

# PLANNING COMMISSION AGENDA

CHAIRPERSON:

Brett Taylor



VICE CHAIRPERSON:

Liz Wynn

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

**MONDAY, MARCH 25, 2019; 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 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. 2018-13.
5. PUBLIC HEARING – Andy Chamberlain  
Conditional Use Permit No. 2019-04: A request by 4 Creeks Inc. to amend Conditional Use Permit No. 2011-26 to modify the Master Plan for the Gateway Business Park to allow a fast food restaurant with drive-thru on the southwest corner of Crowley Avenue and Ferne Street. The project site has a zoning designation of BRP (Business Research Park) and is located at 105 N. Ferne Street (APN: 081-170-024).The project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15305, Categorical Exemption No. 2019-08.
6. PUBLIC HEARING – Cristobal Carrillo  
Conditional Use Permit No. 2019-05: A request by Maegan La Roux to establish a tattooist shop in the C-MU (Mixed Use Commercial) zone. The site is located at 213 S. Oakhurst Avenue. (APN: 094-211-036) The project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Categorical Exemption No. 2019-14.
7. PUBLIC HEARING – Cristobal Carrillo  
Conditional Use Permit No. 2019-06: A request by Gloria Villarreal to amend Conditional Use Permit No. 2012-01 to allow a 1,620 sq. ft. addition to the existing Glory Days assisted living facility in the R-1-5 (Single-Family Residential, 5,000 sq. ft. minimum site area) Zone. The site is located at 1303 S. Pinkham Street (APN 100-140-038). The project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Categorical Exemption No. 2019-12.

8. DIRECTOR'S REPORT/ PLANNING COMMISSION DISCUSSION-

- April 8, 2019 Planning Commission Meeting
- Housing Element TAC Meeting April 1, 2019
- GPA/COZ for Alex's Auto Body set for April 1, Council meeting

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 Hearing Impaired – Call (559) 713-4900 (TTY) 48-hours in advance of the scheduled meeting time to request signing services.

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, APRIL 4, 2019 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](http://www.visalia.city) or from the City Clerk.

**THE NEXT REGULAR MEETING WILL BE HELD ON MONDAY, APRIL 8, 2019**





# REPORT TO CITY OF VISALIA PLANNING COMMISSION

**HEARING DATE:** March 25, 2019

**PREPARED BY:** Paul Bernal, City Planner  
Phone: 713-4025  
E-mail: [paul.bernal@visalia.city](mailto:paul.bernal@visalia.city)

**SUBJECT: Planning Division Fee Amendments:** Consideration of revisions to the Planning Division fees as contained in City of Visalia Fee Resolution No. 2018-13.

## 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 2018. The 2019 fee amendment for Planning Division fees mostly reflects increases in the Consumer Price Index (CPI) for 2018. The 2018 CPI increase was calculated at 3.69%. 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, 2019. 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:

- 2019 Planning Draft Fee showing CPI increases

**Community Development  
Planning**

<u>FY 18-19</u>	<u>FY 19-20</u>	
<b>Administrative Adjustment</b>		
\$ 147.00	\$ 152.00	Administrative Adjustment
<b>Adult-Oriented Business</b>		
\$ 215.00	\$ 223.00	Performer Permit Application Fee
\$ 1,424.00	\$ 1,477.00	Regulatory Permit Application Fee
\$ 215.00	\$ 223.00	Performer Permit - Renewal Fee
\$ 215.00	\$ 223.00	Regulatory Permit - Renewal Fee
<b>Agricultural Preserve</b>		
\$ 2,035.00	\$ 2,110.00	Disestablishment
\$ 677.00	\$ 702.00	New Contract
\$ 136.00	\$ 141.00	Notice of Full Nonrenewal
\$ 542.00	\$ 562.00	Notice of Partial Nonrenewal
\$ 3,391.00	\$ 3,516.00	Cancellation
<b>Annexation</b>		
\$ 2,290.00	\$ 2,375.00	Amendment to Pre-Annexation Agreement
\$ 4,581.00	\$ 4,750.00	up to 15 acres
\$ 8,272.00	\$ 8,577.00	over 15 acres and up to 50 acres
\$ 11,936.00	\$ 12,376.00	over 50 acres up to 100 acres
\$ 14,925.00	\$ 15,476.00	Over 100 acres plus ...
		<i>Applicants also pay fees adopted by LAFCO and State Board of Equalization Fees</i>
<b>Appeal</b>		
\$ 509.00	\$ 528.00	Appeal of Planning Commission action to City Council or Appeal of Site Plan Review (SPR)
<b>Building Permit Plan Application Review</b>		
\$ 15.00	\$ 16.00	per permit for Residential, Multifamily, Commercial
-	48.00	<b>Expedited Plan Check</b> availability dependent upon staffing resources
<b>Certificate of Compliance</b>		
\$ 516.00	\$ 535.00	Certificate of Compliance
<b>Conditional Use Permit</b>		
\$ 1,335.00	\$ 1,384.00	Minor / Amendment to Approved CUP
\$ 4,139.00	\$ 4,292.00	Regular / PUD / PRD
\$ 6,207.00	\$ 6,436.00	Master CUP
\$ 147.00	\$ 152.00	Temporary – Counter
\$ 239.00	\$ 248.00	Temporary – Requiring Site Plan Review
\$ 442.00	\$ 458.00	Temporary – To Planning Commission



