



**AGENDA
CITY OF CITRUS HEIGHTS
PLANNING COMMISSION MEETING**

Community Center
6300 Fountain Square Drive, Citrus Heights, CA
February 24, 2016 - 7:00 PM

NOTE: The Commission may take up any agenda item at any time, regardless of the order listed. Action may be taken on any item on the agenda. The Commission established a procedure for addressing the Commission. Speaker Identification Sheets are provided on the table inside the Council Chambers. If you wish to address the Commission during the meeting please complete a Speaker Identification Form and give it to the Commission Secretary. Those addressing the Commission are limited to five (5) minutes, unless extended by the Chair. The Chair may also reduce the allowed time if there is a lengthy Agenda or a large number of people wanting to address the Commission.

1. CALL MEETING TO ORDER

2. ROLL CALL

Commission Members: Blair, Dawson, DeCelle, Doyle, Fox, Lagomarsino, Chair Cox

3. FLAG SALUTE

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. If you wish to address the Commission, please fill out a speaker identification form and hand it to the Commission Secretary. When you are called upon to speak, step forward to the podium and state your name clearly for the record. 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 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 department and the Applicant for that agenda item.

5. CONSENT CALENDAR

Approval of the meeting minutes for January 27, 2016

6. PUBLIC HEARING

a. AUBURN BOULEVARD SPECIFIC PLAN AMENDMENT (SPA 16-01) 7927 AUBURN BOULEVARD

The City is requesting an amendment to the Auburn Boulevard Specific Plan to modify the Land Use Table and the Parking requirements. Project Planner: Kempenaar

Documents: [STAFF REPORT BOULEVARD PLAN UPDATE 2016.PDF](#), [EX A - BOULEVARD PLAN UPDATE RESO.DOCX](#), [EXHIBIT A-1 - PROPOSED CHANGES TO ABSP.PDF](#), [ATTACHMENT 1 - EXISTING BOULEVARD PLAN PAGES.PDF](#)

b. IN & GO MARKET - 12417 FAIR OAKS BOULEVARD

The applicant is requesting approval of a Use Permit Modification to change the

operation of an existing convenience store by increasing the square footage and adding distilled spirits to the product mix. Project Planner: Bermudez

Documents: [IN AND GOSTAFFREPORT.PDF](#), [IN AND GO MARKET ATTACHMENTS AND EXHIBITS.PDF](#)

7. REGULAR CALENDAR

- a. None

8. ADJOURNMENT

The agenda for this meeting of the Planning Commission for the City of Citrus Heights was posted at the sites listed below on or before the close of business at 5:00 p.m. on the Friday preceding the meeting.

City of Citrus Heights, 7927 Auburn Boulevard, Citrus Heights, CA
Rusch Park Community Center, 7801 Auburn Boulevard, Citrus Heights, CA
Sacramento County Library, Sylvan Oaks Branch, 6700 Auburn Boulevard, Citrus Heights, CA

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 at 7927 Auburn Boulevard, Citrus Heights, CA.

If you need a disability-related modification or accommodation, including auxiliary aids or services to participate in this meeting, please contact Karen Ramsay at 916-727-4742, at least 2 days prior to the meeting.

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".

**CITY OF CITRUS HEIGHTS
PLANNING DIVISION STAFF REPORT
PLANNING COMMISSION MEETING**

February 24, 2016

Casey Kempenaar, Senior Planner

Request

The City requests approval of a Specific Plan Amendment amending the Boulevard Plan to modify the Land Use Table and parking requirements as depicted in Exhibit A-1.

Applicant: City of Citrus Heights
7927 Auburn Blvd
Citrus Heights, CA 95610

Site Location: Auburn Boulevard between northern City Limits and Sylvan Corners

File Number: SPA 16-01

Summary Recommendation

Staff recommends that the Planning Commission make the following motion:

MOTION: MOVE TO RECOMMEND THAT THE CITY COUNCIL ADOPT THE ATTACHED RESOLUTION APPROVING THE BOULEVARD PLAN AMENDMENTS AS SHOWN IN EXHIBIT A-1

Background

In February 2005, the City adopted the Boulevard Plan for Auburn Boulevard as a result of months of hearings and public workshops. The Boulevard Plan helped develop a long-term vision for the Boulevard and set the framework for the street improvements that have served as a catalyst for the street.

As a result of the Boulevard Plan, the City has invested a substantial amount of time and money into the streetscape on Auburn Boulevard. The Plan envisions new construction/infill redevelopment of parcels fronting Auburn Boulevard. The Boulevard Plan set a vision, but since that vision was established there has been a major downturn in the economy and loss of redevelopment, limiting the private investment within the Plan area.

The current market conditions do not lend to the new construction/redevelopment that is envisioned in the Plan. In order to encourage additional private investment into Auburn Boulevard the City is in the process of developing a program, "ACTivate Auburn". This program is focused on decreasing vacancies, activating properties and building the Auburn Boulevard brand and identity in order to improve market conditions over time and eventually attract the type of development envisioned in the Plan.

In January 2016, the City Council held a study session to review the ACTivate Auburn framework and provide direction to staff to help initiate the program. City Council provided feedback and direction which resulted in the recommended modifications to the Boulevard Plan. The ACTivate Auburn

program is intended to be a pilot project. The program, including changes to the Boulevard Plan, will be reevaluated in 18-24 months.

A description of the proposed amendments to the Boulevard Plan is found below. Exhibit A is a copy of the proposed changes to the Boulevard Plan where you will find the affected pages with changes marked strikeout/underline/highlight format for ease of reading and reference. Attachment 1 is the existing Auburn Boulevard Plan (related pages). The changes are also color coded as follows:

- Blue/Underline – Inserted Text
- ~~Red/Strike Through—Deleted Text~~

Figure 3-4 Land Use Table (Pages 3-8 – 3-11)

The Land Use Table within the Boulevard Plan regulates what uses are permitted to occur within the Auburn Boulevard Planning Area. This table depicts whether each use is permitted, permitted with a Use Permit, permitted with a Minor Use Permit, or not permitted.

The Boulevard Plan is broken into 6 districts. The current land use table (Attachment 1) has a great deal of variability between what is allowed in each district. The proposed amendment provides more consistent permitting requirements between districts.

In addition, staff reviewed the land use table to evaluate opportunities to encourage new uses that will aid the City in its effort to eliminate vacancies and encourage active uses. As a result, the amendment includes reduction in permitting requirements for many uses. The recommendations strive to balance simplifying the process for active uses while maintaining some restrictions for uses that have the potential to create a negative impact.

For example, the Boulevard Plan currently requires a Minor Use Permit (MUP) for “Groceries, specialty foods”, an active use that the City would like to encourage to locate on Auburn Boulevard. As a result, the proposed amendment recommends changing the permitting requirements from a MUP to permitted (P) to simplify the process and reduce costs for those users.

Automotive Uses

Prior to incorporation, Auburn Boulevard saw a variety of new automotive based uses (sales, rental, repair, etc.) coming to the Boulevard. Shortly after incorporation, the City Council felt that Auburn Boulevard was heading in a direction that was different than what was envisioned. The Council was concerned with related noise and aesthetic impacts associated with the automotive uses.

As such, the City Council made changes to the Zoning Code that limited the ability of new automotive uses to occur on Auburn Boulevard. When the City adopted the Auburn Boulevard Plan, these restrictions were carried over into the Boulevard Plan Land Use Table. With the exception of the Lincoln 40 district, no new automotive uses were permitted along Auburn Boulevard.

This approach has been successful in limiting the proliferation of new automotive based uses on Auburn Boulevard. Existing automotive uses that predate the Boulevard Plan are allowed to continue to operate indefinitely; however, if the automotive use has been discontinued for over a year, an automotive use is no longer allowed to occupy that site. This has occurred at a few locations along the Boulevard, resulting in buildings clearly designed for automotive uses (roll up garage doors, hydraulic lifts, tall ceilings, etc.) no longer able to be used for their intended purpose. In some cases these buildings have been repurposed; however, in a few cases this has led to long term vacancies along the Boulevard.

The City Council directed staff to develop a change that would help add flexibility to address this concern while ensuring new automotive uses are not being constructed. The proposed amendments are intended to allow existing buildings clearly intended for automotive uses to reopen as automotive uses if the user can clearly demonstrate that the site was previously used for a similar use.

Wholesaling and Distribution

The Boulevard Plan currently prohibits “Wholesaling and Distribution”. Wholesaling and Distribution is currently prohibited within the Boulevard Plan because these uses were not considered uses that would aid the City in achieving the vision of the Boulevard Plan.

Wholesaling and Distribution is defined as:

“An establishment engaged in selling merchandise to retailer; to contractors, industrial, commercial, institutional, farm, or professional business users; to other wholesalers; or acting as agents or brokers in buying merchandise for or selling merchandise to such persons or companies”

Although these uses are currently prohibited outright, a wholesaling and distribution use as an accessory use can be a complimentary use that still achieves the goals of the Boulevard Plan. For example, a retailer on Auburn Boulevard may also have a wholesale/distribution center outside of Citrus Heights and be interested in relocating the wholesale component to Auburn Boulevard. This use would be an accessory to the retail component and creating an opportunity to bring new employees to Auburn Boulevard. In addition it may create an opportunity for the owner to leverage financial resources to redevelop the existing retail use into a more vibrant space along Auburn Boulevard. As a result, staff recommends allowing Wholesaling and Distribution as an accessory use as shown in Exhibit A.

Parking Standards (Pages 3-19 – 3-20)

As discussed above, the intent of the proposed amendments is to introduce vibrant, active uses along the corridor to fill vacancies and move towards the Boulevard Plan’s vision. Currently, the boulevard is largely comprised of service uses or uses with low parking demand. As a result, many of the existing parcels have limited parking. Active uses envisioned by the Boulevard Plan generally require more parking than what is currently available for current (or vacant) service uses or warehouses.

The City Council provided direction to allow flexibility in parking requirements. The proposed amendments to the parking section of the Boulevard Plan are intended to facilitate and encourage the reuse of existing buildings. The proposed changes create a suite of parking reductions and provide additional flexibility for off-site parking. This additional flexibility would allow new uses to locate on Auburn Boulevard that may currently not be feasible due to their inability to comply with minimum parking requirements.

Parking Reductions

The proposed amendments include several expanded parking reduction options to help facilitate the reuse of existing buildings:

1. Transit Reduction – Auburn Boulevard is currently served by Regional Transit. The proposed amendments would allow for a five percent parking reduction for those users located within ¼ mile of a transit stop.

