

APPROVED

City of Citrus Heights Planning Commission Meeting Minutes

March 14, 2018

1. CALL MEETING TO ORDER

Vice Chair Lagomarsino called the meeting to order at 7:00 PM.

2. ROLL CALL

Commission

Present: Cox, Duncan, Lagomarsino, Middleton, Schaefer, Weiland

Absent: Blair

Staff Present: Bermudez, Blomquist, Flores, Kempenaar, McDuffee, Ramsay, Taniguchi

3. FLAG SALUTE

Commissioner Weiland led the flag salute.

4. PUBLIC COMMENT

None

5. CONSENT CALENDAR

Motion to approve the minutes for February 28, 2018 as submitted.

M/S: Weiland/Schaefer

AYES: 6 (Cox, Duncan, Lagomarsino, Middleton, Schaefer, Weiland)

ABSENT: 1 (Blair)

6. PUBLIC HEARING

A. TWO TENTATIVE PARCEL MAPS – 6063 SUNRISE BOULEVARD AND 6199 SUNRISE BOULEVARD: Project Planner Kempenaar presented a request for approval of two Tentative Parcel Maps, the Elephant Bar Tentative Parcel Map and the US Bank Tentative Parcel Map, each subdividing one existing parcel into two individual parcels. The project is Categorically Exempt from CEQA per Section 15315 of the California Environmental Quality Act, relating to Minor Land Divisions.

There was Planning Commission and staff discussion.

Vice Chair Lagomarsino opened the public hearing.

There were no speakers.

Vice Chair Lagomarsino closed the public hearing.

Commission Comments

Commissioner Middleton said that she doesn't see this having any impacts and likes that there will be space for future development.

Commissioner Weiland said that he supports this project and has no issues.

Commissioner Duncan said this is a great idea.

Vice Chair Lagomarsino said that he hopes this opens the door to future development.

Vice Chair Lagomarsino called for a motion.

1. Find that the project is Categorically Exempt from CEQA per Section 15315 of the California Environmental Quality Act, relating to Minor Land Divisions.
2. Approve the TENTATIVE PARCEL MAP for the Elephant Bar Tentative Parcel Map PM 17-06 subject to the findings and conditions of approval contained in the staff report.
3. Approve the TENTATIVE PARCEL MAP for the US Bank Tentative Parcel Map PM 17-07 subject to the findings and conditions of approval contained in the staff report.

M/S: Weiland/Schaefer

AYES: 6 (Cox, Blair, Duncan, Lagomarsino, Middleton, Weiland)

ABSENT: 1 (Blair)

FINDINGS FOR TENTATIVE PARCEL MAPS (FILE # PM-17-06 and 17-07)

1. *The proposed maps, which would allow for the creation of two new commercial lots, are consistent with the General Plan and the design or improvement of the proposed subdivision is consistent with the General Plan.*
2. *The site is physically suited for the type and proposed density of development. The site is an existing shopping center and provides existing improvements such as access, both roadway and pedestrian access, landscaping and building setbacks.*
3. *The design of the subdivision is not likely to cause substantial environmental damage and the type of improvements are not likely to cause serious public health problems in that the project will provide*

access to the public right-of-way and provide all necessary public easements.

4. *The design of the subdivision will not conflict with easements acquired by the public at large for access through or use of property within the proposed map. All parcels currently have access to the public right-of-way and public utility easements, and irrevocable offers of dedication are included as conditions of approval*

CONDITIONS OF APPROVAL FOR TENTATIVE PARCEL MAPS (FILE # PM-17-06 and 17-07)

