

HEBER MEADOWS CFD 2005-1

REPORT TO BOARD OF DIRECTORS

MEETING DATE: November 15, 2018

FROM: Laura Fischer, General Manager

SUBJECT: Authorize the General Manager to Execute and Submit all Documents Relating to the Construction of a Recreation Center at 156 Littlefield Way Including: a) County Planning Department Variance Application, and b) Survey of Local Residents

ISSUE: Shall the Board Authorize the General Manager to Execute and Submit all Documents Relating to the Construction of a Recreation Center at 156 Littlefield Way Including: a) County Planning Department Variance Application, and b) Survey of Local Residents?

GENERAL MANAGER'S RECOMMENDATION:

Authorize the HPUD General Manager to Authorize the General Manager to Execute and Submit all Documents Relating to the Construction of a Recreation Center at 156 Littlefield Way Including: a) County Planning Department Variance Application, and b) Survey of Local Residents.

FISCAL IMPACT:

Variance Application \$2,000. This is an increase in the projected cost for planning.

BACKGROUND:

In August, the HPUD staff and consultant engineers, The Holt Group, submitted a pre-application to the Planning Department. This application is attached for your review.

The pre-application triggered a review of the project by the Planning Department and they scheduled a meeting to review their findings.

DISCUSSION:

Staff and The Holt Group attended the meeting and the following items were discussed.

Need for Variance Application:

- 1) Set Back Requirements. The County's Planning Code requires a 25' rear set back. Our plan, which will allow us to install a larger building, has a 10' rear set back. The Planning Department will required a variance request to approve this request. We believe they will approve as there is no development in the rear. If they don't approve the variance, we will need to reduce the length of the building from 50' to 40' and move it an additional 5' to the south.
- 2) Parking Requirements. The County was very vague about the number of parking spaces needed for this project. They provided some information, and our variance request would request that they allow for on street parking on Bloomfield instead of onsite parking. On the west side of Bloomfield there is approximately 700 feet available for parking. This area won't be developed as it

is adjacent to the retention basin. That is about 38 parking spaces that we will count on our application.

Items Discussed:

- 1) Trash Enclosure Requirements. The County has trash enclosure requirements for roll off bins. We are looking into our option of having residential trash containers instead of the roll off. The County Health Department doesn't have any regulations and this may be under HPUD jurisdiction.
- 2) Incompatible Use: There was discussion about constructing a community center in a residential area. This is an allowed use and as we explained the County agreed. However, we told the County that we would ask the residents if they had any concerns, and the County suggested that we submit our survey results along with our variance request.
- 3) Fencing Requirements. The County zoning requirements require us to construct a mason wall between the recreation room and the resident next door. This is part of the compatible component discussed above. The mason fence will meet the requirements, but will increase the cost.
- 4) ADA sidewalk and cross walk. The County Public Works department will require that we relocate the ADA ramp on the corner of Littlefield Way and Bloomfield. This ADA ramp must be set at an angle to allow crossing straight east to Jiggs Johnson Park. They also discussed the need to install a crosswalk. We agreed with this need as it is our intention to have anyone participating in our programs travel between the park and the recreation center.
- 5) Landscaping Requirements. The County feels that the existing landscape would meet the requirements.

Next Steps:

If our variance request for a 10' setback instead of a 25' setback is denied, we will have to decrease the size of our building and move it to the south. If our parking variance request is denied, we will be told how many parking spots we need and our design will have to include that many parking spots. If they require too many, we may not be able to move forward.

The variance should be submitted soon so we can get scheduled on the County Planning Commission meeting agenda. The Planning Commission will make the ultimate recommendation and approval.

The survey will gauge the support from residents near the recreation room. The survey is attached for your review and consideration. It asks if the resident is in favor of the recreation center and if they would use the services; if they are then the survey asks what services would they like to see. If they are not in favor of the project, the survey asks why. Receiving positive support of the project will support the variance application.

After we have a decision on our variance application, we will adjust our building size and submit the full application.

CONCLUSION:

Staff recommends that the Board authorize the General Manager to execute and submit all documents relating to the construction of the Recreation Center at 156 Littlefield Way including variance application and survey of local residents.

