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# STAFF REPORT

Community Development Department  
Planning Division  
6360 Fountain Square Dr.  
Citrus Heights, CA 95621  
[www.citrusheights.net](http://www.citrusheights.net)  
(916) 727-4740

**Hearing Date:** August 10, 2022

**File Number:** PLN-22-04

**Application Type:** Use Permit and Design  
Review Permit Modification

**Assessor's Parcel Numbers:** 211-0153-019

**Prepared by:** Alison Bermudez, Associate  
Planner  
(916) 727-4741 [abermudez@citrusheights.net](mailto:abermudez@citrusheights.net)

**Project Name:** Calvary Cemetery Maintenance Building Relocation

**Project Address:** 7101 Verner Avenue

**Gross Acreage:** 52.9 acres

**Net Acreage:** 52.9 acres

**Maximum FAR:** -  
**Provided FAR:** -

**Current Zoning:** Special Planning  
Area (SPA) Verner Avenue

**Proposed Zoning:** -

**Neighborhood Association:** 3

**Surrounding Zoning:**

**Land Use Designation**

**Actual Use:**

**On-site:**

SPA

Low Density Residential

Cemetery

**North:**

-

Interstate Highway I-80

Highway

**South:**

MH, CR

Medium Density Residential, Open  
Space

Lakeview Mobile Home Park,  
Public Golf Course

**East:**

RD-5

Low Density Residential

Single-Family Residences

**West:**

-

Interstate Highway I-80

Highway

**Environmental Status:**

Exempt Sec 15303 (Class 3c)

Negative Declaration

Mitigated Negative Declaration

Environmental Impact Report

Previous Environmental Impact Report

**Planning Department Recommendations:**

Approve

Approve with conditions

Denial

**Applicant:**

CFCS of the Diocese of Sacramento  
2110 Broadway  
Sacramento, CA 95818

**Property  
Owner:**

CFCS of the Diocese of Sacramento  
2110 Broadway  
Sacramento, CA 95818

## **SUMMARY RECOMMENDATION**

The Planning Division recommends the Planning Commission make the following motions:

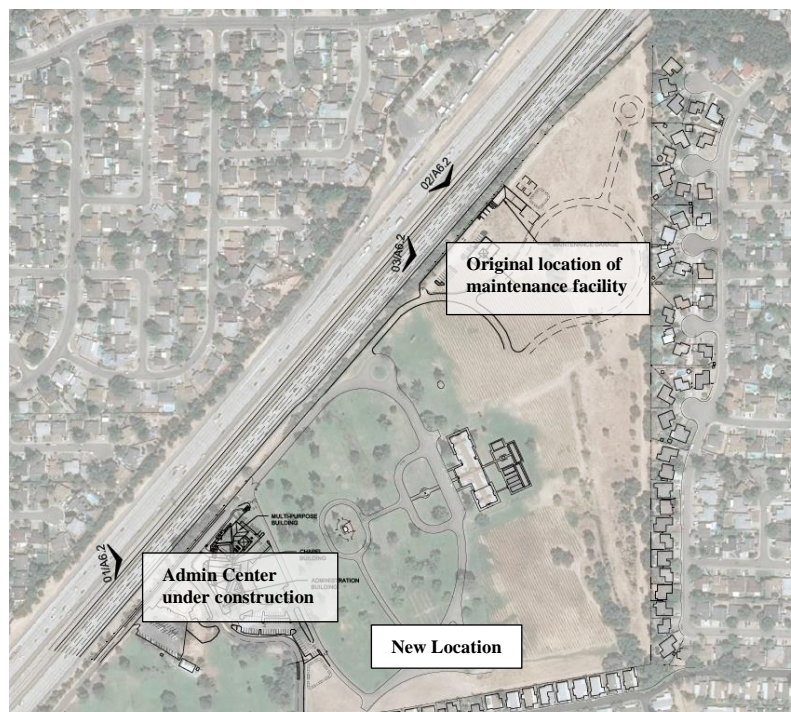
- 1) Adopt Resolution No. 21-07, finding that the project is categorically exempt under CEQA Guidelines Section 15303 Class 3(c), exemption for the construction and location of limited numbers of new, small facilities or structures;
- 2) Approve the USE PERMIT MODIFICATION and DESIGN REVIEW PERMIT MODIFICATION (PLN-22-04) for Calvary Cemetery located at 7101 Verner Avenue subject to the findings contained in the staff report and the conditions of approval provided as Exhibit A.

