CITY OF CITRUS HEIGHTS
PLANNING DIVISION STAFF REPORT
PLANNING COMMISSION MEETING ***February 22, 2017***

Prepared by: Alison Bermudez, Associate Planner

REQUEST

The applicant requests approval of a Tentative Parcel Map to allow creation of three (3) lots from a single parcel of approximately 1.48 gross acres located on the west side of Holly Drive approximately 330 feet north of Cedar Drive.

Property Owner:	Nadiya Shumiak VNS Express, Inc 801 Morton Way Folsom, CA 95630	Applicant:	Steve Norman CNA Engineering 2575 Valley Rd Sacramento, CA 95821

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; and

B. Approve the Tentative Parcel Map creating three (3) lots subject to the findings and conditions of approval contained in the staff report.

BACKGROUND

The project site is a vacant unimproved parcel with a large number of trees. A majority of the onsite trees are olive trees that were once harvested for commercial olive production. The site has no structures and the current proposal does not include the approval for construction of any buildings.

The project setting is summarized in Tables I and II:

Table I

File Number:	PM-16-04
Location:	8043 Holly Drive
APN:	204-0530-004
Parcel Size:	1.48 gross acres
REACH Neighborhood:	The project is within the boundaries of the Sunrise Ranch Neighborhood Association (#6). As of the writing of this report, no response has been received from the association.

Table II

LOCATION	ZONING	GENERAL PLAN LAND USE	ACTUAL USE OF PROPERTY
Onsite	RD-5	Low Density Residential	Vacant
North	RD-5	Low Density Residential	Vacant
South	RD-5	Low Density Residential	Single-Family Homes
East	RD-3	Very Low Density Residential	Single-Family Homes
West	RD-5	Low Density Residential	Vacant

Tentative Parcel Map

Tentative Parcel Map – *Description of Request*

The tentative parcel map proposes to create three (3) parcels from one parcel. No development proposals have been received with the application but the RD-5 zoning would allow for the future development of a single-family home on each of the proposed parcels.

Tentative Parcel Map - *Analysis*

Title 22 of 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 Low Density Residential which is reserved primarily for single-family homes and compatible uses. The maximum density allowed in the Low Density General Plan designation is eight (8) dwelling units per net acre. The project area consists of 1.17 net acres of land which would provide a maximum density of nine homes (8 du x 1.17 ac = 9.40 dwellings per net acre). The proposed tentative parcel map is consistent with the General Plan in that creation of three lots for the future development of three single-family homes are within the maximum density (9 dwelling units) 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 creation of the parcels or future residences. The property is generally flat having no regulated or sensitive areas including creeks or floodzone on the site. The site does contain 115 trees, 83 of which are olive trees from when the site was used as a commercial olive farm and the remaining 32 trees are of various oak varieties.

Additionally, the proposal satisfies the minimum lot size in the RD-5 zone. Table III shows minimum parcel size and width requirements in the RD-5 zone and the proposed size and width of each lot:

Table III

RD-5 Zone Development Standards		
Parcel	**5,000 SF (Net) Min. Parcel Size**	**50 ft. Min. Parcel Width**
1	30,063 SF	165 feet
2	9,525 SF	90 feet
3	11,619 SF	75 feet

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.

Access
Parcels 2 and 3 front along Holly Drive and access to Parcel 1 will be via a private easement that will run along the northern boundary of Parcel 2.

As shown below and on Exhibit A, the project site currently has a 21-foot private road easement and cul-de-sac that runs along the northern boundary line of the subject site. This road easement initiates from Lohse Lane and runs east across several parcels until its termination on proposed Parcel 2. The applicant has indicated that they do not intend to utilize this easement and will initiate discussions with the affected property owners to determine the possibility of its abandonment prior to the development of the subject property. In the event that the property owner is unsuccessful in abandoning the easement, it should be noted that the buildable area of Parcels 1 and 2 are reduced since building setbacks are measured from the edge of access easements.