ALTERNATIVES:

- 1) Do not authorize the General Manager to submit a planning department variance, which will require that the building size be reduced to about 40'x40' or 1,600 square feet.
- 2) Do not authorize the General Manager to submit a survey to gauge the support of the local residents. No gathering a survey, could result in unhappy residents.
- 3) Provide alternate direction to staff.

Respectfully Submitted,

Laura Fischer, General Manager

Attachments: Planning Department Pre-application
Survey and Map



Heber Public Utility District

1078 Dogwood Rd. Suite, 103 · P.O. Box H
Heber, CA 92249
TEL. (760) 482-2440 · FAX (760) 353-9951
www.heber.ca.gov

October _____

Personal Address

**RE: PROPOSED RECREATIONAL FACILITY AT NORTH-EAST CORNER OF
BLOOMFIELD STREET AND LITTLEFIELD WAY (See Enclosed Map)**

Dear Resident,

The Heber Public Utility District (HPUD) has been awarded grant monies for the purpose of constructing a recreational center to better serve the Heber community. The HPUD is interested in targeting areas to the northeast of town where facilities are limited. The recreational facility would include services such as community lessons, skill training, active events, and similar recreational activities. Ideally, the District would like to locate the recreational center within walking distance to Jiggs Johnson Park and the neighborhoods it intends to serve. Please refer to the enclosed concept plan and kindly communicate your support by completing the bottom portion of this letter and returning it in the enclosed, pre-addressed envelope. You may also drop it off at the HPUD offices.

Thank you for your participation and feedback!

Your street address: _____

Your opinion regarding the proposed concept:

- In favor** of the concept, our household would likely use services
- In favor** of the concept, our household may not benefit from services

What other services would you like to see: _____

- Not in favor** of the concept because _____

Your phone number if you would like more information: _____



County of Imperial
Planning & Development Services
801 Main Street
El Centro, CA 92243
Office (442) 265-1736
Fax (442) 265-1735
www.icpds.com

Project Review and Pre-Application

Date Submitted: 09-21-2018

Applicant (who is financially responsible): Heber Public Utility District

Project Name: Heber Public Utility District Recreational Center

Assessor's Parcel Number: 054-601-001

Project Location & Brief Description:

156 Littlefield Way

Heber, CA 92249

See attached Description

Name, Address and Phone Number to contact for revisions and/or approval:

Ms. Laura Fischer, General Manager
1078 Dogwood Road, Suite 103
Heber Ca 92249
760-482-2440
lfischer@heber.ca.gov

Juny Marmolejo, Engineer
The Holt Group, Inc.
1601 N. Imperial Avenue
El Centro, CA 92243
760-337-3883
jmarmolejo@theholtgroup.net

Office Use Only

Planner: _____

Date Routed: _____ Date: _____



September 21, 2018

Subject: **HEBER PUBLIC UTILITY DISTRICT RECREATIONAL CENTER**

**COUNTY OF IMPERIAL - PLANNING & DEVELOPMENT SERVICES
PROJECT REVIEW AND PRE-APPLICATION**

PROJECT DESCRIPTION

THG Project No. 744.077

Heber Public Utility District (HPUD) proposes to construct a Recreational Center for the unincorporated community of Heber in Imperial County. The Recreational Center is proposed to be constructed and operated in the existing lot owned by HPUD (a publicly owned special district). HPUD is working within the constraints of the available lot size and lot configuration. HPUD's resources are limited and HPUD would like to be able to make this project work at this location to provide our residents with needed recreational opportunities.

The project site is zoned R-1 (low density residential) which allows for publicly owned recreational facilities. The project site consists of a 65 feet by 110 feet rectangular lot at 156 Littlefield Way, Heber, CA 92249 (APN 054-601-001). The Lot is located within the Heber Meadows Subdivision in Heber, CA. The Lot is a corner lot and is bounded by Littlefield Way on the south, existing residential single family dwelling unit to the east, undeveloped empty lot to the north, and Bloomfield Street to the west. The Lot was previously used as a parking lot for visitors of the Heber Meadows Subdivision's home sales office. The Lot was set up for the construction of a dwelling unit at a future date.

