



City of Manteca Planning Commission
AGENDA REPORT

ATTACHMENT 1
STAFF REPORT 8/6/2026

MEETING DATE: August 6, 2026
PROJECT NAME: Sarene Place
PROJECT LOCATION: 429 Sutter Street (APN 223-120-06)
APPLICATION NUMBERS: SPA 23-85

RECOMMENDATION:

Planning Commission conduct a public hearing and find the Sarene Place Project exempt from further environmental review pursuant to Section 15303(b) of the California Environmental Quality Act Guidelines, and adopt a resolution approving a Site Plan and Design Review (SPA 23-85) to allow the development of a fourplex for the Sarene Place Project located at 429 Sutter Street (APN 223-120-06).

PROJECT INFORMATION	
APPLICANT	Jeremy Metz, 225 N. Market St., Ste. 255, San Jose, CA 95110
PROPERTY OWNER	Danny Metz, 51314 Sky Acres Cir. Oakhurst, CA 93644
ZONING	Limited Multiple-Family Dwelling (R-2)
LAND USE DESIGNATION	Medium Density Residential (MDR)
EXISTING USE	Residential
PROPOSED USE	Multi-Family Residential
PARCEL(S) SIZE	± 0.43 acres
ADJACENT USES	North: Apartments/Duplexes South: Apartments East: Single Family Home West: Single Family Home

APPLICABLE CODES AND PROCEDURES

2043 Manteca General Plan
Manteca Climate Action Plan
MMC 17.08.050 Public Hearing and Public Notices
MMC 17.10.060 Site Plan and Design Review
MMC 17.20.020 Zoning Districts
MMC 17.22.020 Allowed Land Uses and Requirements
MMC Chapter 17.42 through 54 (Site Planning Standards)
MMC Chapter 17.58 Performance Standards
Pub. Res. Code, § 21000 et seq. | CEQA Guidelines § 15303(b)

Procedures

The Manteca Municipal Code (MMC) designates the Planning Commission as the reviewing authority over numerous land use permits (“permits”) and entitlements. The Planning Commission may approve, conditionally approve, deny, or deny without prejudice a permit or entitlement authorized by Title 16 (Subdivisions) and Title 17 (Zoning), provided that a public hearing is held on the proposed use or development project, and members of the public are allowed to provide public testimony.

Prior to the public hearing, a staff report, environmental review and determination, and general plan findings for the permit or entitlement must be made available to the Planning Commission, interested agencies, and the public.

The permit(s) or entitlement(s) should be denied if the Planning Commission cannot make the appropriate findings. Conditions may be attached to the approval of the permit or entitlement to ensure compatibility. A project's design may be altered, and site improvements may be required to make a Project compatible with nearby uses. In addition, the permit or entitlement may be subject to future review, modification, or revocation by the Planning Commission as deemed necessary.

When a permit or entitlement requires a determination or action from the City Council, all project permits or entitlements must be processed concurrently, and final action must be taken by the City Council for all such requested permits or entitlements.

Appeals

Any person dissatisfied with the determination or action of the Planning Commission may appeal such action to the City Council within (ten) 10 days from the date of determination or action. Appeals must be submitted in writing, accompanied by a filing fee to the Development Services Director, identifying the determination or action being appealed and specifically stating the basis or grounds of the appeal.

PROJECT BACKGROUND

Prior Action

The project site is currently developed with a single-family residence. There is no record of any previous planning entitlements or development approvals associated with the property.

Project Review

The project was referred to various internal City departments and outside agencies for review and comment. The table below shows a list of City departments and outside agencies that have provided comments or conditions for the project. Comments have been addressed as part of the review process and/or incorporated as conditions of approval.

• City of Manteca – Building • City of Manteca – Fire • City of Manteca - GIS • City of Manteca – Engineering	• San Joaquin Valley Air District • San Joaquin County Environmental Health • Frontier
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• City of Manteca - Parks • City of Manteca – Police • City of Manteca – Solid Waste • City of Manteca - Transit	• San Joaquin County Multi-Species Habitat Conservation & Open Space • Manteca Unified School District • Pacific Gas & Electric • South San Joaquin Irrigation District
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A. PROJECT DESCRIPTION

The project proposal for Sarene Place (“Project”) entails a Site Plan and Design Review development application (“Application”) filed by Jeremy Metz (“Applicant”), proposing the development of a new fourplex on a ±0.43-acre parcel that incorporates the existing single-family residence and detached shop as part of the overall development to establish the medium-density use. A distinctive feature of the project is the incorporation of a drive-through tunnel beneath the apartment building, which provides vehicle and pedestrian access to the rear of the property, where the on-site parking area, common open space, and community gardens are located. The proposed tunnel access was reviewed by applicable City departments to verify that adequate vehicular access, emergency vehicle clearance, and service requirements can be accommodated in accordance with City standards.

