



# CITY OF MANTECA

## COMMUNITY DEVELOPMENT DEPARTMENT

February 1, 2018

Nicole Hunt  
Richmond American Homes  
One Harbor Center, Suite 100  
Suisun City, CA 94585

### **SUBJECT: TEMPORARY USE PERMIT 18-006: TEMP SALES OFFICE RICHMOND AMERICAN**

Dear Ms. Hunt:

The City of Manteca Planning Division has reviewed your Temporary Use Permit application for Temporary Sales Office for Richmond American Homes, located in the garage of Lot 5, 1485 Veteran Street, Manteca, CA. Your project application for the Temporary Sales Office has been approved with the following conditions:

#### **Planning Division**

1. The Temporary Use Permit is only valid for the following dates: January 2018 until the final home is sold for the Richmond American Homes.
2. All related debris shall be removed from the site upon termination of the use.
3. Emergency vehicle access shall be maintained at all times.
4. Proper building permits shall be obtained for all structures (sales office and model homes) through the City of Manteca Building Safety Division at (209) 456-8550.
  - a. Developers shall obtain a Tenant improvement for the sales office through the City of Manteca Building Safety Division.
5. A demolition permit must be obtained through the City of Manteca Building Safety Division for the temporary sales office once the final home in the subdivision by Richmond American Homes Development has been constructed.
6. The parking lot for the model home complex shall be removed when the model homes are sold.
7. All on site landscape shall be maintained by property owner.
8. Developer shall obtain permits to meet the requirements of Model Water Efficiency Landscaping Ordinance.
9. All conditions of approval shall be satisfied by the owner/developer. All costs associated with compliance with the conditions shall be at the owner/developer's expense.
10. Utility Companies: The applicant is responsible for contacting all appropriate utility companies to obtain agreements for extension and/or relocation of services necessary for the proposed development.
11. Fees: Developer shall be responsible for contacting all affected agencies and for the timely payment of all applicable fees associated with this project.

## Building Safety Division

12. Developer shall provide at least one accessible route within the site from accessible parking spaces and accessible passenger loading zone; public streets and sidewalks; and public transportation stops to the accessible building sales office or facility entrance they serve. Where more than one route is provided, all routes must be accessible. CBC Section IIB-206.2.1. The accessible path of travel shall be provided from the sales office to each of the proposed model homes.

Please be sure to show the accessible path of travel from the sales office or sales trailer to each of the models. Specifically be sure to show that the driveway cross slopes meet the slope requirements of CBC 11B for paths of travel.

13. Developer shall provide that all entrances and exterior ground-floor exits to buildings and facilities shall be accessible and shall comply with Section IIB-404. CBC Section IIB-206.4.1.
14. Developer shall provide an accessible restroom shall be provided in accordance with CBC Chapter 11B and shall be on an accessible path of travel.
15. Developer shall obtain building permits for the parking area, sales office, flag pole, path of travel, etc. prior to the undertaking of any work requiring a building permit per CBC 105.
16. Developer shall comply with all requirements of the Model Efficient Landscape Ordinance and all plans shall be submitted and approved prior to permit issuance for construction of the Model Homes or Sales Office.

If you have questions or need supplemental information regarding this letter, please contact Toben Barnum at (209) 456-8517 or [tbarnum@ci.manteca.ca.us](mailto:tbarnum@ci.manteca.ca.us)

Sincerely,



Greg Showerman  
Community Development Director



CITY OF MANTECA, COMMUNITY DEVELOPMENT  
 1001 W. Center Street, Manteca, CA 95337  
 Main Line: (209) 456-8500: Fax: (209) 923-8949  
 Email: [planning@ci.manteca.ca.us](mailto:planning@ci.manteca.ca.us) Website: [www.ci.manteca.ca.us](http://www.ci.manteca.ca.us)

Application Date: \_\_\_\_\_ Application Number: \_\_\_\_\_

January 18, 2018 Richmond American Homes of Maryland, Inc.

Applicant's Name Business Name  
 One Harbor Center, Suite 100 Suisun, CA 94585 (925) 628-6426

Applicant's Address City, State, Zip Telephone  
 Lots 3-6 Monday - Sunday 10am - 6pm

Location of Activity: Date & Time of Activity  
 Sales Office FROM: July 2018 TO: August 2021

Description of Activity:

*nicole.hunt@mdch.com*

MDC Holdings, Inc.

Property Owner's Name  
 One Harbor Center, Suite 100 Suisun, CA 94585 925-628-6426

Property Owner's Address City, State, Zip Telephone

**Statement of Ownership or Authorization of Agent**

(check one item)

I, the undersigned, am (one of) the legal owner(s) of the land specified in this application.

I, do hereby authorized and empower \_\_\_\_\_ (agent) to act on my behalf on all matters relating to this application.

\_\_\_\_\_  
 Signature  
 One Harbor Center, Suite 100 Suisun, CA 94585 925-628-6426  
 Address City, State, Zip Telephone

January 17, 2018  
 \_\_\_\_\_  
 Date

In making this application, the undersigned agrees that the above information is true and that all conditions will be met.