Tree Preservation

The City recognizes the benefits of preserving natural resources in the community such as healthy native oak trees and other trees for their visual and natural benefits. An arborist report (Attachment 2) was prepared that assessed the health and structural condition of the onsite trees. The report indicates that the site has 115 trees, 83 of which are olive trees (non-protected) and 32 are oak trees protected tree under the City's Tree Preservation Ordinance. Because the timing of development of the site is uncertain, a condition of approval to obtain a Tree Permit prior to any construction is included. The condition also requires the applicant work to preserve as many protected trees as possible through site design and construction techniques, subject to Planning Division approval. The Tree Permit will allow for the removal of the following trees without mitigation due to them being identified by the arborist as in poor health.

Tree Number	Species	Protected Tree	Reason for Removal
A1070	Valley Oak	Yes	Health
A1092	Valley Oak	Yes	Health
A1094	Live Oak	Yes	Health
A1102	Live Oak	Yes	Health
A1118	Live Oak	Yes	Health
A1166	Live Oak	Yes	Health

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.***

Frontage Improvements

Holly Drive is a public street missing frontage improvements along the majority of the road. The project is required to install the necessary frontage improvements prior to the occupancy of a new home on any of the three lots. Frontage improvements include the installation of curb and gutter, relocation of an existing street light and power pole, and additional street paving. The project is conditioned to share the costs of these improvements between the three parcels in the

event the lots are sold. The project is not required to install sidewalks as the City's Pedestrian Master Plan does not indicate future sidewalks on this side of Holly Drive.

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.

PUBLIC OUTREACH

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. As noted above the site is within the Sunrise Ranch Neighborhood Association, Area 6, which has not provided comments on the project.

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; and

B. Approve the Tentative Parcel Map creating three (3) lots for single-family homes subject to the findings and conditions of approval contained in the staff report.

FINDINGS FOR TENTATIVE PARCEL MAP (PM-16-04)

- *The proposed map to allow creation of three (3) 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 for single-family homes. The three 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

General Conditions

1) The Tentative Parcel Map shall be exercised within a two (2) year period from the date of the approval. Extensions in time shall be subject to 106.64.070 of the Zoning Code and in compliance with the Subdivision Map Act. [Planning]

2) The development approved by this action is the creation of three (3) residential lots as described in the staff report and all associated Exhibits and Attachments. [Planning]

Prior to Recordation of Map

3) The applicant shall make efforts to abandon the existing access easement and cul-de-sac on Parcels 1 and 2. In the event that the property owner is unsuccessful in abandoning the easement, building setbacks shall be measured from the edge of any access easements. [Planning]

4) The Parcel Map shall have the following note:

   IMPROVEMENT REQUIREMENTS
   The following improvements shall be constructed in accordance with the City of Citrus Heights Standards within a reasonable time following approval of the Parcel Map and prior to issuance of any permit or other grant of approval for the development hereon created parcels.

   STREET: Class A Required
   SEWERS: Required
   DRAINAGE: Required
   WATER/HYDRANTS: As Required by Water and/or Fire Districts [GSD]

5) The final map shall indicate the required 12.5 foot wide Public Utilities Easement along Holly Drive. [GSD]

6) Prior to the recordation of the said parcel map, the applicant shall record, at the owner's expense, an agreement between the owner of the real property and the City. The agreement shall be in a form acceptable to the City and shall require that deed restrictions be placed on Parcels 1, 2, and 3 upon recordation of said parcel map. The agreement and the deed restrictions shall:

   a. Acknowledge the requirement of street improvements (Class A street) along Holly Drive on Parcels 2 and 3 to be completed before approval of the Certificate(s) of Occupancy for any of Parcels 1, 2, or 3.

   b. Acknowledge that the entire cost of the required street frontage improvements shall be borne by the owner(s) of Parcels 1, 2, and 3. If the lots are held by separate owners at the time construction is required, such costs shall be divided equally between all three parcels (Parcels 1, 2, and 3).

   c. Provide that the City, in the event of a default by the owner(s), is authorized but not obligated to cause construction of the street improvements to occur and to

charge the entire cost and expense to the owner(s), including interest from the date of notice of the cost and expense until paid. If the parcels are under separate ownership at the time, the owners shall be jointly and severally liable for the City's costs and expenses. [GSD]