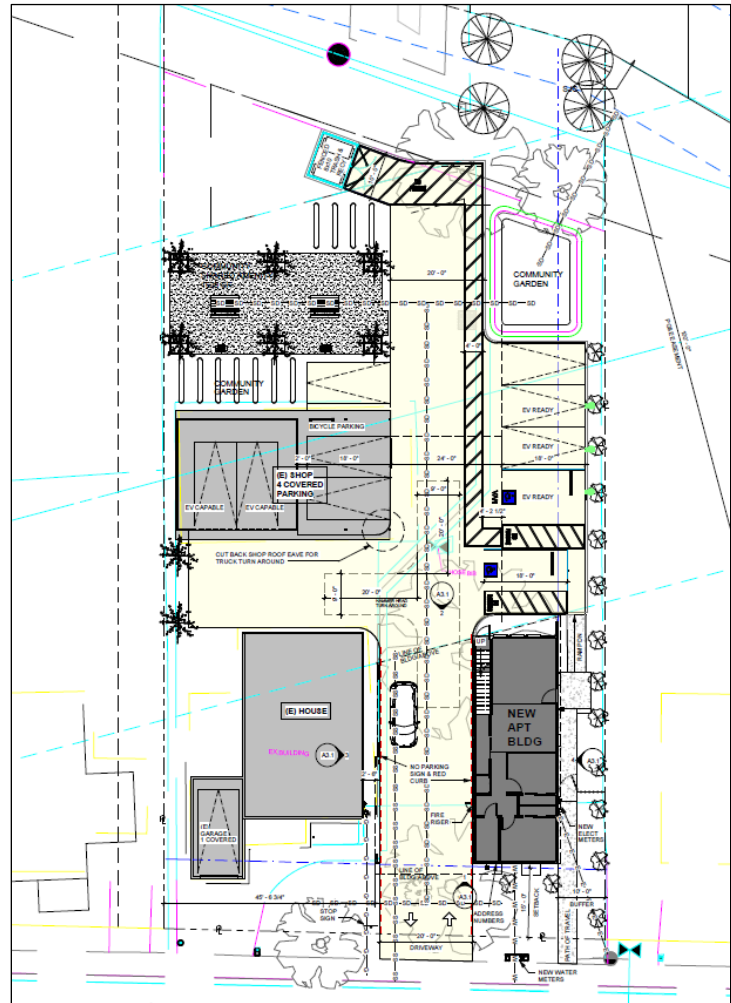


Figure A-1 | Site Plan



Figure A-2 | Elevation

B. PROJECT LOCATION & SITE CONDITIONS

Location

The ±0.43-acre parcel is located on the north side of Sutter St. between N. Sherman Ave. and N. Fremont St. To the north of the project site, there are existing multi-family apartments/duplexes, to the east an existing single-family residence, to the south multi-family apartments, and to the west an existing single-family residence.

Site Conditions

The project site is currently developed with an existing single-family residence and a detached shop located on the western portion of the property. Both structures are proposed to remain. The existing residence will continue to serve as a single-family dwelling with no modifications, while the detached shop will be modified and converted to covered parking.

A 100-foot PG&E easement extends through the center of the property, limiting the location of new structures. As a result, the proposed fourplex building is sited along the Sutter Street frontage rather than at the rear of the property. The rear portion of the site is proposed to accommodate surface parking and a shared open space area, including two community garden areas for residents.

The front yard is predominantly landscaped with lawn and contains several mature trees located throughout the front, side, and rear portions of the property and contribute to the site's existing landscaping. To accommodate the proposed multi-family residential development, the majority of the existing trees will be removed to allow for the construction of the new fourplex building, parking areas, drive aisles, utility improvements, and

associated site amenities. Any remaining trees will be preserved, or replacement landscaping will be provided in accordance with the approved landscape plan and applicable City requirements.

The rear portion of the parcel is only partially developed and includes accessory structures, outdoor storage, and open yard areas with scattered mature vegetation. The depth of the parcel provides a substantial area beyond the existing residence for the development of the proposed project.