- 1) The Tentative Map approval shall be effectuated within a two (2) year period from this date and if not effectuated shall expire on March 14, 2020.
- 2) The project is approved as shown in Exhibit A and Exhibit B and as conditioned or modified below.
- 3) Prior to recordation of the final map, the applicant shall demonstrate that reciprocal parking and access are provided to all new parcels, subject to City Attorney review and approval. (Planning).
- 4) For Parcels A and B, dedicate a 15-ft wide Irrevocable Offer of Dedication (IOD) along Sunrise Boulevard and Greenback Lane measured from back of existing curbs. The IOD is required for future 8-ft wide separated sidewalk, landscaping planter (between the existing back of curb and future sidewalk), and retaining wall. The standard IOD width is 15 feet; however, in locations where this is not feasible, the IOD width may decrease to a minimum of 13.5 feet as determined by the City Engineer. (Engineering)
- 5) For Parcels A and B, dedicate Public Utilities Easements (PUE) along Sunrise Boulevard and Greenback Lane. PUE shall be located from the existing Right-of-Way (ROW) such that the width of the PUE is 27-ft measured from the back of existing curb. (Engineering)
- 6) Dedicate an Irrevocable Offer of Dedication (IOD) for future bus turnout located at the southwest corner of Parcel A. A small portion of the bus turnout on Sunrise Boulevard will be located on parcel A. Location and dimensions to be determined by City Staff. (Engineering)
- 7) For Parcels C and D, dedicate a 15-ft wide Irrevocable Offer of Dedication (IOD) along Sunrise Boulevard measured from back of existing curbs. The IOD is required for future 8-ft wide separated sidewalk, landscaping planter (between the existing back of curb and future sidewalk), and retaining wall. The standard IOD width is 15 feet; however, in locations where this is not feasible, the IOD width may decrease to a minimum of 13.5 feet as determined by the City Engineer. (Engineering)

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- 8) For Parcels C and D, dedicate a 5-ft wide Wall Maintenance Easement measured east along the new IOD. (Engineering)
- 9) For Parcels C and D, dedicate Public Utilities Easements (PUE) along Sunrise Boulevard. PUE shall be located from the existing Right-of-Way (ROW) such that the width of the PUE is 27-ft measured from the back of existing curb. (Engineering)
- 10) For the entrance with the existing traffic signal on Sunrise Blvd., dedicate ROW for the future crosswalk and upgrades of the existing ADA ramps at the northeast and southeast corners of the intersection. Location and dimensions to be determined by City Staff. (Engineering)
- 11) Dedicate a Traffic Signal Maintenance Easement along the entrance with the existing traffic signal on Sunrise Blvd. This is for maintenance of existing traffic loops within the driveway. The easement shall be the full width of the driveway and extend a length of 50-feet east from the future curb returns. (Engineering)
- 12) Dedicate an Irrevocable Offer of Dedication (IOD) for future bus turnouts and shelter pads for two existing bus stops along Sunrise Boulevard. Location and dimensions of each IOD to be determined by City Staff:

North Bus Turnout is located near the north driveway on Parcel C. The bus turnout on Sunrise Boulevard will be located on both Parcels C and the adjacent parcel (Macy's parcel). Only portions of the turnout and bus shelter that is located on Parcel C shall be dedicated at this time.

South Bus Turnout is located One is located north of the south driveway on Parcel C (the "Sunrise Mall" entrance). The bus turnout on Sunrise Boulevard will be located on both Parcels C and D. (Engineering)
- 13) The applicant shall identify and show all existing SMUD easements on subject map. (SMUD)
- 14) Prior to Approval of Improvement Plans demonstrate that structural setbacks less than 14-feet shall require the Applicant to conduct a pre-engineering meeting with all utilities to ensure proper clearances are maintained. This applies to both the existing right of way and proposed Irrevocable Offer of Dedication (IOD). (SMUD)
- 15) Prior to Map recordation in the event the Applicant requires the relocation or removal of existing SMUD facilities on or adjacent to the subject property, the Applicant shall coordinate with SMUD. The Applicant shall be responsible for the cost of relocation or removal. (SMUD)

