

# PLANNING COMMISSION AGENDA

CHAIRPERSON:

Liz Wynn



VICE CHAIRPERSON:

Chris Gomez

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

**MONDAY, FEBRUARY 10, 2020 AT 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.
  - No Items on Consent Calendar
5. CONTINUED PUBLIC HEARING – Branson Smith  
Continued Public Hearing: Conditional Use Permit No. 2019-45: A request by Advanced Career Institute to allow improvements to an existing developed one-acre parcel to facilitate the use of a trade school in the 'I' (Industrial) zone. The project site is located at 1728 N. Kelsey Street, on the east side of Kelsey Street 175 feet north of Elowin Court. (APN: 077-150-022) The project is Categorical Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Categorical Exemption No. 2019-84
6. PUBLIC HEARING – Cristobal Carrillo  
Variance No. 2019-10: A request by Matt Ainley requesting a variance to signage standards, allowing 85 sq. ft. of wall signage at The Darling Hotel, within the D-MU (Mixed Use Downtown) Zone. The project site is located at 210 N. Court Street. (APN: 094-287-001)  
The project is Categorical Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15305, Categorical Exemption No. 2020-01
7. PUBLIC HEARING – Paul Scheibel
  - Tentative Parcel Map No. 2019-07: A request to subdivide a 3.09-acre parcel into four lots within an existing office center parking area in the C-MU (Commercial Mixed Use) Zone District. The site is located on the west side of Akers Street, approximately 170 feet south of Cypress Avenue (APN: 087-460-007). The project is Categorical Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15332, Categorical Exemption No. 2020-06

- Conditional Use Permit No. 2019-22: A Master Conditional Use Permit to develop a 3.09-acre portion of an existing office development site with commercial uses on less than five acres, including the creation of lots that lack public street frontage. The proposed commercial development includes restaurant and retail space totaling 15,784 square feet, including three restaurants with drive-thru lanes. The project site is within the C-MU (Commercial Mixed Use) Zone District, located on the west side of Akers Street, approximately 170 feet south of Cypress Avenue (APN: 087-460-007). The project is Categorical Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15332, Categorical Exemption No. 2020-06

8. DIRECTOR'S REPORT/ PLANNING COMMISSION DISCUSSION-

- Next Planning Commission Meeting February 24, 2020
- Update on Tier Boundary 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 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, FEBRUARY 20, 2020 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, FEBRUARY 24, 2020**

# City of Visalia

## Memo



**To:** Visalia Planning Commission

**From:** Brandon Smith, Senior Planner  
Phone: (559) 713-4636  
E-mail: [brandon.smith@visalia.city](mailto:brandon.smith@visalia.city)

**Date:** February 10, 2020

**Re:** **Continued Public Hearing:** Conditional Use Permit No. 2019-45: A request by Advanced Career Institute to allow improvements to an existing developed one-acre parcel to facilitate the use of a trade school in the 'I' (Industrial) zone. The project site is located at 1728 N. Kelsey Street, on the east side of Kelsey Street 175 feet north of Elowin Court. (APN: 077-150-022)

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### Staff Recommendation

Staff recommends that the Planning Commission continue Conditional Use Permit No. 2019-45 to February 24, 2020, and allow staff to prepare conditions for a temporary approval for the truck driving school at the subject site with limited operation and a limited time period with the CUP set to expire on December 31, 2020.

Staff's recommendation is based on the applicant preparing a revised operational statement (see Exhibit 1) following the January 13, 2020 public hearing date that describes their intention to continue operations on the subject site without any site improvements for approximately 12 months (January 1, 2020 through December 31, 2020). The additional time is necessary to build a new trade school campus on an alternate site in the community of Goshen, and obtain the necessary approvals from both federal and state agencies.

### Background

On January 13, 2020, the Planning Commission, after conducting a public hearing, continued Conditional Use Permit No. 2019-45 to the February 10, 2020 meeting. The motion to continue the item was approved 5-0. The motion to continue was offered by staff and the applicant so that the applicant and neighboring property owner Don Celillo could meet together to address and resolve concerns regarding the applicant's existing and ongoing truck driving school operations. Since the item was continued to a date specific, re-noticing of the CUP meeting date was not required.

