

Citrus Heights  
Planning Commission Meeting Minutes  
January 26, 2022  
Approved

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

**CALL MEETING TO ORDER**

Chair Scheeler called the meeting to order at 7:06 PM

1. Flag Salute: Commissioner Van Duker led the flag salute
2. Roll Call: Commission Present: Ingle, Makhnovskiy, Nishimura, Turner Mike, Van Duker, Vice Chair Flowers, Chair Scheeler  
Absent: None  
Staff Present: Hildebrand, Collins, Kempenaar, Singer

3. **CONSENT CALENDAR**

Approval of minutes for October 20, 2021

**Motion 1:** Approval of minutes for October 20, 2021

**M/S:** Van Duker/Flowers

**AYES:** (7) Ingle, Nishimura, Turner-Mike, Makhnovskiy, Van Duker, Vice Chair Flowers, Chair Scheeler

**NOES:** (0)

**ABSENT:** None

4. **PUBLIC COMMENT**

Under Government Code Section 54954.3, members of the audience may address the Commission on any item within the jurisdiction of the Commission or on any agenda item. Those wishing to speak on non-agenda items will be called upon at the beginning of the meeting. Those wishing to speak for or against an agenda item will be called upon after the presentation by the City Planning Division and the Applicant for that agenda item.

**No public comments.**

5. **PUBLIC HEARING**

- a. **Sunrise Boulevard Animal Hospital 7484 Sunrise Boulevard:** The applicant is requesting to modify an existing Use Permit and Design Review Permit to allow a 670 square foot addition to the existing animal hospital. The added space will provide a dedicated area for pets following procedures. The new recovery room will be located towards the rear of the building along the north side. Adjacent to the new recovery room will be two small exercise yards to be used to walk/exercise pets during their recovery. The project qualifies for an exemption from the California Environmental Quality Act (CEQA) under Section 15301 (Class 1) Infill Projects. Project Planner: Alison Bermudez

Community Development Director Casey Kempenaar, presented the project to the Commission:

The Commission had the following questions:

- Commissioner Makhnovskiy questioned if there were concerns from surrounding neighbors.
- Commissioner Flowers asked the following this seems like a straight forward project, what is the reason it came before the Commission.

Chair Scheeler opened the public comment.

No public comments

Chair Scheeler closed the public comment.

**Motion 1:** Adopt Resolution No. 22-01, finding that the project is Categorical Exempt from CEQA per Section 153301 of the California Environmental Quality Act (exemption Class 1);

**M/S:** Flowers/Turner Mike

**AYES:** (6) Ingle, Nishimura, Turner-Mike, Makhnovskiy, Vice Chair Flowers, Chair Scheeler

**NOES:** (0)

**ABSENT:** None

**RECUSE:** (1) Van Duker

**Motion 2** Approve the USE PERMIT MODIFICATION for Sunrise Boulevard Animal Hospital located at 7484 Sunrise Boulevard subject to the findings contained in the staff report and the conditions of approval provided as Exhibit A.

**M/S:** Flowers/Turner Mike

**AYES:** (6) Ingle, Nishimura, Turner-Mike, Makhnovskiy, Vice Chair Flowers, Chair Scheeler

**NOES:** (0)

**ABSENT:** None

**RECUSE:** (1) Van Duker

**Motion 3:** Approve the DESIGN REVIEW PERMIT MODIFICATION for Sunrise Boulevard Animal Hospital located at 7484 Sunrise Boulevard subject to the findings contained in the staff report and the conditions of approval provided as Exhibit A.

**M/S:** Flowers/Turner-Mike

**AYES:** (6) Ingle, Nishimura, Turner-Mike, Makhnovskiy, Vice Chair Flowers, Chair Scheeler

**NOES:** (0)

**ABSENT:** None

**RECUSE:** (1) Van Duker

- b. Citrus Heights Zoning Code Update: Project Description:** The Planning Commission will review a variety of updates to the city's Zoning Code and forward a recommendation to the City Council. The project includes revisions to sections pertaining to fencing, parking, landscaping, tree mitigation and a variety of other amendments. A complete list of changes can be obtained from the Planning Division. The project is Categorical Exempt from CEQA under Section 15061(b) (3) of the Guidelines. **Project Planner: Eric Singer**

Assistant Planner Eric Singer presented to Commission:

The Commission had the following questions:

- Commissioner Ingle asked a question regarding tree mitigation.
- Commissioner Ingle asked a question regarding parking.
- Commissioner Ingle asked a question regarding front yard coverage.
- Commissioner Makhnovskiy asked a question on how the new tree mitigation was going to affect building an ADU.
- Vice Chair Flowers asked a question regarding tree mitigation.
- Chair Scheeler asked a question about fence setbacks.