The property currently has existing frontage improvements consisting of curb, gutter, sidewalk, and one existing driveway approach along Sutter Street. These improvements currently serve the existing residence. As part of the proposed development, the frontage improvements would be evaluated for consistency with current City standards, and any necessary modifications or upgrades would be completed through the improvement plan process.

The site is generally level and is surrounded primarily by established residential development, including single-family homes to the east and west and multifamily residential development immediately north and south of the property.

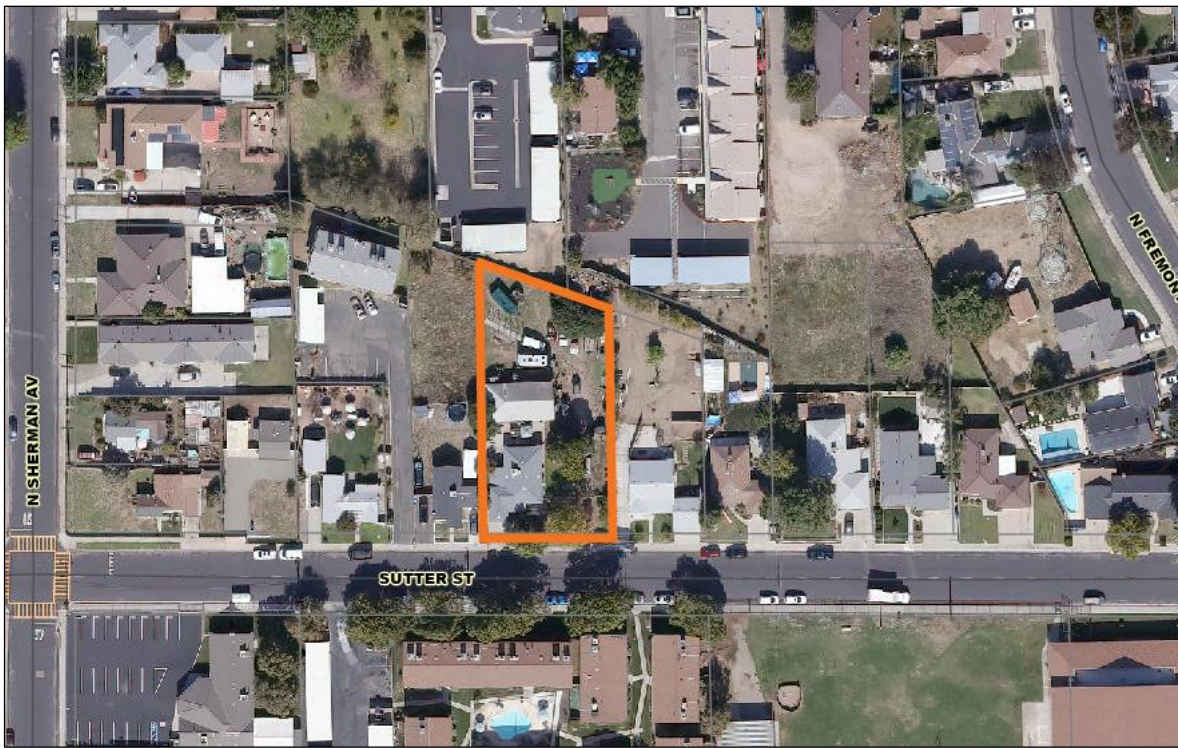


Figure B-1 - Location



Figure B-2 - Site Conditions, view from Sutter Street with existing house to remain (February 2026)



Figure B-3 - Site Conditions, with a view from Sutter Street (February 2026)

ANALYSIS

The project has been analyzed with respect to the applicable codes and procedures set forth in the order below.

1. General Plan Conformance
 - Land Use Element
 - Housing Element
2. Zoning Ordinance Conformance
 - Site Plan and Design Review
3. Climate Action Plan
4. Environmental Determination

1. GENERAL PLAN CONFORMANCE

LAND USE ELEMENT

The project site has a General Plan Medium Density Residential (MDR) land use designation. The MDR designation is intended to accommodate a range of residential development types, including smaller-lot single-family homes, duplexes, triplexes, and smaller-scale multifamily residential developments. The MDR land use designation allows for smaller-scale multi-family residential development at a density of 8.1 to 20 dwelling units per acre and does not require a maximum floor area ratio (FAR) for properties designated MDR. The proposed project has an overall residential density of approximately 11.6 dwelling units per acre, which falls within the permitted density range of 8.1 to 20 dwelling units per acre for the Medium Density Residential designation.