The applicant met with Don Celillo on January 16, 2020 and subsequently met with City staff on January 23, 2020. Out of these meetings, the applicant stated the unlikelihood of the truck driving school occupying the Kelsey Street site long-term due to excessive costs associated with improving the site and the prospect of securing an alternate site within the community of Goshen, outside of Visalia city limits.

The applicant subsequently prepared a revised operational statement (see Exhibit 1) that explains recent events associated with their two separate trade school campuses in Visalia and proposes both a long-term plan for securing an alternate site and an immediate short-term (i.e. 12-month) operating plan for the subject site. The revised

operating plan proposes several stipulations that limits or restricts the Kelsey Street site operation to address the neighbor's and the Planning Commission's concerns regarding the pending code enforcement action, size and intensity of the operation.

Through these meetings, it became apparent that the applicant was pursuing the CUP primarily to resolve the pending code enforcement action and does not intend to remain at the site if improvements could not be negotiated. Staff now proposes processing the conditional use permit for a limited time period, with a sunset date of December 31, 2020, to better adapt to the applicant's proposed 12-month timeline for occupying the site. The planning commission may grant a CUP application for a limited time period in accordance with Visalia Municipal Code Section 17.38.110(B) that states:

B. A conditional use permit may be revocable, may be granted for a limited time period, or may be granted subject to such conditions as the commission may prescribe. The commission may grant conditional approval for a permit subject to the effective date of a change of zone or other ordinance amendment.

The limited time period CUP would ensure that any future use inhabiting the site would not attempt to adapt to the prior use's CUP conditions but rather be reviewed and conditioned, if applicable, based on the future use of this site once the truck driving school ceases operation at this location.

Staff therefore recommends that the Planning Commission continue Conditional Use Permit No. 2019-45 to the February 24, 2020 meeting, which provides time for staff to prepare and present recommend conditions of approval. Staff will recommend specific conditions for the trade school through December 31, 2020, largely based on the stipulations found in the applicant's revised operation statement.

A copy of the January 13, 2020 staff report for Conditional Use Permit No. 2019-45 is attached to this memorandum. The analysis and findings have not been modified, with the exception of the project's resolution to reflect the continued public hearing date and recommendation.

**Attachments:**

- Exhibit 1 – Revised Operation Statement
- Planning Commission Staff Report dated January 13, 2020

## Operational Statement

### *Organizational Background*

In 1975, K-B Bither Trucking began as a partnership between two brothers, Barry and Kevin Bither. That same year the new company landed a contract with the U.S. Postal Service delivering mail between the distribution centers in Los Angeles, Bakersfield, and San Bernardino and San Diego areas. K-B Bither Trucking started out as owner operators, and then quickly grew to twenty trucks and over forty drivers. The relatively new company soon ran into a shortage of qualified drivers, and started training people to become drivers. It wasn't long before other companies turned to K-B and asked them to train drivers for their fleets too. The trucking company was only running routes at night so this left the trucks free for training students during the day. 1985 saw the birth of Advanced School of Driving in Fontana, California, a new company with Barry, Kevin, and the younger brother Glenn as partners. The new company grew at a rapid pace right along with the trucking company.

The high desert area of southern California was increasingly becoming congested. Barry along with his wife Marilyn wanted to find a less congested, cleaner, quieter community to raise their two boys in, which ultimately drew them to the City of Visalia, Marilyn's hometown. In October of 1993, Advanced Truck Driving School, Advanced Transportation, and Advanced Car Driving School opened in the present location at 1728 N. Kelsey Street in Visalia. Advanced Career Institute (ACI) has enjoyed its continuous operation at the Kelsey location for over 26 years. In 2004 the family changed the name to Advanced Career Institute, to accommodate a new direction for the thriving company.

