

August 8, 2023

Archer Stephenson  
63177 Golden Street  
Joshua Tree, CA 92252

**RE: PRE-APPLICATION, PA 07-23  
APN(S): 0586-091-01 & 0586-091-02  
SANTA FE TRAIL, YUCCA VALLEY, CA 92284**

Mr. Stephenson

Thank you for submitting a Pre-Application for a project to be located on the property located at APN 0586-091-01 & 0586-091-02. Below is a summary of the Town's understanding of the project description:

- The project proposes 30 multi-family units, 6 live-work units, on-site parking, and off-site parking areas.
- Driveway access to the development is proposed on Jemez Trail.
- Two-story development is proposed.
- The project proposes a Lot Merger of the two parcels, identified as APN 0586-091-01 (approximately 1.05 acres) & 0586-091-02 (approximately 0.90 acres).
- 0586-091-01 has frontage on Santa Fe Trail and Jemez Trail. APN 0586-091-02 has frontage on Santa Fe Trail.

Based on the above project understanding, the following processes are anticipated for land use review:

1. The General Plan and Zoning designation for the property is Old Town Commercial/Residential (OTCR). The Old Town Commercial/Residential District is intended to provide a complementary mix of commercial and residential development. The district is a buffer between higher-intensity development in the OTMU District and adjacent residential development south of the Specific Plan project area. High-quality, well-designed commercial, office, and residential uses are encouraged within the OTCR District.

<https://www.yucca-valley.org/our-town/departments/community-development/planning/development-docs/old-town-specific-plan>

Planning (760) 369-6575  
Public Works (760) 369-6579  
Building and Safety (760) 365-0099  
Code Compliance (760) 369-6575  
Engineering (760) 369-6575  
Animal Control (760) 365-1807  
Animal Shelter (760) 365-3111  
FAX (760) 228-0084



The Town of  
**Yucca Valley**

COMMUNITY DEVELOPMENT/PUBLIC WORKS DEPARTMENT  
58928 Business Center Dr.  
Yucca Valley, California 92284



2. The proposed project will require the submittal of a Site Plan Review (SPR) and Environmental Assessment (EA) application.  
<https://www.yucca-valley.org/home/showpublisheddocument/7183/638109522666800000>
3. Application materials shall be prepared in accordance with the Site Plan Review (SPR) submittal checklist. Please review the checklist thoroughly.
4. The Town implements a deposit system with 100% cost recovery for all land development applications.
5. Lot Merger (LM) will be required with project approvals.  
<https://www.yucca-valley.org/home/showpublisheddocument/7344/638173408564030000>
6. The whole of the action defined as the “project” is subject to CEQA. Plans must show the footprint of all proposed development and improvements incidental to that development, including all phases. The Town contracts for CEQA report preparation and environmental review. The contract costs for CEQA analysis are the responsibility of the project proponent.
7. A Program EIR was prepared and adopted for the Old Town Specific Plan area. The Program EIR serves as the basis for future tiered environmental analyses for projects resulting from implementation of the Old Town Specific Plan. The future analyses are developed as more project-specific information is defined and more detailed architectural and engineering plans are prepared. Subsequent activities in the Project must be examined in light of the Program EIR to determine whether additional environmental documents must be prepared.
8. The project may require an incidental take permit through the California Department of Fish and Wildlife (CDFW) for Western Joshua Trees and any other biologically sensitive species on or adjacent to the project site. Please consult CDFW regarding Western Joshua Tree requirements and mitigation.
9. If an incidental take permit is required in conjunction with CEQA procedures, CESA approvals, inter-agency review, and entitlements, staff would anticipate that the environmental approval process may take at least two (2) years to complete prior to construction being able to occur. Please note this is a conservative estimate.
10. The following studies may be anticipated. Additional studies may be required based on actual scope of the proposed project:
  - a. Traffic Impact Analysis
  - b. Biological Assessment addressing, at a minimum, Burrowing Owl, Western Joshua Tree, and Desert Tortoise.
  - c. Noise Study
  - d. Drainage Study

Below are preliminary standards for the proposed development:

1. The property is located along the portion of Santa Fe Trail identified on the Yucca Valley General Plan Roadway Classifications map as a 70’ full width (35’ half-width), 2 lane arterial road. Jemez Trail is classified as a 60’ full width (30’ half-width) 2 lane local road.
2. The applicant will be required to provide half-width improvements to the property frontages of Santa Fe Trail and Jemez including pavement, curb, gutter, and



sidewalk per the ultimate right-of-way in the Town of Yucca Valley General Plan, in conformance with Development Code and Engineering standards.