**Community Development  
Planning**

**Planning (cont.)**

FY 18-19

**Development Agreement**

\$	4,334.00	\$	4,494.00
\$	1,389.00	\$	1,440.00

Development Agreement  
Amendment to Development Agreement

**Downtown News Rack Permit**

\$	33.00	\$	34.00
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Newspaper Racks in the Downtown Retail Overlay District

**ENVIRONMENTAL APPLICATIONS**

**Categorical Exemption**

\$	72.00	\$	75.00
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Categorical Exemption

**Environmental Impact Report (EIR)**

7 1/2% of	7 1/2% of
Actual Cost + 10%	Actual Cost + 10%
contract	contract

Processing fee  
City Managed Consultant Work

**Environmental Notices**

\$	138.00	\$	143.00
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Environmental Notices per year; renewal needed

**Finding of Consistency**

\$	222.00	\$	230.00
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Finding of Consistency

**Initial Study / Negative Declaration or Mitigated Negative Declaration**

\$	221.00	\$	229.00
\$	728.00	\$	765.00
\$	2,774.00	\$	2,876.00

Review of Technical Study  
Simple  
Complex

**NEPA Environmental Review**

\$	738.00	\$	765.00
\$	3,695.00	\$	3,831.00

Simple  
Complex

**General Plan Amendment**

\$	2,365.00	\$	2,452.00
\$	10,495.00	\$	10,882.00

Simple  
Complex

**General Plan Maintenance Fee**

\$	393.00	\$	408.00
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per acre for new annexation  
Paid when LAFCO approves annexation

**Community Development  
Planning**

**Planning (cont.)**

FY 18-19

**Home Occupation Permit**

\$	68.00	\$	71.00
\$	17.00	\$	18.00

Home Occupation Permit-new  
Home Occupation Permit-change of location

**Lot Line Adjustment**

\$	601.00	\$	623.00
\$	147.00	\$	152.00

Lot Line Adjustment  
Legal Description Resubmittal (each)

**Maps**

\$	7,464.00	\$	7,739.00
\$	7,464.00	\$	7,739.00
\$	3,031.00	\$	3,143.00

Tentative Subdivision Map  
Tentative Parcel Map - commercial - over 4 lots  
Tentative Parcel Map - 4 lots or less

**Noise Variance**

\$	147.00	\$	152.00
\$	2,290.00	\$	2,375.00

Administrative  
City Council

**Sidewalk Dining Permit**

\$	68.00	\$	71.00
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Sidewalk Dining Permit

**Specific Plan**

\$	12,418.00	\$	12,876.00
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Commercial / Residential

**Specific Plan Amendment**

\$	5,247.00	\$	5,441.00
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Commercial / Residential

**Subdivision Sign Program**

\$	48.00	\$	50.00
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Amendment

**Zoning Text Amendment**

\$	3,842.00	\$	3,984.00
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Text Amendment

**Time Extension**

\$	222.00	\$	230.00
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Time Extension

**Variance / Exception**

\$	847.00	\$	878.00
\$	1,434.00	\$	1,487.00
\$	2,691.00	\$	2,790.00

Single Family – No Site Plan  
Single Family  
Other

**Community Development  
Planning**

**Planning (cont.)**

FY 18-19

**Zone Change**

\$	3,842.00	\$	3,984.00
\$	662.00	\$	686.00
\$	1,919.00	\$	1,990.00

Change of Zone  
Conditional Zone Agreement  
Amendment to Conditional Zone Agreement

**OTHER ADMINISTRATIVE FEES**

**Copies (per page) - Citywide Fee**

\$	0.20	\$	0.20
\$	0.25	\$	0.25
\$	0.25	\$	0.25
\$	0.30	\$	0.30
\$	1.00	\$	1.00
\$	2.00	\$	2.00
\$	5.00	\$	5.00
\$	4.00	\$	4.00
\$	2.00	\$	2.00
\$	1.00	\$	1.00

Single-sided  
Double-sided  
Legal  
Legal double-sided  
Color Letter/Legal Size  
Color 11X17  
Black and White 24 X 36  
Fax - First Page  
Fax - Add'l Pages  
Micro fiche

**Documents**

	\$5 to \$100 ea		\$5 to \$100 ea
	\$24 to \$39		\$24 to \$39
\$	35.00	\$	36.00
\$	71.00	\$	74.00

Documents  
Document Retrieval  
Zoning Verification Letters  
300' Radius Map and Labels

**GIS Maps**

See GIS	See GIS
See GIS	See GIS

General Plan Land Use Map or Policies  
Zone Map, City Aerial Photo, City with Street Index

**Planning Commission**

\$	37.00	\$	38.00
\$	37.00	\$	38.00

Agenda - mailed  
Action Agenda - mailed

**Special Services Fee/Inspections**

Direct Salary	Direct Salary
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Special Services Fee/Inspections