In 2011, ACI received its accreditation from the Council on Occupational Education and the Department of Education. In 2015, ACI filed for a Zone Amendment and a Conditional Use Permit for the welding program at the proximate 8425 W. Elwin location also in Visalia. That same year, the company closed the Car Driving program and Advanced Transportation ceased operations, which previously employed approximately fifteen employees (full and part time). Once the CUP was finalized, ACI officially opened their welding program in January 2016. The company has a history of employing administrative personnel while successfully providing vocational training, certification and job placement to hundreds of students, many of which continue to maintain their primary residence in Visalia. ACI has grown from a small company employing 3 persons to a nationally accredited school in five locations throughout the San Joaquin valley that now employs 67 people all while providing training for over a thousand students every year. ACI is a recognized trainer for Work Force Investment, Department of Rehabilitation, Veteran Affairs, Proteus as well as many employers such as Amazon, UPS, & FedEx.

It was not until the city notified ACI of a neighbor's complaint in a letter dated July 9, 2019 that the Company became aware that the operations at the Kelsey location were considered a non-conforming use under the existing land use permitted and approved land use. It is understood that in order to continue operations ACI is required to submit a plan to Visalia's Site Plan Review Committee as the initial step toward filing for and receiving the necessary CUP.

*Operational Specifics at 1728 N. Kelsey*

- *Nature of the operation/project – Please describe in detail.*

Each weekday, there are approximately seven to eight visits per day with prospective students interested in enrolling in the program. These applicant visits are typically spaced out throughout the work day and consist of each student meeting with one of the two admissions advisors. Realistically, no more than two potential students' applicants visit the property at any point in time. Following the campus tour the student applicant leaves campus.

ACI has two different classroom tracts, one in the morning and one in the evening, both classes starting on a Monday. The morning classes start at 7am and end at 3:30pm, and the evening class starts at 4:30pm and end at 8:30pm. The morning classes typically have 10 to 12 in attendance and the evening classes 5 to 6 in attendance. Classes are held in the building on the north side of the property. Classroom instruction is for one and a half weeks and students ending the first two weeks of instruction taking written tests at Department of Motor Vehicles. Typically there are two instructors on campus at any given time, one being in the classroom and one in the "skills yard" with students. In the skills yard there are three immobile tractors with trailers. The three truck combination vehicles are used for pre-trip and air brake classes with wheels chocked not permitting the students to move them. After students train on these trucks they transfer to our campus in Tulare. Three to four trucks used during the day at the Tulare campus are parked at the Kelsey property overnight on the asphalt pavement where automobiles are parked during the day. These trucks are used to teach driving skills and operational movements to students off site. The trucks leave first thing in the morning, taxiing students that need to go from Visalia to Tulare and returning several times throughout the day both picking up and dropping off students. At no time will there be maneuvering or parking of trucks and trailers on unpaved surfaces at the Kelsey property.

We propose to change this operational statement slightly by adding truck movements in the skills yard after asphalt paving is completed. This will allow for students to practice skills on site. Student numbers will increase to approximately 20 on site at any given time. In addition in and out traffic of trucks will increase to approximately 8 trips per day. Trucks will exit southbound on Kelsey and proceed to Goshen Avenue and trucks will enter from both southbound and northbound directions. Trucks will enter campus and turn around in skills yard. There will be no truck movement on site until asphalt paving is completed.

Office staff is located in the south building and is comprised of four persons: a receptionist, a registrar and two admissions advisors. The building to the north also houses a Financial Services person as well as a placement officer. Supervision for all staff is done by visitation from both the campus director and the director of operations.

Minor repairs, maintenance and fueling of the onsite immobile training trucks are done on-site but performed by outside vendors. We propose to fuel both immobile and mobile trucks on site by the outside vendors...



Students do their final testing at the Commercial Testing Center in Fresno, and after successful completion return to the Kelsey campus to do final paper work.

- *What products will be produced or sold by the operation?*

There are no products produced or sold at the site. ACI provides the professional services of vocational training and certification at this location.

- *What is the existing use of the site?*

ACI is currently using and is proposing to continue utilizing the property as described above. ACI cut back operations at the Kelsey campus initially in September and additional cut backs were made in October moving a significant portion of the operations to the Tulare campus.