## **BACKGROUND**

Established at this location in 1953, Calvary Cemetery is located adjacent to I-80 at the east end of Verner Avenue, north of Greenback Lane. The site is a 52.9-gross acre triangular shaped parcel which has gently rolling terrain with portions leveled for the existing cemetery.

In December 2019, the Planning Commission approved a project (File #'s UP-19-04, DRP-19-10, TP-19-59) for the Sacramento Diocese (Calvary Cemetery) which allowed the construction and operation of a new administration/chapel/columbarium center and construction of a new maintenance/garage building. A modification to the project was approved in 2021 (File # UPMOD-21-03) which allowed the addition of embalming services into the project. This project is currently under construction and is expected to be complete in the fall of 2022.

As mentioned, the project included the construction of a new maintenance facility. This facility was proposed to be located north of the new administration building. Due to rising construction costs, especially those associated with installing utilities, the applicant is requesting to relocate the facility to a new location on the property. This new location will significantly reduce the costs associated with the installation of new utility services. The site plan below depicts the original location and the new proposed location for the maintenance facility.



## **PROJECT DESCRIPTION**

This applicant is requesting to amend a previously approved project to allow the relocation of the proposed maintenance facility. This project is only addressing a proposed change for the maintenance facility, there are no proposed changes to the administration/chapel/mausoleum building or significant changes in the operation of Calvary Cemetery (Attachment 4).

The maintenance facility area for Calvary Cemetery will include the construction of two buildings, a 6,000+ square foot maintenance building and a separate 1,500+ square foot garage with an attached open shed. The maintenance building will provide office/breakroom space for cemetery grounds crew as well as storage/work areas necessary for the upkeep of the equipment used in the maintenance of the cemetery and its memorials. The garage will provide parking space for the hearses and flower vans. Open bins adjacent to the building will be used to store the soils used for the graves.

To accommodate the relocation of the maintenance facility area, a modification to the previously approved Use Permit and Design Review Permit is required.

### **Use Permit Modification**

#### **Use Permit Modification– Analysis**

In December 2019, the Planning Commission found the project to be consistent with the required Use Permit findings and approved the Use Permit. Due to the proposed relocation of the maintenance building, the Use Permit findings were reevaluated. The findings are listed below in ***BOLD ITALICS*** followed by an analysis of those findings.

- 1. The proposed use is allowed within the applicable zoning district and complies with all other applicable provisions of the Zoning Code and Municipal Code.***
- 2. The proposed use is consistent with the General Plan and any applicable specific plan.***

The revised project includes does not introduce new uses or modify use of the property as previously approved.

The proposed relocation of the maintenance building is consistent with the property's Special Planning Area zoning designation, the standards contained in the Zoning Code and the General Plan. Therefore, staff believes the project meets the required findings.

- 3. The design, location, size, and operating characteristics of the facility are compatible with the existing and future land uses in the vicinity.***
- 4. The site is physically suitable for the type, density and intensity of the use, including access, utilities, and the absence of physical constraints.***

The proposed maintenance building will be adjacent to the existing Oak Lakes Lane. Access to the new building will be provided by the cemetery's existing roadway network.

The proposed project is suitable for the site and the required utility services are available without constraints. Staff believes the project meets the required finding.

## Use Permit – Conclusion

Based upon the information presented, staff concludes the Use Permit findings for the original project can still be made and recommend approval of the Use Permit Modification.

## Design Review Permit Modification

### Design Review Permit Modification– Analysis

In December 2019, the Planning Commission found the project to be consistent with the required Design Review Permit findings and approved the Design Review Permit. Due to the proposed relocation and new design of the maintenance building, the Design Review Permit findings were reevaluated. The findings are listed below in ***BOLD ITALICS*** followed by an analysis of those findings.

- 1. The proposal complies with the Design Review section and all other applicable provisions of this Zoning Code.***
- 2. The proposal provides architectural design, building massing and scale that are appropriate to and compatible with the site surroundings and the community.***
- 3. Complies with all applicable design standards in Chapter 106.31 (Design Standards), and/or other applicable City design guidelines and policies.***

The maintenance facility area for Calvary Cemetery will include the construction of two buildings, a 6,000+ square foot maintenance building and a separate 1,500+ square foot garage with an attached open shed. The buildings elevations are similar in design to the originally approved project. The buildings will utilize metal sidings and standing seam metal roof. Both buildings provide roll-up doors and have a number of windows which provide visual interest. Along with the roll-up doors, the maintenance building has a number of entry doors with each door having a complimentary metal awning over the doorway.