3. The eight "pop out" parking spaces shown on the current site plan should be eliminated and normal street frontage parking provided instead. If the applicant appeals the removal of the pop out parking spaces and the spaces are ultimately approved, additional right of way easements will be needed for the parking spaces and sidewalks that will be outside the normal street right of way.
4. Parking lots should be screened from surrounding public streets, sidewalks, parks, and other public properties. Whenever structures such as walls or fences are used to create a screen, plants should be located on the sides of the structure which can be seen from surrounding streets, sidewalks, parks, and other public properties. All areas within the perimeter of parking lots not used for parking, loading, circulation, transit, or pedestrian facilities should be landscaped to minimize the feeling of expansive hard surfaced areas and to improve the parking lot appearance. Landscape design shall provide for adequate plant aeration and traffic safety. Plant materials should be placed on islands, entry drives, pedestrian walls and along end islands which separate parking from drive aisles. Xeriscape landscaping shall be used. Two feet (2') at the end of landscape islands should be left unplanted. The use of cobbles, patterned concrete, or brick pavers should be considered in these end areas. A preliminary landscape plan will be required as part of the submittal package. Upon Planning Commission approval of the project, a Landscape and Irrigation Review application will be required to verify compliance with the State of California's Model Water Efficient Landscape Ordinance standards.
5. The project is subject to multi-family residential standards, site design guidelines, and architectural design guidelines in the Town of Yucca Valley Development Code, Chapter 9.08, Section 9.08.070, and the Old Town Specific Plan, Chapter 5.  
[https://codelibrary.amlegal.com/codes/yuccavalleyca/latest/yuccavalley\\_ca/0-0-0-14579](https://codelibrary.amlegal.com/codes/yuccavalleyca/latest/yuccavalley_ca/0-0-0-14579)  
<https://www.yucca-valley.org/our-town/departments/community-development/planning/development-docs/old-town-specific-plan>
6. The project is subject to parking standards in the Old Town Specific Plan, Chapter 4, Section 4.7, and the Town of Yucca Valley Development Code, Chapter 9.33, and Chapter 9.41. Please see Chapter 4.7.2 of the Old Town Specific Plan for information on on-street parking.  
<https://www.yucca-valley.org/our-town/departments/community-development/planning/development-docs/old-town-specific-plan>  
[https://codelibrary.amlegal.com/codes/yuccavalleyca/latest/yuccavalley\\_ca/0-0-0-15974](https://codelibrary.amlegal.com/codes/yuccavalleyca/latest/yuccavalley_ca/0-0-0-15974)  
[https://codelibrary.amlegal.com/codes/yuccavalleyca/latest/yuccavalley\\_ca/0-0-0-16784](https://codelibrary.amlegal.com/codes/yuccavalleyca/latest/yuccavalley_ca/0-0-0-16784)
  - a. Per Chapter 9.33, Section 9.33.040 Off Street Parking Spaces Requirements, Table 3-5 Residential Parking Space Requirements,
    - i. The required parking is one and one half (1.5) spaces for each unit containing one (1) bedroom; two (2) spaces for each unit containing 2 or more bedrooms. At least one (1) of the spaces required for each unit shall be within a garage or carport.
      1. The proposed project provides twenty (20) 2-bedroom dwelling units and ten (10) 1-bedroom dwelling units. The



required parking to be provided for the proposed dwelling units is fifty-five (55) parking spaces. Thirty (30) of those fifty-five (55) required parking spaces shall be within a garage or carport.

- b. Per Chapter 4.62 of the Old Town Specific Plan, the required parking to be provided for the proposed live-work units is at least 2 off-street parking spaces for each 1,000 square feet of floor area.
  - i. Six (6) live-work units are proposed with 1200 square-feet of floor area each. Each live-work unit shall provide at least three (3) off-street parking spaces for a total of eighteen (18) off-street parking spaces.
- c. Per Chapter 9.33, Section 9.33.050 Parking Spaces For People With Physical Disabilities, Table 3-9 Required Number Of Parking Spaces For People With Physical Disabilities,
  - i. One (1) ADA-compliant parking space shall be provided for each dwelling unit designated for individuals with physical disabilities.
  - ii. Three (3) ADA-compliant parking spaces are required based on the total required parking of seventy-three (73) parking spaces. At least one in every eight (8) required accessible spaces, but not less than one, shall be served by an access aisle ninety six inches (96") wide minimum and shall be designed as "Van Accessible". See table 3-10 for van accessible parking space dimensions.
- d. Per Chapter 9.41, Section 9.41.030 Multiple Family Dwellings,
  - i. A bicycle rack, locker, or other secure bicycle parking facility is to be provided for every thirty (30) parking spaces. Each project is to include a minimum of one bicycle rack capable of holding three (3) bicycles. Three bicycle racks shall be provided, capable of holding three (3) bicycles each.
  - ii. Sidewalks shall be provided from the public streets to each building within the complex.
  - iii. Transit facilities, such as bus shelters, bus pullouts, and bus pads, shall be provided if the director, in consultation with local transit providers, determines they are needed to serve the development.
- e. Per Chapter 9.33, Section 9.33.110 Parking Design Guidelines,
  - i. Bicycle parking facilities should be located outside of a vehicular or pedestrian way and be protected and separated from motor vehicle traffic and parking lots by either a five foot (5') separation distance or a curb or other physical barrier.
  - ii. Bicycle parking facilities should be made out of a durable and strong material, be permanently anchored to the ground and be designed so as to allow bikes to be locked to it.
  - iii. Bicycle parking facilities should be sufficiently illuminated.
- f. Per Chapter 9.33, Section 9.33.070 Parking Area Design Standards, Table 3-11 Parking Spaces Dimensions,
  - i. The required minimum dimensions for each standard parking space are nine feet (9') in width and nineteen feet (19') in depth.
- g. Per Chapter 9.33, Section 9.33.050 Parking Spaces For People With Disabilities, Table 3-10 Disabled Parking Space Dimensions,