**Motion 1:** 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 Guidelines in that adoption of the proposed Ordinance will not result in any impacts on the physical environment;

**M/S:** Makhnovskiy/Turner Mike

**AYES:** (7) Ingle, Nishimura, Turner-Mike, Makhnovskiy, Van Duker, Vice Chair Flowers, Chair Scheeler

**NOES:** (0)

**ABSENT:** None

**Motion 2:** Recommend the City Council adopt an Ordinance amending various sections of Chapter 106 as amended, removing the modification to 106.39.020 (C) 1 (Exceptions) language of the City of Citrus Heights Municipal Code (Zoning Code Section) as shown in Exhibit A.

**M/S:** Makhnovskiy/Turner Mike

**AYES:** (5) Nishimura, Turner-Mike, Makhnovskiy, Van Duker, Vice Chair Flowers,

**NOES:** (2) Ingle, Chair Scheeler

**ABSENT:** None

6. **REGULAR CALENDAR**

a. SB9 update by Alison Bermudez item continued to next meeting

b. Election of Chair and Vice Chair

**Motion:** Election of Chair Flowers

**M/S:** Makhnovskiy/Van Duker

**AYES:** (7) Ingle, Nishimura, Turner-Mike, Makhnovskiy, Van Duker, Vice Chair Flowers, Chair Scheeler

**NOES:** (0)

**ABSENT:** None

**Motion:** Election of Vice Chair Van Duker

**M/S:** Makhnovskiy/Ingle

**AYES:** (7) Ingle, Nishimura, Turner-Mike, Makhnovskiy, Van Duker, Vice Chair Flowers, Chair Scheeler

**NOES:** (0)

**ABSENT:** None

7. **PLANNING MANAGER COMMENTS**

Planning Commissioners Academy

8. **ADJOURNMENT**

Meeting adjourned at 8:28 PM

Planning Commission Minutes  
January 26, 2022

Any writings or documents provided to a majority of the City of Citrus Heights Planning Commission regarding any item on this agenda will be made available for public inspection at City Hall located 6360 Fountain Square Drive, Citrus Heights, CA.

Pursuant to Sections 65009 (b) (2), of the State Government Code "If you challenge any of the above projects in court, you may be limited to raising only those issues you or someone else raised at the public hearing(s) described in this notice, or in written correspondence delivered to the city Planning Commission at, or prior to, this public hearing.

Respectfully Submitted,

Stacy Hildebrand  
Planning Commission Secretary

**USE PERMIT (FILE # UPMOD-21-04)**

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, Uniform Building Code; Uniform Fire Code and Sacramento County Environmental Health Department standards.
2. The project approved by this action will allow for a 670 square foot expansion along the north side of the building. These conditions of approval will supersede the conditions of approval listed in CUP-06-04.
3. The project shall comply with the project details and exhibits as presented and approved by the Planning Commission. Minor modifications may be approved by the city provided the changes are consistent with the overall design as approved herein. Major modifications will require Planning Commission approval. [Planning]
4. Normal business hours shall be from 7:00 AM to 9:00 PM, Monday through Friday, and 8:00 AM to 5:00 PM on Saturdays. The business shall not be open late night or offer after hour emergency service to the general public.
5. The operation of the veterinary hospital shall be run in a clean and orderly manner, so as not to present any problem for neighboring businesses or nearby residences. The project shall also include non-operating windows within the dog recovery room area. [Planning]
6. The veterinary hospital shall be operated in a manner, which does not create any unacceptable noise levels as required by the Citrus Heights Noise Ordinance. [Planning]
7. Normal operations of business do not include the kenneling of animals, on occasion the business may kennel animals not under the care of the doctor as long as there are no more than 5 such animals on-site at one time. [Planning]
8. A total of 17 parking spaces shall be provided on the site to satisfy parking requirements of the Zoning Code. [Planning]
9. 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 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. [Planning]

**DESIGN REVIEW PERMIT MODIFICATION (FILE # DRPMOD-21-07):**

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, Uniform Building Code; and Uniform Fire Code. The applicant shall also comply with all regulations of services districts applicable to the project. [Planning]
2. The project shall comply with the project details and exhibits as presented and approved by the Planning Commission. Minor modifications may be approved by the city provided the changes are consistent with the overall design as approved herein. Major modifications will require Planning Commission approval. [Planning]
3. The project shall comply with all fire and life safety requirements as per the Sacramento Metropolitan Fire District including the addition of fire sprinklers as required. [Sacramento Metropolitan Fire District]
4. A dedicated water service to accommodate the fire sprinklers may be required. Contact Citrus Heights Water District for requirements and permitting. [Citrus Heights Water District]
5. The site shall maintain landscaping in healthy condition. Any dead/dying plants, shrubs or trees shall be replaced for like variety. [Planning]
6. Outdoor lighting shall comply with Section 106.35 of the Zoning Code including fixture design and location to prevent glare, light trespass and light pollution. [Planning]
7. Prior to Issuance of Building Permits
8. Any plans submitted to the Building Department for review and approval shall indicate all approved revisions/alterations as approved by the Planning Commission. The project shall also include non-operating windows within the dog run area. [Planning]

Other Conditions of Approval

9. Prior to the Final of Building Permits, the applicant shall pay all fees due. [Planning]
10. 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 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. [Planning]