

# City of Hollister Planning Division

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339 Fifth Street, Hollister, CA. 95023 • Telephone (831) 636-4360 • Fax (831) 634-4913

Friday, December 19, 2025

To: Anne Hall  
1760 Airline Highway Suite F #184  
Hollister, California 95023

From: Brendon Coye, Associate Planner  
Community Development Department – Planning Division

**\*SENT VIA EMAIL\***

RE: **Site and Architectural Review (S&A) 2025-9 Completeness Determination:  
549 San Benito Street, Hollister CA (APN 054-090-009)(2<sup>nd</sup> Review)**

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Dear Anne Hall,

The City of Hollister's Community Development Department has reviewed the resubmitted Site and Architectural Review (S&A) 2025-9 application submittal package received by the Planning Division on November 26, 2025 for the proposed community theater and performance venue located at 549 San Benito Street (APN 054-090-009) in the Downtown Mixed-Use (DMU) Zoning District.

A review of the application submittal package indicates that pursuant to §65943(a) of the Government Code, the application is **complete** for processing. While the application submittal package has been deemed complete, the City of Hollister's Building Division and Environmental Program's division have provided comments which need addressing. Prior to resubmittal, please respond to the comments and revise the application materials accordingly:

**1. City of Hollister Department Comments.**

- a. The City of Hollister Development Review Committee (DRC) has reviewed the proposed project. Please see the attached Building and Environmental Programs Division comment letters and provide a response to all comments provided.

**Next Steps:**

The next step will be to complete and revise your plans to address the department comments and resubmit. Upon resubmittal, please provide one (1) full size 24" x 36" set of plans, two (2) reduced 11" x 17" set of plans, physical copies of all other required materials and an electronic copy of all resubmitted materials. You may schedule a resubmittal appointment by visiting



**City of Hollister**  
**Community Development Department**  
Building Division

339 Fifth Street, Hollister, CA 95023  
\* Ph. (831) 636-4355 Email: [building@hollister.ca.us](mailto:building@hollister.ca.us)

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To: Planning Department

From: Gabriel Martinez, CBO

Date: Dec. 16<sup>th</sup>, 2025

RE: Proposed T.I. from Mercantile (Occupancy Group M) to Performing Arts (Occupancy Group A-1)- 2025-9

The building division has reviewed the proposed Tenant Improvement (T.I.) at 549 San Benito St., for the change of occupancy from Mercantile (M) to Performing Arts (A-1) and the following comments were produced:

2. Provide the location of the required accessible parking space(s) including the required signage.  
*2<sup>nd</sup> comment. The location of the proposed Accessible Parking Space shall be on site or provide a letter from a CASp specifying the reason why this is not feasible and certifying that your proposed location meets the intent of the code.*

NOTE: This is not a Plan Check

Gabe Martinez, CBO

12/16/2025

## Brendon Coye

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**From:** Adrian Sahagun <ASahagun@recology.com>  
**Sent:** Tuesday, December 9, 2025 2:06 PM  
**To:** Brendon Coye  
**Subject:** Re: DRC Review Request: Resubmittal for S&A 2025-9; 549 San Benito Street; San Benito Stage Company

Hi Brendon,

The address is in the mandatory area. Recology would be ok with servicing carts instead of bins. It looks like the previous bins were placed out on Wentz Alley for service.

Let me know if you have any other questions.

Regards,

**Adrian Sahagun**  
*Waste Zero Manager*

Recology San Benito County  
1351 Pacheco Pass Hwy, Gilroy, CA 95020  
C: 408.427.2807 | E: [asahagun@recology.com](mailto:asahagun@recology.com)

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**From:** Brendon Coye <[brendon.coye@hollister.ca.gov](mailto:brendon.coye@hollister.ca.gov)>  
**Sent:** Tuesday, December 9, 2025 1:33 PM  
**To:** Adrian Sahagun <ASahagun@recology.com>  
**Subject:** RE: DRC Review Request: Resubmittal for S&A 2025-9; 549 San Benito Street; San Benito Stage Company

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Hi Adiran,

Just wanted to follow-up on my email. Are all tenants required to have trash service? The applicant for the proposed San Benito Stage Company at 549 San Benito Street is proposing the use of trash cans but not sure if they will be signing up with Recology or removing their own trash. I ask because the Stage Company will be operating for scheduled performances throughout the year but not regularly. In the past they have suggested that volunteers may remove the trash at the end of each performance. Based on the



Fire Station 1 – Headquarters – 110 Fifth Street • Hollister, CA 95023- Phone (831)636-4325

## PROJECT COMMENTS

Date: December 15, 2025

Subject: Children's/Adult theatre

Address: 549 San Benito Street

**IMPORTANT NOTICE:** ALL FIRE PLANS NEED TO BE SUBMITTED DIRECTLY TO HOLLISTER FIRE DEPARTMENT FOR REVIEW AND PERMITTING. FEES WILL BE ASSESSED AFTER COMPLETE FIRE APPROVAL. FOR QUESTIONS REGARDING PLAN REVIEW, CONTACT THE FIRE DEPARTMENT DIRECTLY. CALL 831-636-4325 or email questions to [hfdprevention@hollister.ca.gov](mailto:hfdprevention@hollister.ca.gov)

102.3 Change of use or occupancy. A change of occupancy shall not be made unless the use or occupancy is made to comply with the requirements of this code and the California Existing Building Code, provided that the new or proposed use or occupancy is less hazardous, based on life and fire risk, than the existing use or occupancy.

