



# STAFF REPORT

## CITY of YORBA LINDA

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### COMMUNITY DEVELOPMENT DEPARTMENT

**DATE:** APRIL 23, 2025

**TO:** HONORABLE CHAIRMAN AND MEMBERS OF THE PLANNING COMMISSION

**FROM:** COMMUNITY DEVELOPMENT DEPARTMENT

**BY:** EVA CHOI, SENIOR PLANNER

**SUBJECT:** TENTATIVE PARCEL MAP 2024-01, CONDITIONAL USE PERMIT 2024-30, DESIGN REVIEW 2024-11 – THE CHURCH IN YORBA LINDA

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**APPLICANT:** THE CHURCH IN YOURBA LINDA  
K. C. CHANG  
3821 Rose Drive  
Yorba Linda, CA 92886

**CEQA STATUS:** Categorical Exemption (Class 5 and 32: Minor Alterations in Land Use Limitations and Infill Development)

**RELATED ITEMS:** None

**LOCATION:** Northeast corner of Imperial Highway and Los Angeles Street

**REQUEST:** A request to consolidate six (6) lots comprising The Church in Yorba Linda campus into a single parcel through Tentative Parcel Map 2024-01, and a request to construct and operate a 14,801 square-foot religious facility, inclusive of a 1,651 square-foot assembly area, 7 classrooms, 2 dining areas and kitchen, 2 office/conference rooms, restrooms, storage areas, and caretaker's unit, along with associated parking and landscaping improvements on a vacant 1.08-acre parcel.

### PROJECT DATA

**APN:** 322-183-13, 14, 39, 40, 41, 58  
**General Plan:** General Commercial  
**Zoning:** CG (Commercial General)

**Property Development Standards:**  
**(Commercial General Zone)**

	Required	Proposed
Front setback	25 feet*	25 feet
North side setback	10 feet	10 feet
South side setback	10 feet	15 feet 8 inches
Rear (east) setback	10 feet	Approx. 150 feet
Building height	35 feet or two stories (max.)	35 feet, two stories
Lot coverage	50% (max)	16.4%
Parking (1 per 30 sq. ft of assembly hall area)	55	57

\*Imperial Highway frontage only

**BACKGROUND**

At the January 15, 1992, Planning Commission meeting, the Commission granted Conditional Use Permit 91-74 to The Church in Yorba Linda (“Church”) for the establishment and operation of a religious facility within a former single-family residence at 3812 Rose Drive. The Church has been operating at the 3812 Rose Drive location since 1992. Over time, the congregation membership has increased and in 2012, the Church acquired the project site—an undeveloped property zoned Commercial General (CG) at the northeast corner of Imperial Highway and Los Angeles Street intending to construct a new church campus.

In May of 2017, the Church applied for Conditional Use Permit 2017-42 and Design Review 2017-09 for this purpose. On May 12, 2021, the Planning Commission considered the request and unanimously approved the new facility with 15,500 square feet of space, consisting of a 300-seat sanctuary, eight classrooms, offices, a caretaker’s unit, a three-level parking structure and surface parking. Additionally, the project would have merged the site’s six parcels into one single parcel. Unfortunately, the Church did not move forward with this project and all approved entitlements expired in 2022.

Under the current proposal, the Church plans to develop the property with a 14,801 square-foot religious facility, including a 1,651 square-foot sanctuary, seven classrooms, a kitchen and dining hall, a caretaker’s unit, office/conference rooms, restrooms, and storage areas, along with associated parking and landscaping improvements.

**MUNICIPAL CODE REQUIREMENTS**

As proposed, the project requires the following specific discretionary actions pursuant to the Yorba Linda Municipal Code (YLMC):

Tentative Parcel Map 2024-01 – Section 17.08.010 requires all subdivision maps to be governed by the provisions of Title 17 (Subdivisions of Land) of the Municipal Code. Furthermore, all subdivision maps shall comply with the provisions of the Subdivision Map Act, the City Zoning Code, and all other ordinances, statutes or laws pertaining to the use, sale, leasing or subdivision of land (Ordinance 369, Section 1). Specific to the proposed religious facility, the tentative parcel map will consolidate the project site as a single parcel.

Conditional Use Permit 2024-30 – Section 18.12.050 requires any establishment of a church facility within a Commercial Zone shall be by conditional use permit only to consider uses compatibility with surrounding area and potential impacts that may be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.