2. Active Use Reduction – In order to encourage uses that are active in nature, the proposed amendments would allow for a five percent parking reduction for users that are considered active in nature by providing outdoor seating, storefront windows, or provide attractive outdoor displays as guided by the City's forthcoming retail assistance program.
3. On-street Parking – On-street parking is prohibited on Auburn Boulevard, however it is permitted along side streets which intersect Auburn Boulevard. The proposed changes would allow businesses fronting side streets to count on-street parking along the side streets towards the minimum parking requirements.

Off-site parking

The Boulevard Plan and the Zoning Code currently allow off-site parking if it is located within 300 linear feet of the proposed user. The proposed amendments would allow off-site parking to be located up to ¼ mile away (1,320 linear feet). Staff believes a ¼ mile is a walkable distance and may be most suitable for employee parking.

The City Council expressed concerns that users of off-site parking ¼ mile away and located on the opposite side of the Boulevard may not cross at a legal crosswalk, creating a potential safety issue. As a result, the proposed amendment includes criteria that a legal crossing must be located within 300 linear feet of the proposed use.

Environmental Determination

An Environmental Impact Report was prepared and adopted in February 2005 that evaluated the Boulevard Plan. The proposed changes to the Boulevard Plan are minor in nature, therefore the previously adopted EIR is found to be sufficient.

Community Outreach

Copies of these proposed changes to the Boulevard Plan were sent to each neighborhood association adjoining the plan area for review, Neighborhood Association #2 (Rusch Park) and Neighborhood Association #6 (Sunrise Ranch), as well as the Auburn Boulevard Business Association (ABBA). At the time of the writing of this report staff has not received any comments from either Neighborhood Association. Staff presented the amendments to ABBA and ABBA is supportive of the proposed changes.

Summary/Recommended Action

MOTION: MOVE TO RECOMMEND THAT THE CITY COUNCIL ADOPT THE ATTACHED RESOLUTION APPROVING THE BOULEVARD PLAN AMENDMENTS AS SHOWN IN EXHIBIT A-1

Exhibits:

A. Resolution

- A-1 - Boulevard Plan with Edits (Modified Pages Only)

Attachments:

1. Existing Boulevard Plan Pages

RESOLUTION 2016-_____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS
ADOPTING AMENDMENTS TO THE AUBURN BOULEVARD PLAN –
REINVENTING THE AUBURN BOULEVARD CORRIDOR

WHEREAS, the City of Citrus Heights adopted The Auburn Boulevard Plan – Reinventing the Auburn Boulevard Corridor in February 2005; and

WHEREAS, the City of Citrus Heights adopted the Environmental Impact Report for the Boulevard Plan in February 2005; and

WHEREAS, the changes to the Boulevard Plan are minor in nature, therefore the previously adopted EIR is found to be sufficient; and

WHEREAS, the proposed amendments are intended to eliminate vacancies and encourage private investment surrounding the Boulevard; and

WHEREAS, the City Council has reviewed the record of the action of the Planning Commission and recommendations to the City Council concerning the proposed amendments and wishes to support the proposal now under consideration.

NOW, THEREFORE, BE IT RESOLVED that the Citrus Heights City Council hereby finds as follows:

Findings for a Specific Plan Amendment:

1. The amendment is internally consistent with all other provisions of the Boulevard Plan.
2. The amendment is consistent with the General Plan.
3. The propose amendment will not be detrimental to public interest, health, safety, convenience or welfare of the City.

BE IT FURTHER RESOLVED that the Citrus Heights City Council hereby adopts the Boulevard Plan as amended (Exhibit A-1) as final.

IT IS HEREBY CERTIFIED that the foregoing Resolution No. 16-____ was duly introduced and legally adopted by the City Council of the City of Citrus Heights at its regular meeting held on this 24 day of March 2016, by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Jeannie Bruins, Mayor

ATTEST:

Amy Van, City Clerk

CODIFY_____

UNCODIFY_____

Attachment: Exhibit A-1 – Revised Boulevard Plan (Redline/Strikeout)

Development Standards

Figure 3.4: Allowable Uses

| LAND USE* | PERMIT REQUIRED BY AREA | | | | | |
|---|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|
| | Gateway District | | Rusch Park District | | L40 | SCVS |
| | GDCC | Outside GDCC | RSVC | Outside RSVC | | |
| INDUSTRY, MANUFACTURING & PROCESSING | | | | | | |
| Artisan/craft product manufacturing | MUP <u>P</u> | P | MUP <u>P</u> | P | P | P |
| Contract construction service- Indoor | P | P | P | P | P | P |
| Contract construction service- Outdoor Storage | — | — | — | — | UP | UP |
| Contract construction service- Outdoor Work Area | — | — | — | — | UP | UP |
| Food & beverage product manufacturing | MUP <u>MUP</u> | MUP <u>MUP</u> | MUP <u>MUP</u> | MUP <u>MUP</u> | UP <u>MUP</u> | MUP <u>MUP</u> |
| Furniture & fixtures manufac., cabinet shop | — | — | — | — | MUP | MUP |
| Industrial research and development | UP | UP | UP | UP | UP | UP |
| Laboratory - Analytical, testing | UP | UP | UP <u>UP</u> | UP <u>UP</u> | UP | UP |
| Manufacturing/processing - Light | — | — | — | — | MUP | — |
| Manufacturing/processing - Medium Intensity | — | — | — | — | — | — |
| Manufacturing/processing - Heavy | — | — | — | — | — | — |
| Media production | UP | UP | UP | UP | UP | UP |
| Printing and publishing | UP <u>P</u> | UP <u>P</u> | UP <u>P</u> | UP <u>P</u> | UP <u>P</u> | UP <u>P</u> |
| Recycling - Small collection facility | — | UP | — | UP | UP | UP |
| Storage - Outdoor | — | — | — | — | UP | — |
| Storage - Personal storage facility (mini storage) | — | — | — | — | UP | — |
| Storage - RVs, Boats | — | — | — | — | UP | — |
| Storage - Warehouse, indoor storage | — | — | — | — | P | — |
| Wholesaling and distribution <u>as an accessory use</u> | MUP <u>MUP</u> | MUP <u>MUP</u> | MUP <u>MUP</u> | MUP <u>MUP</u> | MUP <u>MUP</u> | MUP <u>MUP</u> |
| RECREATION, EDUCATION & PUBLIC ASSEMBLY USES | | | | | | |
| Adult entertainment business | — | — | — | — | — | — |
| Bingo parlor | UP <u>UP</u> | UP <u>UP</u> | UP | UP | UP <u>UP</u> | UP <u>UP</u> |
| Card room | — | — | — | — | — | — |
| Commercial recreation facility - Indoor | UP <u>MUP</u> | UP <u>MUP</u> | UP <u>MUP</u> | UP <u>MUP</u> | UP <u>MUP</u> | UP <u>MUP</u> |
| Commercial recreation facility - Outdoor | MUP <u>MUP</u> | UP <u>MUP</u> | MUP <u>MUP</u> | UP <u>MUP</u> | UP <u>MUP</u> | UP <u>MUP</u> |
| Conference/convention facility | MUP | UP | UP | UP | UP | UP |
| Fitness/health facility | MUP <u>P</u> | MUP <u>P</u> | UP <u>P</u> | MUP <u>P</u> | MUP <u>P</u> | MUP <u>P</u> |
| Library, museum | P | P | P | P | P | P |
| Meeting facility, public or private | UP | UP | UP | UP | UP | UP |
| Park, playground | P | P | P | P | P | P |
| School - College, university | UP | UP | UP | UP | UP | UP |
| School - Elementary, middle, secondary | UP | UP | UP | UP | UP | UP |
| School - Specialized education/training - Minor | P | P | P | P | P | P |
| School - Specialized education/training - Major | UP | UP | UP | UP | UP | UP |
| Sports & entertainment assembly facility | UP | UP | UP | UP | UP | UP |
| Studio - Art, dance, music, etc. | P | P | P | P | P | P |
| Theater | UP <u>P</u> | MUP <u>P</u> | UP <u>P</u> | MUP <u>P</u> | MUP <u>P</u> | MUP <u>P</u> |
| RESIDENTIAL USES | | | | | | |
| Emergency Shelter | — | — | — | S | S | S |
| Home occupation | P | P | P | P | P | P |
| Live/work unit | MUP | MUP | MUP | MUP | UP <u>MUP</u> | UP <u>MUP</u> |
| Residential Component of mixed use project | MUP | MUP | MUP | MUP | UP <u>MUP</u> | UP <u>MUP</u> |
| Multi-family housing in a mixed-use structure | MUP | MUP | MUP | MUP | UP <u>MUP</u> | UP <u>MUP</u> |

* Definitions for Land Uses are found in Chapter 106.80 of the Zoning Code

Above:

These tables indicate the types of land uses allowed in the four districts and two subdistricts.

Figure 3.4: Allowable Uses

| LAND USE* | PERMIT REQUIRED BY AREA | | | | | |
|--|-------------------------|-------------------|---------------------|-------------------|------------------|------------------|
| | Gateway District | | Rusch Park District | | L40 | SCVS |
| | GDCC | Outside GDCC | RSVC | Outside RSVC | | |
| RETAIL TRADE | | | | | | |
| Accessory retail uses | P | P | P | P | P | P |
| Alcoholic beverage sales | S | S | S | S | S | S |
| Artisan shop | P | P | P | P | P | P |
| Bar/tavern/Brew pub | S | S | S | S | S | S |
| Building/landscape materials sales | — | UP MUP | — | UP MUP | MUP | MUP |
| Construction and heavy equipment sales and rental | — | — | — | UP | P | — |
| Convenience store | S | S | S | S | S | S |
| Drive-through retail | UP | UP | UP | UP | UP | **UP |
| Drug store, pharmacy | P | P | P | P | P | P |
| Firearm sales, gunsmithing | — | — | — | — | UP | — |
| Fuel dealer (propane, etc.) | — | — | — | — | — | — |
| Furniture, furnishings and appliance store | MUP P | P | P | P | P | P |
| General retail | P | P | P | P | P | P |
| Groceries, specialty foods | MUP P | MUP P | MUP P | MUP P | MUP P | MUP P |
| Itinerant vendor | S | S | S | S | S | S |
| Mixed Use Project | S | S | S | S | S | S |
| Night club | UP | UP | UP | UP | UP | UP |
| Office-supporting retail | P | P | P | P | P | P |
| Outdoor displays and sales | MUP | MUP | MUP | MUP | P | MUP |
| Public auction, flea market | — | — | — | — | — | — |
| Restaurant, café, coffee shop | P | P | P | P | P | P |
| Retail complex | MUP P | P | MUP P | P | P | P |
| Smoking paraphernalia establishment | — | — | — | — | — | — |
| Vending machines | P | P | P | P | P | P |
| Warehouse retail | — | — | — | — | UP | UP |
| Wood Yard (firewood sales) | — | — | — | — | — | — |
| SERVICES - BUSINESS, FINANCIAL, PROFESSIONAL | | | | | | |
| ATM - Outdoor | MUP | MUP | MUP | MUP | MUP | MUP |
| ATM - Within a building | P | P | P | P | P | P |
| Bank, financial services | P | P | P | P | P | P |
| Business support service | P | P | P | P | P | P |
| Medical services - Doctor office, clinic, or urgent care | P | P | P | P | P | P |
| Medical services - Extended Care | UP | UP | UP | UP | UP | UP |
| Medical services - Hospital | — | — | — | — | — | — |
| Medical services - Laboratory | — | P | — | P | P | P |
| Medical services - Medical cannabis dispensary | — | — | — | — | — | — |
| Medical services - Substance Abuse treatment clinic | — | — | — | — | — | — |
| Office | P | P | P | P | P | P |

