

**CHAPTER 5:
SPECIAL PLANNING AREA
ORDINANCES**

5.1 SPECIAL PLANNING AREA ORDINANCES IN THE DELTA

5.1.1. Purpose of SPA Ordinances

A Special Planning Area Ordinance (SPA) is created for an established area when conventional or uniform zoning regulations (such as the Countywide Zoning Code) do not adequately address unique land use characteristics (e.g., land uses within a community with significant historic or cultural values). SPAs typically allow uses, regulations and standards that would not be allowed under the countywide regulations. Four communities in the Delta are subject to SPA ordinances. They include:

- [Courtland SPA](#)
- [Locke SPA](#)
- [Lower Andrus Island SPA](#)
- [Walnut Grove SPA](#)

For project sites located in one of the above SPAs, you are encouraged to contact PER staff for information on the applicable SPA land use lists, regulations and development standards in addition to those contained in the County's Zoning Code. SPA land use lists, regulations and standards supersede those in the Zoning Code.

The following pages cover the steps in effectively using the SPA ordinances so that your project completes the project review process as quickly as possible. While following the steps, you will need to refer to the relevant SPA ordinance.

*To determine whether your project is within an SPA area, please look at the SPA maps in the following pages. [Courtland – **Exhibit 5.1** (pg. 45), Locke – **Exhibit 5.2** (pg. 46), Lower Andrus Island – **Exhibit 5.3** (pg. 47), Walnut Grove – **Exhibit 5.4** (pg. 48)]. If your project is **not** within an SPA area, then only the [County Zoning Code](#) applies to your project.*



Former Masonic Lodge in Courtland.

