

PLANNING COMMISSION AGENDA

CHAIRPERSON:

Brett Taylor



VICE CHAIRPERSON:

Liz Wynn

COMMISSIONERS: Brett Taylor, Liz Wynn, Chris Gomez, Marvin Hansen, Sarrah Peariso

MONDAY, MARCH 12, 2018; 7:00 P.M., COUNCIL CHAMBERS, 707 W. ACEQUIA, VISALIA CA

1. THE PLEDGE OF ALLEGIANCE –
2. CITIZEN'S COMMENTS – This is the time for citizens to comment on subject matters that are not on the agenda but are within the jurisdiction of the Visalia Planning Commission. The Commission requests that a 5-minute time limit be observed for comments. Please begin your comments by stating and spelling your name and providing your street name and city. Please note that issues raised under Citizen's Comments are informational only and the Commission will not take action at this time.
3. CHANGES OR COMMENTS TO THE AGENDA–
4. CONSENT CALENDAR - All items under the consent calendar are to be considered routine and will be enacted by one motion. For any discussion of an item on the consent calendar, it will be removed at the request of the Commission and made a part of the regular agenda.
 - Planning Division Fee Amendments: Consideration of revisions to the Planning Division fees as contained in City of Visalia Fee Resolution No. 2017-38.
5. PUBLIC HEARING – Andy Chamberlain
Variance No. 2018-01: A request by Central Valley Sweeping to exceed the 25% office area limit in the Industrial Zone, allowing a 36% office area totaling approximately 1,925 sq. ft. of office in a 5,438 sq. ft. building, in the Industrial (I) Zone. The site is located at 10313 W. Legacy Avenue. (APN: 073-220-003).The project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15305, Categorical Exemption No. 2018-01
6. PUBLIC HEARING – Paul Scheibel
 - a. Lowery West Tentative Subdivision Map TSM 5564: A request to subdivide 48 acres into 218 lots for residential units, including a 17.5-acre portion proposed as a Planned Residential Development (PRD) with 94 residential lots with gated access and private streets. The project site is zoned R-1-5 (Single-family Residential, 5,000 sq. ft. minimum lot size), is located near the northeast corner of Riggan Ave. and Akers St. (APNs 077-060-006 and -028) The project has been found to be consistent with Mitigated Negative Declaration No. 2016-63.
 - b. Conditional Use Permit CUP 2017-32: A request for a Planned Residential Development (PRD) on a 17.5-acre portion of a proposed 48-acre, 218-unit residential subdivision. The PRD proposes to develop 94 residential lots with gated access and private streets, modifications to the minimum standards of the R-1-5 Zoned District, including lots that are smaller than 5,000 square feet less than 50 feet in width, and reduced yard setbacks. The site is zoned R-1-5 (Single-family Residential, 5,000 sq. ft. minimum lot size), located near on the northeast corner of Riggan Ave. and Akers St. (APNs 077-060-006 and -028) The project has been found

to be consistent with Mitigated Negative Declaration No. 2016-63.

7. REGULAR HEARING-Paul Scheibel
 - 2017 Annual Housing Element Progress Report
8. DIRECTOR'S REPORT/ PLANNING COMMISSION DISCUSSION-

The Planning Commission meeting may end no later than 11:00 P.M. Any unfinished business may be continued to a future date and time to be determined by the Commission at this meeting. The Planning Commission routinely visits the project sites listed on the agenda.

For the hearing impaired, if signing is desired, please call (559) 713-4359 twenty-four (24) hours in advance of the scheduled meeting time to request these services. For the visually impaired, if enlarged print or Braille copy is desired, please call (559) 713-4359 for this assistance in advance of the meeting and such services will be provided as soon as possible following the meeting.

Any written materials relating to an item on this agenda submitted to the Planning Commission after distribution of the agenda packet are available for public inspection in the City Office, 315 E. Acequia Visalia, CA 93291, during normal business hours.