- *List the hours and days of operation during a typical work week*

Classes begin every other week throughout the year on Monday mornings. Prior to a “class start”; students attend an orientation for the truck driving program. Orientation is hosted at the Kelsey property every other Friday at 2:30PM, with an average of ten students in attendance. Orientation lasts approximately an hour and a half. Subsequently, students will begin classes the following Monday, with class start times being staggered throughout the day. The first class period begins at 7:00AM and ends at 3:30PM, with approximately eight to ten students in attendance and participating during this time slot. The second class period begins at 4:30PM and ends at 9:00PM, with approximately four to six students in attendance during this time slot. Generally, students within the program are in the classroom for 2 weeks during the day classes and for 4 weeks in the evening classes. After classroom instruction is completed students move out to the “yard” area to learn pre-trip and air brakes with no truck movement.

Truck maneuvering skills are now performed off-site at another campus so students will leave to complete that skill training at a different campus. Students doing public road driving are picked up at the Kelsey campus four at a time and returned to campus in one to two hours. As mentioned above this will change slightly once asphalt paving is completed.

The majority of students attend a four week 160 hour program (eight hours per day for four weeks) or an eight week 160 hour program (four hours per day for eight weeks).

- *If Seasonal, list the months of operation*

ACI’s programs are not seasonal in nature and are ongoing throughout the year.

- *Anticipated number of clients/customers at one given time*

At any given time there may be a maximum of approximately:



- two prospective student applicants receiving a campus tour
- twenty students receiving classroom and yard instruction
- *Number of employees and future employees*
  - eight administrative staff
  - six instructional positions

- *Will any of the employees live on the site?*

No.

- *Number and type of service or delivery vehicles*

Office supplies are delivered by van (UPS type) as needed approximately once weekly and fuel is delivered and placed in immobile trucks on-site by a supplier weekly during off hours (usually Sunday night after 10pm). Bottled drinking water is provided by a service and delivery is weekly.

- *What equipment is used?*

The primary equipment consists of commercial trucks and trailers with a maximum trailer length of 28 feet.

- *Will hazardous materials or waste be produced as part of this business? If yes, please explain.*

No. All significant maintenance of trucks is performed off-site for the most part so there is no hazardous waste to be considered.

- *Please include any other information that will provide a clear understanding of your business and its operation.*

Advanced Career Institute (ACI) maintains two separate campuses in Visalia, the Kelsey Street Campus we are here in front of the commission on, and the Elowin Ct. Campus that is just around the corner from the Kelsey campus. During the last six months as ACI has worked with staff both from the Code Enforcement and Planning Departments (as well as working on plans and estimates from contractors) other factors besides the issues on Kelsey have come about. Self Help Homes (the landlord for Elowin campus) has decided to not renew our lease as well as reject our offer to purchase the property on Elowin. This is not because ACI has done anything wrong or upsetting to Self Help Homes but because Self Help Homes is growing and needs the space on Elowin to accommodate growth. Overall the growth of Self Help Homes is wonderful for Visalia. During this time ACI was also negotiating with the landlord on Kelsey to do the improvements needed (as presented to the Planning Commission) or for ACI to purchase the property and do the improvements as outlined. The improvements needed on the Kelsey Street property are quite extensive and expensive. Finding a new location for the



Elowin Ct. campus in Visalia was an impossible task in locating an existing building (a building that is vacant, has the power supply needed to operate a welding school, adequate parking for students, and zoned correctly). After the Planning Commission meeting on January 13<sup>th</sup> ACI also met with our neighbor Don Celillo along with his son Mario, and we presented our new overall plan to the both of them and we would like to outline them here for you also.

Advanced Career is in the process of building a new facility capable of accommodating both the campuses in one location as well as allow for future growth needs. The property is in the community of Goshen not far from our present campuses. This move needs to be approved by several different agencies, THE BUREAU FOR PRIVATE POSTSECONDARY EDUCATION (state of California), THE COUNCIL ON OCCUPATIONAL EDUCATION (ACI's accrediting body), and the DEPARTMENT OF EDUCATION (federal agency) as you know government agencies each have their own processes and time lines. ACI is seeking approval of each agency and meeting the time lines needed to make that happen and sees no reason that approval will not happen. As for the Kelsey St. campus we propose the following for the next twelve months while this process of application and construction proceed.