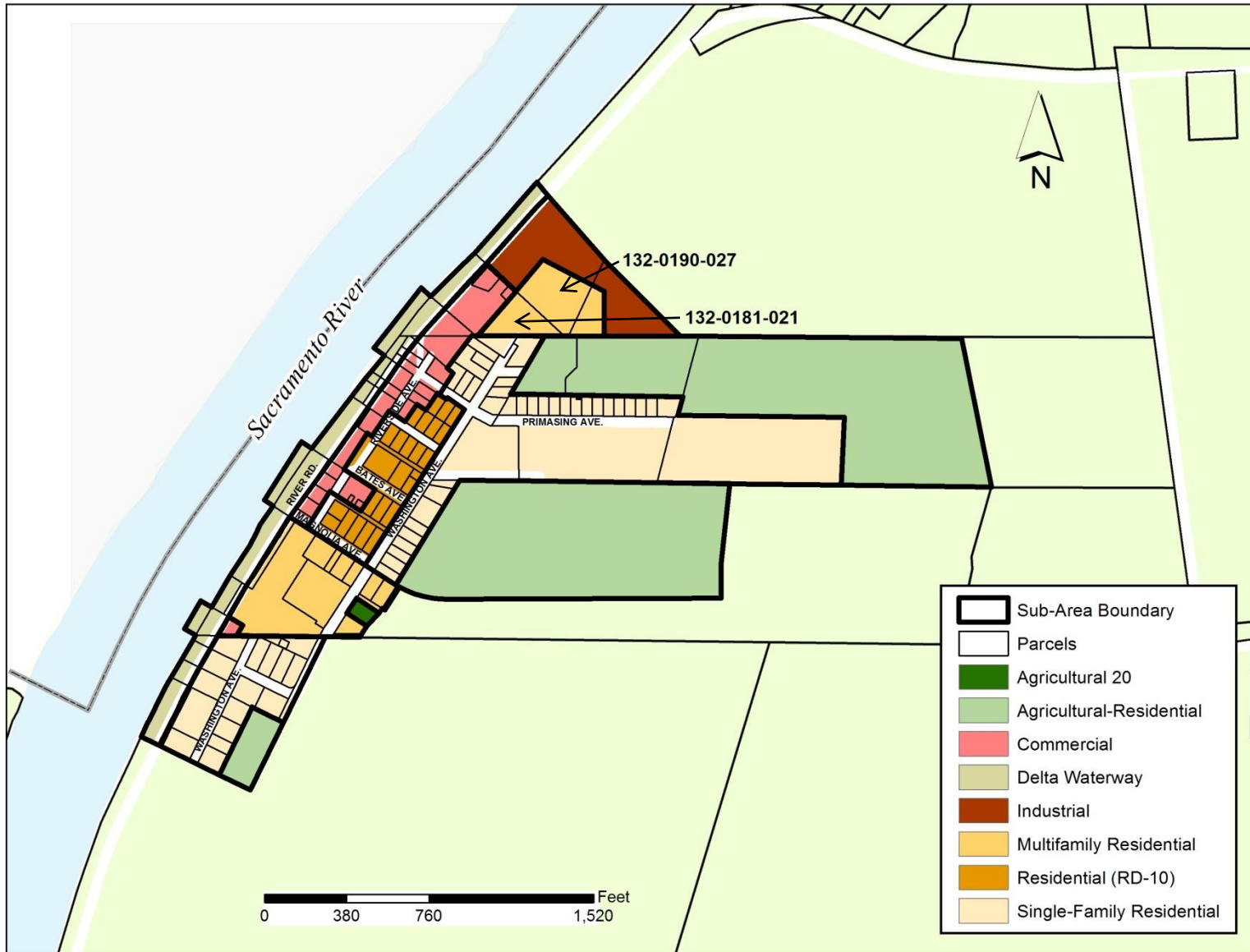


Historical Main Street in Locke



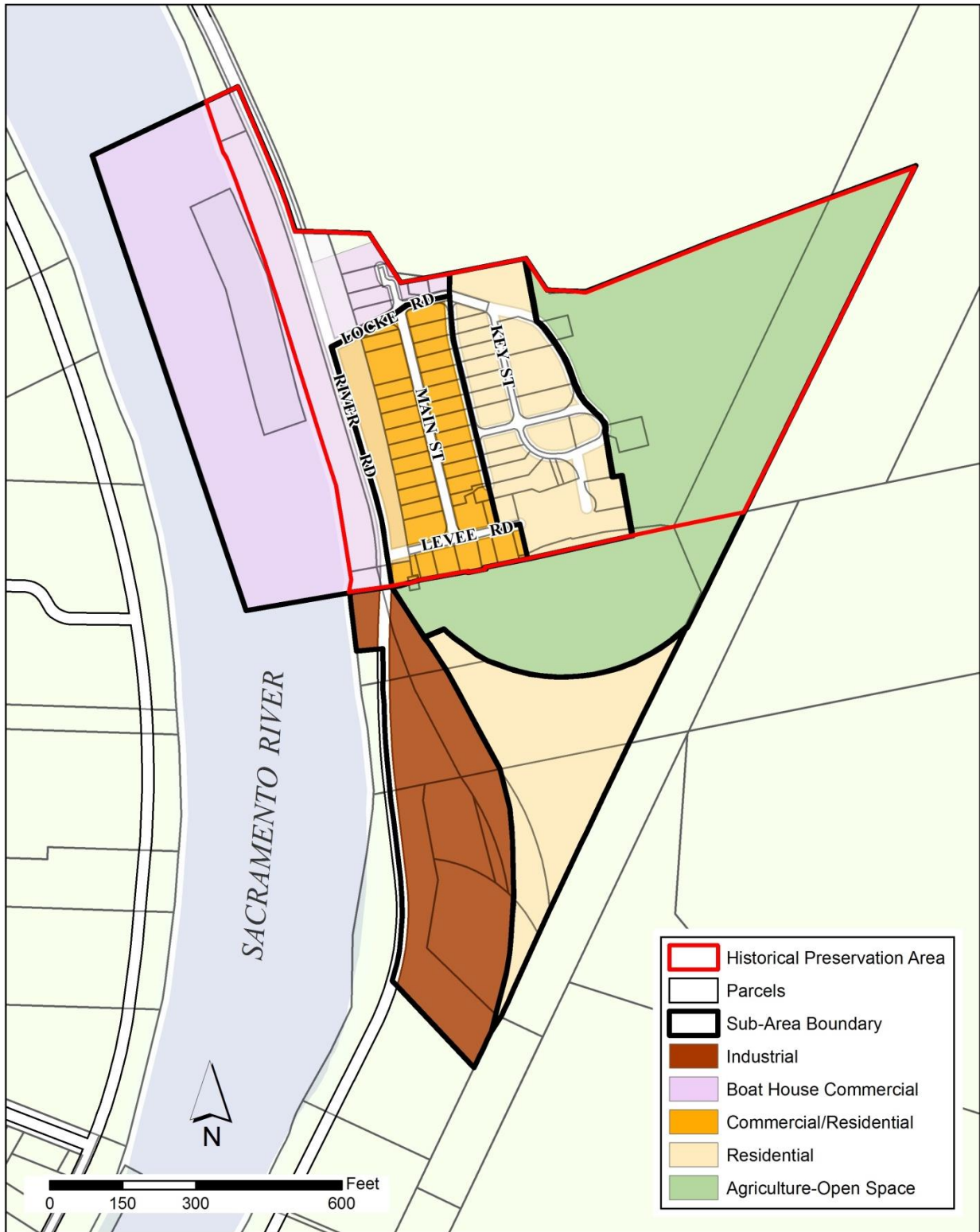
Renovated historical buildings in Walnut Grove's Japan Town