Applicant's Signature *Nicole Hunt* Date *1/15/2018*

**\*\*For Office Use Only\*\***

Fee: **\$568** Receipt No: \_\_\_\_\_ Date Received: \_\_\_\_\_

\$250 Cleaning Deposit Required (Christmas Tree Lots Only)

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

**Conditions of the Temporary Use Permit**

*(Please initial all boxes agreeing to comply with all applicable conditions.)*

This Temporary Use Permit is only valid for the dates and times listed on this application.  
Proper building permits shall be obtained for all electrical and structural work through the City of Manteca Building Safety Division at (209) 456-8550.

All related debris shall be removed from the site upon termination of the use.  
Applicant will provide traffic controls and parking as required by the Public Works Department and the Police Department prior to the event.

Appropriate permits shall be secured from the San Joaquin County Health Department.  
Emergency vehicle access shall be maintained at all times.  
The placement of merchandise, signs and accessory vehicles/equipment shall not impede traffic circulation of the parking lot or create traffic conditions on \_\_\_\_\_

Proposed activity shall not interfere with existing accessibility features (e.g. accessible parking spaces).

Applicant shall provide an accessible path of travel from the proposed event site to the public street, accessible parking space and to the accessible restroom facility, if applicable. The accessible route shall, to the maximum extent feasible, coincide with the route for the general public. CBC Section 1114B.1.2. Clearly show accessible path of travel on the site plan.

If parking will be provided, applicant shall provide an accessible parking space.  
If restroom facilities will be provided, applicant shall provide an accessible restroom.  
All gates shall meet all applicable specifications for doors, and shall comply with the following:  
-Bottom 10" of door/gate has a smooth uninterrupted surface that allows door/gate to be opened by a wheelchair footrest without creating trap or hazardous condition.  
-Effort to operate door/gate is 5 pounds max pressure.  
-Latching and locking doors/gates that are hand operated and which are in a path of travel are operable by lever type, panic bars, and push-pull activating bars.  
-Opening hardware is centered between 30" to 44" above finish floor.  
-There shall be a floor or landing on each side of a door/gate, and must be level and clear. Level area in the direction of the door swing is a minimum of 60".

Applicant shall be responsible for contacting all affected agencies and for the timely payment of all applicable fees associated with this project.

Applicant shall be responsible for contacting all appropriate utility companies to obtain agreements for extension and/or relocation of services necessary for the proposed development.

Appropriate direction signs, barricades or fences shall be provided as necessary.  
Applicant shall obtain a valid City business license.  
A water permit and hydrant meter shall be obtained from the Public Works Department. (209) 456-8585

An acceptable path of egress to the public right-of-way shall be maintained at all time.  
Lessor shall not be responsible or liable for any loss or injury, or damage occurring to Lessee or to the property of Lessee or to third persons, or the property of third persons, in, about, or on said leased premises, no matter how occurring and Lessee will save Lessor harmless for or on account of any loss, injury or damage to any person or persons or their property occurring therein, or resulting from Lessee's operation thereof. Prior to the use of Property, Lessee shall obtain and maintain in force at its sole cost and expense, the following insurance coverage—Comprehensive General and Automobile Liability Insurance (covering use of owned, non-owned, or hired vehicles) with limits of \$1,000,000 per occurrence, Property Damage--\$300,000 per occurrence. Such insurance shall contain provisions insuring the City of Manteca, elected officials, employees, agents, and volunteers as insureds. Such insurance shall be primary to any liability insurance carried by the Lessor. Pursuant to California Government Code Section 818.4, a public entity is not liable for an injury caused by the issuance, denial, suspension or revocation of, or by the failure of refusal to issue, deny, suspend or revoke, any permit, license, certificate, approval, order, or similar authorization where the public entity or an employee of the public entity is authorized by enactment to determine whether or not such authorization should be issued, denied, suspended or revoked.

Other: \_\_\_\_\_  
Other: \_\_\_\_\_  
Other: \_\_\_\_\_  
Other: \_\_\_\_\_

## **Engineering Comments**

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TO: Toben Barnum, Development Services Technician

FROM: Lauren Maneau, Assistant Engineer

DATE: January 31, 2018

SUBJECT: TUP 18-006 Temp Sales Office for Richmond American

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### Engineering

1. Fencing along the back of walk needs to be modified so the hydrant between lots 4 and 5 is outside of the fence.
2. Is the dotted line under the flag poles a joint trench utility? If so the flags must be relocated. The flag locations need to be coordinated with the joint trench plans.



## PROJECT REFERRAL/ROUTING SHEET

DATE: 1/31/18

To: City of Manteca Planning Division  
1001 W. Center Street  
Manteca, CA 95337

FROM: Billing  
(Department or Agency)

Contact Person: BRV Phone: 8502

Project Title: TUP 18-006 Temporary Sales Office for Richmond American Homes

### RESPONSE:

WE HAVE REVIEWED THIS PROPOSED PROJECT AND HAVE NO COMMENTS OR REQUIREMENTS.