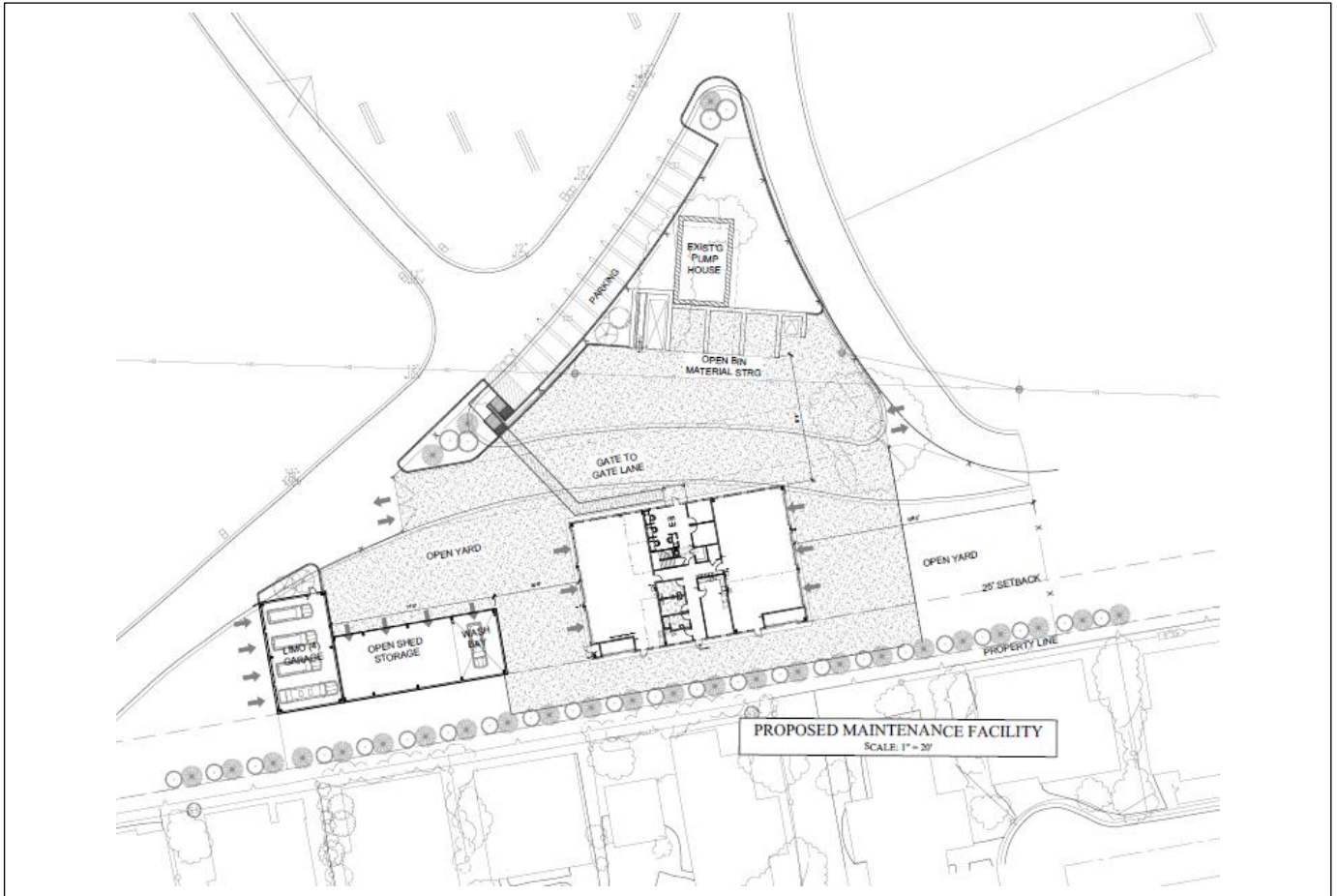
The maintenance building is a single-story building with a height of less than 24 feet at the roof's peak. The garage building is also a single-story building with a peak height of 16 feet. The proposed heights are consistent with buildings of this use type. The buildings are not adjacent to any public rights-of-way and are an appropriate for surroundings.

Staff believes the project complies with the Design Review section of the Zoning Code is complimentary to the surroundings. The project meets the required findings.

- 4. The proposal provides attractive and desirable site layout and design, including building arrangement, exterior appearance and setbacks, drainage, fences and walls, grading, landscaping, lighting, signs, and etcetera.

