August 9, 2016

Mr. Jim Freeze



Subject: Design Review Application – Self Storage and Car Wash Project

Dear Mr. Freeze and Associates:

The City Staff has reviewed your documents to develop parcels 057-801-230, 057-801-160, and 057-801-040. A number of features on the presented site plans and application materials have been deemed inadequate or non-existing by City Staff. This letter serves as a complete list of standards and requirements from all departments that must be met to move forward with development. This list can be expanded once completed plans are received to address development specific features.

***Fire Department***

The City of Mt. Shasta Fire Department requires that all development follow:

* All 2013 California Fire Code, Title 24 Regulations
* Chapter 49 Wildland Urban Interface
* Chapter 9 Fire Protection Systems
* Appendix B
* Appendix D
* Appendix CC

In addition to this list, your specific development must have 50 foot turn radii on all buildings. This is at the discretion of the Fire Chief.

***Public Works Department***

The City of Mt. Shasta Public Works Department requires that all development follow:

* 2015 Greenbook: Standard Specifications for Public Works Construction
* City of Redding Construction Standards
* Mt. Shasta Municipal Code
* California Streets & Highways Code
* Manual on Uniform Traffic Control Devices
* Uniform Building Code, Appendix J Grading
* United States Environmental Protection Agency Clean Water Act

In addition to this list, your specific development must keep all City easements free of development, including, but not limited to, trees, paving, concrete walkways, fencing, and buildings.

***Planning Department***

The City of Mt. Shasta Planning Department requires new development projects to follow the Architectural Design Guidelines and Application and California Environmental Quality Act (CEQA) process. The Design Guidelines and Application are attached to this letter. The current submission is missing most of the requirements and pieces that have been submitted do not take the adjacent land uses into account: required in items 1, 2, and 5.

An Initial Study for the development is required and has been communicated to you via email and hard copy letter. The process cannot begin until we have a complete application. A complete application must meet the requirements set forth in this letter.

We also do not have an appropriately written check and payment agreement. The check and agreement submitted by Mr. Freeze were not filled out correctly. An attempt to contact Mr. Freeze was made on 7/27/2016, but we have not remedied the issue.

***Building Department***

The City of Mt. Shasta Building Department requires all developments to follow all commercial plan requirements attached to this document.

The requirements and standards presented in this letter have been approved by City Council to develop the City in an economically and environmentally responsible way. We at the City understand that our development process may differ from other jurisdictions. This letter, in addition to staff time, is meant to clarify and assist you through our development process.

Please feel free to contact our office with any questions regarding this letter, the enclosed standards and regulations, and the development process.

Sincerely,

Parish Cross

Acting City Manager

[Design Guidelines and Application & Commercial Plan Requirements]