* Definitions for Land Uses are found in Chapter 106.80 of the Zoning Code

** Only one stand-alone drive-through retail use allowed within the Sylvan Corners Village Square District

Development Standards

Figure 3.4: Allowable Uses

| LAND USE* | PERMIT REQUIRED BY AREA | | | | | |
|---|-------------------------|------------------|---------------------|------------------|-----------------------|---------------------|
| | Gateway District | | Rusch Park District | | L40 | SCVS |
| | GDCC | Outside GDCC | RSVC | Outside RSVC | | |
| SERVICES - GENERAL | | | | | | |
| Adult day care | — P | UP P | — P | UP P | UP P | UP P |
| Catering service | P | P | P | P | P | P |
| Car wash | — | — | — | — | UP | UP |
| Child day care center | MUP | MUP | MUP | MUP | MUP | MUP |
| Drive-through service | — | MUP | — | MUP | MUP | MUP |
| Equipment rental - Outdoor | — | — | — | UP | UP | — |
| Equipment rental - Indoor | — | — | — | UP | UP | — |
| Kennel, animal boarding | — | — | — | — | UP | — |
| Lodging - Bed & breakfast inn (B&B) | UP P | UP P | UP P | UP P | UP P | UP P |
| Lodging - Hotel or motel | MUP | UP | UP | UP | UP | UP |
| Massage Therapy | P | P | P | P | P | P |
| Maintenance service-Client site services | — | — | — | P | P | — |
| Mortuary, funeral home | — | UP | — | UP | UP | UP |
| Personal services | P | P | P | P | P | P |
| Personal services - Restricted | — | — | — | — | — | — |
| Public facilities | — P | P | — P | P | P | P |
| Repair service - Equipment, large appliances, etc. | — | — | — | — | UP | — |
| Veterinary clinic, animal hospital | — UP | UP | — UP | UP | UP | UP |
| TRANSPORTATION, COMMUNICATIONS & INFRASTRUCTURE | | | | | | |
| Ambulance, taxi, and specialized transportation dispatch facility | — | — | — | — | — | — |
| Broadcasting studio | UP | UP | UP | UP | UP | UP |
| Freight Terminal | — | — | — | — | — | — |
| Parking facility, public or commercial, surface | UP | UP | UP | UP | UP | UP |
| Parking facility, public or commercial, structured | UP | UP | UP | UP | UP | UP |
| Pipeline, utility transmission or distribution line | UP | UP | UP | UP | UP | UP |
| Telecommunications facility | UP S | UP S | — S | UP S | UP S | UP S |
| Transit station or terminal | MUP | MUP | MUP | MUP | MUP | MUP |
| Utility facility | UP | UP | UP | UP | UP | UP |
| Utility infrastructure | P | P | P | P | P | P |
| Vehicle storage | — | — | — | — | — | — |
| VEHICLE SALES AND SERVICES | | | | | | |
| Auto parts sales with no installation services | — P | — P | — P | P | P | P |
| Auto/vehicle sales and rental | — *** | — *** | — *** | — *** | UP UP*** | — *** |
| Auto/vehicle sales, wholesale - 2 cars or less at any time | — | P | — | P | P | P |
| Auto/vehicle sales, wholesale - 3 or more cars, other vehicles | — | — | — | — | — | — |
| Mobile Home, boat, or RV sales | — *** | — *** | — *** | — *** | UP UP*** | — *** |
| Service Station | — | UP | — | UP | UP | UP |
| Vehicle services - Major repair/body work | — *** | — *** | — *** | — *** | UP UP*** | — *** |
| Vehicle services - Minor maintenance/repair | — *** | — *** | — *** | — *** | MUP MUP*** | UP UP*** |

* Definitions for Land Uses are found in Chapter 106.80 of the Zoning Code

*** - No new Vehicle Sales and Rental, or Repair uses are permitted on sites without a history of those uses (with the exception of the L40 and SCVS District with a UP or MUP). Sites that can demonstrate they have historically been used for Vehicle Sales, Repair, or Rental are permitted to resume a form of automotive based use if the applicant demonstrates the historic use of the property through one of the following means:

1. Existing roll up garage/service doors
2. Existing automotive lifts
3. Existing display areas for vehicle sales
4. Historical photos/aerial images
5. A previous business license for a related use

- Provide enhanced bus turnouts and bus shelters at the major trip generators (i.e., the proposed Gateway Commercial Center and Rusch Park Village Center).

Parking

One of the objectives of *The Boulevard Plan* is to change the relationship between transportation patterns and development standards along the Auburn Boulevard corridor. Requiring high amounts of on-site parking can result in excessive paving, increase housing and development costs, and produce an oversupply of parking spaces that can go unused for much of the year. The parking standards in this Plan allow for greater flexibility in the provision of parking and reduce the negative impacts of excessive parking. Where this Plan is silent, the parking standards in the Citrus Heights Zoning Ordinance shall apply.

- Provide opportunities for shared-use parking agreements between adjacent parcels when cross access easements are used and driveways are closed or when office buildings are located adjacent to entertainment-oriented uses (e.g., cinema, restaurants). Allow with a minor ~~parking use~~ permit, a parking reduction of 25 percent to reflect uses that have complementary demand patterns.
- Allow ~~up to~~ a 15 percent reduction in parking standards for uses that provide transit support facilities such as bike lockers, shower facilities, etc.
- Allow a parking reduction of 5 percent for uses that are located within 1,320 linear feet of a transit stop.
- Allow a parking reduction of 5 percent for uses that are active in nature:
 - Uses that provide outdoor dining and seating
 - Uses that provide pedestrian oriented storefront windows fronting Auburn Boulevard
 - Uses that provide an attractive outdoor display based on guidance from the City's retail assistance program
- Allow Off-site parking subject to the following criteria:
 - The off-site parking is located less than 1,320' from the proposed use on the same side of the Boulevard as the intended user
 - The off-site parking is located less than 1,320 from the proposed use on the opposite side of the Boulevard with a legal pedestrian crossing located within 300 linear feet from the intended user
- Allow on-street parking on the side street fronting the applicant's parcel to be counted towards minimum parking requirements.

Benefits of Bus Turn-outs:

- Reduces bus and automobile conflicts
- Provides more comfort and safety for transit riders
- Increases transit ridership



Above:

As a multi-modal corridor, the Boulevard Plan includes incentives for using transit. Parking for commercial and residential uses can be reduced if a demand reduction program is instituted for the development.

Development Standards

- Provide opportunities for on-street parking on interior commercial streets in the Rusch Park Village Center and Gateway Commercial Center.
- Prohibit on-street parking on Auburn Boulevard.
- Require wheel stops to prevent overhang of parked vehicles that may encroach into the sidewalk or planting strip.
- Require employee parking to the rear of businesses, where feasible, to provide adequate parking for patrons and visitors.
- Require pedestrian walkways within parking lots (down middle of parking field) plus crosswalks for larger commercial lots (e.g., within Rusch Park Village Center or Gateway Commercial Center).
- Encourage parking layouts that facilitate egress onto side streets where appropriate instead of on to Auburn Boulevard.
- Allow on-street guest parking for multi-family residential areas in the Rusch Park Village Center.
- For small lot parcels, allow the following exceptions to the parking standards in the Zoning Ordinance:
 - Allow up to 50 percent of all parking to consist of compact parking stalls (eight foot width and 16 foot length).
 - Utilize angled parking stalls with one-way drive aisles in lieu of 90-degree spaces where appropriate.
 - Encourage cross-parcel access easements to minimize driveway openings and increase parking on-site.
 - Reduce planter width from six feet to four feet to increase on-site parking.
 - Require a minimum parking aisle width of 18 feet for turn-around space for small lots.
 - Allow street frontage landscape to count for a portion of the required on-site landscaping.

