0	0	24	0	0	105	61%
2:00 PM	47	3	0	8	2	0	20	2	0	20	0	0	100	58%
3:00 PM	46	3	0	9	0	0	14	0	0	22	0	0	94	54%
4:00 PM	39	2	0	7	0	0	8	0	0	14	0	0	70	40%
5:00 PM	24	3	0	8	2	0	8	2	0	7	0	0	52	30%
6:00 PM	17	0	0	4	1	0	9	1	0	14	0	0	45	26%

AREA B: 25 spaces occupied by Tractor Co supplies. Wedding bus parked in aisle at 5/6 pm.

AREA A: 3 spaces occupied by market @ 1pm and 2pm.



# ASSOCIATED TRANSPORTATION ENGINEERS

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Since 1978

Richard L. Pool, P.E.  
Scott A. Schell, AICP, PTP

October 11, 2019

19060L02

**TO:** Andrea Keefer, Planning Director

**SUBJECT: "Cottage Urgent Care Center Project"**  
**Owner: Taylor Judins**  
**Agent: John Cuykendall, Dudek**  
**Zoning: General Commercial-Specific Plan (CR-SP)**  
**APN: 137-790-019**

As requested, we have prepared a focused staff review of the project application and supporting documents. Additionally, we compared the trip generation for this project with the trip generation for the prior retail commercial use. The two issues we addressed were parking requirements for the Crossroads Commercial Center with the Cottage Urgent Care Center use in lieu of the retail commercial and the comparative trip generation.

### **Parking:**

The parking for the Crossroad Commercial Center required to meet the Buellton Municipal Code Section 19.14.142 for the current and proposed uses was calculated. The number of existing parking spaces is less than the code requirement. To define the probable parking demand, Stantec Consulting Services Inc. gathered parking data for the Commercial Center with its current occupancy to determine the current demand. The additional parking based upon the zoning code for the currently vacant space and for the Cottage Urgent Care Center was added to the current parking number to estimate the future parking required. The weekend parking demand was higher than the weekday. The Stantec parking study showed that the weekend demand can be accommodated.

The Crossroads Commercial has 6 building pads. The parking for two of the pads will be affected by the Cottage Urgent Care Center Project. The area that is reasonable for the two (A & B) pads. The projected parking demand for the uses on these two pads is 42 spaces. There are 50 spaces available. Based on the Stantec report and the site plan that shows the reasonable access parking available, the parking demand for Cottage Urgent Care Center will be accommodated.

In addition to the analysis by Stantec Consulting, the parking demand for the land uses listed in the 5<sup>th</sup> Edition of the Parking Generation Manual of the Institute of Transportation Engineers (ITE) was used for comparison of the results. Data in the ITE Manual are listed for two setting locations,

General Urban/Suburban; and for Dense Multi-Use Urban. Buellton is in the General Urban/Suburban setting. ITE Land Use for Clinic 630; for Retail 820.

Table 1  
Parking Rate Comparison

Land Use	Size (tsf) <sup>1</sup>	Zoning Code		ITE Parking Manual	
		Rate/tsf	Spaces	Rate/tsf	Spaces
Clinic	3.463	5.00	17	3.89	14
Retail	3.463	3.3	12	1.95	7

(1) Thousand Square Feet

The rate comparisons show the zoning code requirements are higher than the parking demand rate, thus the Stantec conclusions are consistent with industry practices in analyzing parking demand for development.

**Trip Generation:**

The 10<sup>th</sup> Edition of the ITE Trip Generation Manual was used for the trip comparison. ITE Land Use 630 – Clinic - Setting - General Urban/Suburban is the basis of the trip generation for the Urgent Care Center. Land Use 820 is the basis for the original retail use of the space.

Table 1  
Trip Generation Comparison

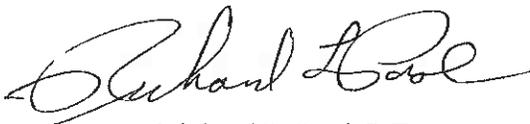
Land Use	Size Sq. Ft.	ADT		A, M. Peak Hour		P. M. Peak Hour	
		Rate	Trips	Rate	Trips	Rate	Trips
Clinic	3,463	38.16/TSF	133	3.69/TSF	13	3.28/TSF	12
Retail	3,463	37.75/TSF	132	0.94/TSF	3	3.81/TSF	13

The Clinic has a higher A. M. Peak Hour, which will not create any issues on the site. The other periods have nearly equal trip numbers.

**Conclusion:**

The traffic and parking effects for the Cottage Urgent Care Project is similar to the effects that were identified for the Modified Oak Springs Village Specific Plan.

Associated Transportation Engineers



By: Richard L. Pool, P.E.  
President

RLP/wp