- ❖ Operations will continue as outlined in the Operational Statement above.
- ❖ There will be no vehicle movement on unpaved areas.
- ❖ Hours of Operations will remain the same-Monday through Friday from 7am to 9pm with limited training on Saturdays from time to time.
- ❖ ACI will maintain one classroom for instruction as well as a pre-trip area for students. No skills that involve the movement of trucks will take place on campus.
- ❖ No 48' or 53' trailers will be used
- ❖ A maximum of three trucks will be stored on paved areas overnight and no 48' or 53' trailer will enter property
- ❖ A maximum of three tractors and trailers will be used to do pre-trip (walk around) on the Kelsey campus and will not be moved although they will run periodically so students may as part of the pre-trip do brake checks. The three trucks used to train students on pre-trip and air brakes will be choked (to prohibit movement).
- ❖ The office staff of six will remain and no additional office personal will be added.
- ❖ ACI will move to the new facility in Goshen within twelve months.
- ❖ ACI will meet with Don Celillo from time to time to insure any issues will be handled as soon as possible
- ❖ ACI will keep the City of Visalia Planning Department informed of the timelines and progress of the new facility.

We are here to answer any questions you might have.



# REPORT TO CITY OF VISALIA PLANNING COMMISSION

**HEARING DATE:** January 13, 2020

**PROJECT PLANNER:** Brandon Smith, Senior Planner  
Phone No.: (559) 713-4636  
E-mail: [brandon.smith@visalia.city](mailto:brandon.smith@visalia.city)

**SUBJECT: Conditional Use Permit No. 2019-45:** A request by Advanced Career Institute to allow improvements to an existing developed one-acre parcel to facilitate the use of a trade school in the 'I' (Industrial) zone. The project site is located at 1728 N. Kelsey Street, on the east side of Kelsey Street 175 feet north of Elowin Court. (APN: 077-150-022)

## STAFF RECOMMENDATION

Staff recommends approval of Conditional Use Permit No. 2019-45, as conditioned, based upon the findings in Resolution No. 2019-81. Staff's recommendation is based on the conclusion that the request is consistent with the intent of the Industrial Zone, Zoning Ordinance and the Land Use Element of the Visalia General Plan.

## RECOMMENDED MOTION

I move to approve Conditional Use Permit No. 2019-45, based on the findings and conditions in Resolution No. 2019-81.

## PROJECT DESCRIPTION

The applicant, Advanced Career Institute, is requesting a Conditional Use Permit (CUP) to legalize an existing trade / vocational school site – specifically for truck, bus, and commercial vehicle driving – at 1728 N. Kelsey Street within the Visalia Industrial Park in the 'I' zone.

The project site pertains to a 0.99-acre site containing existing 1,160 and 780 square foot buildings (see Exhibit "A"). Over half of the site is utilized for a truck maneuvering and parking yard that is currently unpaved but is proposed to be paved with asphalt as part of the request (see Exhibit "A"). The CUP request consists of various site improvements that will bring the site toward compliance with current building, engineering, and accessibility requirements. There are no new or additions to existing structures nor is there any expansion of existing ongoing operations as part of this CUP request.



Based on the operation statement attached as Exhibit “B”, the vocational school operates two different classroom tracts each day five days a week for two week sessions between the hours of 7:00 a.m. and 9:00 p.m. The school will include instruction in a formal classroom setting inside the “north building” and in the outdoor “skills yard” (i.e. parking and yard area), both identified on the site plan submitted as Exhibit “A”. Other portions of the “north building” and the entire “south building” are used for office staff including admissions advisors and financial services. The vocational school may accommodate up to twenty students, eight administrative staff, six instructional staff, and visitors / deliveries.

The operation’s unpaved “skills yard” currently does not facilitate any student training involving truck movements; however truck maneuvering is anticipated after the yard is paved. Currently, all student truck maneuvering skills are practiced at the Tulare campus. The trucks located at the Visalia campus, as shown on the attached site plan and aerial photo, are utilized to taxi students between the Visalia and Tulare campuses but are parked overnight at the subject site.

