

City of Citrus Heights
Planning Commission Meeting
Minutes
April 22, 2020
APPROVED

The meeting was held via webcast with no physical location for public attendance. Public comment was taken via email and any public comment received was read aloud by the Planning Commission Secretary.

1. CALL MEETING TO ORDER

Chair Schaefer called the meeting to order at 7:06 PM.

2. ROLL CALL

Commission Present: Flowers, Ingle, Lagomarsino, Schaefer, Scheeler, Van Duker

Absent: Duncan

Staff Present: Bermudez, Flores, Hildebrand, Jones, Kempenaar, McDuffee, Singer

3. FLAG SALUTE

Vice Chair Scheeler led the flag salute.

4. PUBLIC COMMENT

None

5. CONSENT CALENDAR

The meeting minutes for February 26, 2020 were approved as submitted.

AYES: (6) Ingle, Flowers, Lagomarsino, Schaefer, Scheeler, Van Duker,

Absent: (1) Duncan

NOES: (0)

6. PUBLIC HEARING

A. LORDS GRACE CHURCH EXPANSION – 7227 CANELO HILLS DRIVE:

Applicant requested approval of a Use Permit and Design Review Permit Modification to allow for the placement of two modular classrooms onto an existing church property located at 7227 Canelo Hills Drive, Citrus Heights. Environmental Determination: the project is Categorically Exempt from CEQA per Section 15303 of the California Environmental Quality Act (New Construction or Conversion of Small Structures) Project Planner: Eric Singer

Chair Schaefer opened the public hearing.

Applicant, Tim Alatorre, addressed the Commission and responded to questions. Mr. Alatorre confirmed the basketball courts are currently on the site and remain locked when not in use. He further stated the eight foot wall will be compatible with the existing building and is needed to protect the property from the homeless. Furthermore, he believed the church is a willing community partner and would welcome the neighborhood association to use their facilities.

Chair Schaefer closed the public hearing.

Commission Comments

Commission discussed the following, wall height, use of facility for neighborhood meeting.

Chair Schaefer called for a motion.

Motions

1. Adopt Resolution 20-05 finding that the project is Categorically Exempt from CEQA per Section 15303 of the California Environmental Quality Act (New Construction or Conversion of Small Structures);

M/S: Lagomarsino/Van Duker

AYES: (6) Flowers, Ingle, Lagomarsino, Van Duker, Vice Chair Scheeler, Chair Schaefer

NOES: (0)

Absent: Duncan

2. Approve a Use Permit to allow for the installation of two modular classrooms onto an existing church property based on the findings and conditions of approval contained in the staff report; and

M/S: Lagomarsino/Van Duker

AYES: (6) Flowers, Ingle, Lagomarsino, Van Duker, Vice Chair Scheeler, Chair Schaefer

NOES: (0)

Absent: Duncan

3. Approve a Design Review Permit Modification to allow for the installation of two modular classrooms onto existing church property based on the findings and conditions of approval contained in the staff report.

M/S: Lagomarsino/Van Duker

AYES: (6) Flowers, Ingle, Lagomarsino, Van Duker, Vice Chair Scheeler, Chair Schaefer

NOES: (0)

Absent: Duncan

CONDITIONS OF APPROVAL – USE PERMIT # UP-20-02

- 1) The applicant shall comply with all City of Citrus Heights Codes and Regulations, including but not limited to Citrus Heights Municipal Code and Zoning Code, Uniform Building Code; Uniform Fire Code and Sacramento County Environmental Health Department standards.

APPROVED
Planning Commission Minutes
April 22, 2020

- 2) The project is approved as described in this report and as shown in Attachment 3 and described in the Applicant's project description and shall conform to all conditions of approval and exhibits included within this project; File # UP-20-02 and DRPMOD-20-01 for the installation of two modular classrooms onto an existing church property located at 7227 Canelo Hills Drive. This Use Permit authorizes up to 175 persons onsite at any given time. Any changes that exceed this threshold will require a modification of the Use Permit. [Planning]

- 3) The Use Permit approval is valid for two years. The Use Permit will expire on April 22, 2022 unless the permit is effectuated or a time extension has been granted. (Planning)

- 4) Applicant 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 Agreement or any Project Approval or any Subsequent Project Approval, or otherwise arising out of or stemming from this Agreement. Developer may select its own legal counsel to represent Developer's interests at Developer's sole cost and 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 counsel but, if the parties cannot reach agreement, City may select its own legal counsel and Developer agrees to pay directly or timely reimburse on a monthly basis City for all such court costs, attorney fees, and time referenced herein.

