



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

January 11, 2017

Prepared by: Alison Bermudez, Associate Planner

REQUEST

The applicant requests approval of a Tentative Parcel Map to allow the division of one parcel of approximately 1.3 acres in size into two parcels and the removal of one protected tree located at 8240 Olivine Avenue.

Applicant/Owner: Rusty and Karen Bartlett
8240 Olivine Avenue
Citrus Heights CA, 95610

File #'s: PM-16-03 and TP-16-49

SUMMARY RECOMMENDATION

The Planning Division recommends that the Planning Commission:

- A. Find that the proposed project is exempt from CEQA under Class 15 of the CEQA Guidelines as a minor land division;
- B. Approve the Tentative Parcel Map creating two (2) lots for single-family homes; and
- C. Approve the Tree Permit to allow the removal of one protected tree; subject to the findings and conditions of approval contained in the staff report.

BACKGROUND

The site is located on the east side of Olivine Avenue, approximately 720 feet north of Oak Avenue. The single parcel currently developed with two existing single-family residences, a primary residence of approximately 1,880 square feet and a secondary residence of 1,200 square feet. The secondary dwelling was completed in 2007 by a previous property owner. The project would split the single parcel into two lots with one home on each lot that would allow for separate ownership of each residence.

The project setting is summarized in Tables I and II:

Table I

Location:	8240 Olivine Avenue
APN:	224-0300-013-0000
Parcel Size:	Approximately 57,064 sq ft / 1.31 acres
REACH Neighborhood:	The project is within the boundaries of Neighborhood Association # 7 and 8.

Table II

LOCATION	ZONING	GENERAL PLAN LAND USE	ACTUAL USE OF PROPERTY
On-Site	RD-2	Very Low Density Residential	Two Single-Family Homes
North	RD-2	Very Low Density Residential	Single-Family Homes
South	RD-2	Very Low Density Residential	Single-Family Homes
East	SPA	Outside City Limits	Large Lot Single-Family Homes
West	RD-2	Very Low Density Residential	Single-Family Homes

Tentative Parcel Map

Tentative Parcel Map – Description of Request

The project proposes to create two (2) parcels from a single parcel of approximately 57,000 square feet, placing each of the existing single-family homes onto its own lot. As shown on Exhibit A, the parcel would be split and the existing “main house” would be located on Parcel 1 of approximately 22,122 square feet and the existing “secondary” house would be on Parcel 2 of approximately 23,000 square feet.

Tentative Parcel Map - Analysis

The Citrus Heights Municipal Code and the California Subdivision Map Act require that findings be made in order to approve a Tentative Parcel Map. The required findings are listed below in italicized bold print and are followed by an evaluation of the tentative parcel map in relation to each finding.

- 1. The proposed tentative parcel map is consistent with the General Plan and the design or improvement of the proposed subdivision is consistent with the General Plan.***

The site has a General Plan designation of Very Low Density Residential which is reserved primarily for single-family homes and compatible uses. The proposed tentative parcel map is consistent with the General Plan in that creation of two lots for single-family homes are within the maximum density permitted onsite in the Low Density Designation of the General Plan.

In addition to meeting the density requirements of the General Plan, staff also believes that the proposal is consistent with the following General Plan goals and objectives:

- Goal 24: Increase homeownership opportunities to ensure a balance of housing and household types.
- Goal 25: Provide adequate sites for a variety of housing opportunities to serve all residents.

- Goal 26: Develop, conserve, and improve the housing stock to ensure decent accommodations for all segments of the community.
- Goal 28: Ensure housing opportunities for all segments of the community.

Based on the reasons stated above, staff believes that the project is consistent with the housing goals and objectives of the General Plan.

2. The site is physically suited for the type and proposed density of development.

No unusual topographic features are present onsite that would prohibit development of the proposed subdivision. The site is presently developed with two single-family homes and associated improvements. The property has no sensitive areas or other limiting topographic features. Additionally, the proposal satisfies the minimum lot size in the RD-2 zone as demonstrated in Table III.