The truck driving school has been operating at this site since 1993 according to the applicant’s operation statement. A code enforcement complaint was received regarding the operation in 2019, which resulted in the City finding that the use had not acquired a conditional use permit and had been operating out of compliance with zoning code. If the CUP is approved, the proposed site improvements will need to be completed within six months in order for the use to continue operating at this location.

**BACKGROUND INFORMATION**

General Plan Land Use Designation	Industrial
Zoning	I (Industrial)
Surrounding Zoning and Land Use	North: I / Contractor Storage Yard South: I / Don Celillo Electric Co., Inc. Offices East: I / Frito Lay Distribution Center and Offices West: I / Kelsey Street, Distribution Center
Environmental Review	Categorical Exemption No. 2019-84
Site Plan	2019-134

**RELATED PLANS & POLICIES**

See separate Municipal Ordinance chapter pertaining to Conditional Use Permits.

**RELATED PROJECTS**

On March 23, 2015, the Planning Commission approved **Conditional Use Permit No. 2019-45**, a request by Self Help Enterprises and Advanced Career Institute to allow a welding vocational school and offices to locate within an existing 5,139 square foot building in the I-H (Heavy Industrial) zone, at 8425 W. Elowin Court. This property is 250 feet south of the subject site. The Planning Commission also recommended approval of **Zoning Ordinance Text Amendment No. 2015-03**, a request by Self Help Enterprises and Advanced Career Institute to amend Title 17, Section 17.18.050 of the Visalia Municipal Code (Allowed Uses) to allow vocational (welding) schools as a conditionally allowed use in the I-H (Heavy Industrial) zone district.

On December 14, 1998, the Planning Commission approved **Conditional Use Permit No. 98-32**, a request by the Advanced Truck Driving School (Barry Bither, agent) to allow an advanced truck driving school, located on the 7500 block (north side) of Sunnyview Avenue.

## **PROJECT EVALUATION**

Staff concludes that the proposed Conditional Use Permit is consistent with the purposes and intent of the Industrial Zone, Zoning Ordinance and Land Use Element of the Visalia General Plan.

### **Evaluation of Vocational School / Land Use Compatibility**

Trucking is a form of heavy machinery and equipment service that is an allowed use in the Industrial zone. Several types of uses affiliated with trucking, warehousing, and fulfillment centers are allowed uses in the zone. The vocational school for commercial vehicle driving would therefore be compatible with other uses in the I zone and would be compatible with the purpose and intent of the I zone, which is "to provide an area for uses that are characterized by the manufacturing, processing or assembling of semi-finished or finished products from raw materials. Uses that may restrict the operation of the above due to sensitivity to noise, truck traffic, etc., are not provided in this district." (ref. VMC Section 17.22.010(B)(2))

The truck driving school's site plan and operation statement demonstrate that the operations will occur indoors within the confines of the existing building on the site, and that a limited amount of hands-on and immobile vehicle instruction will occur outdoors. There will be truck trips to and from the site that are similar in nature, and amount to those associated with surrounding warehouses and distribution centers. As such, the use is compatible with surrounding land uses, properties, and improvements in the vicinity. Land uses currently surrounding the property are large-scale distribution centers and contractor shops and yards.

Advanced Career Institute also has an existing welding school located at 8425 W. Elwin Court, about 500 feet southeast of the project site. According to their website, Advanced Career Institute provides instruction programs for welding and driving of commercial trucks and buses. Programs are distributed between four existing campuses located between Bakersfield and Merced. Allowing the applicant to authorize and continue their vocational training at their existing Visalia campus in the I zone will support several land use policies contained in the City's General Plan Land Use Element that promote capturing businesses that provide opportunities for skill training (LU-P-1, PSCU-P-39) and local workforce training (LU-P-11).

### **Parking**

The site currently contains a 10-stall parking lot between the north and south buildings and a large unimproved yard where trucks are stored overnight. The unimproved surface will be paved and striped to meet current City standards, which will also increase the total on-site parking count. Upon completion of improvements, there will be approximately 35 paved parking spaces including two handicap parking spaces dedicated to the on-site use.