Site Plan

The cemetery is located on a large parcel, approximately 52.9 acres. This revised project still includes the development of two separate areas. The main cemetery entrance, near the intersection of Verner Avenue and Oak Lakes Lane, is the location of the administration/chapel building which is currently under construction. The second development area, originally located to the north of the administration/church building, is proposed to be relocated to the south as shown below.



Building Setback

The Verner Avenue SPA requires the project to meet the building setbacks consistent with the RD-2 zoning designation. The proposed maintenance facility will be setback more than 700 feet from the public roadway (Verner Ave), exceeding the required front and side setbacks for the zoning district. To the rear of the site is Lakeview Village Mobile Home Park. As shown in the site plan, the buildings will set back the required 25-feet from the property boundary.

Building Height

As mentioned earlier, the buildings' heights range from 16 feet to less than 24 feet. These height limits are well below the allowed maximum height of 40 feet.

### Fencing/Screening

A six-foot fence with vegetation currently exists along the property boundary between the cemetery and the mobile home park. This fence will remain in place to continue to separate the two uses. To provide additional screening, the project will plant screening trees along 450 ft+/- of the shared fence line. The applicant made outreach to the adjoining property owners and they were supportive of the tree screening. One neighbor did express they did not want the trees to close to the property line. The project has been conditioned to require a final landscape plan where exact planting locations/species will be reviewed as to not impact the neighbors or the proposed storm drain (Condition 4).

### Stormwater

The stormwater system will be designed to convey the water away from the adjoining properties of Lakeview Village Mobile Home Park and into a catch basin connected to a new storm drain.

Staff believes the proposal including the site plan, building design and drainage are appropriate and the required findings can be met.

### **5. The proposal provides safe and efficient public access, circulation and parking, including bicycle and pedestrian accommodations where appropriate.**

The revised project does not require any changes to existing roadway network. Access to the cemetery is provided from Verner Ave and within the cemetery are several connecting circular roadways. A new parking area will be provided adjacent to the maintenance building for cemetery grounds staff.

Staff believes the proposal provides safe and efficient parking and access necessary for the operation of the maintenance facility. The project meets the required findings.

### **6. The proposal provides appropriate open space and landscaping, including the use of water efficient landscaping.**

### Landscaping

As mentioned, the project will include additional tree plantings along a portion of the existing fence line between the cemetery and the mobile home park. A final landscape plan will be required prior to the issuance of the building permit.

Staff believes the proposal provides appropriate landscaping for the cemetery grounds and the screening of the new facility. The project meets the required findings.

### **7. The proposal is consistent with the General Plan, any applicable specific plan, development agreement, and/or any previously approved planning permit.**

The General Plan land use designation is Low Density Residential which provides for single-family detached homes, public and quasi-public uses, and other similar and compatible uses. The current use as a cemetery and related uses with the addition of the proposed chapel, columbarium, and administration building, are consistent with the General Plan land use designation of Low Density Residential. Additionally the proposal is consistent with the City's goals and policies that support viable and attractive commercial development within major corridors and goals and policies that encourages economic development in the community.

Staff believes the project meets the required findings.



### **Design Review Permit Modification– *Conclusion***

Based on the analysis above, staff believes that findings can be made to approve a Design Review Permit Modification for the project. Staff recommends approval of the requested Design Review Permit Modification subject to the findings and conditions of approval provided.

### **ENVIRONMENTAL DETERMINATION**

Based on the analysis provided as Attachment 5, the project is exempt from the California Environmental Quality Act (CEQA) under Section 15303 Class 3(c), an exemption for the construction and location of limited numbers of new, small facilities or structures.

### **PUBLIC OUTREACH**

Information on the project was provided to neighborhood association number 3 (CHANT) and as of the writing of the report, no comments have been received from the association.

A meeting notice was mailed to property owners within 500 feet of the project site and the hearing notice was published in the Citrus Heights Messenger as required.

In addition, the applicant made efforts to contact the adjacent mobile home park residences closest to the shared property boundary. No significant concerns were expressed by the neighbors as noted in the email provided as Attachment 6.

#### Attachments:

- 1) Resolution No. 22--08 finding the project exempt from CEQA  
Exhibit A- Conditions of Approval
- 2) Site Plan
- 3) Elevations
- 4) Applicant's Project Description
- 5) CEQA Exemption Analysis
- 6) Email of outreach results