The existing Lot is empty with native soil, a deteriorated asphalt parking lot, and has minor landscaping shrubs. The Lot has a water service connection that is in operation, and sewer service hook-up connection. The lot has the capability for power and communication utilities. The Lot has wood fencing surrounding the east, north, and west sides of the property. The Lot has existing sidewalk on the west side along Bloomfield Street and south side along Littlefield Way. The lot has an existing driveway along Littlefield Way, which is the proposed driveway entrance to the Recreational Center Building.

The project will include the minor demolition, grading, and construction of a premanufactured building to serve as the Recreational Center Building. The

project will require demolition of the existing asphalt parking lot, bollards, and existing landscape shrubs. The existing Lot will be graded to accommodate the proposed premanufactured building, sidewalk areas, driveway, new asphalt parking lot area, and new landscaping.

The proposed premanufactured building will be 45-feet by 50-feet (2,250 square feet) and will include a large main room with partitioned office, storage rooms, and restroom facilities. The front of the building would be to the south toward Littlefield Way. It is requested that the County would allow a rear (north side) set back of 10 feet in order to maximize the allowable Recreational Center building size.

A pedestrian sidewalk is to be constructed from Littlefield Way up to the building. The existing driveway along Littlefield Way will lead to five (5) parking spaces, in which one (1) of space is ADA compliant. The number of parking spaces is based on a calculation of one (1) space per 450 square feet of building.

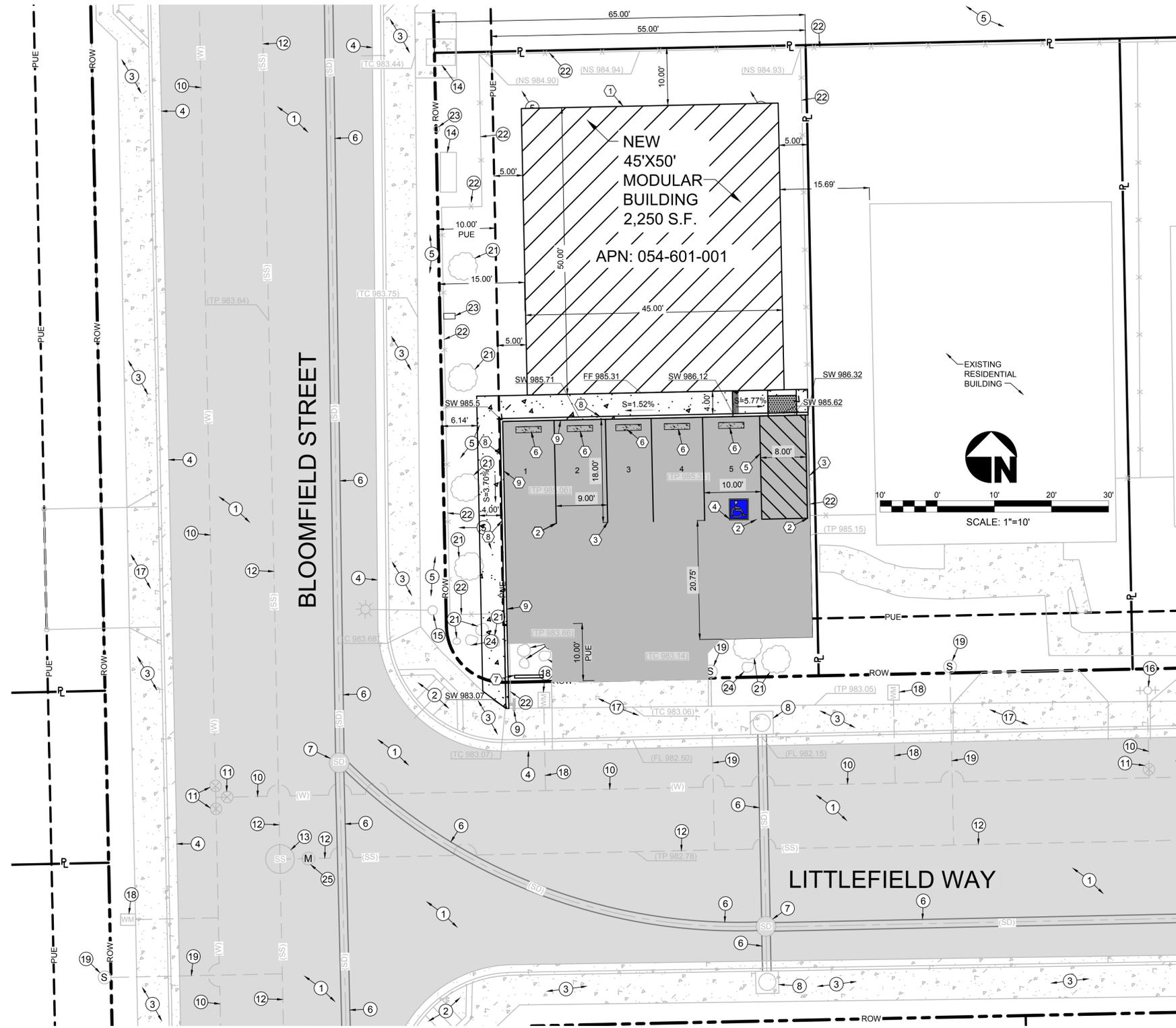
The existing water service and sewer service utilities are to be extended to the proposed premanufactured building. New power service and communication service utilities are to be installed for the proposed premanufactured building. New landscaping is to be placed throughout the Lot.