The site improvement work will need to be completed within six months of CUP approval in order for operation to continue uninterrupted. The accelerated six-month timeline is due to the open code enforcement case associated with the use. Staff is therefore recommending Condition of approval No. 2, which requires site improvements to be completed within six months in order for the operation to continue uninterrupted.

The 35 on-site parking stalls meet the parking requirement as identified in Section 17.34.020 of the Zoning Ordinance. The parking requirement for the vocational school is 11 stalls based on one classroom and one instructor, with only one class in session at any given time according to

the operation statement. The operation statement further states that there will be eight persons working in the corporate office, which would not impact the available parking.

### **Environmental Review**

The requested action is considered Categorical Exempt under Sections 15301 of the Guidelines for the Implementation of the California Environmental Quality Act (CEQA). This category exempts the operation and minor alteration of existing facilities (Categorical Exemption No. 2019-84).

## **RECOMMENDED FINDINGS**

1. That the proposed conditional use permit is consistent with the policies and intent of the General Plan and Zoning Ordinance.
2. That the proposed conditional use permit would be compatible with adjacent land uses.
3. That the proposed location of the Conditional Use Permit and the conditions under which it would be built or maintained will not be detrimental to the public health, safety, or welfare nor materially injurious to properties or improvements in the vicinity.
4. The requested action is considered Categorical Exempt under Sections 15301 of the Guidelines for the Implementation of the California Environmental Quality Act (CEQA). This category exempts the operation and minor alteration of existing facilities (Categorical Exemption No. 2019-84).

## **RECOMMENDED CONDITIONS OF APPROVAL**

1. That the Conditional Use Permit shall be developed consistent with the comments and conditions of Site Plan Review No. 2019-134, incorporated herein by reference.
2. That the site be developed in substantial compliance with the site plan shown in Exhibit "A". Upon approval of the Conditional Use Permit, all site improvements shall be completed within six months in order for the vocational school operation to continue uninterrupted. If site improvements are not completed within six months, the operation shall be suspended until the use comes into compliance.
3. That the site shall substantially comply with the Operational Statement as stated in Exhibit "B".
4. That the easterly parking lot and yard shall be paved with asphalt as illustrated in Exhibit "A", and that no student training involving the movement of vehicles shall occur on the site until the yard is paved in accordance with City standards. Trucks may continue to park on and taxi to and from the site in accordance as stated in the Operational Statement.
5. That any additional concurrent class sessions held at the facility shall be further evaluated by the City to determine compliance with the use's Operation Statement (Exhibit "B") and available on-site parking.
6. The applicant and all successors in interest shall comply with all applicable federal, state and city codes and ordinances.

## APPEAL INFORMATION

According to the City of Visalia Zoning Ordinance Section 17.02.145, an appeal to the City Council may be submitted within ten days following the date of a decision by the Planning Commission. An appeal with applicable fees shall be in writing and shall be filed with the City Clerk at 220 N. Santa Fe Street. 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.

### Attachments:

- Related Plans and Policies
- Resolution No. 2019-81 for Conditional Use Permit No. 2019-45
- Exhibit "A" – Site Plan
- Exhibit "B" – Operational Statement
- Site Plan Review Comments No. 2019-134
- General Plan Land Use Map
- Zoning Map
- Aerial Map
- Location Map

## Related Plans & Policies

**General Plan and Zoning:** The following General Plan and Zoning Ordinance policies apply to the proposed project:

### General Plan Policy

**LU-P-1** Work to capture emerging market sectors and technologies to enhance Visalia's economic base, through incentives and other business attraction strategies described in this Element. Focus on businesses that:

- Possess a high growth potential, such as agricultural processing, healthcare, recycling industries, technology, light manufacturing, warehousing and distribution and other businesses that benefit from a Central Valley location;
- Provide opportunities for skill training;
- Create higher-paying and/or higher quality jobs for Visalia residents;
- Complement or expand existing goods and services in Visalia;
- Have a minimal negative impact on the environment; and
- Require minimal public investment.