### **ITEMS TO BE IMMEDIATELY ADDRESSED FOR PLANNING/DESIGN APPROVAL**

1. Full sprinkler system required for 2026 codes. Change of occupancy from a B to an A. If project falls under newly adopted codes which take affect January 1, 2026
2. Full Alarm notification required with smokes or heat detectors with one manual pull fire box.
3. Fire Alarm system to be monitored.
4. Exit signage luminated with back up lighting
5. Install serviceable fire extinguishers in the facility. Minimum of 4
6. [A] 105.3.3 Occupancy prohibited before approval. The building or structure shall not be occupied prior to the fire code official issuing a permit and conducting associated inspections indicating the applicable provisions of this code have been met.
7. Knox box system required.
8. 509.1 Identification. Fire protection equipment shall be identified in an approved manner. Rooms containing controls for air-conditioning systems, sprinkler risers and valves, or other fire detection, suppression or control elements shall be identified for the use of the fire department. Approved signs required to identify fire protection equipment and equipment location shall be constructed of durable materials, permanently installed and readily visible.
9. 509.1.1 Utility Identification. Where required by the fire code official, gas shutoff valves, electric meters, service switches and other utility equipment shall be clearly and legibly marked to identify the unit or space that it serves. Identification shall be made in an approved manner, readily visible and shall be maintained.
10. 901.5.1 Occupancy. It shall be unlawful to occupy any portion of a building or structure until the required fire detection, alarm and suppression systems have been tested and approved.
11. MUST BE COMPLETED PRIOR TO ANY OCCUPANCY.

**Schedule final fire** life safety inspection pay associated fees at 831-636-4325

**AS THE PROJECT MAY CHANGE OVER TIME AND THAT SOME CONDITIONS MAY BE REQUIRED IN ADDITION TO PRELIMINARY PLANS.**

From: Carlos Bedolla  
Fire Marshal

**Fire Station 2** 2240 Valley View Rd  
Hollister, CA 95023  
(831) 636-4141

**Fire Station 3** 2000 Aerostar Way  
Hollister, CA 95023  
(831) 636-4326

**Fire Station 4** 24 Polk St.  
San Juan Bautista, CA 95045  
(831) 636-4327



**CITY OF HOLLISTER**  
**PUBLIC WORKS DEPARTMENT**

1321 SOUTH STREET • HOLLISTER, CA 95023-3876

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**M E M O R A N D U M**

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**DATE:** 2/25/2026  
**TO:** Javier Hernandez, Acting Public Works Director/City Engineer  
**FROM:** Environmental Programs Division  
**RE:** Resubmittal for S&A 2025-9; 549 San Benito Street; San Benito Stage Company

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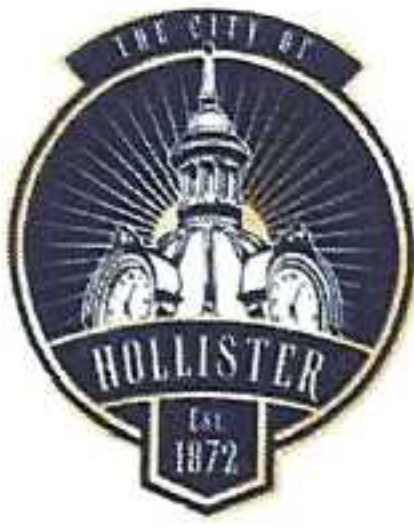
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The City of Hollister Environmental Programs Division has reviewed the plans received by the Planning Division for S&A 2025-9; 549 San Benito Street; San Benito Stage Company. Environmental Programs staff have the following comments:

1. Proposed grease trap/interceptor is located in an inaccessible area for maintenance. Per California Plumbing Code 1009.6 the trap must be maintained, therefore if it cannot be accessed by maintenance equipment it cannot be maintained accordingly.
2. Grease trap is undersized. Applicant must use City of Hollister Drainage Fixture Unit (DFU) Grease Interceptor Sizing Chart—attached hereto—to come up with an appropriately sized device.