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- 16) SMUD reserves the right to use any portion of its easements on or adjacent to the subject property that it reasonably needs and shall not be responsible for any damages to the developed property within said easement that unreasonably interferes with those needs. (SMUD)
- 17) Prior to approval of improvement plans the Applicant shall demonstrate that no building foundations are within 5-feet of any SMUD trench to maintain adequate trench integrity. The Applicant shall verify specific clearance requirements for other utilities (e.g., Gas, Telephone, etc.). (SMUD)
- 18) Prior to recordation of the Parcel Map the Applicant shall provide separate SMUD service points to each parcel to the satisfaction of SMUD. (SMUD)
- 19) Prior to recordation, if the City requires an Irrevocable Offer of Dedication (IOD) for future roadway improvements, the Applicant shall dedicate a 12.5-foot public utility easement (PUE) for overhead and/or underground facilities and appurtenances adjacent to the City's IOD. (SMUD)
- 20) Prior to approval of any future improvement plans the Applicant shall comply with SMUD siting requirements (e.g., panel size/location, clearances from SMUD equipment, transformer location, service conductors). Information regarding SMUD siting requirements can be found at: <https://www.smud.org/en/Business-Solutions-and-Rebates/Design-and-Construction-Service>). (SMUD)
- 21) Prior to the approval of any improvement plans: The existing building is currently connected to private onsite sewer. Sewer service shall continue to be provided by SASD infrastructure to the existing sewer service connection. Any construction and/or modification to the public sewer system shall be required to the satisfaction of SASD prior to the approval of improvement plans. SASD Design Standards apply to any onsite and offsite sewer construction. (SASD)
- 22) Prior to the issuance of a future building permit: SASD and Regional San may require additional sewer impact fee payments in accordance with each District's Ordinance. Fees are to be paid prior to the issuance of building permits. The applicant should contact the Permit Services Unit at 916-876-6100 for sewer impact fee information. (SASD)
- 23) Water mains may be required to provide service to any new buildings that require fire protection. The District's standard is to provide water service from water distribution mains (water mains that are 12-inch in diameter and smaller). The Conceptual Utility Plan shows the fire and domestic service coming off of the existing 8-inch water main fed from the 24-inch transmission main. There is a 12-inch private water main located to the east of Resultant

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Parcel B, which would be the preferred water main to provide water service to said property. (CHWD).

24) Fire protection facilities and requirements will need to be determined by Sacramento Metropolitan Fire District. (CHWD)

25) An additional fire hydrant may also be required near the fire sprinkler connection for future development of Parcel B. Prior to issuance of a future building permit the existing fire hydrant will need to be replaced with a dry-barrel steamer style hydrant per Citrus Heights Water District standards. (CHWD)

26) Prior to issuance of a future building permit a new domestic metered water service to serve the new Resultant Parcel B (size determined by usage requirements of the new parcel) and a new irrigation metered water service to serve the new Resultant Parcel B. (CHWD)

27) Developer agrees to indemnify, defend, and hold harmless the City, its officers, employees, and agents, from any claim, action, or proceeding against the City or its officers, employees, or agents to attack, set aside, void, or annul, an approval of the City, its advisory agency, its appeal board, or its legislative body concerning Parcel Maps 17-06 and 17-07, which action is brought within the time period provided for in Government Code § 66499.37. Developer may select its own legal counsel to represent Developer's interest at Developer's sole cost and expense. The City shall promptly notify the Developer of any such claim, action, or proceeding and shall cooperate fully in the defense. Where the City fails to promptly notify the Developer of any such claim, action, or proceeding or fails to cooperate fully in the defense, Developer shall not be responsible to defend, indemnify, or hold harmless the City pursuant to this Condition. The City shall be entitled to participate alongside Developer in the defense of any claim, action, or proceeding pursuant to this Condition with counsel of the City's choice provided the City bears its own attorney's fees and costs for such participation and the City defends the action in good faith. Developer shall not be required to pay any or perform any settlement unless the settlement is first approved in writing by Developer. (Planning)

B. TENTATIVE PARCEL MAP – 7803 MADISON AVENUE: Project Planner Kempenaar presented a request for approval of a Tentative Parcel Map to subdivide an existing parcel into three individual parcels. The project is Categorically Exempt from CEQA per Section 15315 of the California Environmental Quality Act relating to Minor Land Divisions.

There was Planning Commission and staff discussion.