This project is considered an infill project for which all environmental issues been addressed as a part of the Heber Meadows Subdivisions previous development.

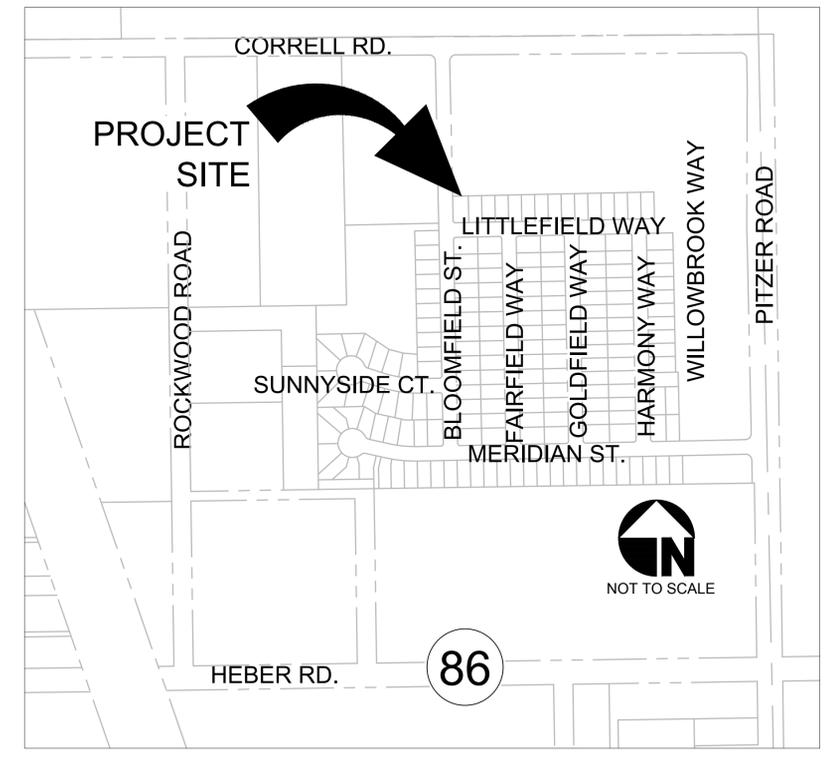
This project is considered an infill project for which all environmental issues been addressed as a part of the Heber Meadows Subdivision's development previously processed.

HPUD is currently working with a Local Entity Grant for the construction of the Recreational Center. Of particular concern are the setback requirements as the number of parking spaces. As HPUD is working on a deadline for the Local Entity Grant, we would like to ensure that our first plan submittal is as accurate and complete as possible to minimize time lost from multiple plan checks and revisions.