Design Review 2024-01 – Section 18.36.100 requires design review to consider the site planning and building design for any public or semipublic uses such as the proposed religious facility.

## **PROJECT DESCRIPTION**

The applicant is proposing to develop the 1.08-acre vacant site, currently comprised of six lots, to operate a religious facility. The proposed religious facility will serve as the gathering/meeting space for The Church in Yorba Linda. The applicant has provided a letter of intent (Attachment 5) outlining programs offered and operation hours for the facility. The proposed two-story building will be located on the southwest corner of the project site and include the following features:

First Floor: dining hall, group dining room, kitchen, four Sunday school rooms, two offices, restrooms and storage rooms.

Second Floor: assembly room, three group study rooms, conference room, storage and mechanical rooms, and a caretakers' unit.

Additionally, the religious facility is equipped with an elevator and three staircases to facilitate foot traffic within the building. Vehicular access to the facility is through a two-way driveway located near the northeast corner of the property. The project scope also includes the conceptual review of a monument sign along Imperial Highway to provide signage opportunities for neighboring automotive businesses along Los Angeles Street. The construction of the proposed religious facility will substantially reduce the visibility of businesses located on the north side of Los Angeles Street from Imperial Highway; therefore, the applicant is proposing a five-foot high monument sign to be located within the project's landscaped area approximately 40 feet east of the Imperial Highway and Los Angeles Street intersection. The proposed monument sign will identify the automotive businesses and provide directions to Church parking on Los Angeles Street.

### **TENTATIVE PARCEL MAP**

The project site consists of six vacant lots located on the northeast corner of Imperial Highway and Los Angeles Street. As part of the proposed project, the applicant is required to consolidate the lots into a single parcel to accommodate the proposed structure and on-site parking.

Section 17.08.010 of the Yorba Linda Municipal Code requires all subdivision maps to be governed by the provisions of Title 17 (Subdivisions of Land) of the Municipal Code. Furthermore, all subdivision maps shall comply with the provisions of the Subdivision Map Act, the City Zoning Code, and all other ordinances, statutes or laws pertaining to the use, sale, leasing or subdivision of land (Ordinance 369, Section 1).

Staff has reviewed the Tentative Parcel Map for compliance with the property development standards for the Commercial General (CG) zone, and finds it to be in compliance. While the project site contains only 1.08-acres and is less than the minimum 5-acre lot size required in the Commercial General (CG) zone, zoning code allows the property to be used as a building site because the project site was legally established, is at least 4,000 square feet in size, and has a minimum 20-foot-wide vehicular access to a street. Therefore, staff supports the proposed lot consolidation through Tentative Parcel Map 2024-01 as it will result in an overall lot area of 1.08-acres and will facilitate the development of the proposed religious facility in compliance with setback requirements and development standards in the Commercial General (CG) zone.

### **CONDITIONAL USE PERMIT**

As provided in the project description above, the applicant is proposing to construct a religious facility, inclusive of a 1,651 square-foot sanctuary, seven classrooms, kitchen and dining hall, two office/conference rooms, restrooms, and storage areas, and an 863 square-foot two-bedroom caretaker's unit, along with associated parking and landscaping improvements.

As shown on the project plans (attachment 2), the proposed religious facility will be located at the southeast corner of Imperial Highway and Los Angeles Street and will maintain a minimum setback of 25 feet from Imperial Highway and 10 to 15 feet from Los Angeles Street. A 28-foot-wide driveway near the northeast corner of the project site leads to 57 surface parking spaces. Other site plan features include a church courtyard and a playground area.

According to the applicant's letter of intent (Attachment 5), the proposed religious facility will be used primarily for regular worship services, prayer meetings, bible studies, and youth programs throughout the week. There will be one to two Sunday worship services, which begin at 9:30 a.m. and end at 12:30 p.m. There are no other worship services during the week, except for Christmas and Easter weeks. However, other church activities will occur Mondays through Saturdays for occasional bible studies and service meetings. Attendance

at weekday meetings and activities are expected to be less than 50 members. The applicant's letter specifies that large church events involving more than the local congregation (approximately 100 members) will be conducted at their affiliated church campus in the City of Anaheim.