Development Standards

Figure 3.4: Allowable Uses

| LAND USE* | PERMIT REQUIRED BY AREA | | | | | |
|--|-------------------------|--------------|---------------------|--------------|-----|------|
| | Gateway District | | Rusch Park District | | L40 | SCVS |
| | GDCC | Outside GDCC | RSVC | Outside RSVC | | |
| INDUSTRY, MANUFACTURING & PROCESSING | | | | | | |
| Artisan/craft product manufacturing | MUP | P | MUP | P | P | P |
| Contract construction service- Indoor | P | P | P | P | P | P |
| Contract construction service- Outdoor Storage | — | — | — | — | UP | UP |
| Contract construction service- Outdoor Work Area | — | — | — | — | UP | UP |
| Food & beverage product manufacturing | — | — | — | — | UP | — |
| Furniture & fixtures manufac., cabinet shop | — | — | — | — | MUP | MUP |
| Industrial research and development | UP | UP | UP | UP | UP | UP |
| Laboratory - Analytical, testing | UP | UP | — | — | UP | UP |
| Manufacturing/processing - Light | — | — | — | — | MUP | — |
| Manufacturing/processing - Medium Intensity | — | — | — | — | — | — |
| Manufacturing/processing - Heavy | — | — | — | — | — | — |
| Media production | UP | UP | UP | UP | UP | UP |
| Printing and publishing | UP | UP | UP | UP | UP | UP |
| Recycling - Small collection facility | — | UP | — | UP | UP | UP |
| Storage - Outdoor | — | — | — | — | UP | — |
| Storage - Personal storage facility (mini storage) | — | — | — | — | UP | — |
| Storage - RVs, Boats | — | — | — | — | UP | — |
| Storage - Warehouse, indoor storage | — | — | — | — | P | — |
| Wholesaling and distribution | — | — | — | — | — | — |
| RECREATION, EDUCATION & PUBLIC ASSEMBLY USES | | | | | | |
| Adult entertainment business | — | — | — | — | — | — |
| Bingo parlor | — | — | UP | UP | — | — |
| Card room | — | — | — | — | — | — |
| Commercial recreation facility - Indoor | UP | UP | UP | UP | UP | UP |
| Commercial recreation facility - Outdoor | — | UP | — | UP | UP | UP |
| Conference/convention facility | MUP | UP | UP | UP | UP | UP |
| Fitness/health facility | MUP | MUP | UP | MUP | MUP | MUP |
| Library, museum | P | P | P | P | P | P |
| Meeting facility, public or private | UP | UP | UP | UP | UP | UP |
| Park, playground | P | P | P | P | P | P |
| School - College, university | UP | UP | UP | UP | UP | UP |
| School - Elementary, middle, secondary | UP | UP | UP | UP | UP | UP |
| School - Specialized education/training - Minor | P | P | P | P | P | P |
| School - Specialized education/training - Major | UP | UP | UP | UP | UP | UP |
| Sports & entertainment assembly facility | UP | UP | UP | UP | UP | UP |
| Studio - Art, dance, music, etc. | P | P | P | P | P | P |
| Theater | UP | MUP | UP | MUP | MUP | MUP |
| RESIDENTIAL USES | | | | | | |
| Emergency Shelter | — | — | — | S | S | S |
| Home occupation | P | P | P | P | P | P |
| Live/work unit | MUP | MUP | MUP | MUP | UP | UP |
| Residential Component of mixed use project | MUP | MUP | MUP | MUP | UP | UP |
| Multi-family housing in a mixed-use structure | MUP | MUP | MUP | MUP | UP | UP |

* Definitions for Land Uses are found in Chapter 106.80 of the Zoning Code

Above:

These tables indicate the types of land uses allowed in the four districts and two subdistricts.

Figure 3.4: Allowable Uses

| LAND USE* | PERMIT REQUIRED BY AREA | | | | | |
|--|-------------------------|--------------|---------------------|--------------|-----|------|
| | Gateway District | | Rusch Park District | | L40 | SCVS |
| | GDCC | Outside GDCC | RSVC | Outside RSVC | | |
| RETAIL TRADE | | | | | | |
| Accessory retail uses | P | P | P | P | P | P |
| Alcoholic beverage sales | S | S | S | S | S | S |
| Artisan shop | P | P | P | P | P | P |
| Bar/tavern/Brew pub | S | S | S | S | S | S |
| Building/landscape materials sales | — | UP | — | UP | MUP | MUP |
| Construction and heavy equipment sales and rental | — | — | — | UP | P | — |
| Convenience store | — | S | — | S | S | — |
| Drive-through retail | — | UP | — | UP | UP | **UP |
| Drug store, pharmacy | P | P | P | P | P | P |
| Firearm sales, gunsmithing | — | — | — | — | UP | — |
| Fuel dealer (propane, etc.) | — | — | — | — | — | — |
| Furniture, furnishings and appliance store | MUP | P | P | P | P | P |
| General retail | P | P | P | P | P | P |
| Groceries, specialty foods | MUP | MUP | MUP | MUP | MUP | MUP |
| Itinerant vendor | S | S | S | S | S | S |
| Mixed Use Project | S | S | S | S | S | S |
| Night club | UP | UP | UP | UP | UP | UP |
| Office-supporting retail | P | P | P | P | P | P |
| Outdoor displays and sales | MUP | MUP | MUP | MUP | P | MUP |
| Public auction, flea market | — | — | — | — | — | — |
| Restaurant, café, coffee shop | P | P | P | P | P | P |
| Retail complex | MUP | P | MUP | P | P | P |
| Smoking paraphernalia establishment | — | — | — | — | — | — |
| Vending machines | P | P | P | P | P | P |
| Warehouse retail | — | — | — | — | UP | UP |
| Wood Yard (firewood sales) | — | — | — | — | — | — |
| SERVICES - BUSINESS, FINANCIAL, PROFESSIONAL | | | | | | |
| ATM - Outdoor | MUP | MUP | MUP | MUP | MUP | MUP |
| ATM - Within a building | P | P | P | P | P | P |
| Bank, financial services | P | P | P | P | P | P |
| Business support service | P | P | P | P | P | P |
| Medical services - Doctor office, clinic, or urgent care | P | P | P | P | P | P |
| Medical services - Extended Care | UP | UP | UP | UP | UP | UP |
| Medical services - Hospital | — | — | — | — | — | — |
| Medical services - Laboratory | — | P | — | P | P | P |
| Medical services - Medical cannabis dispensary | — | — | — | — | — | — |
| Medical services - Substance Abuse treatment clinic | — | — | — | — | — | — |
| Office | P | P | P | P | P | P |

* Definitions for Land Uses are found in Chapter 106.80 of the Zoning Code

** Only one stand-alone drive-through retail use allowed within the Sylvan Corners Village Square District

Development Standards

Figure 3.4: Allowable Uses

| LAND USE* | PERMIT REQUIRED BY AREA | | | | | |
|---|-------------------------|--------------|---------------------|--------------|-----|------|
| | Gateway District | | Rusch Park District | | L40 | SCVS |
| | GDCC | Outside GDCC | RSVC | Outside RSVC | | |
| SERVICES - GENERAL | | | | | | |
| Adult day care | — | UP | — | UP | UP | UP |
| Catering service | P | P | P | P | P | P |
| Car wash | — | — | — | — | UP | UP |
| Child day care center | MUP | MUP | MUP | MUP | MUP | MUP |
| Drive-through service | — | MUP | — | MUP | MUP | MUP |
| Equipment rental - Outdoor | — | — | — | UP | UP | — |
| Equipment rental - Indoor | — | — | — | UP | UP | — |
| Kennel, animal boarding | — | — | — | — | UP | — |
| Lodging - Bed & breakfast inn (B&B) | UP | UP | UP | UP | UP | UP |
| Lodging - Hotel or motel | MUP | UP | UP | UP | UP | UP |
| Massage Therapy | P | P | P | P | P | P |
| Maintenance service-Client site services | — | — | — | P | P | — |
| Mortuary, funeral home | — | UP | — | UP | UP | UP |
| Personal services | P | P | P | P | P | P |
| Personal services - Restricted | — | — | — | — | — | — |
| Public facilities | — | P | — | P | P | P |
| Repair service - Equipment, large appliances, etc. | — | — | — | — | UP | — |
| Veterinary clinic, animal hospital | — | UP | — | UP | UP | UP |
| TRANSPORTATION, COMMUNICATIONS & INFRASTRUCTURE | | | | | | |
| Ambulance, taxi, and specialized transportation dispatch facility | — | — | — | — | — | — |
| Broadcasting studio | UP | UP | UP | UP | UP | UP |
| Freight Terminal | — | — | — | — | — | — |
| Parking facility, public or commercial, surface | UP | UP | UP | UP | UP | UP |
| Parking facility, public or commercial, structured | UP | UP | UP | UP | UP | UP |
| Pipeline, utility transmission or distribution line | UP | UP | UP | UP | UP | UP |
| Telecommunications facility | UP | UP | — | UP | UP | UP |
| Transit station or terminal | MUP | MUP | MUP | MUP | MUP | MUP |
| Utility facility | UP | UP | UP | UP | UP | UP |
| Utility infrastructure | P | P | P | P | P | P |
| Vehicle storage | — | — | — | — | — | — |
| VEHICLE SALES AND SERVICES | | | | | | |
| Auto parts sales with no installation services | — | — | — | P | P | P |
| Auto/vehicle sales and rental | — | — | — | — | UP | — |
| Auto/vehicle sales, wholesale - 2 cars or less at any time | — | P | — | P | P | P |
| Auto/vehicle sales, wholesale - 3 or more cars, other vehicles | — | — | — | — | — | — |
| Mobile Home, boat, or RV sales | — | — | — | — | UP | — |
| Service Station | — | UP | — | UP | UP | UP |
| Vehicle services - Major repair/body work | — | — | — | — | UP | — |
| Vehicle services - Minor maintenance/repair | — | — | — | — | MUP | UP |

* Definitions for Land Uses are found in Chapter 106.80 of the Zoning Code

- Provide enhanced bus turnouts and bus shelters at the major trip generators (i.e., the proposed Gateway Commercial Center and Rusch Park Village Center).

Parking

One of the objectives of *The Boulevard Plan* is to change the relationship between transportation patterns and development standards along the Auburn Boulevard corridor. Requiring high amounts of on-site parking can result in excessive paving, increase housing and development costs, and produce an oversupply of parking spaces that can go unused for much of the year. The parking standards in this Plan allow for greater flexibility in the provision of parking and reduce the negative impacts of excessive parking. Where this Plan is silent, the parking standards in the Citrus Heights Zoning Ordinance shall apply.

- Provide opportunities for shared-use parking agreements between adjacent parcels when cross access easements are used and driveways are closed or when office buildings are located adjacent to entertainment-oriented uses (e.g., cinema, restaurants). Allow with a minor parking permit, a parking reduction of 25 percent to reflect uses that have complementary demand patterns.
- Provide opportunities for on-street parking on interior commercial streets in the Rusch Park Village Center and Gateway Commercial Center.
- Prohibit on-street parking on Auburn Boulevard.
- Require wheel stops to prevent overhang of parked vehicles that may encroach into the sidewalk or planting strip.
- Require employee parking to the rear of businesses, where feasible, to provide adequate parking for patrons and visitors.
- Require pedestrian walkways within parking lots (down middle of parking field) plus crosswalks for larger commercial lots (e.g., within Rusch Park Village Center or Gateway Commercial Center).
- Encourage parking layouts that facilitate egress onto side streets where appropriate instead of on to Auburn Boulevard.
- Allow up to a 15 percent reduction in parking standards for uses that provide transit support facilities such as bike lockers, shower facilities, etc.
- Allow on-street guest parking for multi-family residential areas in the Rusch Park Village Center.
- For small lot parcels, allow the following exceptions to the parking standards in the Zoning Ordinance:
 - Allow up to 50 percent of all parking to consist of compact parking stalls (eight foot width and 16 foot length).
 - Utilize angled parking stalls with one-way drive aisles in lieu of 90-degree spaces where appropriate.
 - Encourage cross-parcel access easements to minimize driveway openings and increase parking on-site.
 - Reduce planter width from six feet to four feet to increase on-site parking.
 - Require a minimum parking aisle width of 18 feet for turn-around space for small lots.
 - Allow street frontage landscape to count for a portion of the required on-site landscaping.