CONDITIONS OF APPROVAL – DESIGN REVIEW PERMIT # DRP-20-01

1. The applicant shall comply with all City of Citrus Heights Codes and Regulations, including but not limited to the Citrus Heights Municipal Code and Zoning Code, California Building Standards.
2. The project is approved as described in this report and as shown in Attachment 3 and described in the Applicant's project description and shall conform to all conditions of approval and exhibits included within this project; File # UP-20-02 and DRPMOD-20-01 for the installation of two modular classrooms onto an existing church property located at 7227 Canelo Hills Drive.
3. Minor modifications to the design of the project, including site layout, colors and materials, may be approved by Community Development staff, provided such changes are consistent with the overall design as approved herein. Major modifications will require Planning Commission approval. (Planning)

APPROVED
Planning Commission Minutes
April 22, 2020

4. This Design Review Permit Modification approval does not include any signs. All sign plans must receive separate review and approval by the Planning Division prior to installation of any new signs. (Planning)
5. Any outdoor lighting including parking lot lighting shall be designed with full shields, and cut off flat lenses to ensure that all light from any fixture will not direct light skyward, and will minimize light pollution consistent with section 106.35 of the Zoning Code. Flood lights on the existing modular buildings shall be removed. Flood lights are strictly prohibited. (Planning)
6. Rooftop equipment shall be screened from public view subject to Planning Division Approval. (Planning)
7. Any plans submitted to the Building Division for review and approval shall indicate all approved revisions/alterations as approved by the Planning Commission. (Planning)

Prior to Issuance of Building Permit

8. Final detailed landscaping and irrigation plans for the project site shall be submitted to Planning staff prior to issuance of any building permits. [Planning]
9. The design and materials for any proposed walls shall be approved by the Planning and Engineering Divisions prior to issuance of building permits. The applicant shall adhere to the design guidelines outlined in section 106.31.040 of the Citrus Heights Zoning Code when designing the wall. Anti-graffiti coating is required. [Planning]
10. Applicant 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 Agreement or any Project Approval or any Subsequent Project Approval, or otherwise arising out of or stemming from this Agreement. Developer may select its own legal counsel to represent Developer's interests at Developer's sole cost and 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 counsel but, if the parties cannot reach agreement, City may select its own legal counsel and Developer agrees to pay directly or timely reimburse on a monthly basis City for all such court costs, attorney fees, and time referenced herein.

- B. ZONING CODE UPDATE- ACCESSORY DWELLING UNITS:** The Planning Commission reviewed the proposed updates to Chapter 106.42.015 and 106.80.020 of the city's Zoning Code and forwarded a recommendation to the City Council. Environmental Determination: The project is Categorically Exempt from CEQA under Section 15282(h) which exempts ordinances amendments for accessory dwelling units from environmental review. Project Planner: Alison Bermudez

Commission Comments

Commission discussed the following; impact to HOA, clarifying questions on setback for accessory dwelling units, number of accessory dwelling units allowed, height regulations possible Airbnb usage and use of prefabricated homes.

Chair Schaefer opened the public hearing. No one from the public requested to address the Commission.

Chair Schaefer closed the public hearing.

Chair Schaefer called for a motion.

Motions

1. Recommend the City Council adopt the Resolution to find the proposed amendments are exempt from the California Environmental Quality Act (CEQA) under section 15282(h) of the CEQA Guidelines and collected impact fees for ADUs will be in compliance with new legislation.

M/S: Vice Chair Scheeler /Lagomarsion

AYES: (6) Flowers, Ingle, Lagomarsino, Van Duker, Vice Chair Scheeler, Chair Schaefer

NOES: (0)

Absent: Duncan

2. Recommend the City Council adopt the Ordinance to approve the proposed amendments to Section 106.42.015 and Section 106.80.020 in regard to accessory dwelling units shown in Attachment 1.

M/S: Vice Chair Scheeler /Lagomarsion

AYES: (6) Flowers, Ingle, Lagomarsino, Van Duker, Vice Chair Scheeler, Chair Schaefer

NOES: (0)

Absent: Duncan

C. ZONING CODE UPDATE – REVISIONS TO VARIOUS SECTIONS OF THE ZONING CODE: The Planning Commission reviewed a variety of updates to Articles 1 through 4 and Article 8 of the city's Zoning Code. The proposed amendments included revisions to the regulation of indoor commercial recreation centers, small recycling centers and other various sections of the Zoning Code and forwarded a recommendation to the City Council. Environmental Determination: The project is Categorically Exempt from CEQA under Section 15061(b)(3) of the Guidelines. Project Planner: Alison Bermudez

APPROVED
Planning Commission Minutes
April 22, 2020

Commission Comments

Commission discussed the following; impact on new/existing centers, potential noise and definition of pole sign.

Chair Schaefer opened the public hearing. No one from the public requested to address the Commission. Chair Schaefer closed the public hearing.

Motions

Recommend the City Council adopt a Resolution to find the proposed amendments are exempt from the California Environmental Quality Act (CEQA) under Section 15061 (b) (3) of the CEQA Guidelines; and

M/S: Lagomarsion/Flowers

AYES: (6) Flowers, Ingle, Lagomarsino, Van Duker, Vice Chair Scheeler, Chair Schaefer

NOES: (0)

Absent: Duncan

Recommend the City Council adopt an Ordinance amending Chapter 106 of the City of Citrus Heights Municipal Code (Zoning Code Section) as shown in Exhibit A.

M/S: Lagomarsion/Flowers

AYES: (6) Flowers, Ingle, Lagomarsino, Van Duker, Vice Chair Scheeler, Chair Schaefer

NOES: (0)

Absent: Duncan

7. PLANNING COMMISSION RULES AND REGULATIONS

Planning Manager Kempenaar addressed Commission with revisions to Planning Commission Rules and Regulations.

There being no further business, the meeting was adjourned at 8:42 PM.

Respectfully Submitted,

Stacy Hildebrand
Planning Commission Secretary