### **Surrounding Properties**

The project site is a prominent location near the northwest City boundary along Imperial Highway. To the north and northwest of the site (across Los Angeles Street), is a storage facility, automotive repair facilities, and a childcare/pre-school. To the east are two multi-tenant commercial developments with retail, services, restaurant and office uses. To the south of the property is Imperial Highway and Bastanchury Road. Finally, Friendship Baptist Church is located south of the project site at 17145 Bastanchury Road.

### **Traffic and Circulation**

To identify potential traffic impacts associated with the proposed religious facility, a traffic study was prepared by KOA Corporation, dated March 17, 2025 (Attachment 6). The traffic study considered projected trip generation on Sundays, with peak usage at the religious facility, based on both fixed seating capacity in the sanctuary room and gross floor area of the religious facility. The traffic study found that on Sundays, the project will generate 378 daily trips based on fixed seating capacity and 347 daily trips using the gross floor area of the religious facility. The report findings indicated that the proposed level of trip generation can be accommodated on the surrounding street system without worsening current traffic conditions and will not substantially impact the volume-to-capacity ratio on Los Angeles Street and Imperial Highway. Further, nearby intersections that could potentially be affected by the proposed religious facility will maintain a Level of Service of C or better after project completion.

A line-of-sight analysis is provided (Page 5 of the traffic study) to evaluate the appropriate stopping distance from the project's proposed driveway. The analysis found the proposed three-foot red curb to the west of the project driveway and 76-foot red curb to the west of the project driveway are adequate stopping distance for vehicles traveling eastbound and westbound on Los Angeles Street, at a speed of approximately 25 to 30 mph, to stop in time when a vehicle egresses the project driveway.

Additionally, a parking utilization study was conducted to ensure the project minimizes impacts to on-street parking. Currently, the south side of Los Angeles Street has the capacity to accommodate 17 informal parking spaces between Imperial Highway and 2<sup>nd</sup> Street. It should be noted that the north side of Los Angeles Street currently does not permit parking. The proposes to improve Los Angeles Street with a 30-foot street right-of-way on each side of the street, allocating 10 feet for sidewalk and curb improvements, eight feet for parking parallel to the curb and 12 feet for travel lane. As a result, discounting the required sight distance areas that must be left open and unobstructed adjacent to each driveway, the maximum potential on-street parking capacity along both sides of Los Angeles Street will

increase to 21 spaces as depicted in Figure 4, on Page 14 of the traffic study.