Table III

RD-2 Zone Development Standards					
Parcel	20,000 SF (Net) Min. Parcel Size	75 ft .Min. Parcel Width	Allowed Lot Coverage 30%	Front Setback 20 Feet	Rear Setback 25 feet
1	22,000 SF +	143 FT	10%	89 feet (Existing)	25 feet
2	23,223 SF +	143 FT	8%	20 feet	92 feet (Existing)

The net sizes listed above are the gross area of each parcel minus the 27½ foot access easement that runs along the south side of both parcels and the 30-foot right-of-way along the frontage of Parcel 1.

Based on the information stated above, staff believes that the project is physically suitable for the proposed land division.

- 3. The design of the subdivision or the proposed improvements are not likely to cause substantial environmental damage and the type of improvements is not likely to cause serious public health problems.**
- 4. The design of the subdivision or type of improvements will not conflict with easements acquired by the public at large for access through or use of property within the proposed subdivision.**

Utilities

The site is currently receiving utility services for both the primary residence and the secondary residence but these homes share a single connection. Prior to the recordation of the map, the applicant will be required to separate the utility connections (sewer, water, electric) and provide the necessary utility easements as required by each provider.

Access

The property is currently accessed from a circular driveway that connects to Olivine Avenue. Access to the existing home located on proposed Parcel 2, will be via the existing concrete driveway that runs along the southern property line. The project is conditioned to that a 27 ½ foot access easement will be recorded on both Parcels 1 and 2 that will allow Parcel 2 to have continued access should the parcel be sold.

Frontage Improvements

Olivine Avenue is identified in the City's Draft Pedestrian Master Plan to receive sidewalks and frontage improvements at some point in the future. At this time, the applicant is not responsible for the installation of these improvements but it should be noted that if in the future, the properties propose substantial improvements (typically a significant increase in living space) the property owner may be responsible for the installation of these improvements.

Based on the information stated above, staff believes that the project meets the required design standards and is suitable for the proposed land division.

Tentative Parcel Map - Conclusion

Based on the information provided in the analysis above, staff recommends approval of the Tentative Parcel Map subject to the findings and conditions of approval contained in the staff report.

Tree Permit

The site has a number of trees including oaks, pines, elms, ambars, and magnolias. Even though the project does not propose any development, the property was surveyed by an arborist to review the health of the existing trees. The arborist identified a large Liquidambar tree should be removed due to its poor and declining health. This tree is considered a protected tree by the City's Tree Preservation Ordinance due to its large size.

This project includes the approval of a Tree Permit to allow the removal of one 19-inch Liquidambar that was identified in the report as in poor and declining health.

PUBLIC OUTREACH

Prior to submittal of the Parcel Map application, the applicant attended the Neighborhood Association meeting and presented their project. According to the applicant, no objections were expressed at this meeting and as of the time of writing this report, staff has not received any comments or objections from surrounding property owners.

Public hearing notices were mailed to property owners within 500 feet of the site and the Sacramento Bee, a general circulating newspaper, published a notice of the public hearing in the paper.

ENVIRONMENTAL DETERMINATION

This project is categorically exempt from CEQA under Class 15 of the CEQA Guidelines as a minor land division.

RECOMMENDATION

Staff recommends that the Planning Commission take the following actions:

- A. Find that the proposed project is exempt from CEQA under Class 15 of the CEQA Guidelines as a minor land division;
- B. Approve the Tentative Parcel Map creating two (2) lots for single-family homes; and
- C. Approve the Tree Permit to allow the removal of one protected tree; subject to the findings and conditions of approval contained in the staff report.

FINDINGS FOR TENTATIVE PARCEL MAP (PM-16-03)

- *The proposed map to allow creation of two (2) lots for single-family homes is consistent with the General Plan and the design or improvement of the proposed subdivision within the General Plan.*
- *The site is physically suited for the type and proposed density of two single-family homes. Both lots meet the minimum development standards for residential use and are within the maximum density allowed within the General Plan designation of Low Density Residential and the Zoning Code.*
- *The design of the subdivision and the proposed improvements are not likely to cause substantial environmental damage and the type of improvements are not likely to cause serious public health problems.*
- *The design of the subdivision or type of improvements will not conflict with easements acquired by the public at large for access through or use of property within the proposed parcel map.*