**Exhibit 5.1
Courtland SPA Map**



Sacramento County, 2016

**Exhibit 5.2
Locke SPA Map**



Sacramento County, 2016

Exhibit 5.3
Lower Andrus Island SPA Map

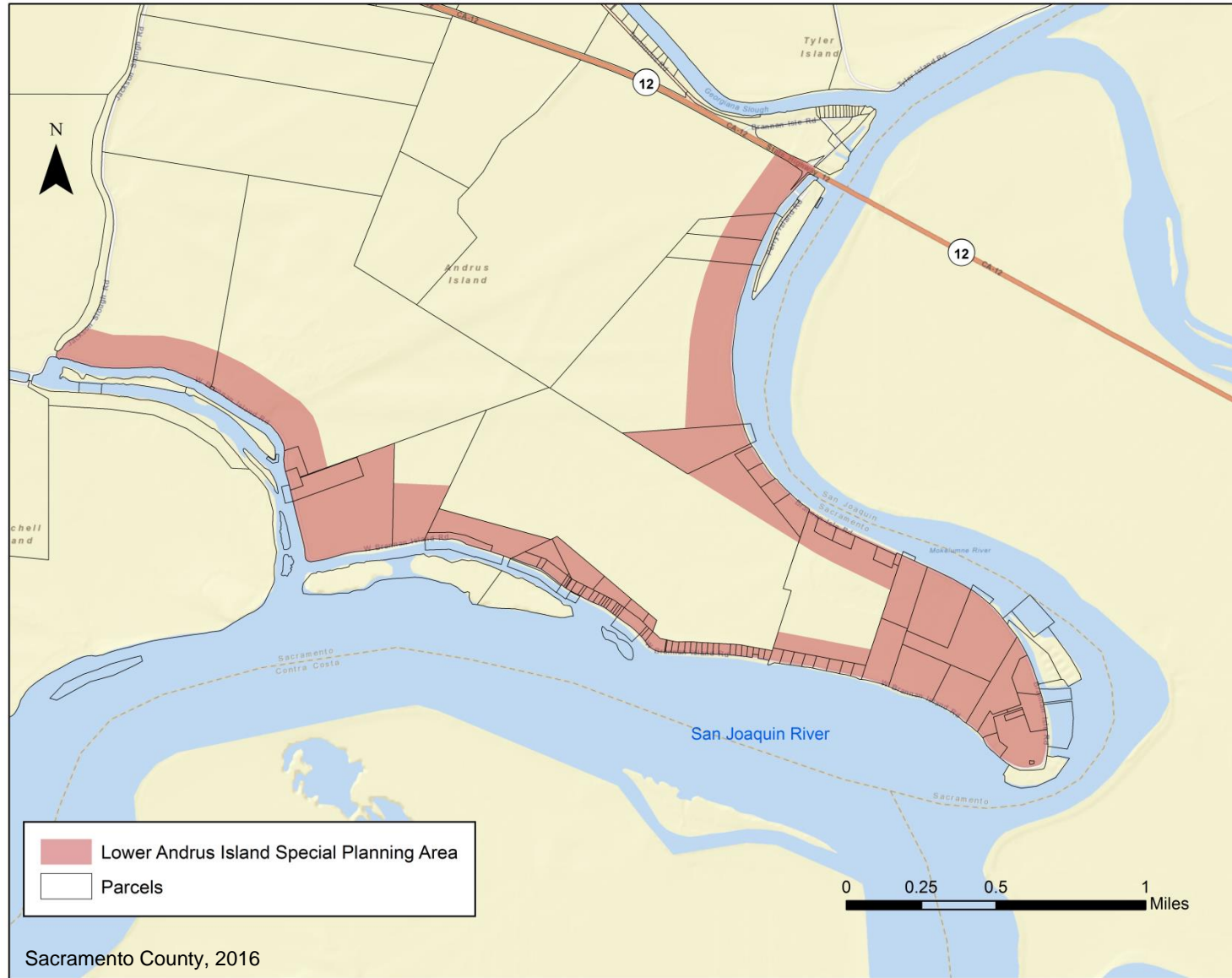
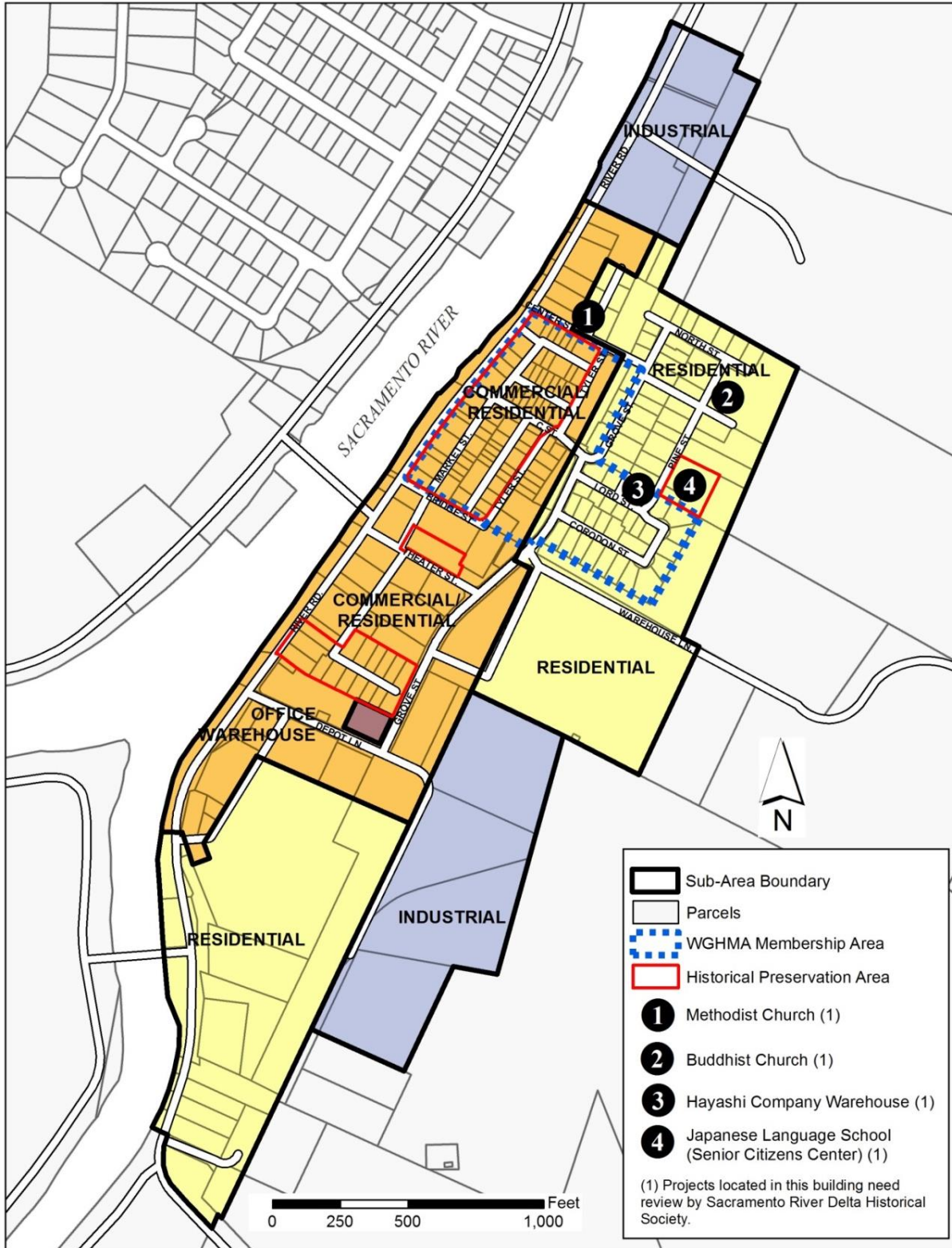