Sincerely,

Mike Grzan  
Environmental Programs Manager



## DRAINAGE FIXTURE UNIT WORKSHEET FOR GRAVITY GREASE INTERCEPTOR (GGI) SIZING

Public Works Department, Environmental Programs Division  
1321 South St, Hollister, CA 95023  
Ph: (831) 636-4377

	Type	Usage	Comments	Grease Removal Equipment Required?	QTY	Total DFU's
1	1-COMP SINK	ANY EXCEPT NOTED BELOW	3 DFU	DETERMINED AT PLAN CHECK		
2	1-COMP SINK	BAR/DRINKS	2 DFU	OPTIONAL		
3	1-COMP SINK	DUMP (COFFEE)	2 DFU	YES		
4	1-COMP SINK	HAND	1 DFU	DETERMINED AT PLAN CHECK		
5	2-COMP SINK	ANY EXCEPT NOTED BELOW	3 DFU	DETERMINED AT PLAN CHECK		
6	2-COMP SINK	BAR/DRINKS	2 DFU	OPTIONAL		
7	3-COMP SINK	ANY EXCEPT NOTED BELOW	3 DFU	YES		
8	3-COMP SINK	BAR/DRINKS	2 DFU	OPTIONAL		
9	4-COMP SINK	ANY EXCEPT NOTED BELOW	3 DFU	YES		
10	4-COMP SINK	BAR/DRINKS	2 DFU	OPTIONAL		
11	GARBAGE DISPOSAL		ADD 3 DFU TO SINK DFU	YES (CITY DOES NOT ALLOW GARBAGE DISPOSALS)		
12	BRAISING PAN		1 DFU IF DISCHARGES TO FLOOR SINK OR TROUGH	YES		
13	COLD TABLE	PLUMBED TO FLOOR SINK	1 DFU	DETERMINED AT PLAN CHECK		
14	COMBI OVEN		1 DFU	DETERMINED AT PLAN CHECK		
15	CAN WASH		3 DFU	YES		
16	DIPPER WELL		1 DFU	DETERMINED AT PLAN CHECK		
17	PRE-RINSE		3 DFU	YES		
18	DISHWASHER		UNDER COUNTER	DO NOT CONNECT TO GGI PER 2016 CALIFORNIA PLUMBING CODE		
19	DISHWASHER		COMMERCIAL			
20	DISHWASHER		LARGE COMMERCIAL			
21	ESPRESSO MACHINE	PLUMBED TO FLOOR SINK	1 DFU	YES		
22	FLOOR DRAIN	COOKLINE	0 DFU	YES		
23	FLOOR DRAIN	SCULLERY	0 DFU	YES		
24	FLOOR DRAIN	UTILITY	0 DFU	YES		
25	FLOOR DRAIN		0 DFU IF EMERGENCY DRAIN	DETERMINED AT PLAN CHECK		
26	FLOOR SINK	CONDENSATE	0 DFU	DETERMINED AT PLAN CHECK		
27	FLOOR TROUGH	CONDENSATE	0 DFU	DETERMINED AT PLAN CHECK		
28	FLOOR TROUGH		2 DFU IF FOR WASHDOWN	DETERMINED AT PLAN CHECK		
29	GLASS DRAIN RACK		0 DFU	OPTIONAL		
30	MOP SINK		3 DFU	DETERMINED AT PLAN CHECK		
31	QUICK DRAIN	DISHWASHER	2 DFU	YES		
32	QUICK DRAIN	POT SINK	2 DFU	YES		
33	QUICK DRAIN	PRE-RINSE	3 DFU	YES		
34	ROTISSERIE	PLUMBED TO FLOOR SINK	1 DFU	YES		
35	STEAM TABLE	PLUMBED TO FLOOR SINK	1 DFU	YES		
36	SOUP KETTLE	PLUMBED TO FLOOR SINK OR FLOOR TROUGH	1 DFU IF WASTEWATER IS ONLY FROM CLEANING	YES		
37	SOUP KETTLE	PLUMBED TO FLOOR SINK OR FLOOR TROUGH	3 DFU IF FULL KETTLE IS DISCHARGED (LIKE BAGELS)			
38	STEAMER	PLUMBED TO FLOOR SINK	1 DFU	DETERMINED AT PLAN CHECK		
39	WASHER		2 DFU CLOTHES WASHER OF GLASS SANITIZER	DETERMINED AT PLAN CHECK		
40	WATER WASH HOOD		2 DFU	DETERMINED AT PLAN CHECK		
41	WOK RANGE		4 DFU	YES		

**2016 CALIFORNIA PLUMBING CODE  
TABLE 10-3 GRAVITY GREASE INTERCEPTOR SIZING**

Maximum Allowable DFU's	Interceptor Volume
8	500 Gallons
21	750 Gallons
35	1000 Gallons
90	1250 Gallons
137	1500 Gallons
216	2000 Gallons
307	2500 Gallons
342	3000 Gallons
428	4000 Gallons
576	5000 Gallons
720	7500 Gallons
2112	10000 Gallons
2640	15000 Gallons