Vice Chair Lagomarsino opened the public hearing.

Applicant, Steve Ourada said he would be happy to answer any questions.

Commissioner Cox asked what the purpose of the subdivision is.

Mr. Ourada said it will be easier to sell to individual users.

Vice Chair Lagomarsino closed the public hearing.

Commission Comments

There were no comments.

Vice Chair Lagomarsino called for a motion.

1. Find that the Tentative Parcel Map is Categorical Exempt from CEQA per Section 15315 of the California Environmental Quality Act, relating to Minor Land Divisions.
2. Approve the TENTATIVE PARCEL MAP for 7803 Madison Avenue subject to the findings and conditions of approval contained in the staff report.

M/S: Weiland/Schaefer

AYES: 6 (Cox, Blair, Duncan, Lagomarsino, Middleton, Weiland)

ABSENT: 1 (Blair)

FINDINGS FOR TENTATIVE PARCEL MAPS (FILE # PM-18-01)

1. The proposed map, which would allow for the creation of three commercial lots, is consistent with the General Plan.
2. The site is physically suited for the type and proposed density of development. The site is an existing office complex and provides existing improvements such as access, both roadway and pedestrian access, landscaping and building setbacks.
3. The design of the subdivision is not likely to cause substantial environmental damage and the type of improvements are not likely to cause serious public health problems in that the project will provide access to the public right-of-way and provide all necessary easements.
4. The design of the subdivision will not conflict with easements acquired by the public at large for access through or use of property within the proposed map. All parcels currently have access to the public right-of-way and public utility easements are included as standard conditions of approval

**CONDITIONS OF APPROVAL FOR TENTATIVE PARCEL MAPS (FILE #
PM-18-01)**

- 1) The Tentative Map approval shall be effectuated within a two (2) year period from this date and if not effectuated shall expire on March 14, 2020.
- 2) The project is approved as shown in Exhibit A and as conditioned or modified below.
- 3) Prior to recordation of the final map, the applicant shall demonstrate that reciprocal parking, maintenance and access for Village Way and the western parking areas are provided to all three parcels, subject to City Attorney review and approval. (Planning).
- 4) The City's Pedestrian Master Plan (PMP) identifies Madison Avenue to have an 8-ft wide sidewalk. Applicant's surveyor and City staff will determine if adequate ROW exists to accommodate the future 8-ft wide sidewalk. If not, the owner shall dedicate an Irrevocable Offer of Dedication (IOD). (GSD)
- 5) Dedicate a 12.5-ft wide Public Utilities Easements (PUE) along Madison Avenue. PUE shall be located behind the ultimate ROW/IOD. (GSD)
- 6) The private on-site storm-drain system will need private drainage easements on each parcel for maintenance purposes. The private drainage easements shall be dedicated on final map and/or by separate instruments to be recorded concurrently with the map. (GSD)
- 7) All existing private utilities located on-site will require private easements benefiting Parcels 1-3. Private easements shall be dedicated on final map and/or by separate instruments to be recorded concurrently with the map. (GSD)
- 8) Prior to the recordation of the final map, confirmation from the Sewer District shall be submitted to the City's Engineering Division stating any sewer impact fees for this map have been paid or that no fees are due. (GSD)
- 9) SMUD has existing 12 kV facilities along Village Way, Madison Avenue and the western boundary. These facilities will need to remain. The Applicant shall be responsible for maintaining all CalOSHA and State of California Public Utilities Commission General Order No. 95 & 128 safety clearances during construction and upon building completion. If the required clearances cannot be maintained, the Applicant shall be responsible for the cost of relocation. (SMUD)