Exhibit 5.4
Walnut Grove SPA Map



Sacramento County, 2016

5.2 APPLYING THE SPA ORDINANCES TO YOUR PROJECT

5.2.1. Determining Whether Proposed Use is Allowed.

The first step is to determine whether your project's proposed use is allowed in the SPA sub-area where the project is located. Each of the SPAs is divided by sub-areas where certain land uses are allowed while other uses are prohibited. The SPA ordinances have land use lists which show allowed uses in each SPA sub-area. Some uses will require a conditional use permit or other planning entitlement. SPA sections with land use lists are listed below:

- Courtland SPA – Section 504-509
- Locke SPA – Section 504-406
- Lower Andrus Island – Sections 505-17, 18, 19
- Walnut Grove SPA – Section 504-25

Note: Some of the SPA ordinances have a list of prohibited uses. Please refer to the applicable SPA ordinance to see whether your proposed use is on this list (Section 504-508 in the Courtland SPA, Section 504-405 in the Locke SPA, and Section 504-24 in the Walnut Grove SPA).

5.2.2. Determining Development Standards

Each of the SPA ordinances also contains area-specific development standards. These standards include building setbacks, building height, lot size, residential density, landscaping, signs and parking. It is crucial that you review the development standards of the relevant SPA ordinance while preparing the plans for your project. The following are the sections of each SPA ordinance that cover development standards:

- Courtland SPA
 - 504-513 – General Development Standards
 - 504-515 – Additional Standards for Residential Projects
 - 504-516 – Additional Standards for Commercial Projects
 - 504-517 – Additional Standards for Projects in Other Sub-Areas
 - 504-514 – Design Guidelines
- Locke SPA
 - 504-411 – Development Standards
 - 504-409 – Residential Density

Need Help?

- Contact Sac Plan for planning information and questions. (Phone 916-874-6221), (Email Sacplan@Saccounty.net)
- Visit the Sacramento County Building Assistance Center
 - Hours: Monday – Friday 8:30 a.m. – 4:30 p.m.
 - Address: 827 7th Street, Sacramento, CA 95814, Room 102.
 - Call and make an appointment with a planner (916-874-6141)



[Center Location Maps](#)

- 504-412 – Landscaping
- 504-413 – Parking
- 504-407 – Signs

Note: The Locke SPA has extensive design guidelines that are attached to the Locke SPA ordinance. These guidelines are applicable to projects that are within the Historical Preservation Area (See Locke SPA map on pg. 46).

- Lower Andrus Island
 - 505-20 – Development Standards
- Walnut Grove SPA
 - 504-31 – Development Standards
 - 504-29 – Residential Density
 - 504-32 – Landscaping
 - 504-33 – Parking
 - 504-27 – Signs
 - 504-34 – Design Criteria

Building Setback (Courtland, Locke and Walnut Grove SPAs): If your project site is located in a developed area, the setbacks of existing structures adjacent to and in the vicinity of your project will be applicable to your project. If your project is an area where no existing setbacks are established, then the standards in the [County Zoning Code](#) or [Multi-Family Design Guidelines](#) (for multifamily projects) shall apply to your project.

5.2.3. Determining Project Review Process (Courtland, Locke and Walnut Grove SPAs)

Most land use project proposals are subject to review by local review bodies in the Courtland, Locke and Walnut Grove SPAs. For example, building permit plans are often submitted to the local homeowner/merchants association and/or the local historical society. Planning entitlements are subject to review by the Delta Citizens Municipal Advisory Council (DCMAC) (See page 35) in addition to the previously listed groups. Information on the project review process for each project type is in the following SPA Sections:

- Courtland SPA – Sections 504-510
- Locke SPA – Section 504-402
- Walnut Grove SPA – Sections 504-26