The proposed project consists of a new fourplex building to be added to the existing single-family residence and detached shop remaining on the site. It is compatible with the surrounding residential neighborhood because it introduces a small-scale multi-family development in an area characterized by a mix of single-family and multi-family residential densities. The site is bordered by existing multifamily residential development to the north and south and single-family residences to the east and west, making the proposed development an appropriate transition between higher- and lower-density residential uses.

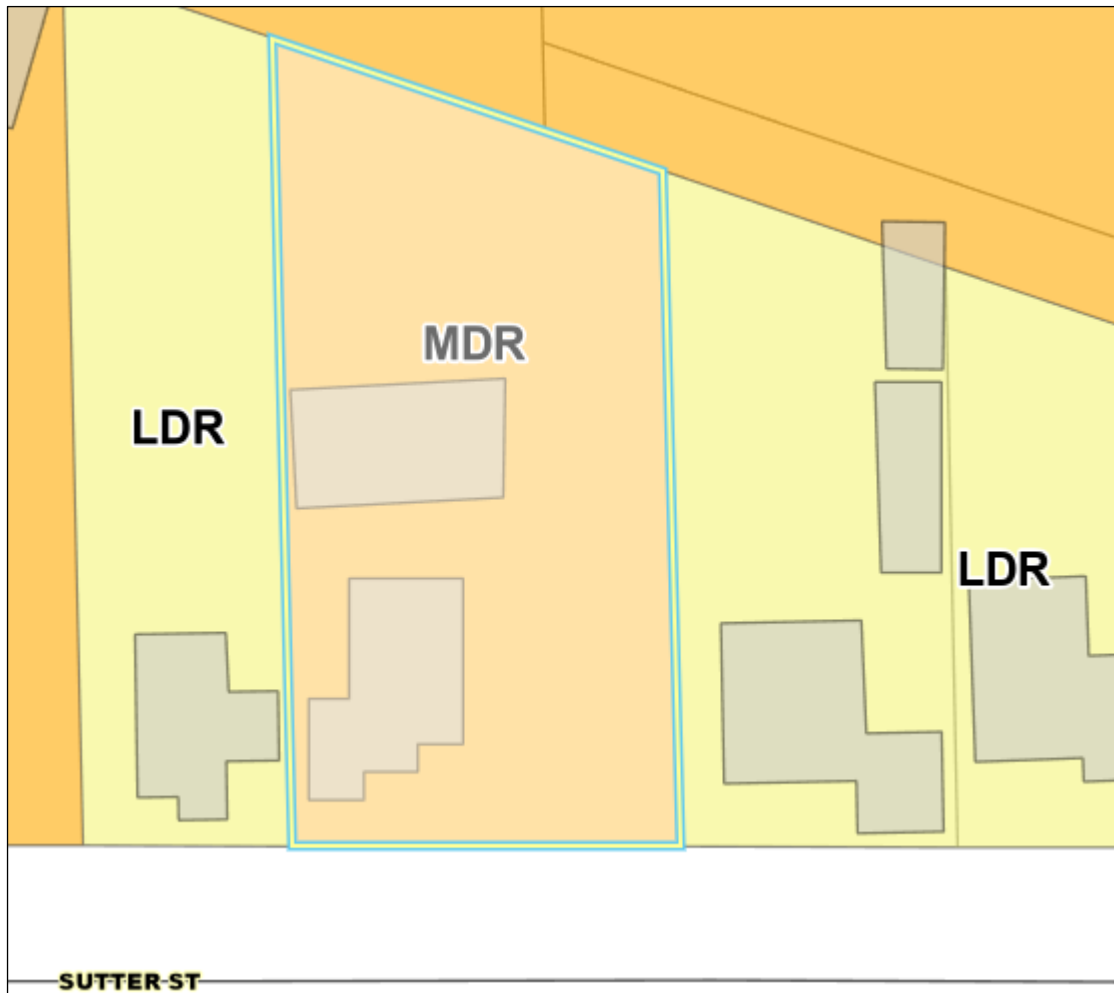


Figure 1.1 - General Plan Land Use Designation

HOUSING ELEMENT

The Housing Element establishes the City's strategy for accommodating existing and future housing needs by promoting a variety of housing types, encouraging infill and redevelopment, and ensuring that residential development is compatible with surrounding neighborhoods. The Housing Element supports efficient land use patterns by encouraging the redevelopment and intensification of underutilized sites served by existing infrastructure while providing safe, attractive, and sustainable residential communities.