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RECREATION CENTER GRADING AND UTILITY PLAN
SCALE: 1" = 10'



RECREATION CENTER VICINITY MAP

EXISTING KEYNOTES

- ① EXISTING A.C. PAVEMENT TO REMAIN.
- ② EXISTING P.C.C. CURB RAMP TO REMAIN.
- ③ EXISTING P.C.C. SIDEWALK TO REMAIN.
- ④ EXISTING P.C.C. CURB AND GUTTER TO REMAIN.
- ⑤ EXISTING NATIVE MATERIAL TO REMAIN.
- ⑥ EXISTING STORM DRAIN LINE TO REMAIN.
- ⑦ EXISTING STORM DRAIN MANHOLE TO REMAIN.
- ⑧ EXISTING STORM WATER CATCH BASIN TO REMAIN.
- ⑨ EXISTING STOP/STREET NAME SIGN TO REMAIN.
- ⑩ EXISTING WATER LINE TO REMAIN.
- ⑪ EXISTING WATER VALVE TO REMAIN.
- ⑫ EXISTING SANITARY SEWER LINE TO REMAIN.
- ⑬ EXISTING SANITARY SEWER MANHOLE TO REMAIN.
- ⑭ EXISTING UTILITY ENCLOSURE WITH CONCRETE PAD TO REMAIN.
- ⑮ EXISTING STREET LIGHT TO REMAIN.
- ⑯ EXISTING FIRE HYDRANT TO REMAIN.
- ⑰ EXISTING P.C.C. DRIVEWAY APPROACH TO REMAIN.
- ⑱ EXISTING WATER SERVICE/METER TO REMAIN.
- ⑲ EXISTING SEWER LATERAL/CLEANOUT TO REMAIN.
- ⑳ EXISTING A.C. PARKING LOT TO REMAIN.
- ㉑ EXISTING TREES/BUSHES TO REMAIN.
- ㉒ EXISTING FENCE TO REMAIN.
- ㉓ EXISTING IRRIGATION VALVE TO REMAIN.

CONSTRUCTION KEYNOTES

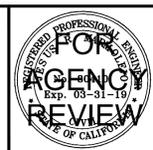
- ① INSTALL 36'X40' MODULAR BUILDING AND FOUNDATION.
- ② INSTALL 4-INCH WHITE PARKING LINE FOR PARKING SPACE AS ILLUSTRATED ON PLANS.
- ③ INSTALL 4-INCH BLUE PARKING LINE FOR HANDICAP PARKING SPACE AS ILLUSTRATED ON PLANS.
- ④ INSTALL HANDICAP SYMBOL WITH BOX PER CALTRANS STANDARD A24C.
- ⑤ INSTALL HANDICAP UNLOADING ZONE AS ILLUSTRATED ON PLANS.
- ⑥ INSTALL REMOVED CONCRETE PARKING STOP.
- ⑦ INSTALL RECREATION CENTER SIGN.
- ⑧ INSTALL NEW 4 FEET WIDE P.C.C. SIDEWALK.
- ⑨ INSTALL NEW 6-INCH P.C.C. BARRIER CURB.
- ⑩ INSTALL NEW TRASH ENCLOSURE.

No.	REVISION	APPROVED	DATE	DESIGNED BY: JM	DRAWN BY: DB

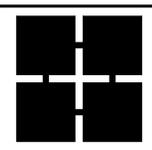
UNAUTHORIZED CHANGES AND USES: The engineer preparing these plans will not be responsible for, or liable for, unauthorized changes to or uses of these plans. All changes to these plans must be in writing and must be approved by the preparer of these plans.

SCALE: PER PLAN	CHECKED BY: JGH
BENCH MARK No.	ELEV.:
BENCHMARK	

PREPARED UNDER THE DIRECT SUPERVISION OF:	
JESUS R. MARMOLEJO, P.E.	R.C.E. No. 80410
DATE: 08/06/2018	REG. EXP. 03-31-19



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PROJECT TITLE :	HEBER PUBLIC UTILITY DISTRICT- LITTLEFIELD WAY AND BLOOMFIELD STREET RECREATION CENTER PROJECT
PROJECT NUMBER :	744.077E
SHEET CONTENT :	GRADING AND UTILITY PLAN

SHEET NO.	3
OF	6
SHEETS	6