Benefits of Bus Turn-outs:

- Reduces bus and automobile conflicts
- Provides more comfort and safety for transit riders
- Increases transit ridership



Above:

As a multi-modal corridor, the Boulevard Plan includes incentives for using transit. Parking for commercial and residential uses can be reduced if a demand reduction program is instituted for the development.

**CITY OF CITRUS HEIGHTS
PLANNING DIVISION STAFF REPORT
PLANNING COMMISSION MEETING**

February 24, 2016

Prepared by: Alison Bermudez, Associate Planner

REQUEST:

The applicant is requesting approval of a Use Permit Modification to change the operation of an existing convenience store by increasing the store's square footage and adding distilled spirits to the product mix.

File Name and & Numbers: In & Go Market – File # UPMOD-15-08

Project Address & APN: 12417 Fair Oaks Blvd – APN# 233-0440-027-0000

Applicant: In & Go Market c/o Amy Sidhu 835 Fieldstone Ct, Folsom, CA 95630

Property Owner: Le Jo, Inc., 1820 Professional Drive Suite 1, Sacramento, CA 95825

SUMMARY RECOMMENDATION:

The Planning Division recommends that the Planning Commission:

- A. Approve a Use Permit Modification to expand the tenant space and allow the addition of distilled spirits at an existing store located at 12417 Fair Oaks Blvd, subject to the Findings and Conditions of Approval contained in the staff report.

BACKGROUND:

In & Go Market is a 1,336 square foot convenience store that has been in operation since 2006. The applicant has owned and operated the store for more than two years. From 2006 to 2014, the store sold a variety of convenience items including drinks, snacks, pet food, dairy products, and other household sundries (no alcohol was sold). In 2014, the applicant was approved for a Use Permit and a Letter of Public Convenience and Necessity (PCN) by the City that allowed the store to add beer and wine to the product mix.

The current project is to increase the size of the store by 710 square feet and expand the product offerings to include imported distilled spirits, craft beers, and a variety of sophisticated beverages. Expanding the store offerings will reclassify the store from a “convenience store” to an “off-sale liquor establishment” and requires an amendment to the previously approved Use Permit.

The project setting is summarized below:

| | |
|----------------------------|--|
| Location: | 12417 Fair Oaks Blvd – southwest corner of Greenback and Fair Oaks Blvd |
| Tenant Space Size: | Approximately 2,046 square feet (including a proposed expansion of 710 square feet). |
| REACH Neighborhood: | 11 – Birdcage Heights Neighborhood Association who had no objections to the project. |

The shopping center includes a variety of service providers including hair and nail salons, optometrist, massage therapist, urgent care, and an insurance office.

ZONING AND LAND USES:

| LOCATION | ZONING | GENERAL PLAN LAND USE | ACTUAL USE OF PROPERTY |
|--|-----------------------|-----------------------|-----------------------------|
| On-Site | Limited Commercial | General Commercial | Retail Center |
| North | Shopping Center | General Commercial | Retail Center |
| South | Business Professional | General Commercial | Office Building |
| East (Unincorporated Sacramento County) | Limited Commercial | Commercial Office | Retail/Condominium Homes |
| West | Limited Commercial | General Commercial | Retail Center |

PROJECT DESCRIPTION

In & Go Market currently is an existing convenience store located at the southwest corner of Greenback and Fair Oaks Boulevard. The applicant is requesting a modification to a previously approved Use Permit that would allow a 710 square foot expansion and the addition of distilled spirits to the product mix.

As described in Exhibit A, the existing convenience store proposes to add distilled spirits that would reclassify the store from a “convenience store”¹ to an “off-sale alcohol establishment”². The expanded product lines would include specialty wines and liquors along with a broad selection of craft beers.

The store operating hours would remain the same, 7:00 am to 11:00 pm Sunday through Thursday and 8:00 am to Midnight, Friday and Saturday.

Use Permit Modification– *Analysis of Request*

The Citrus Heights Zoning Code requires a Use Permit for off-sale liquor establishments. Approval of a Use Permit requires that findings be made by the Planning Commission in order to recommend approval for a Use Permit. The required findings for the Use Permit are listed below in ***bold italics*** and are followed by an evaluation of the applicant’s request in relation to the required findings.

¹ **Convenience Store.** A neighborhood serving retail store of 3,500 square feet or less in gross floor area, which carries a range of merchandise oriented to daily convenience shopping needs.

² **Off-Sale Liquor Establishments.** An off-sale liquor establishment shall mean any establishment which is applying for or has obtained a liquor license from the California Department of Alcoholic Beverage Control (ABC) including, but not limited to, type 20 (off-sale beer and wine) and type 21 (off-sale general) for selling alcoholic beverages in an unopened container for the consumption off the premises. This definition does not include food markets, supermarkets, drugstores or any other retail establishment in which off-sale of alcoholic beverages constitute less than 20 percent of total sales.

- ***Off-sale alcohol establishments are allowed within the Limited Commercial (LC) zoning district and complies with all other applicable provisions of the Zoning Code and Municipal Code;***
- ***The proposed use is consistent with the General Plan;***

The project site is located within the Fair Oaks Plaza Shopping Center and is zoned LC (Limited Commercial). Off-sale alcohol establishments are allowed by Use Permit within the LC zoning district. The proposed project is in conformance with the General Plan designation (General Commercial), in that this designation provides for a variety of service uses and other compatible uses.

The operation of an off-sale liquor establishment is regulated by various sections of the Zoning Code including Section 106.42.020 that does not allow an off-sale alcohol establishment to be located within 500-feet of a “sensitive” use. Sensitive uses include places such as schools, parks, and health care facilities. The site was evaluated and no sensitive uses were found within the vicinity of the site. This section of the Zoning Code section also provides other performance standards (litter removal, noise compliance, training, etc.) that have been incorporated into the conditions of approval.

Based upon the above mentioned regulations, and that these regulations have been incorporated as conditions of approval, staff believes that project meets the required finding.

- ***The design, location, size, and operating characteristics of the retail store is compatible with the existing and future land uses in the vicinity;***

Since the inclusion of beer and wine into the store’s product mix in 2014, the store has not caused an increase in calls for service or other policing issues within the center or nearby surroundings. Therefore staff does not believe that allowing the addition of distilled spirits to the product mix will not be detrimental to public health, safety, comfort or general welfare provided the applicant complies with all applicable conditions.

The building area for the proposed location appears to be in good condition and the applicant does not propose any exterior modifications.

Based upon the above information and the provided conditions of approval, staff supports this required finding.

- ***The site is physically suitable for a retail store including density and intensity of the use, including access, utilities, and the absence of physical constraints; and***

The existing center is fully serviced by completed infrastructure including roads, sidewalks, and utilities and the applicant proposes no exterior changes to the building. The center has existing parking light standards that provide illumination for the center. Based upon the above information, staff supports this required finding.

- ***Granting the permit would not be detrimental to the public interest, health, safety, convenience, or welfare, or materially injurious to persons, property, or improvements in the vicinity and zoning district in which the store is located.***

Staff worked in conjunction with the Police Department on the proposed project. The Police Department reviewed the proposal including the store’s interior layout, security plan, and the

location's surroundings. Calls for service within the shopping center were analyzed and the Police Department found that calls appear to be routine in nature and did not appear excessive.

Within the surrounding area of the location, alcohol is sold at the CVS Pharmacy, which is located outside the city limits at 8101 Greenback Lane. Beyond the CVS, the nearest off-sale alcohol is BevMo, which is located near the corner of Greenback Lane and Sunrise Blvd, nearly one-half mile away.

Based upon this review, staff does not believe that the proposed business will pose a strain to police services or anticipate any incidents that may be injurious to the use and enjoyment of other property within the vicinity. The addition of the store will not impede the normal and orderly development of surrounding properties, which is already fully developed.

OTHER REQUIRED APPROVALS

In & Go Market has filed an application with the Department of Alcoholic Beverage Control to obtain an off-sale liquor license (Type 21) for distilled spirits. ABC has notified the applicant that a Letter of Public Convenience and Necessity (PCN) must be approved prior to the issuance of the alcohol license. The City Council is the approving authority on PCNs and they have the ability to approve or deny the PCN. If either the State or the City denies the submitted application, the applicant will not be able to move forward with the project as approval from both agencies is required. The City Council is expected to review the project at their hearing on March 24, 2016.

PUBLIC OUTREACH

The notice of application was sent to the Birdcage Heights Neighborhood Association (NA #11). As of the writing of this report, no objection was received.

A public hearing notice for the proposed project was published in a general circulating newspaper and mailed to property owners within 500 feet of the project boundaries.

ENVIRONMENTAL DETERMINATION

This project is Categorically Exempt from the requirements of the California Environmental Quality Act under Section 15301 – Existing Facilities.

RECOMMENDATION:

The Planning Division recommends that the Planning Commission take the following action:

RECOMMENDATIONS

Staff recommends that the Planning Commission adopt the following motion:

1. Approve the Use Permit modification to allow the operational change from a convenience store to an off-sale liquor establishment located at 12417 Fair Oaks Blvd, subject to the Findings and Conditions of Approval contained in the staff report.