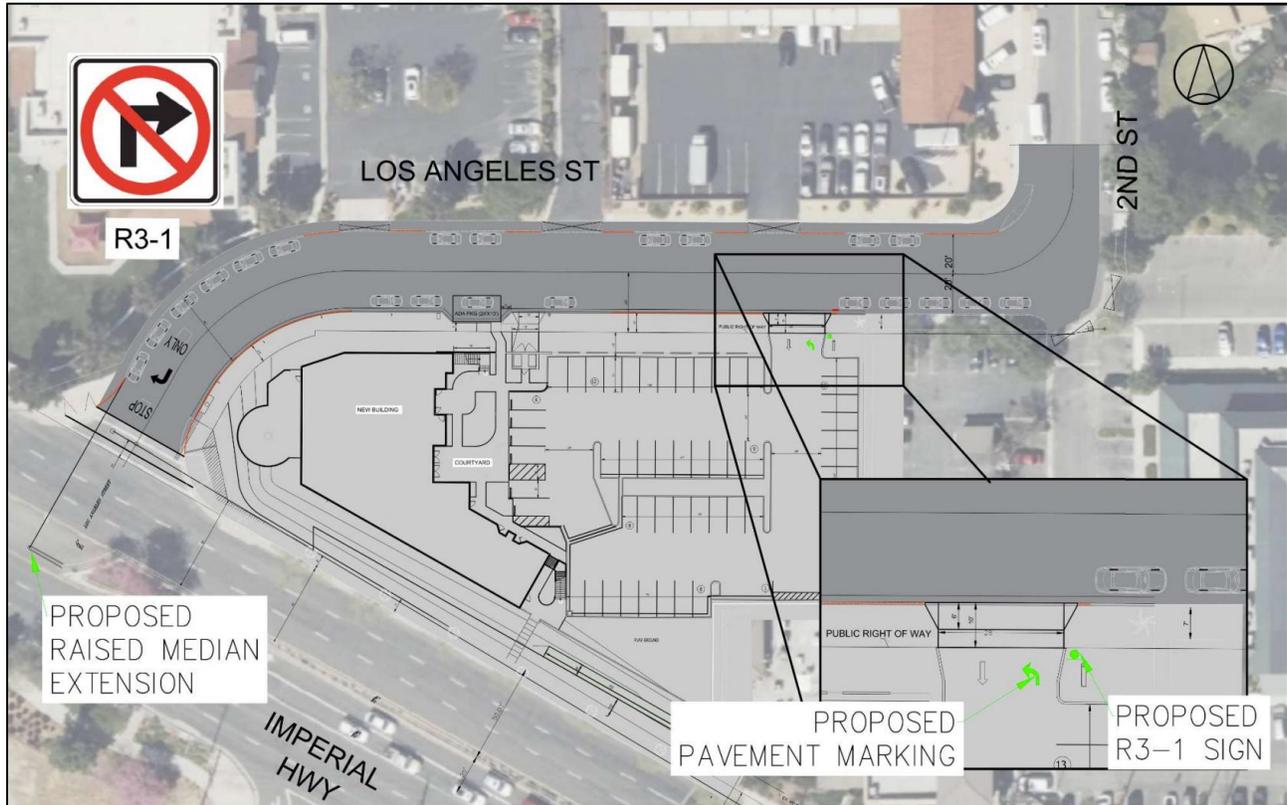


Figure 1: Proposed on-street parking configuration.

The project traffic engineer employed typical industry standard measurements of 8 feet width and 20 feet length for each parking space. However, as these on-street parking spaces will be unmarked (without parking T's on pavement), depending on the distance between left open between parked vehicles, the total on-street parking spaces may be reduced. Nonetheless, the proposed configuration is intended to demonstrate the maximum on-street parking capacity if each vehicle occupies a 20-foot in length parallel to the street curb. It is foreseeable that on-street parking capacity will be reduced due to drivers' behaviors; however, staff believes the reduction will not be significant and that the total on-street parking capacity will be an improvement over the current configuration.

To minimize cut-through traffic into the residential neighborhood north of the project site, staff has included a condition of approval requiring the Church to encourage its membership to access the Church via Imperial Highway and arrange for carpool/rideshare where feasible. Additionally, the following measures at the Church's driveway on Los Angeles Street are required:

1. "Left Turn Only" pavement marking
2. A "No Right Turn" sign

The City's Traffic Engineering Manager reviewed the traffic study and concurred with the findings of the report and did not express any traffic related concerns. The City Traffic Engineering Manager recommended a project condition that reads: "After project completion, the applicant shall expeditiously address safety issues related to line of sight, traffic circulation, and/or on-site and off-site parking, to the satisfaction of the City Engineer." This condition provides assurance that the applicant will diligently address traffic and circulation concerns.

### **Parking and Access**

Access to the church site is provided from a 28-foot-wide two-way entry drive near the northeast corner of the project along Los Angeles Street. The project includes a surface parking lot consisting of 57 parking spaces, inclusive of 3 accessible spaces.

Section 18.22 (Off-Street Parking) of the Yorba Linda Zoning Code requires a church facility to provide a minimum of one parking space for each three seats (1:3) within the church's main assembly room (i.e., sanctuary), or one space for each 30 square feet in the main assembly room where no seating is proposed. Since the proposed assembly room (i.e., sanctuary) will not provide fixed seating, the required parking is 55 spaces for the 1,651 square-foot sanctuary room. As noted, the project provides a total of 57 on-site spaces which meets the required parking and is sufficient to accommodate the proposed use.

While the project plan does not depict fixed seats, if the Church desires to provide fixed seats in the future, the proposed parking supply of 57 spaces would allow up to 171 fixed seats in the sanctuary, using the one parking space for each three seats (1:3) formula. As stated in the applicant's letter, the current congregation has approximately 100 members and the Church anticipates that the proposed facility will be able to accommodate the needs of their congregation for the foreseeable future.

The City Traffic Engineer Manager has reviewed the applicant's driveway and parking layout design, and has not expressed any concern regarding the proposed driveway, drive aisle widths, and parking lot configuration.