APPEAL PROCEDURE

THE LAST DAY TO FILE AN APPEAL IS THURSDAY, MARCH 22, 2018 BEFORE 5 PM

According to the City of Visalia Zoning Ordinance Section 17.02.145 and Subdivision Ordinance Section 16.04.040, an appeal to the City Council may be submitted within ten days following the date of a decision by the Planning Commission. An appeal form with applicable fees shall be filed with the City Clerk at 220 N. Santa Fe, Visalia, CA 93292. The appeal shall specify errors or abuses of discretion by the Planning Commission, or decisions not supported by the evidence in the record. The appeal form can be found on the city's website www.visalia.city or from the City Clerk.

THE NEXT REGULAR MEETING WILL BE HELD ON MONDAY, MARCH 26, 2018



REPORT TO CITY OF VISALIA PLANNING COMMISSION

HEARING DATE: March 12, 2018

PREPARED BY: Paul Scheibel, AICP, Principal Planner (phone: 713-4636) 

SUBJECT: Planning Division Fee Amendments: Consideration of revisions to the Planning Division fees as contained in City of Visalia Fee Resolution No. 2017-38

STAFF RECOMMENDATION

Staff recommends that the Planning Commission consider the proposed revisions to the Planning Division's fees, and recommend that the City Council amend the Fee Resolution as contained in this report.

RECOMMENDED MOTION

I move to recommend that the City Council amend the Fee Resolution as contained in this report.

BACKGROUND, DISCUSSION AND ANALYSIS

Background and Discussion: From time to time, the City considers adjusting its processing fees charged for various services. The City last amended the Planning Division fees in 2017. The 2017 fee amendment for Planning Division fees mostly reflects increases in the Consumer Price Index (CPI) for 2017. The 2017 CPI increase was calculated at 2.94%. The Planning Division fee increases were rounded to the nearest dollar. The Planning Division has reviewed the Fee Schedule based on its average processing costs, and determined that the existing fee schedule accurately reflects the range of billable services performed by the Division.

Next Step: The Planning Commission's actions in this regard are advisory only. The final action to revise the Fee Schedule will be considered by the City Council in June, 2018. The Planning Commission's review and comments will provide the City Council with the benefit of its practical experience in reviewing the project materials, conducting hearings, and by taking testimony from applicants and Community members in the course of its discretionary review process.

Attachment: Current Fee Resolution also showing CPI increases

**Community Development
Planning**

<u>FY 17-18</u>	<u>FY 18-19</u>	
Administrative Adjustment		
143.00	147.00	Administrative Adjustment
Adult-Oriented Business		
209.00	215.00	Performer Permit Application Fee
1,383.00	1,424.00	Regulatory Permit Application Fee
209.00	215.00	Performer Permit - Renewal Fee
209.00	215.00	Regulatory Permit - Renewal Fee
Agricultural Preserve		
1,977.00	2,035.00	Disestablishment
658.00	677.00	New Contract
132.00	136.00	Notice of Full Nonrenewal
527.00	542.00	Notice of Partial Nonrenewal
3,294.00	3,391.00	Cancellation
Annexation		
2,225.00	2,290.00	Amendment to Pre-Annexation Agreement
4,450.00	4,581.00	up to 15 acres
8,036.00	8,272.00	over 15 acres and up to 50 acres
11,595.00	11,936.00	over 50 acres up to 100 acres
14,499.00	14,925.00	Over 100 acres plus ...
		<i>Applicants also pay fees adopted by LAFCO and State Board of Equalization Fees</i>
Appeal		
494.00	509.00	Appeal of Planning Commission action to City Council or Appeal of Site Plan Review (SPR)
Building Permit Plan Application Review		
15.00	15.00	per permit for Residential, Multifamily, Commercial
Certificate of Compliance		
501.00	516.00	Certificate of Compliance
Conditional Use Permit		
1,297.00	1,335.00	Minor / Amendment to Approved CUP
4,021.00	4,139.00	Regular / PUD / PRD
6,030.00	6,207.00	Master CUP
143.00	147.00	Temporary – Counter
232.00	239.00	Temporary – Requiring Site Plan Review
429.00	442.00	Temporary – To Planning Commission

**Community Development
Planning**

Planning (cont.)