TENTATIVE PARCEL MAP CONDITIONS OF APPROVAL

- 1) Comply with all adopted City of Citrus Heights Codes and regulations, including but not limited to the Citrus Heights Municipal Code & Zoning Ordinance, Uniform Building Code and Uniform Fire Code and Sacramento County Environmental Health Department Standards.
- 2) The development approved by this action is the creation of two (2) residential lots as described in the staff report and all associated Exhibits and Attachments. [Planning]
- 3) The Tentative Parcel Map is valid for two (2) years from the date of approval by the Planning Commission; expiration of the map would be two (2) years after the Planning Commission's approval, January 11, 2019, unless a time extension has been granted. [Planning]
- 4) The applicant shall record a 27 ½ foot wide easement along the southern property line that will provide for access to Parcel 2 across Parcel 1. [Planning]
- 5) Prior to recording the map, applicant must pay the Quimby Act fees, please contact the Sunrise Recreation and Parks District. [GSD]

- 6) SASD requires each parcel with a sewage source or building to have a separate connection to the public sewer system. SASD will require the resultant Parcel 2 to connect separately to the public sewer system. [SASD]
- 7) Sewer easements will be required to service resultant Parcel 2. All sewer easements will be dedicated to SASD in a form approved by the District Engineer. All sewer easements will be at least 20 feet in width and requires continuous access for installation and maintenance. SASD will only provide maintenance in public right-of-ways and dedicated sewer easements. [SASD]
- 8) .SASD Design Standards apply to any sewer construction and/or modification. [SASD]
- 9) .SASD and Regional San may require additional sewer impact fee payments in accordance with each District's Ordinances. Applicant should contact Permit Services Unit at (916) 876-6100 for sewer impact fee information. [SASD]
- 10) The installation of a 1-inch domestic metered water service to the additional parcel will be required. [CHWD]
- 11) The existing 1-inch domestic metered water service may need to be relocated based if frontage improvements are required by the City of Citrus Heights. [CHWD]
- 12) Coordinate existing water service relocation with Citrus Heights Water District. [CHWD]
- 13) Any easements granted to the District for the water facilities will be prepared by the developer at the developer's expense. [CHWD]
- 14) Fees and charges established by the District for plan check, construction water, inspection, and installation will be required of the developer. Upon improvement plan development, please have the developer provide two copies for review directly to Citrus Heights Water District. If you have any questions please feel free to contact the District. [CHWD]
- 15) Dedicate a 12.5-foot PUE adjacent to Olivine Ave (back of road right of way) for underground facilities. [SMUD]
- 16) Dedicate any private drive, ingress/egress or I.O.D. as a PUE for underground facilities. [SMUD]
- 17) Building foundations must have a minimum horizontal clearance of 5-feet from any SMUD trench. Developer to verify with other utilities (Gas, Telephone, etc.) for their specific clearance requirements. [SMUD]
- 18) SMUD equipment shall be accessible to a 26,000-pound SMUD service vehicle in all weather. [SMUD]
- 19) SMUD equipment shall be no further than 15-feet from a drivable surface. The drivable surface shall have a minimum width of 20-feet. [SMUD]
- 20) Structural setbacks less than 14-feet from Road R/W shall require the developer to conduct a pre-engineering meeting with all utilities to ensure proper clearances are maintained. [SMUD]

- 21) Existing SMUD facilities within or adjacent to the property boundaries are to remain. Any relocation of these facilities shall be billable. [SMUD]
- 22) Future SMUD facilities located on the property may require a dedicated SMUD easement. This will be determined prior to SMUD performing work on the property. [SMUD]
- 23) The applicant shall provide separate SMUD service points to each parcel to the satisfaction of the SMUD. [SMUD]
- 24) The applicant shall locate, verify, and provide a drawing to SMUD showing all electrical utility services to the existing structures. If necessary, any electrical services that cross the proposed property line to serve the existing structures shall be relocated to the satisfaction of SMUD. [SMUD]
- 25) 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 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]

TREE PERMIT CONDITIONS OF APPROVAL TP-16-49
--

- 1) This permit allows the removal of one 19 inch Liquidambar as identified in the arborist letter dated October 25, 2016.

Attachments:

1. Vicinity Map
2. Arborist Report

Exhibit A – Tentative Parcel Map