### **Grading and Drainage**

The entire 1.08-acre site has been previously rough graded; therefore, the entire site is relatively flat and close to grade level with Los Angeles Street. The proposed development will need to import approximately 30 cubic yards of soil during the grading phase. The building pad will be roughly four feet higher than the sidewalk along Imperial Highway to the immediate south of the project site and two feet higher than the unpaved portion of Los Angeles Street.

In terms of stormwater drainage, the project will contain stormwater runoff on-site and flows generated by the project development will be treated by landscape planters incorporating best management practices/low impact design (LID) features before entering the public storm drain. An existing bird cage drain near the southwest corner of the project site will be

replaced with a catch basin as part of the sidewalk construction.

Construction of the project will require compliance with the California State General Construction Permit as part of the National Pollutant Discharge Elimination System (NPDES) Program and with applicable City of Yorba Linda ordinances that implement requirements of the municipal County of Orange NPDES permit. The project general construction permit requires preparation of a Storm Water Pollution Prevention Plan (SWPPP) and implementation of Best Management Practices (BMP) to prevent erosion and polluted runoff from leaving the project construction site during storms and contaminating waterways. The project's approval includes Standard Conditions of Approval to ensure project implementation will not result in a violation of water quality standards or waste discharge requirements during construction of the project and assist in ensuring project development impacts to water quality and waste discharge will be limited to a less than significant level. In addition, post-construction BMPs are required in accordance with the State MS4 permit as delineated in the Orange County Drainage Area Management Plan (DAMP) and enforced via the City Municipal Code (Chapter 16.04, Water Quality Control).

The Engineering Division has reviewed the preliminary grading and drainage plan for the project and has not expressed any concern regarding the proposed conceptual design. The Engineering Division has provided standard and special conditions of approval for the project to ensure final grading and drainage plans adhere to applicable regulations and subject to final approval by the City Engineer prior to issuance of a grading permit.

## **DESIGN REVIEW**

Design Review is required for the project per the requirements of Chapter 18.36 of the Yorba Linda Zoning Code. As staff has already discussed several aspects of the general design of the site in the analysis above, the following discussion will focus primarily on the architecture of the proposed building.

### **Building Architecture**

The proposed 14,801 square-foot, two-story sanctuary/multi-purpose building has been designed as a contemporary style building with “campus” architectural styles incorporated into its design. The building is well-articulated with exterior covered balconies, columns covered with stone veneer material, and cement-coated window surrounds at some of the second-story windows/openings. The building façade has a streamlined appearance with a mix of materials and textures to break up the two-story massing and enhance its aesthetic.

The proposed building façade facing inward towards the courtyard and parking areas incorporate plastered wall panels with score lines, cement-coated projections around wall openings, aluminum wall panels at the main building entrance and a decorative stone veneer columns. The exterior elevations facing out towards Imperial Highway incorporates many of the same architectural features as the internal facing elevations but also includes additional architectural enhancements such as decorative stone veneer walls, vertical windows, and a

large expanse of glazing at the center of the building. The proposed color palette consists of earth tone shades of off-white, sand, and light brown colors. Colored elevations of the proposed building and a color/material sample board sheet is included with the plans for the Commission’s review, also noted below are the conceptual renderings of the project as viewed from Los Angeles Street and Imperial Highway. Staff finds the architecture for the Church to be attractive and compatible with the surrounding neighborhood. Staff is in support of the building architecture and the overall site layout as proposed.



Figure 2: Color renderings of the proposed project.

### Wall and Landscape Plan

As shown on the applicant’s conceptual landscape plan, the project site will contain a considerable amount of landscaping. Significant perimeter landscaping and groundcover

materials are being provided along Imperial Highway (a 25-foot-deep landscaped area for the entire Imperial Highway frontage and corner of Imperial and Los Angeles Street), and 10 feet of landscaping along the Los Angeles Street frontage. Existing street trees along Imperial Highway will remain in place. Finally, the applicant is proposing trees within the internal courtyard areas for shade and landscape accents. Staff is supportive of the preliminary landscape plans; however, a condition of approval has been added for the applicant to obtain approval of the final landscape, and irrigation plans from the City Landscape Architect prior to the issuance of building permits. This condition will ensure high quality planting materials are provided along the Imperial Highway frontage.