The proposed project is consistent with these objectives by redeveloping an existing residential parcel with a new multifamily fourplex building while retaining the existing single-family residence and converting the detached shop into covered parking. The proposed development is compatible with the Medium Density Residential (MDR) land use designation and the surrounding residential uses, which include Medium Density Residential (MDR) to the north, High Density Residential (HDR) to the south, and Low Density Residential (LDR) to the east and west. By increasing the residential intensity of an already developed site within the City's existing urban area, the project makes efficient use of existing public infrastructure, utilities, and municipal services while providing an additional

housing type that complements the surrounding residential neighborhood. As an infill development, the project supports the Housing Element's objective of expanding housing opportunities through the efficient use of developed land while promoting compatible and orderly residential growth.

1. **Goal LU-3: Establish and maintain residential neighborhoods that meet the housing needs of all residents and are safe and attractive places to live with convenient access to services, recreation, and employment.**

Analysis: The proposed project supports Goal LU-3 by providing additional residential opportunities on a property designated Medium Density Residential while preserving the existing single-family residence. By increasing the number and variety of housing opportunities within an established residential neighborhood, the project contributes to the City's objective of meeting the housing needs of current and future residents. Retaining the existing home maintains the established neighborhood character and promotes the efficient use of an already developed site. The conversion of the existing detached shop into covered parking enhances site functionality and supports the residential use without requiring demolition of existing structures. The project also benefits from its location within the City of Manteca, where residents have convenient access to nearby commercial services, schools, parks, recreational amenities, and the City's transportation network. By utilizing existing infrastructure and expanding housing opportunities through compatible infill development, the project supports the Housing Element's objective of providing a variety of housing types within safe, attractive, and well-served residential neighborhoods.

2. **Policy LU-1.2: Promote land use compatibility through use restrictions, development standards, environmental review, and design considerations.**

Analysis: The Project promotes land use compatibility by complying with the City's applicable use restrictions, zoning regulations, and development standards. preserving the existing single-family residence and the detached shop as covered parking, thereby minimizing impacts to adjacent properties while efficiently utilizing the underdeveloped site. The proposed development will comply with applicable zoning regulations, incorporate architectural design that is compatible with the surrounding residential neighborhood, and meet all applicable development standards to ensure compatibility with the surrounding neighborhood. Additionally, the project is categorically exempt from further environmental review pursuant to Section 15303(b) of the California Environmental Quality Act (CEQA) Guidelines, as it consists of a small-scale multifamily residential development of fewer than six dwelling units that is compatible with the surrounding residential neighborhood and will not result in significant environmental impacts. Collectively, the project's compliance with applicable use regulations, development standards, environmental review requirements, and design considerations promotes compatibility with surrounding land uses consistent with Policy LU-1.2.

3. **Policy LU-2.3: To maintain balanced growth and to manage the City's investment in infrastructure, facilities, and services for growth areas, encourage infill development, redevelopment, and rehabilitation projects within the City,**

prioritizing investments in underserved neighborhoods, and growth that is contiguous with existing development and/or the boundary of the City.

Analysis: The project represents infill development within the existing city limits by utilizing an already developed residential parcel rather than expanding into undeveloped land. The proposal rehabilitates and incorporates existing structures while adding residential development on the site, making efficient use of existing infrastructure, public services, and utilities, thereby supporting the City's objective of directing growth to areas already served by existing facilities and services. The project is consistent with the General Plan's objective of encouraging orderly infill development, rehabilitation of developed properties, and maximizing existing urban resources.

4. Policy LU-1.3: Ensure consistency and compatibility between the Land Use Map and implementing plans, ordinances, and regulations.

Analysis: The project's density of 11.6 units per acre is consistent with the General Plan's Medium Density Residential (MDR) land use designation. Furthermore, the project has been intentionally designed to be compatible with adjoining residential uses and to comply with applicable development standards of Title 17 (Zoning) of the Manteca Municipal Code. Accordingly, the project is consistent with the General Plan Land Use Map and the City's implementing zoning regulations, thereby satisfying Policy LU-1.3.

2. ZONING ORDINANCE CONFORMANCE

ZONING

The project site is in the (R-2) Limited Multiple-Family Dwelling zone district, consistent with the General Plan Medium Density Residential (MDR).