FINDINGS FOR APPROVAL OF USE PERMIT MODIFICATION (FILE # UPMOD-15-08)

- *Off-sale alcohol establishments are allowed within the Limited Commercial (LC) zoning district and complies with all other applicable provisions of the Zoning Code and Municipal Code;*
- *The proposed use is consistent with the General Plan;*
- *The design, location, size, and operating characteristics of the retail store is compatible with the existing and future land uses in the vicinity;*
- *The site is physically suitable for a retail store including density and intensity of the use, including access, utilities, and the absence of physical constraints; and*
- *Granting the permit would not be detrimental to the public interest, health, safety, convenience, or welfare, or materially injurious to persons, property, or improvements in the vicinity and zoning district in which the store is located.*

CONDITIONS OF APPROVAL FOR USE PERMIT MODIFICATION (FILE # UPMOD-15-08)

1. The following conditions of approval shall apply to the operation located at 12417 Fair Oaks Boulevard and these conditions supersede the conditions of approval in UP-14-03.
2. The applicant shall comply with all State Regulations, City of Citrus Heights Codes and Regulations, including but not limited to the Citrus Heights Municipal Code and Zoning Code, Building Code; Fire Code and Sacramento County Environmental Health Department standards. The applicant must obtain approval from the Building Department expansion into the adjoining space. The Building Department review will include assessment of the accessibility to the site and may require site alterations.
3. The Use Permit Modification shall become void if not exercised within one year from date of approval unless a time extension has been granted. The Use Permit shall be deemed “exercised” when the applicant has actually commenced the use on the site in compliance with the conditions of approval. (Planning)
4. The Use Permit is deemed to run with the land and remains valid through change of ownership. The Use Permit will expire if the approved use is ceased for a time greater than six months. (Planning)
5. The applicant shall maintain a minimum of two bicycle racks in an appropriate location near the primary entrance. (Planning)
6. The business shall operate in accordance with Exhibit A, including the hours of operation of 7:00 a.m. to 11:00 p.m. Sunday through Thursday and 7 a.m. to Midnight on Friday and Saturday. (Planning)
7. The business may not display any banners and/or portable signs without proper permits through the Planning Division. At no time shall any signs be installed or displayed off-site. (Planning)

8. The applicant shall ensure all exterior lights are operational and in good working order. Any non-working lights or lights that become unoperational shall be repaired or replaced in a timely manner and shall comply with Zoning Code Section 106.35. (Planning)
9. The noise levels generated by the operation of such establishment shall not exceed 60 dBA on adjoining properties zoned for residential purposes and 65 dBA for commercially zoned property. (Planning)
10. A public telephone listing is required. (Planning)
11. It shall be the responsibility of the applicant to provide all employees with the knowledge and skills that will enable them to comply with their responsibilities under law. The knowledge and skills deemed necessary for responsible alcoholic beverage service shall include the following topics and skills development:
 - a) State laws relating to alcoholic beverages, particularly ABC and penal provisions concerning sales to minors and intoxicated persons, driving under the influence, hours of legal operation, and penalties for violations of these laws.
 - b) The effects of alcohol on the body, and behavior, including how the effects of alcohol affect the ability to operate a motor vehicle.
 - c) Methods for dealing with intoxicated customers and recognizing underage customers. (Planning)
12. The business shall provide litter and trash receptacles at convenient locations inside and outside the premises. The site shall be kept free of litter and the applicant shall be responsible for the removal of litter from adjacent property and streets that results from this project. (Planning)
13. No more than 25 percent of the combined total window area may be covered with signage, advertising, etc. as described in the signage regulations section of the Zoning Code. (Planning)
14. Along with building security with building security systems and employee training, the following minimum measures shall be implemented as a measure to resist crime attempts:
 - a) Store shall have an interior layout that provides visibility for the cashier e.g. low display counters, two-way mirrors, or other methods that would provide visibility including corners or hidden areas;
 - b) The cashier station shall be designed to be visible from the parking area. Windows or doors shall not be blocked with posters or signs. Counters shall be maintained free from excess displays to enhance the visibility of the cashier station;
 - c) A timed drop safe shall be provided adjacent to the cashier station. Premises shall be posted accordingly;
 - d) The installation of height tape next to exit;

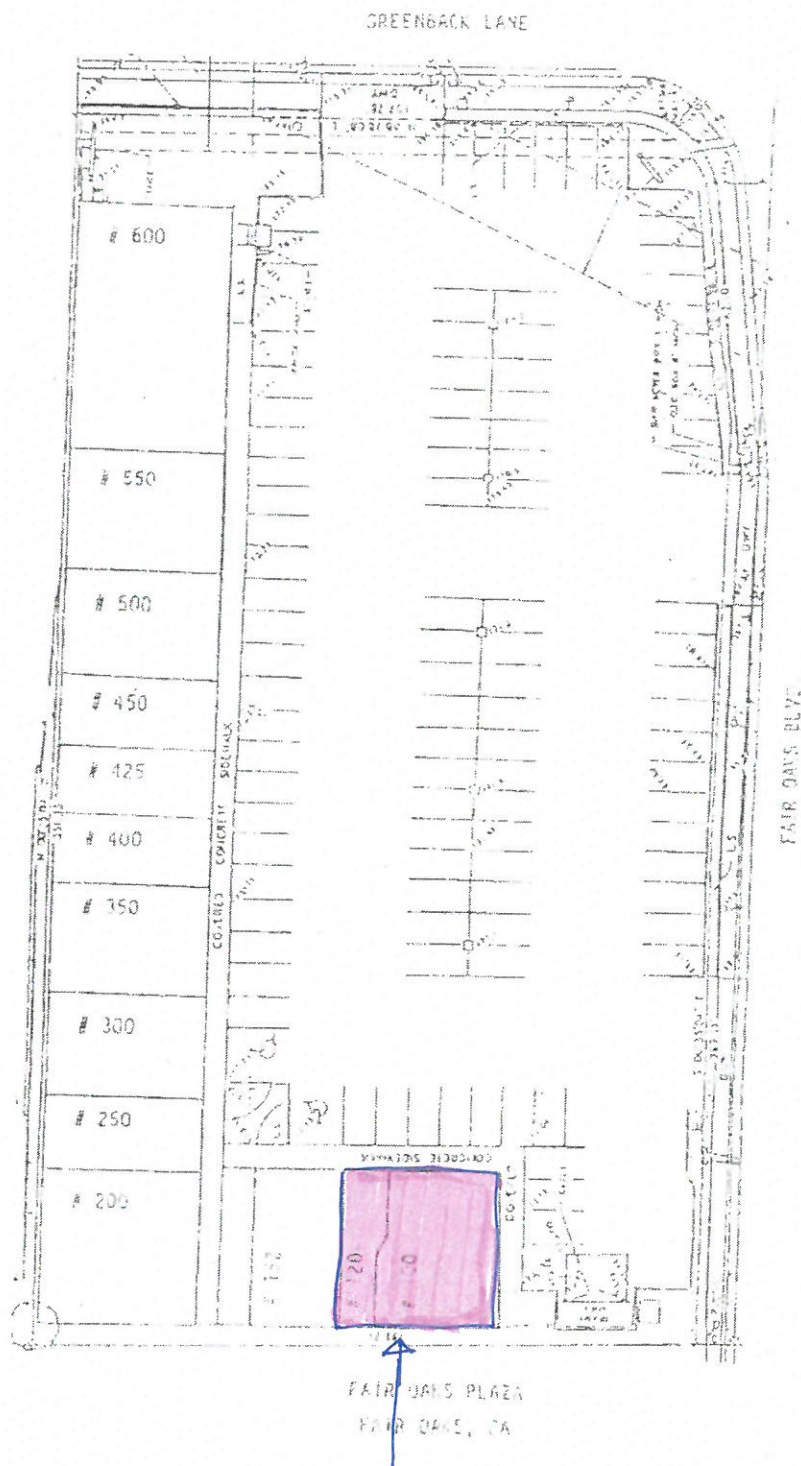
- e) A prominently displayed video camera for identifying criminals. The video camera should include a device that records 24 hours of video directly on to a DVD/DVR recorder; and
 - f) The owner shall maintain a library of the recorded digital video for a minimum of 7 days.
 - g) Alternative methods must be approved by the Chief of Police. (Planning)
15. Any violations of the conditions of approval could result in the revocation or modification of the Use Permit and/or the imposition of fines and penalties as allowed under Code. (Planning)
16. The 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.

Attachments:

- 1. Vicinity Map
- 2. Photos of Store's Exterior and Shopping Center
- 3. Floor Plan
- 4. Police Department Memo

Exhibits:

- A: Letter of justification, security plan, operational plan



In 260 Market

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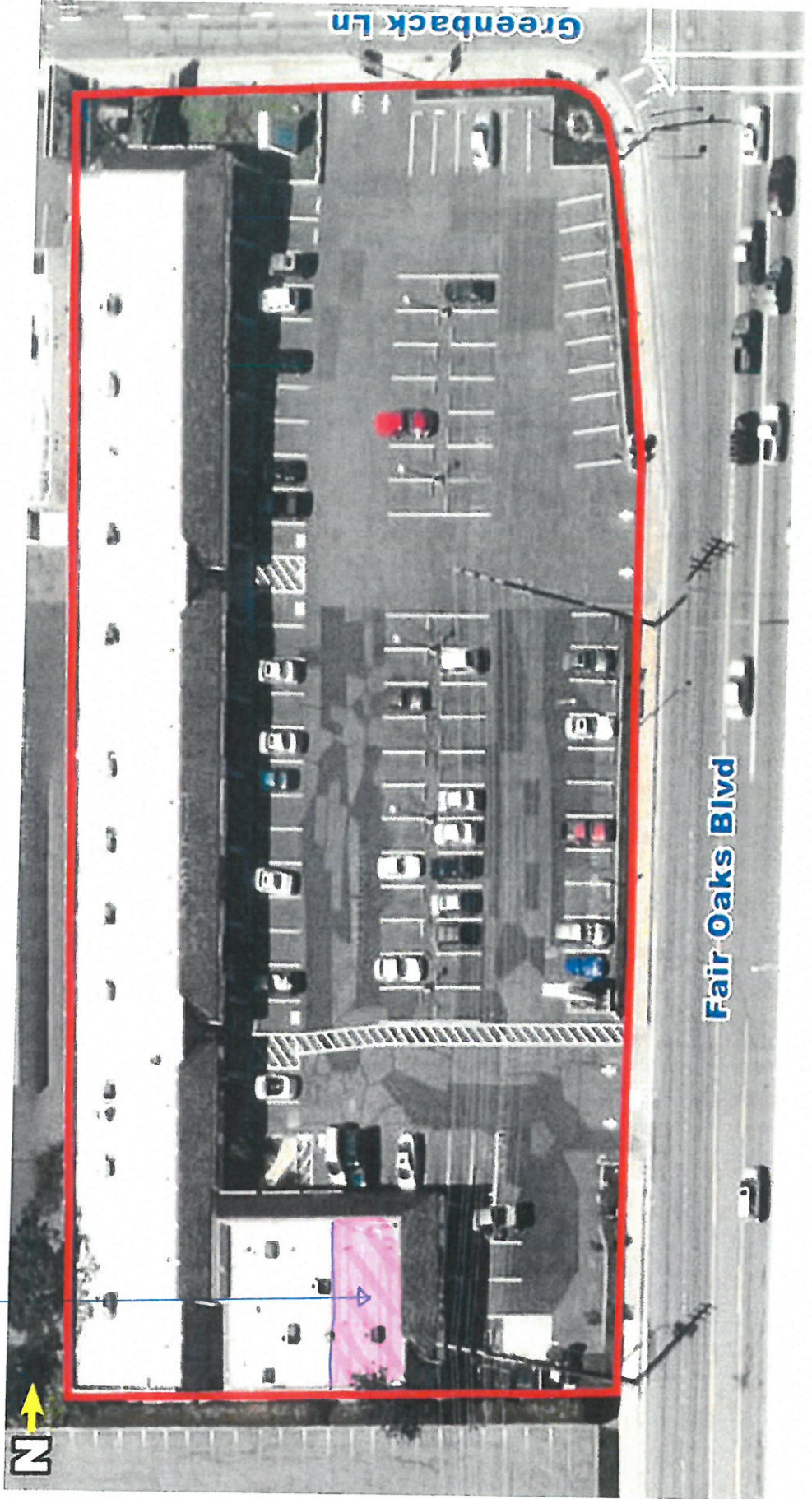