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- 10) In the event the Applicant requires the relocation or removal of existing SMUD facilities on or adjacent to the subject property, the Applicant shall coordinate with SMUD. The Applicant shall be responsible for the cost of relocation or removal.
- 11) SMUD reserves the right to use any portion of its easements on or adjacent to the subject property that it reasonably needs and shall not be responsible for any damages to the developed property within said easement that unreasonably interferes with those needs. (SMUD)
- 12) The Applicant shall dedicate a 12.5-foot public utility easement for overhead and/or underground facilities and appurtenances adjacent to all public street rights-of-ways. (SMUD)
- 13) The Applicant shall provide all-weather vehicular access for service vehicles that are up to 26,000 pounds. At a minimum: (a) the drivable surface shall be 20-feet wide; and (b) all SMUD underground equipment and appurtenances shall be within 15-feet from the drivable surface. (SMUD)
- 14) The Applicant shall grant to SMUD a Grant of Easement to cover the existing electrical facilities on the premises prior to final map recordation. The Grant of Easement shall be prepared in accordance with SMUD's standard underground right-of-way form for existing underground electrical facilities. (SMUD)
- 15) The Applicant shall provide separate SMUD service points to each parcel to the satisfaction of SMUD. (SMUD)
- 16) The Applicant shall comply with SMUD siting requirements (e.g., panel size/location, clearances from SMUD equipment, transformer location, service conductors). Information regarding SMUD siting requirements can be found at: <https://www.smud.org/en/business/customer-service/support-and-services/design-construction-services.htm> (SMUD)
- 17) The Applicant shall locate, verify, and provide a drawing to SMUD identifying all electrical utility infrastructure for the existing structures. If necessary, any existing onsite electrical infrastructure that serves existing structures may be relocated to the satisfaction of SMUD. (SMUD)
- 18) Developer agrees to indemnify, defend, and hold harmless the City, its officials, officers, employees, agents and consultants from any and all administrative, legal or equitable actions or other proceedings instituted by any person not a party to this Permit challenging the validity of the Permit or any Project Approval or any Subsequent Project Approval, or otherwise arising out of or stemming from this Permit. Developer may select its own legal counsel to represent Developer's interests at Developer's sole cost and

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expense. The parties shall cooperate in defending such action or proceeding. Developer shall pay for City's costs of defense, whether directly or by timely reimbursement on a monthly basis. Such costs shall include, but not be limited to, all court costs and attorneys' fees expended by City in defense of any such action or other proceeding, plus staff and City Attorney time spent in regard to defense of the action or proceeding. The parties shall use best efforts to select mutually agreeable defense. (Planning)

C. WYATT RANCH – 7876 LAWRENCE AVENUE: Project Planner Kempenaar presented a request for approval to extend the expiration date of a Tentative Subdivision Map to subdivide the existing property into 23 individual parcels. A Mitigated Negative Declaration was prepared for the project as required by CEQA. No changes are proposed, therefore the previously adopted Mitigated Negative Declaration is found to be sufficient.

There was Planning Commission and staff discussion.

Vice Chair Lagomarsino opened the public hearing.

There were no speakers.

Vice Chair Lagomarsino closed the public hearing.

Commission Comments

There were no comments.

Vice Chair Lagomarsino called for a motion.

Motion: Move to extend the expiration date for the Tentative Subdivision Map to May 27, 2019, subject to the Conditions of Approval listed in Exhibit A. In granting the extension, the Planning Commission finds that no substantial changes are present in the conditions or circumstances of the site or project such that there would have been grounds for denial of the original project.

M/S: Schaefer/Middleton

AYES: 6 (Cox, Blair, Duncan, Lagomarsino, Middleton, Weiland)

ABSENT: 1 (Blair)

7. REGULAR CALENDAR

A. 2017 GENERAL PLAN ANNUAL PROGRESS REPORT: Associate Planner Bermudez presented the 2017 General Plan Annual Progress Report.

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There was Planning Commission and staff discussion.

Vice Chair Lagomarsino called for a motion.

MOTION: Move to accept the General Plan Annual Report and forward the report to the City Council for their acceptance.

M/S: Weiland/Cox

AYES: 6 (Cox, Blair, Duncan, Lagomarsino, Middleton, Weiland)

ABSENT: 1 (Blair)

8. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:29 PM to the next meeting of April 25, 2018.

Respectfully Submitted,

Karen Ramsay
Planning Commission Secretary