The (R-2) zone is intended to accommodate medium-density residential developments, including single-family homes and smaller-scale multi-family housing. The R-2 zone district encourages denser housing types through reduced setback requirements and greater building height allowance, generally not allowed in the (R-1) One-Family Dwelling zone district.

The project proposes to retain the existing single-family residence, which is an allowable use on the project site. The addition of a new fourplex establishes a cohesive medium-density residential development that remains consistent with the intent and development standards of the R-2 zoning district.

As part of the Site Plan and Design Review entitlement process, the project has been evaluated for consistency with the General Plan and zoning regulations, site layout and building orientation, parking and circulation, landscaping, architectural design, and compatibility with the surrounding residential neighborhood. No special development standards, such as density bonus provisions, Planned Development standards, Specific Plan requirements, or overlay regulations, apply to the proposed project. The development is subject to the standard requirements of the R-2 zoning district and the applicable provisions of MMC Title 17, including Site Plan and Design Review.

Cumulatively, the proposed development provides a site layout that is compatible with the surrounding neighborhood with existing multifamily development to the north and south of the project site while meeting the City's adopted development standards described in greater detail in the Site Plan and Design Review section of this staff report.

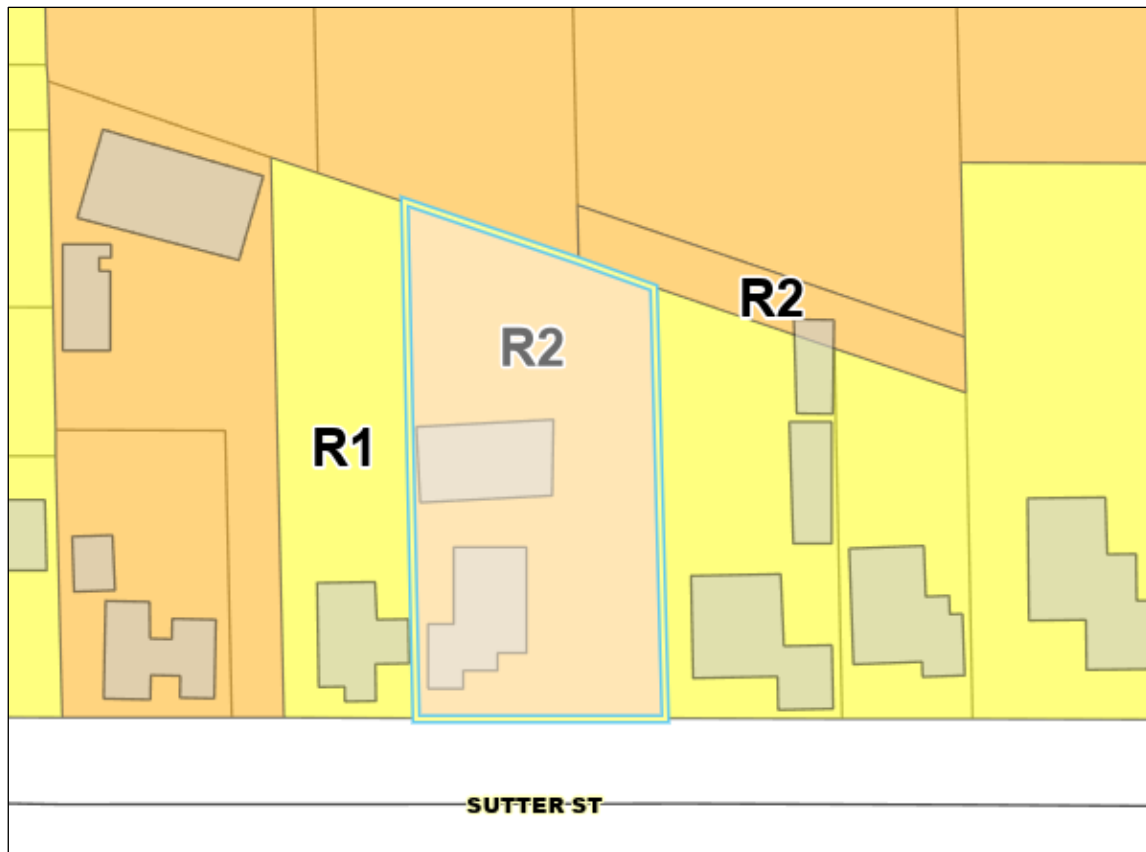


Figure 2.1 | Zoning

SITE PLAN AND DESIGN REVIEW (SPA 23-85)

Purpose

The purpose of a Site Plan and Design Review process is to promote excellence in site planning and design, to encourage the harmonious appearance of buildings and sites, to ensure that new and modified uses and development will be compatible with the existing and potential development of the surrounding area, and to produce an environment of stable, desirable character.