The applicant is providing a decorative stone veneer wall with mesh fencing at the 25-foot setback line along Imperial Highway. At the southwest corner of the project site, a combination block wall with glass panel is proposed to enclose the patio area. The glass panel feature will ensure that maximum sight line distance is provided for that corner as vehicles maneuver a right turn onto Los Angeles Street while traveling westbound on Imperial Highway. The proposed walls and fencing features are visually compatible with the architectural design of the Church.

As shown below, a double-sided monument sign is proposed to be located within the project's landscaped area (along Imperial Highway) approximately 40 feet east of the Imperial Highway and Los Angeles Street intersection. The proposed monument sign measures five feet in height at the highest point and provides 13 square feet of signage area for directions to two automotive businesses along Los Angeles Street and to the Church parking lot. The proposed monument sign complies with the overall height and sign area prescribed in the zoning code. The proposed stone veneer material is also applied on the Church building. Similar monument signs are found along Imperial Highway, west of the project site. The exact location of the monument sign is subject to confirmation by the City's Traffic Engineering Manager to ensure that it does not result in safety concerns for pedestrians or motorists.

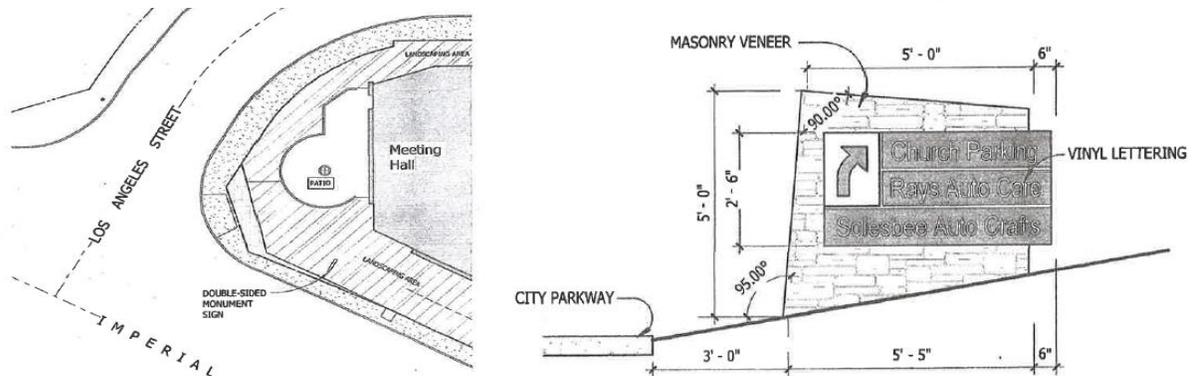


Figure 3: Proposed monument sign concept.

## **CEQA COMPLIANCE**

Pursuant to the California Environmental Quality Act (CEQA, Public Resources Code Section 21000 et seq.), the proposed Project is categorically exempt from the provisions of CEQA in accordance with Sections 15305 and 15332 as the Project involves minor alteration to land use limitations and involves in-fill development within an urbanized area and is consistent with Zoning and General Plan designations.

## **PUBLIC NOTICE AND COMMENTS**

Since this matter is a public hearing, a public notice was mailed to all surrounding properties within a 300-foot radius of the project site, and published in the newspaper.

As of the writing of this report, staff did not receive any written correspondence regarding the proposed project. However, planning staff has consulted with a local resident who expressed concerns related to traffic safety and on-street parking issues at and near the project site.

## **RECOMMENDATION**

It is recommended that the Planning Commission take the following actions:

1. Adopt a resolution approving Tentative Parcel Map 2024-01, with conditions.
2. Adopt a resolution approving Conditional Use Permit 2024-30, with conditions.
3. Approve, by minute motion, Design Review 2024-01, with conditions.

## **ATTACHMENTS**

- 1) Plan for Tentative Parcel Map 2024-01
  - 2) Project Plans and Renderings
  - 3) Colors and Materials Board
  - 4) Vicinity Map
  - 5) Applicant's Letter of Intent
  - 6) Traffic Technical Memorandum dated March 17, 2025
  - 7) Resolution approving Tentative Parcel Map 2024-01, with conditions
  - 8) Resolution approving Conditional Use Permit 2024-30, with conditions
  - 9) Conditions for Design Review 2024-11
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