7) Storm water runoff for all parcels shall drain towards Holly Drive. A private easement along Parcel 2 or Parcel 3 is required to drain Parcel 1. Private drainage easements shall be at least 10 feet in width and shall be identified on the parcel map. [GSD]

8) Prior to recording the map, applicant must pay the Quimby Act fees as determined by Sunrise Recreation and Parks District. [SRPD]

9) The Final Parcel map shall include dedication of a fire department turn around easement to allow for the construction of a fire department turn around on Parcel 1 subject to Sac Metro Fire District approval. [Planning and Fire]

10) Dedicate a 12.5-foot public utility easement for underground facilities and appurtenances adjacent to all public street rights of ways. [SMUD]

11) Dedicate any private drive, ingress and egress easement, or Irrevocable Offer of Dedication and 10 feet adjacent thereto as a public utility easement for underground facilities and appurtenances. All access roads shall meet minimum SMUD requirements for access roads. [SMUD]

12) Any necessary future SMUD facilities located on the customer's property will require a dedicated SMUD easement. This will be determined prior to SMUD performing work on the customer's property. [SMUD]

13) Sewer easements will be required to service the resultant parcels. 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. Sewer easements shall be shown on the Final Map. [SASD]

Prior to Issuance of a Building Permit

14) Prior to issuance of a Building or Grading Permit, the applicant shall receive approval of a a Tree Permit. The development of the parcels shall consider the existing protected trees that are located onsite during the design of the project. Placement of structures within the dripline or the removal of protected trees shall be minimized to the best extent possible. [Planning]

15) Frontage improvements along Holly Drive are required. Improvements include additional paving, installation of curb and gutter, streetlight relocation, and installation of a storm drain system (if needed). As part of the frontage improvements, the following items are also required:

    a. The existing power pole on the north end of the parcel will need to be relocated behind back of curb.

b. The existing streetlight pole will need to be relocated to the back of curb and the existing lamp shall be updated to current LED standards.

c. The existing street signs located on the existing streetlight pole shall be mounted on a sign pole on the southwest corner of Holly Drive and Scribner Drive. Signs may need to be replaced, as determined by the City inspector. [GSD]

16) The applicant shall contact all service providers prior to any work on their facilities. [Various Providers]

17) All development impact fees shall be paid prior to issuance of each building permit. [GSD & Building]

18) Sacramento Area Sewer District (SASD) requires each parcel with a sewage source to have a separate connection to the public sewer system. Therefore, future construction of buildings or sewer sources on the resultant parcels will require additional sewer service laterals. [SASD]

19) SASD Design Standards apply to any sewer construction and/or modification. [SASD]

20) SASD may require additional sewer impact fee payments in accordance with the District's Ordinances. Applicant should contact Permit Services Unit at (916) 876-6100 for sewer impact fee information. [SASD]

21) Existing SMUD facilities are located on the customer's property. If the facilities need to be relocated or removed the developer will need to work with SMUD and this would be billable to the customer. [SMUD]

22) Structural setbacks of less than 14 feet from SMUD facilities may create clearance issues. The developer shall meet with all utilities to ensure adequate setbacks are maintained. [SMUD]

23) To maintain adequate trench integrity, 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]

24) Site shall meet the pre and post Best Management Practices (BMP's) for Stormwater Mitigation per State of California requirements. [GSD]

25) The installation of a 1-inch domestic metered service for Parcels 1, 2 and 3 will be required. [CHWD]

26) Installation of the water distribution facilities will be at the developer's expense. [CHWD]

27) Fire protection facilities and requirements will need to be determined by Sacramento Metropolitan Fire District prior to approval of any building permits. [CHWD & Fire]

Prior to Final of a Building Permit

28) Prior to final of a building permit on Parcel 1, the applicant shall improve the roadway and create a fire department turn around subject to approval of Sac Metro Fire District. [Fire]

29) SMUD equipment shall be accessible to a 26,000 pound service vehicle in all weather. 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]

30) 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 Tentative Parcel Map challenging the validity of the Tentative Parcel Map or any Project Approval or any Subsequent Project Approval, or otherwise arising out of or stemming from this Tentative Parcel Map. 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]

Attachments:
1. Vicinity Map
2. Arborist Report

Exhibit A – Tentative Parcel Map