Considerations

The proposed development has been designed to efficiently utilize the ±0.43-acre undeveloped parcel while preserving the existing single-family residence and converting the detached shop into covered parking. The new fourplex building is oriented toward the front of the property along Sutter Street, maintaining an established residential streetscape, while parking, community open space, and service areas are located to the rear to minimize their

visibility from the public right-of-way. The proposed architectural design incorporates residential building forms, materials, and façade articulation that are compatible with the surrounding neighborhood and contribute to a cohesive residential streetscape. A covered drive-through tunnel beneath the apartment building provides vehicular and pedestrian access to the rear of the site, connecting residents to the parking area, common open space, and community gardens. The proposed building complies with the R-2 development standards, including the required setbacks, community open space, and a maximum building height of 29 feet, 11 inches, which is below the permitted 35-foot height limit.

The site layout promotes safe and efficient circulation for vehicles, pedestrians, and bicyclists through the use of the existing driveway access from Sutter Street, a 20-foot-wide drive aisle, and a hammerhead turnaround that allows vehicles to exit the site in a forward direction. The project provides eleven (11) on-site parking spaces, exceeding the minimum requirement of ten (10) spaces, including covered parking, ADA-accessible spaces, EV-ready and EV-capable spaces, and bicycle parking. The parking supply minimizes the potential for on-street parking while maintaining orderly circulation throughout the development.

The project incorporates shared outdoor amenities, including common open space, community gardens, pedestrian pathways, a trash enclosure, and a required 10-foot-wide landscape buffer adjacent to the neighboring single-family residence to the east. The landscape buffer, together with the placement of parking behind the existing residence and proposed apartment building, helps soften the transition between the proposed multifamily development and adjacent residential properties while preserving the residential character of the neighborhood. The proposed photometric plan demonstrates that on-site lighting has been designed to provide adequate illumination for safety while minimizing light spillover onto adjacent residential properties.

The project is further supported by its location within an established residential neighborhood served by existing municipal infrastructure and public services. Connections to the City's water and sanitary sewer systems will be made in accordance with City standards, and the development has been reviewed by the applicable City departments and utility providers to confirm the availability and adequacy of water, sewer, drainage, police, and fire services. Collectively, the building placement, site layout, circulation design, landscaping, lighting, architectural design, and availability of public services create a cohesive residential development that is compatible with the surrounding neighborhood and consistent with the General Plan and the City's adopted development standards.

Site Plan and Design Review Findings

In order to approve a Site Plan and Design Review application, the following findings must be made:

- 1. The proposed project is consistent with the objectives of the General Plan, complies with applicable zoning regulations, Planned Development, Master Plan or Specific Plan provisions, Improvement Standards, and other applicable standards and regulations adopted by the City.**

Analysis: The proposed project is consistent with the objectives of the City of Manteca General Plan by providing additional medium-density housing through the redevelopment of an existing parcel within an established residential neighborhood. The project site is designated Medium Density Residential (MDR) and zoned R-2 (Limited Multiple-Family Dwelling), which is intended to accommodate single-family residences and smaller-scale multifamily developments. The project complies with the applicable provisions of the Manteca Municipal Code, including residential development standards, parking, landscaping, architectural design, and Site Plan and Design Review requirements. The property is not subject to a Planned Development, Master Plan, or Specific Plan, and the proposed development is consistent with applicable City Improvement Standards and all other adopted regulations.

2. The proposed project will not create conflicts with vehicular, bicycle, or pedestrian transportation modes of circulation.

Analysis: The proposed project has been designed and conditioned to provide safe and efficient vehicular, bicycle, and pedestrian circulation through the use of the existing driveway access, an internal drive aisle, hammerhead turnaround, on-site bicycle parking, and pedestrian connections between parking areas, common open space, and the residential units. Accordingly, the project will not create conflicts among the various modes of transportation.

3. The site layout (orientation and placement of buildings and parking areas), as well as the landscaping, lighting, and other development features, is compatible with and complements the existing surrounding environment and ultimate character of the area under the General Plan.

Analysis: The proposed site layout has been designed to complement the existing residential character of the surrounding neighborhood while providing an efficient use of the R-2 zoned property. Building orientation, parking placement, landscaping, lighting, and open space have been arranged to provide a compatible transition to adjoining residential properties and support the long-term character envisioned by the General Plan.