IN & GO MARKET

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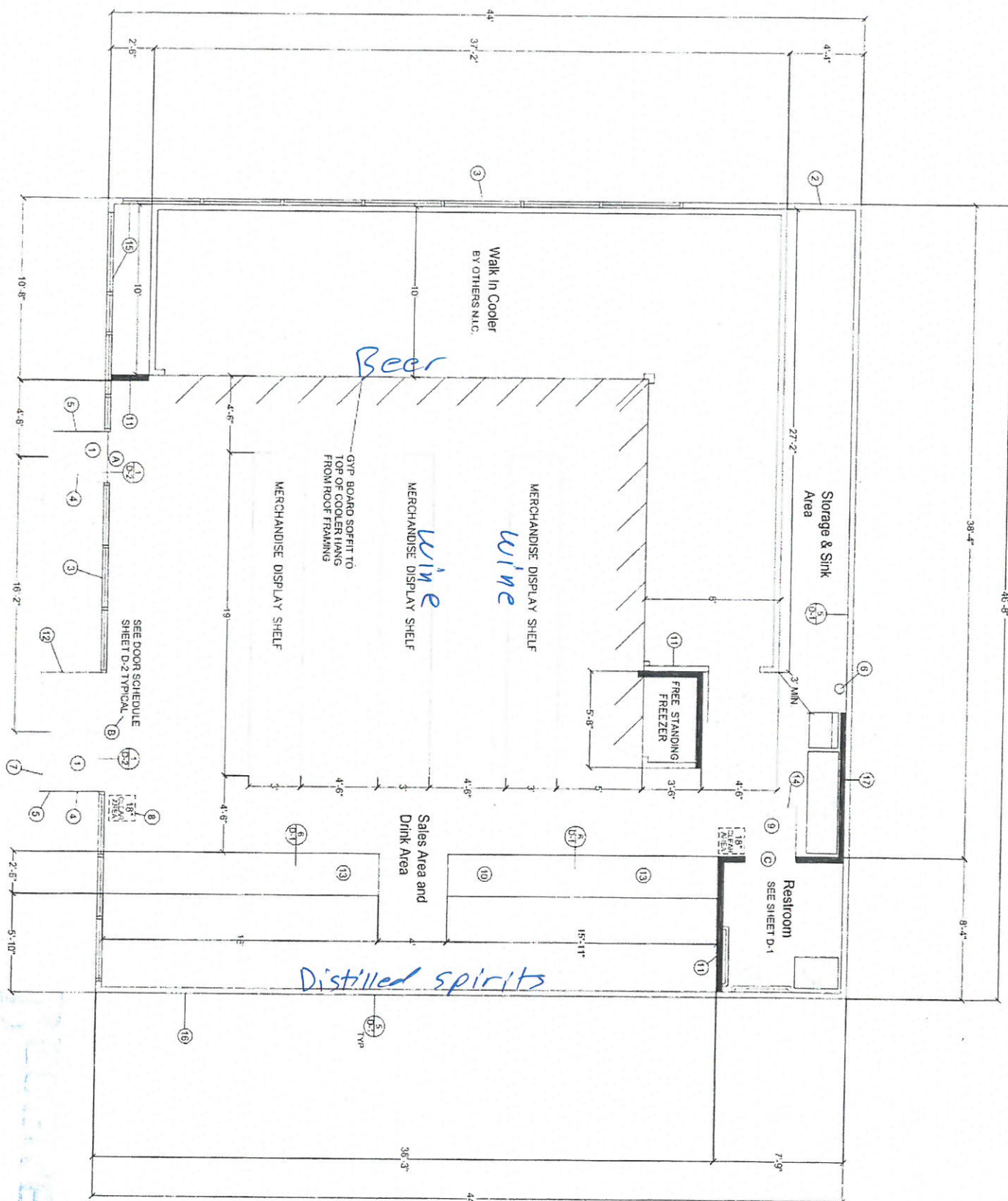
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In 2 to Market

RECEIVED
NOV 12
BY:



Distilled spirits

10012 2015



CITRUS HEIGHTS POLICE DEPARTMENT



MEMORANDUM

DATE: 12/21/15

TO: City of Citrus Heights Planning Division

FROM: Citrus Heights Problem Oriented Policing Unit

SUBJECT: In & Go Market; 12417 Fair Oaks Blvd.

The Citrus Heights Police Department has conducted a review of the proposed full alcohol license for In & Go Market at 12417 Fair Oaks Blvd. The review process included a site inspection, a review of surrounding businesses that currently have alcohol licenses, a CPTED evaluation, a review of the proposed security plan, and an analysis of calls for service for 12417 Fair Oaks Blvd.

The inspection process included a review of businesses within the same census tract. One other establishment at Madison and Sunrise, in the same census tract, was located with retail off sale license. There is a CVS Pharmacy that sells alcohol located across the street from this proposed location but is located in a different census tract and in Sacramento County jurisdiction. The next closest alcohol retail outlets are the Sprouts Grocery Store and the BevMo that are located near the intersection of Greenback Lane and Sunrise Boulevard, nearly one-half mile away.

The proposed layout of the In & Go Market appears satisfactory regarding the environmental design and lighting. The store will be well lit with bright lights near the entrance and exits of the store. The parking lot will have lighting in numerous and strategic areas to ensure security during night time hours. Shrubbery and vegetation does not appear to be an issue with this location.

The owner of the store is planning on internal building and layout changes within the next several weeks. The proposed changes include removing a section of walling in order to accommodate additional space for liquor and alcohol sales. This proposed section will be located behind a newly constructed counter immediately adjacent to where the existing one currently sits.

The proposed security plan submitted by In & Go Market appears to be on standard with general security plans and practices of other similar establishments who sell alcohol. The plan includes keeping alcohol displayed in cases away from the front doors of the business, and cameras monitoring the aisles where alcohol will be displayed. There will be additional surveillance cameras around the exterior of the business. Additionally, employees will receive training in current alcohol licensing laws.

An analysis was conducted of calls for service to 12417 Fair Oaks Blvd. There did not appear to be any noticeable trends or above average number of calls to the location when compared to other similar business in Citrus Heights. At this time, the Citrus Heights Police Department does not object to the addition of distilled spirits for In & Go Market located at 12417 Fair Oaks Blvd.

Lt. Jason Russo
Citrus Heights Police Department
Problem Oriented Policing Unit

Request for Conditional Use Permit and
Letter of Public Convenience or Necessity
In & Go Market – 12417 Fair Oaks Blvd. #100 Citrus Heights

Amarjeet (Amy) Sidhu, owner of In & Go Market Inc., respectfully requests a Use Permit and Letter of Public Convenience to upgrade her current beer and wine license to include distilled spirits.

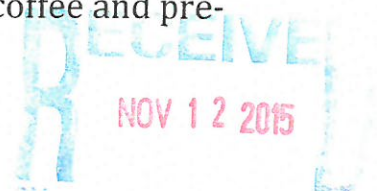
The applicant has owned In & Go Market for a little more than two years and she and her husband have owned several ABC licensed convenience markets in Sacramento and El Dorado Counties for many years with a clean history and no ABC or city ordinance violations.

They are part of the Citrus Heights Chamber of Commerce and have won "Best Convenience Store" in Citrus Heights by the Chamber of Commerce in 2012 and were issued a plaque (see attached).

They have owned one licensed market in Camino, CA (El Dorado County) for 15 years now with no ABC violations and they also own a check cashing business in Citrus Heights. Applicants have an established history of responsible ownership of small markets and continue in that practice with two active businesses here in Citrus Heights (please see attached).

In & Go Market is located in an existing commercial shopping center built in 1982 with over 17, 300 sq. ft. of retail and office space and built on a 1.57 acre lot of land. In & Go Market is approximately 2,046 square feet and will offer an exclusive array of high-end and imported distilled spirits, wines and craft beers. Currently the business is operating more as a convenience market but will focus on offering a wider and more sophisticated level of distilled spirits and other alcoholic beverages that the average convenience market does not provide to its customers.

The owners are also looking to expand the premises to include the vacant adjacent suite, so aside from the high-end alcohol the business will still be able to provide its patrons and the neighboring residents a variety of products ranging from pet food, car oil and accessories to charcoal, paper towels, children's toys, snack foods, hot coffee and pre-



paid phone cards, pre-packaged burritos and sandwiches, laundry items, gelatos, hats and gloves, dairy products, canned foods, an ATM machine, Lottery, etc. – all tailored to the needs and convenience of the Citrus Heights community. Proposed alcohol sales are expected to be between 30-50% of gross sales and will be an integral part of the business. There are approximately 20 coolers of which alcohol encompasses 8 coolers. Wine will be sold in 750ml. containers. Distilled spirits will be only stored behind the clerk's counter and will be available upon request.

In & Go Market will be owner-operated with 2-3 employees. The owners' commitment to responsible retailing is of the utmost importance. Owners and employees have been trained to ABC standards in selling age-restricted items such as alcohol and tobacco, knowing symptoms of possible intoxication in case they need to deny a sale to a patron. All patrons under the age of 30 years of age will be asked for valid legal identification and have the ID checked via an ID scanner verifying legal age prior to any sale of alcohol. All owners and employees will sign ABC mandatory Clerk Affidavits informing them of alcohol related-laws and violations / penalties.

The owners are committed to doing their part in maintaining as much of a "Green" business as possible. A bicycle parking facility will be added for patrons who choose to ride their bikes as opposed to driving their cars. All cardboard and other materials will be recycled. The windows of the premises are tinted all around keeping the business cooler in the summer and adding to a reduction in the need to use the air conditioning unit. New energy efficient coolers and appliances have been added.

