

**DATE:** August 21, 2023  
**FROM:** Kinarik Shallow, Associate Planner

**SUBJECT:** **NOTICE OF INTENT TO APPROVE A MINOR DESIGN REVIEW PERMIT AND VOLUNTARY MERGER**

Dear Roseville Property Owner and Interested Individuals:

The purpose of this notice is to inform you that a Minor Design Review Permit and Voluntary Merger application has been submitted to the Roseville Planning Division. The requested permit is described below.

The City issues administrative permits for minor types of projects, based on our review of the application and consistency with City standards, and will not hold a public hearing unless one is requested by you or another interested individual. The Planning Manager intends to approve the permit eleven days following the date of this letter, unless a public hearing is requested. People with questions are invited to contact the Project Planner, Kinarik Shallow, by phone at (916) 746-1309 or e-mail at [kshallow@roseville.ca.us](mailto:kshallow@roseville.ca.us). All requests for a public hearing must be in writing (to Kinarik Shallow, Planning Division, 311 Vernon Street, Roseville, CA 95678) and must be received no later than 5 p.m. on the date noted below. If a public hearing is requested, you will receive notice of the date, time, and place of the public hearing. The Planning Manager's action to approve this permit may be appealed to the Planning Commission within 10 days of the approval date.

**Project Description**

**Applicant/Property Owner:** Albert Francis, Albert Francis Development Inc.

**Date Filed:** April 21, 2022

**File/Project Number:** PL22-0108

**Project Name, Address & Location:** DTSP PCL DT-1 – 300 Elefa Multi-Family; 300 Elefa Street

**Request:** The applicant requests approval of a Minor Design Review Permit to build three (3) two-story single-family residential units approximately 1,800 square feet each, and one (1) single-story accessory dwelling unit (ADU) that is approximately 1,000 square feet. The City right-of-way at the front of the project will be deeded to the owner and a Voluntary Merger is requested to combine the two parcels into one parcel.

**Environmental Determination:** The application is exempt from the provisions of the California Environmental Quality Act (CEQA) per Section 15182 pertaining to Residential Projects Pursuant to a Specific Plan and pursuant to Section 305 of the City of Roseville CEQA Implementing Procedures. An Environmental Impact Report (EIR) was prepared for the Downtown Specific Plan (DTSP) and certified on April 1, 2009 (SCH# 2007102090), which included an evaluation for development of the DTSP Parcel DT-1 district. Staff finds the construction of the project is within the scope of the project covered by the DTSP Final EIR. Given the project is consistent with the DTSP EIR and Specific Plan, no new effects would be expected to occur and all applicable mitigation measures from the DTSP EIR will be implemented during the design and construction of the project. In addition, the project is categorically exempt under Section 15332 (Infill projects) of the CEQA Guidelines. As such, no additional environmental document is required.

**LAST DAY TO REQUEST A PUBLIC HEARING:** August 31, 2023 by 5 p.m.

Note: If a decision is challenged in court, the challenge may be limited to raising only those issues which were raised at a public hearing or in written correspondence delivered to the Planning Manager at, or prior to, the public hearing. A public hearing for this application will not be held unless you or another individual requests a public hearing.

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