4. The proposed architecture, including the character, scale, and quality of the design, relationship with the site and other buildings, building materials, colors, screening of exterior appurtenances, exterior lighting and signing, and similar elements, establishes a clear design concept and is compatible with the character of buildings on adjoining and nearby properties.

Analysis: Architecturally, the new apartment building incorporates a Spanish-style design that provides a cohesive residential architectural character that is compatible with the surrounding neighborhood. The building incorporates a complementary palette of smooth stucco, tile roofing, decorative accent tile, exposed rafter tails, decorative metal railings, Juliet balconies, and arched architectural openings that create a balanced and timeless residential design.

The apartment building has been designed with articulated façades, recessed balconies, varied window arrangements, decorative lighting, and changes in roofline and wall planes that reduce the visual mass of the structure and provide architectural interest

from all viewpoints.

Exterior building elements have been thoughtfully incorporated into the overall architectural composition. Building-mounted lighting complements the architectural style while providing functional illumination, address numbers are integrated into the building façade, and utility equipment, including electrical panels and service connections, is positioned to minimize visual impacts. Each dwelling unit also includes private outdoor living space through either a balcony or a private fenced yard, reinforcing the residential character of the project and enhancing the quality of life for future residents.

CLIMATE ACTION PLAN CONFORMANCE

On November 18, 2025, the Manteca City Council approved and adopted an update to the Climate Action Plan in response to the passing of Assembly Bill AB32, Senate Bill SB32, and Executive Order B-55-18. The intent of this plan is to reduce overall greenhouse gas emissions in both private and public sector development, in an effort to meet the State mandate for statewide carbon neutrality by the year 2045.

The proposed project is consistent with the goals and intent of the Climate Action Plan. The project represents a small-scale infill residential development within the City's existing urban area by adding multi-family dwelling units (fourplex) while retaining the existing single-family residence. By utilizing an already developed parcel and increasing residential density within an established neighborhood, the project promotes efficient land use patterns that reduce pressure for outward expansion and support more sustainable community development.

ENVIRONMENTAL CLEARANCE

The Project has been determined to be exempt from further environmental review pursuant to Section 15303(b) of the California Environmental Quality Act (CEQA) Guidelines (Class 3 – New Construction or Conversion of Small Structures). The proposed project consists of the construction of a new fourplex residential structure within an urbanized area and therefore qualifies for the Class 3 categorical exemption.

Pursuant to CEQA Guidelines Section 15300.2, the City has evaluated whether any of the exceptions to the use of a categorical exemption apply. The project is located within an established urban residential neighborhood and is not situated in a particularly sensitive environment where the project may result in a significant environmental impact. The project will not contribute to a significant cumulative impact resulting from successive projects of the same type in the same location, nor are there unusual circumstances associated with the project that would create a reasonable possibility of a significant effect on the environment. The project will not result in damage to scenic resources within or visible from a designated state scenic highway, is not located on a site included on any list compiled pursuant to Government Code Section 65962.5 (hazardous waste sites), and will not cause a substantial adverse change in the significance of a historical resource.

Accordingly, none of the exceptions identified in CEQA Guidelines Section 15300.2 applies to the proposed project. Therefore, the Project qualifies for the Class 3 categorical exemption under CEQA Guidelines Section 15303(b), and no further environmental review is required.

CONCLUSION

Based on the facts and findings presented in this staff report, the Project's cumulative design, use(s), and operations will not be a detriment to the public health, safety, peace, comfort, convenience, prosperity, and general welfare of those residing or working in proximity to the Project. Therefore, staff recommends the Planning Commission conduct a public hearing and approve and adopt a resolution approving the foregoing project.

PROJECT ATTACHMENTS

The Project Attachments have been included as part of the Planning Commission Agenda and not attached to this Staff Report. All documents are accessible via the link below.

<https://www.manteca.gov/departments/legislative-services-city-clerk/city-council-video>

Attachment 2 – Planning Commission Resolution

Attachment 3 – Exhibit 'A' – Conditions of Approval

Attachment 4 – Project Plan Set dated April 12, 2026

Attachment 5 – Project Presentation

Report Prepared by: Allison Diaz, Assistant Planner

Reviewed by: Jesus R. Orozco, Deputy Director of Development Services – Planning

Approved by: Brad Wungluck, Development Services Director