- i. The required minimum dimension for each van accessible disabled parking space is a parking space width of nine feet (9') and passenger side loading area/access aisle width of eight feet (8'), totaling seventeen feet (17') in width, and a depth of nineteen feet (19').
  - h. Per Chapter 9.33, Section 9.33.050 Parking Spaces For People With Disabilities,
    - i. The required dimension for each non-van accessible disabled parking space is a parking space of nine feet (9') width and a loading area/access aisle width of five feet (5'), totaling fourteen (14') in width, and a depth of nineteen feet (19').
  - i. Per Chapter 9.33, Section 9.33.070 Parking Area Design Standards,
    - i. Any parking adjacent to any building or structure, wall, or fence shall have wheel stops not less than six inches (6") in height and a distance not less than three feet (3') from said building or structure, wall, or fence.
    - ii. Individual parking stalls shall be clearly striped and permanently maintained with double or hairpin lines on the surface of the parking facility, with the two (2) lines being located an equal nine inches (9") on either side of the stall sidelines.
    - iii. One-way access drives leading to aisles within a parking area shall be a minimum width of twelve feet (12'), and within the aisles as shown in Table 3-12.

TABLE 3-12  
ONE-WAY TRAFFIC STANDARDS

Parking Stall Angle (Degrees)	Minimum Aisle (Feet)
Parallel	12
1 to 45	14
46 to 60	17
61 to 90	26

- iv. The aisles and the two-way access drives leading to aisles within a parking area shall be a minimum width of twenty six feet (26').
      - v. Drive aisle widths shall comply with all fire department requirements, which may result in modifications to the standards listed in table 3-12 of this section.  
All parking areas shall be well lit with sufficient lighting to illuminate all areas for security and safety and shall comply with the provisions of title 8, chapter 8.70, "Outdoor Lighting", of this code. [https://codelibrary.amlegal.com/codes/yuccavalleyca/latest/yuccavalley\\_ca/0-0-0-2462](https://codelibrary.amlegal.com/codes/yuccavalleyca/latest/yuccavalley_ca/0-0-0-2462)
      - vi. All street frontage parking shall have a three foot (3') high wall, solid hedge or landscape berm or a combination thereof or an alternate buffer may be used subject to approval of the director, to buffer off street parking, loading areas, and outdoor sales display areas. The buffer shall be measured from the grade of the parking, loading, outdoor sales area and in the case of hedges, shall be situated at the rear of the landscape setback.



- vii. Where more than twenty (20) parking spaces are required in a commercial, office, or multi-family zone, the parking area shall be landscaped a minimum five percent (5%) of the net off street parking area.
  - viii. Drought tolerant, desert compatible shade trees and other landscape material shall be included in the parking lot design in order to reduce the visual effects of large asphalt areas and to assist in improving the appearance of the property from street frontage.
  - ix. Parking area shall be maintained at all times in a clean, neat, and orderly condition.
  - x. All spaces in a parking facility shall be accessible and all circulation shall be internal without reentering a public right of way. Off street parking shall generally be located so as to be more convenient and accessible than on street parking with respect to entrances of buildings and pedestrian circulation on the site served.
- j. Per Chapter 9.33.090, Section 9.33.090 Parking Area Plan Required,
- i. Prior to the construction of an off street parking area for a nonresidential use or a multi-family dwelling with four (4) or more units, a plan shall be submitted to the planning division for the purpose of indicating compliance with the provisions of this chapter. This plan shall include:
    - 1. The location and placement of required landscaped areas, including a computation of the required areas.
    - 2. A planting plan including a list of plants by name and size keyed to their location on the parking area.
    - 3. Location and description of fencing and architectural screen walls.
    - 4. Layout and method of irrigation of landscaped areas.
    - 5. Location and placement of parking stalls, including bumpers, striping and circulation, and directional signs, and all dimensions to permit comparison with approved parking standards.
    - 6. Placement and illumination data of parking area lights, including photometric study.
    - 7. Method of drainage.
7. The Live-Work Units are subject to the standards detailed in the Old Town Specific Plan, Chapter 4, Section 4.6.2, which state:
- a. Purpose: Live-work units are intended to be occupied by business operators (especially artisans and artists) who live in the same structure that contains the commercial or industrial activity. A live-work unit is intended to function predominantly as workspace with incidental residential accommodations being an incidental use.
  - b. Applicability and Allowed Uses: The provisions of this section shall apply to live-work units as allowed by Table 4-2. The nonresidential component of a live-work project shall be only a use allowed within the OTMU, OTCR, and OTIC districts.
  - c. Limitations on Use: A live-work unit shall not be established or used in conjunction with any of the following activities:

- i. Adult businesses;
  - ii. Vehicle maintenance or repair (e.g., body or mechanical work, including on boats and recreational vehicles), vehicle detailing and painting, upholstery, etc.);
  - iii. Storage of flammable liquids or hazardous materials beyond those normally associated with a residential use, as subject to review and approval by the Department Director and the Fire Department;
  - iv. Other activities or uses not compatible with residential activities and/or that could affect the health or safety of live-work unit residents because of dust, glare, heat, noise, noxious gases, odor, smoke, traffic, vibration, other adverse impacts, or hazardous materials, processes, products, or wastes, as determined by the Department Director.
- d. Development Standards:
- i. Floor Area Requirements: The minimum total floor area of a live-work unit shall be 1,000 square feet. All floor area, other than that reserved for living space, shall be reserved and regularly used for working and display space.
  - ii. Floor Height Requirements: The minimum floor-to-ceiling height for nonresidential portions of a live-work unit fronting a public street and located at street level shall be 12 feet.
  - iii. Street Frontage Treatment: Each live-work unit shall have a pedestrian-oriented frontage that publicly displays the interior of the nonresidential areas of the structure. The first 25 feet of the floor area depth at the street-level frontage shall be limited to display and sales activity.
  - iv. Access to Units: Where more than one live-work unit is proposed within a single structure, each live-work unit shall be separated from other live-work units and other uses in the structure. Access to individual units shall be from common access areas, corridors, or hallways. Access to each unit shall be clearly identified to accommodate emergency services.
  - v. Integral Layout: The living space within the live-work unit shall be contiguous with, and an integral part of, the working space with direct access between the two areas, and shall not be a separate stand-alone dwelling unit. The residential component shall not have a separate street address from the business component.
- e. Parking: Each live-work unit shall be provided with at least 2 off-street parking spaces for each 1,000 square feet of floor area. The Department Director may modify this requirement for the use of existing structures with limited parking.
- f. Operating Standards:
- i. Occupancy: A live-work unit may be occupied and used only by a business operator and/or a household of which at least one member is a business operator.
  - ii. Sale or Rental of Portions of Unit: No portion of a live-work unit may be separately leased, rented, or sold.







17. Building plans shall be submitted to the Town of Yucca Valley Building & Safety department following Planning Commission approval. Please contact the Town Building Official, Paul Osterman, at [posterman@yucca-valley.org](mailto:posterman@yucca-valley.org) for any Building & Safety questions.  
<https://www.yucca-valley.org/our-town/departments/community-development/building-and-safety>
18. Development Impact Fees are required and can be found here: <https://www.yucca-valley.org/our-town/departments/community-development/planning/planning-fees>
19. With submittal of improvement plans including but not limited to grading plans, street improvement plans, storm drain and retention/detention basin plans, and erosion and sediment control plans, the Applicant shall cause to be formed, or shall be annexed into an existing, maintenance district(s) for landscape, lighting, streets, drainage facilities or other infrastructure as required by the Town. The Applicant shall initiate the maintenance and benefit assessment district(s) formation, or annexation, by submitting a landowner petition and consent form (provided by the Town) and deposit necessary fees concurrent with the application for street and grading plan review and approval; and said maintenance and benefit assessment district(s) shall be established concurrent with the approval of the final map in the case of the subdivision of land, or prior to issuance of any certificate of occupancy where there is no subdivision of land. Application for CFD formation or annexation shall be made the Town of Yucca Valley Public Works Department, in the amount of \$5,000.00 application fee.

See additional agency information below:

1. Please contact the County of San Bernardino Environmental Health and Fire District, for their standards, application requirements, and fees.
2. Please contact the Mojave Desert Air Quality Management District (MDAQMD) for permit requirements and fees.
3. Please contact the California Department of Fish and Wildlife (CDFW) regarding their requirements and mitigation.

Thank you for your interest in the Town of Yucca Valley. Should you have any questions please feel free to contact staff at your convenience.

Best regards,



Jared Jerome  
Associate Planner