Security:

The owners and employees will be vigilant about patrolling the exterior area and parking lot for litter, loitering and anything else. There are (11) eleven closed circuit video surveillance cameras monitoring the cash register area, inside of the premises and the exterior as well to create comprehensive coverage. Live monitors are located by the clerk's counter and in full view for employees and patrons so that they can clearly see their activities are being monitored. Video surveillance cameras will record interior and exterior activity and maintain said

recordings for 7 days and be available to the Citrus Heights Police Department for viewing.

The store has a cash drop box in the storage room for quick deposits of store funds so the cash register never has an excessive amount of money.

If there are any issues, owners and employees will telephone police if necessary. Any litter near the business will be removed daily from the area, parking lot and adjacent properties. There are no outside telephones to be used by patrons, minimizing loitering, etc. and the outside premises is properly lighted in order to view all areas of the building and parking lot. The outside already has posted signs indicating "No Loitering" is allowed in addition to signs pertaining to the Alcohol Laws. There will be no video/arcade games maintained upon the premises. All dumpsters are secured and enclosed. Again, the store is owner-operated and the owner will be available at anytime to assist the police department in any manner. The interior of the store is protected with a sliding iron gate that secures the front windows and entrances from break in.

The store windows will be clear of signs and advertisements, thus allowing a clear and unobstructed view of the interior and cash register area for police officers and anyone else.

Letter of Public Convenience or Necessity

In & Go Market is listed in Census Tract 81.39. According to the Department of ABC data, two off-sale licenses are allowed in this census tract and there are currently two active licenses – one of which is the In & Go Market beer and wine license. If the applied-for type 21 license is approved, the owners will cancel the type 20 beer and wine license, thus not adding any new license to the census tract and not causing an over concentration of alcohol licenses.

The one license inside this census tract is located 1.60 miles away near Madison Ave./Sunrise Blvd. (Shell Gas at 7901 Madison Ave.) The nearest ABC licensed store east of the premises is located 1.58 miles away at 8696 Greenback Ln. (Quick Stop). North of the premises is CVS,

which is in a different census tract and is located in Sacramento County, which does not help generate taxes for Citrus Heights. After CVS there are no other stores for several miles. West of the premises 0.71 mile away, the closest ABC stores are BevMo, Walgreens and Sprouts located by Sunrise and Greenback Ln.

According to the Department of ABC, the crime statistics that the City of Citrus Heights Police Department sends them indicates that this particular reporting district is considered a high crime area; this is what triggers the need for the Letter of Public Convenience. It should be noted the premises is located in a busy and large retail and commercial part of Citrus Heights.

There are no schools, playgrounds, parks, churches, child care centers or other "sensitive" or consideration points within the vicinity of the market. The proposed addition of distilled spirits to an already existing beer and wine retail market would not adversely affect the peace or general welfare of the surrounding neighborhood. In fact, it will enhance the convenience for the patrons so they will not have to travel further for their shopping needs; this will allow them to have a one stop shopping experience to select from a variety of unique liquors, European wines and specialty micro brews along with fresh brewed coffee, pet food for the cat, cereal for tomorrow's breakfast as well as a multitude of other food and beverage items. The store provides an easy in and out shopping experience that nearby residents or busy patrons on the go can appreciate.

The owners understand the city's concerns about residents crossing Fair Oaks Blvd. to come to the store but the owners say most of the store's customers that walk come from the apartment complexes behind the store and on the same side of Fair Oaks Blvd. They say the families that live across Fair Oaks Blvd. in the apartments tend to drive and not walk.

The hours of operation will be 7am to 11pm Sunday through Thursday and 7am to 12am midnight on Friday and Saturday.

On November 10, 2015, I reached out to the Birdcage Heights Neighborhood Association via email and explained that the applicants would be applying for a CUP and ABC alcohol license at said premises

and asked for their thoughts and comments regarding upgrading the alcohol license. To date, I have not received a reply.

The owners would like to offer fair and equitable access to nearby residents and the community as a whole who would like the large selection of exclusive alcoholic beverages while shopping for other items.

In addition, the applicants will comply with all City of Citrus Heights Codes and Regulations as well as the laws and regulations of the Department of ABC.

Because In & Go Market is shifting its product line and operations to a more refined store with high-end liquors, wines and beers, the owners will be requesting single sales of craft and micro beers.

In & Go Market is a good neighbor and community partner and wishes to continue its positive relationship with the Citrus Heights community and business partnership in the area. Thank you for your consideration of this application for both the Conditional Use Permit and Letter of Public Convenience for an alcohol license upgrade.

Building Renovation

The landlord will be renovating the exterior of the store and will be adding a new In & Go Market sign and will also be upgrading the facade of the Fair Oaks Plaza shopping center, thus the exterior will look "like new" according to the landlord.

Please feel free to contact our consultant, John Sutton, with any questions, comments or meetings.

John Sutton
916-337-3028

Sincerely,

Amy Sidhu - In & Go Market Inc.



Congratulations
In & Go Market
Voted
"Best Convenience Store"

RECEIVED
NOV 12 2012

Citrus Heights

MEMBER



R E G I O N A L

CHAMBER

of commerce

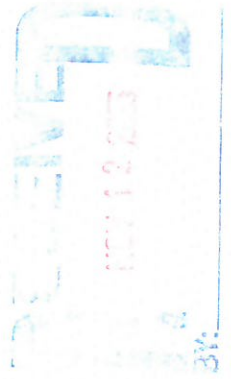
BY:

NOV 12 2005

RECEIVED



California Department of Alcoholic
Beverage Control
License Query System Summary
as of 11/4/2015



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|--|--|
| License Information | |
| License Number: 557829 | |
| Primary Owner: IN & GO MARKET INC | |
| ABC Office of Application: 23 - SACRAMENTO | |
| Business Name | |
| Doing Business As: IN & GO MARKET | |
| Business Address | |
| Address: 12417 FAIR OAKS BLVD STE 100 Census Tract: 0081.39 | |
| City: CITRUS HEIGHTS County: SACRAMENTO | |
| State: CA Zip Code: 95628 | |
| Licensee Information | |
| Licensee: IN & GO MARKET INC | |
| Company Information | |
| OFFICER: SIDHU, AMARJEET KAUR (PRESIDENT/SECRETARY) | |
| OFFICER: SIDHU, AMARJEET KAUR (TREASURER) | |
| STOCKHOLDER: SIDHU, AMARJEET KAUR | |
| License Types | |
| 1) License Type: 20 - OFF-SALE BEER AND WINE | |
| License Type Status: ACTIVE | |
| Status Date: 28-JUL-2015 Term: 12 Month(s) | |
| Original Issue Date: 27-JUL-2015 Expiration Date: 30-SEP-2015 | |
| Master: Y Duplicate: 0 Fee Code: P40 | |
| License Type was Transferred On: 27-JUL-2015 FROM: 20-557391 | |
| License Type was Transferred On: TO: 20-562007 | |
| 2) License Type: 21 - OFF-SALE GENERAL | |
| License Type Status: PENDING | |
| Status Date: 02-NOV-2015 Term: 12 Month(s) | |
| Original Issue Date: Expiration Date: | |
| Master: Y Duplicate: 0 Fee Code: P40 | |
| License Type was Transferred On: FROM: | |
| Current Disciplinary Action | |
| ... No Active Disciplinary Action found ... | |



California Department of Alcoholic
Beverage Control
License Query System Summary
as of 11/9/2015

RECEIVED
NOV 12 2015

Current owners of this store for 15 years

| | |
|---|------------------------------|
| License Information | |
| License Number: 434689 | |
| Primary Owner: CAMINO FOOD CENTER INCORPORATED | |
| ABC Office of Application: 23 - SACRAMENTO | |
| Business Name | |
| Doing Business As: CAMINO FOOD CENTER | |
| Business Address | |
| Address: 4124 CARSON RD Census Tract: 0313.01 | |
| City: CAMINO County: EL DORADO | |
| State: CA Zip Code: 95709 | |
| Licensee Information | |
| Licensee: CAMINO FOOD CENTER INCORPORATED | |
| Company Information | |
| OFFICER: SIDHU, KULJIT SINGH (PRESIDENT) | |
| OFFICER: SIDHU, AMARJEET KAUR (SECRETARY/ASST SEC) | |
| License Types | |
| 1) License Type: 21 - OFF-SALE GENERAL | |
| License Type Status: ACTIVE | |
| Status Date: 09-MAR-2006 | Term: 12 Month(s) |
| Original Issue Date: 09-MAR-2006 | Expiration Date: 30-NOV-2015 |
| Master: Y | Duplicate: 0 Fee Code: P0 |
| Condition: CODE 8 - SELF-INCORPORATION - HISTORICAL VALUE | |
| License Type was Transferred On: 09-MAR-2006 FROM: 21-362300 | |
| Current Disciplinary Action | |
| ... No Active Disciplinary Action found ... | |
| Disciplinary History | |
| ... No Disciplinary History found ... | |
| Hold Information | |
| ... No Active Holds found ... | |
| Escrow | |
| ... No Escrow found ... | |



California Department of Alcoholic
Beverage Control
License Query System Summary
as of 11/9/2015

Prior Owners of this store

| | |
|---|------------------------------|
| License Information | |
| License Number: 417680 | |
| Primary Owner: SIDHU, AMARJEET KAUR | |
| ABC Office of Application: 23 - SACRAMENTO | |
| Business Name | |
| Doing Business As: PONY EXPRESS MARKET | |
| Business Address | |
| Address: 6151 PONY EXPRESS TRL Census Tract: 0313.02 | |
| City: POLLOCK PINES County: EL DORADO | |
| State: CA Zip Code: 95726 | |
| Licensee Information | |
| Licensee: SIDHU, AMARJEET KAUR | |
| Licensee: SIDHU, KULJIT SINGH | |
| License Types | |
| 1) License Type: 21 - OFF-SALE GENERAL | |
| License Type Status: CANCELED | |
| Status Date: 05-APR-2005 | Term: 12 Month(s) |
| Original Issue Date: 05-APR-2005 | Expiration Date: 31-MAR-2011 |
| Master: Y | Duplicate: 0 Fee Code: P0 |
| Current Disciplinary Action | |
| ... No Active Disciplinary Action found ... | |
| Disciplinary History | |
| ... No Disciplinary History found ... | |
| Hold Information | |
| ... No Active Holds found ... | |
| Escrow | |
| ... No Escrow found ... | |

--- End of Report ---

For a definition of codes, view our [glossary](#).