<u>FY 17-18</u>	<u>FY 18-19</u>	
Development Agreement		
4,210.00	4,334.00	Development Agreement
1,349.00	1,389.00	Amendment to Development Agreement
Downtown News Rack Permit		
32.00	33.00	Newspaper Racks in the Downtown Retail Overlay District
<u>ENVIRONMENTAL APPLICATIONS</u>		
Categorical Exemption		
70.00	72.00	Categorical Exemption
Environmental Impact Report (EIR)		
7 1/2% of Contract	7 1/2% of Contract	Processing fee
Actual Cost + 10%	Actual Cost + 10%	City Managed Consultant Work
Environmental Notices		
134.00	138.00	Environmental Notices per year; renewal needed
Finding of Consistency		
216.00	222.00	Finding of Consistency
Initial Study / Negative Declaration or Mitigated Negative Declaration		
215.00	221.00	Review of Technical Study
707.00	728.00	Simple
2,695.00	2,774.00	Complex
NEPA Environmental Review		
717.00	738.00	Simple
3,589.00	3,695.00	Complex
General Plan Amendment		
2,297.00	2,365.00	Simple
10,195.00	10,495.00	Complex
General Plan Maintenance Fee		
382.00	393.00	per acre for new annexation Paid when LAFCO approves annexation

**Community Development
Planning**

Planning (cont.)

<u>FY 17-18</u>	<u>FY 18-19</u>	
Home Occupation Permit		
66.00	68.00	Home Occupation Permit-new
16.50	17.00	Home Occupation Permit-change of location
Lot Line Adjustment		
584.00	601.00	Lot Line Adjustment
143.00	147.00	Legal Description Resubmittal (each)
Maps		
7,251.00	7,464.00	Tentative Subdivision Map
7,251.00	7,464.00	Tentative Parcel Map - commercial - over 4 lots
2,944.00	3,031.00	Tentative Parcel Map - 4 lots or less
Noise Variance		
143.00	147.00	Administrative
2,225.00	2,290.00	City Council
Sidewalk Dining Permit		
66.00	68.00	Sidewalk Dining Permit
Specific Plan		
12,063.00	12,418.00	Commercial / Residential
Specific Plan Amendment		
5,097.00	5,247.00	Commercial / Residential
Subdivision Sign Program		
47.00	48.00	Amendment
Zoning Text Amendment		
3,732.00	3,842.00	Text Amendment
Time Extension		
216.00	222.00	Time Extension
Variance / Exception		
823.00	847.00	Single Family – No Site Plan
1,393.00	1,434.00	Single Family
2,614.00	2,691.00	Other

**Community Development
Planning**

Planning (cont.)

	<u>FY 17-18</u>		<u>FY 18-19</u>	
Zone Change				
	3,732.00		3,842.00	Change of Zone
	643.00		662.00	Conditional Zone Agreement
	1,864.00		1,919.00	Amendment to Conditional Zone Agreement
 <u>OTHER ADMINISTRATIVE FEES</u>				
Copies (per page) - Citywide Fee				
	0.20		0.20	Single-sided
	0.25		0.25	Double-sided
	0.25		0.25	Legal
	0.30		0.30	Legal double-sided
	1.00		1.00	Color Letter/Legal Size
	2.00		2.00	Color 11X17
	5.00		5.00	Black and White 24 X 36
	4.00		4.00	Fax - First Page
	2.00		2.00	Fax - Add'l Pages
	1.00		1.00	Micro fiche
	14.00		14.00	Audio Duplication per CD
Documents				
	\$5 to \$100 ea		\$5 to \$100 ea	Documents
	\$24 to \$39		\$24 to \$39	Document Retrieval
	34.00		35.00	Zoning Verification Letters
	69.00		71.00	300' Radius Map and Labels
GIS Maps				
	See GIS		See GIS	General Plan Land Use Map or Policies
	See GIS		See GIS	Zone Map, City Aerial Photo, City with Street Index
Planning Commission				
	36.30		37.00	Agenda - mailed
	36.30		37.00	Action Agenda - mailed
Special Services Fee/Inspections				
	Direct Salary		Direct Salary	Special Services Fee/Inspections