Project Review Bodies for Courtland, Locke and Walnut Grove SPAs		
SPA	Plan Check Review (Building Permit Only)	Planning Entitlement Review.
Courtland	Review Bodies: <ul style="list-style-type: none"> ● CTA ● SRDHS 	Review Bodies: <ul style="list-style-type: none"> ● DCMAC ● CTA ● SRDHS
Locke	Review Body: <ul style="list-style-type: none"> ● LMA 	Review Bodies: <ul style="list-style-type: none"> ● DCMAC ● LMA
Walnut Grove	Review Body: <ul style="list-style-type: none"> ● SRDHS 	Review Bodies: <ul style="list-style-type: none"> ● DCMAC ● SRDHS
CTA	Courtland Town Association	
DCMAC	Delta Citizens Municipal Advisory Council	
LMA	Locke Management Association	
SRDHS	Sacramento River Delta Historical Society	

Review requirements for projects in the Historical Preservation Areas of Locke and Walnut Grove are more extensive than for projects outside of the Preservation Areas in those communities. In the Historical Preservation Areas, more types of projects are required to be reviewed by local groups. Please see the Locke and Walnut Grove SPA maps in **Exhibits 5.2 and 5.4** (pgs. 46, 48) to determine whether your project is in a Historical Preservation Area. In addition, a historic preservation standards review will be necessary for most projects in Historical Preservation Areas. The purpose of this review is to check for conformance with the Secretary of the Interior Standards for the Treatment of Historic Properties. The review is conducted by Planning and Environmental Review Division (PER) staff or a consultant.

Note: There is no Historical Preservation Area in the Courtland SPA. However, there are historic buildings and areas that are listed in Exhibit 2 in the SPA ordinance. Projects that involve these buildings or areas will need to be reviewed by the Courtland Town Association (CTA) and SRDHS.

Note: At the Planning and Environmental Review Division plan check counter, all building permit applications for projects in the Courtland, Locke or Walnut Grove SPA areas will be taken in by plan check staff.

Building Permit Projects Within Historical Preservation District that Needs Review (Locke SPA, Walnut Grove SPA)

For projects within the Historical Preservation Area, the application package should include the following (in addition to items required for building permit application) (Note: These materials will be needed for historic preservation standards review):

- a. Provide electronic and hard copies of application: Two (2) Arch D (24" x 36") hard copies of the building permit application shall be submitted to the County. An electronic copy of the package in PDF format must also be submitted, via email or on a CD.
- b. Context photographs: The application shall include a drawing sheet with full-scale or enlarged photographs to provide an overview of the subject property and adjacent buildings and common areas.
- c. Photographs of existing conditions: Clear, full-scale or enlarged photographs of all building facades shall be included. If the existing conditions of the elevations are not clear in the photographs, drawings must be provided.
- d. Elevations of the proposed project: Drawings that show all of the building facades of the new building, existing building with new addition, or remodel shall be included.
- e. Plot plan with property lines: Show property lines on site plan to clearly show their relationship to the proposed project. This is required even if the building footprint is not changing.

CHAPTER 5 LINKS

5.1	
County Zoning Code	http://www.per.saccounty.net/LandUseRegulationDocuments/Pages/Sacramento%20County%20Zoning%20Code.aspx
Courtland SPA	http://www.per.saccounty.net/LandUseRegulationDocuments/Documents/ZoningCodes/SPAs%20NPAs%20and%20Specific%20Plans/Title%20V%20504-500_Courtland%20SPA_Amended2017.pdf
Locke SPA	http://www.per.saccounty.net/LandUseRegulationDocuments/Documents/ZoningCodes/SPAs%20NPAs%20and%20Specific%20Plans/504-400_Locke%20SPA%20Ordinance%20(Revised%2010-4-16).pdf
Lower Andrus SPA	http://www.per.saccounty.net/LandUseRegulationDocuments/Documents/ZoningCodes/SPAs%20NPAs%20and%20Specific%20Plans/TitleV%20505-10%20Lower%20Andrus%20Island.pdf
Walnut Grove SPA	http://www.per.saccounty.net/LandUseRegulationDocuments/Documents/ZoningCodes/SPAs%20NPAs%20and%20Specific%20Plans/Title%20V%20504-20_Walnut%20Grove%20SPA_Amended%202017.pdf
5.2	
Center Location Maps	http://www.development.saccounty.net/Pages/Building-Assistance-Centers.aspx
County Zoning Code	http://www.per.saccounty.net/LandUseRegulationDocuments/Pages/ZoningCodes.aspx
Multi-Family Design Guidelines	http://www.per.saccounty.net/applicants/Documents/DesignReview/AdoptedMultiFamilyDesignGuidelines.pdf