WE HAVE REVIEWED THIS PROPOSED PROJECT AND REQUEST THE FOLLOWING CONDITIONS OF APPROVAL. (SEE ATTACHED MEMO)

**PLEASE ATTACH YOUR COMMENTS (EMAIL YOUR COMMENTS TO THE PROJECT PLANNER IF POSSIBLE).**

# Memo

**To:** Mallorie Fenrich, Assistant Planner  
**From:** Brad Wungluck, Chief Building Official  
**Date:** January 31, 2018  
**Re:** TUP\_18-006 Richmond America Homes Sales Office

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1. Developer shall provide at least one accessible route within the site from accessible parking spaces and accessible passenger loading zone; public streets and sidewalks; and public transportation stops to the accessible building sales office or facility entrance they serve. Where more than one route is provided, all routes must be accessible. CBC Section IIB-206.2.1. The accessible path of travel shall be provided from the sales office to each of the proposed model homes.

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2. Developer shall provide that all entrances and exterior ground-floor exits to buildings and facilities shall be accessible and shall comply with Section IIB-404. CBC Section IIB-206.4.1.
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4. Developer shall obtain building permits for the parking area, sales office, flag pole, path of travel, etc. prior to the undertaking of any work requiring a building permit per CBC 105.
5. Developer shall comply with all requirements of the Model Efficient Landscape Ordinance and all plans shall be submitted and approved prior to permit issuance for construction of the Model Homes or Sales Office.



## PROJECT REFERRAL/ROUTING SHEET

DATE: 1/23/2018

To: **City of Manteca Planning Division**  
1001 W. Center Street  
Manteca, CA 95337

FROM: Parks and Recreation Department  
(Department or Agency)

Contact Person: Michael Rosales Phone: 456-8615

Project Title: TUP 18-006 Temporary Sales Office for Richmond American Homes

**RESPONSE:**



**WE HAVE REVIEWED THIS PROPOSED PROJECT AND HAVE NO COMMENTS OR REQUIREMENTS.**



**WE HAVE REVIEWED THIS PROPOSED PROJECT AND REQUEST THE FOLLOWING CONDITIONS OF APPROVAL. (SEE ATTACHED MEMO)**

**PLEASE ATTACH YOUR COMMENTS (EMAIL YOUR COMMENTS TO THE PROJECT PLANNER IF POSSIBLE).**



## PROJECT REFERRAL/ROUTING SHEET

DATE: 1/20/18

To: **City of Manteca Planning Division**  
1001 W. Center Street  
Manteca, CA 95337

FROM: Fire  
(Department or Agency)

Contact Person: L. Ray Phone: 8347

Project Title: TUP 18-006 Temporary Sales Office for Richmond American Homes

### RESPONSE:

WE HAVE REVIEWED THIS PROPOSED PROJECT AND HAVE NO COMMENTS OR REQUIREMENTS.

WE HAVE REVIEWED THIS PROPOSED PROJECT AND REQUEST THE FOLLOWING CONDITIONS OF APPROVAL. (SEE ATTACHED MEMO)

**PLEASE ATTACH YOUR COMMENTS (EMAIL YOUR COMMENTS TO THE PROJECT PLANNER IF POSSIBLE).**



## PROJECT REFERRAL/ROUTING SHEET

DATE: 1-26-18

To: **City of Manteca Planning Division**  
1001 W. Center Street  
Manteca, CA 95337

RECEIVED  
JAN 29 2018  
COMMUNITY DEVELOPMENT  
DEPARTMENT

FROM: P.D.  
(Department or Agency)

Contact Person: Scott Cunningham Phone: 8281

Project Title: TUP 18-006 Temporary Sales Office for Richmond American Homes

### RESPONSE:

WE HAVE REVIEWED THIS PROPOSED PROJECT AND HAVE NO COMMENTS OR REQUIREMENTS.

WE HAVE REVIEWED THIS PROPOSED PROJECT AND REQUEST THE FOLLOWING CONDITIONS OF APPROVAL. (SEE ATTACHED MEMO)

**PLEASE ATTACH YOUR COMMENTS (EMAIL YOUR COMMENTS TO THE PROJECT PLANNER IF POSSIBLE).**



## PROJECT REFERRAL/ROUTING SHEET

DATE: 1/13/18

To: City of Manteca Planning Division  
1001 W. Center Street  
Manteca, CA 95337

FROM: p.w.  
(Department or Agency)

Contact Person: koosun kim Phone: 8419

Project Title: TUP 18-006 Temporary Sales Office for Richmond American Homes

### RESPONSE:



WE HAVE REVIEWED THIS PROPOSED PROJECT AND HAVE NO COMMENTS OR REQUIREMENTS.



WE HAVE REVIEWED THIS PROPOSED PROJECT AND REQUEST THE FOLLOWING CONDITIONS OF APPROVAL. (SEE ATTACHED MEMO)

**PLEASE ATTACH YOUR COMMENTS (EMAIL YOUR COMMENTS TO THE PROJECT PLANNER IF POSSIBLE).**