**LU-P-11** Continue to coordinate planning, economic development, local workforce training, tourism, and other activities of regional significance with the Chamber of Commerce, Tulare County and other cities and organizations to foster the economic health of the area.

**PSCU-P-39** Promote the location and development of vocational and trade schools and alternative and continuing education programs such as Visalia Charter Independent Study.

### Zoning Ordinance

#### Chapter 17.38: Conditional Use Permits

##### 17.38.010 Purposes and powers.

In certain zones conditional uses are permitted subject to the granting of a conditional use permit. Because of their unusual characteristics, conditional uses require special consideration so that they may be located properly with respect to the objectives of the zoning ordinance and with respect to their effects on surrounding properties. In order to achieve these purposes and thus give the zone use regulations the flexibility necessary to achieve the objectives of this title, the planning commission is empowered to grant or deny applications for conditional use permits and to impose reasonable conditions upon the granting of such permits. (Prior code § 7525)

##### 17.38.020 Application procedures.

- A. Application for a conditional use permit shall be made to the planning commission on a form prescribed by the commission which shall include the following data:
  1. Name and address of the applicant;
  2. Statement that the applicant is the owner of the property or is the authorized agent of the owner;
  3. Address and legal description of the property;
  4. The application shall be accompanied by such sketches or drawings as may be necessary by the planning division to clearly show the applicant's proposal;
  5. The purposes of the conditional use permit and the general description of the use proposed;
  6. Additional information as required by the historic preservation advisory committee.
- B. The application shall be accompanied by a fee set by resolution of the city council sufficient to cover the cost of handling the application. (Prior code § 7526)

#### **17.38.030 Lapse of conditional use permit.**

A conditional use permit shall lapse and shall become void twenty-four (24) months after the date on which it became effective, unless the conditions of the permit allowed a shorter or greater time limit, or unless prior to the expiration of twenty-four (24) months a building permit is issued by the city and construction is commenced and diligently pursued toward completion on the site which was the subject of the permit. A permit may be renewed for an additional period of one year; provided, that prior to the expiration of twenty-four (24) months from the date the permit originally became effective, an application for renewal is filed with the planning commission. The commission may grant or deny an application for renewal of a conditional use permit. In the case of a planned residential development, the recording of a final map and improvements thereto shall be deemed the same as a building permit in relation to this section. (Ord. 2001-13 § 4 (part), 2001: prior code § 7527)

#### **17.38.040 Revocation.**

Upon violation of any applicable provision of this title, or, if granted subject to a condition or conditions, upon failure to comply with the condition or conditions, a conditional use permit shall be suspended automatically. The planning commission shall hold a public hearing within sixty (60) days, in accordance with the procedure prescribed in Section 17.38.080, and if not satisfied that the regulation, general provision or condition is being complied with, may revoke the permit or take such action as may be necessary to insure compliance with the regulation, general provision or condition. Appeals of the decision of the planning commission may be made to the city council as provided in Section 17.38.120. (Prior code § 7528)

#### **17.38.050 New application.**

Following the denial of a conditional use permit application or the revocation of a conditional use permit, no application for a conditional use permit for the same or substantially the same conditional use on the same or substantially the same site shall be filed within one year from the date of denial or revocation of the permit unless such denial was a denial without prejudice by the planning commission or city council. (Prior code § 7530)

#### **17.38.060 Conditional use permit to run with the land.**

A conditional use permit granted pursuant to the provisions of this chapter shall run with the land and shall continue to be valid upon a change of ownership of the site or structure which was the subject of the permit application subject to the provisions of Section 17.38.065. (Prior code § 7531)

#### **17.38.065 Abandonment of conditional use permit.**

If the use for which a conditional use permit was approved is discontinued for a period of one hundred eighty (180) days, the use shall be considered abandoned and any future use of the site as a conditional use will require the approval of a new conditional use permit.

#### **17.38.070 Temporary uses or structures.**

#### **17.38.080 Public hearing--Notice.**

- A. The planning commission shall hold at least one public hearing on each application for a conditional use permit.
- B. Notice of the public hearing shall be given not less than ten days nor more than thirty (30) days prior to the date of the hearing by mailing a notice of the time and place of the hearing to property owners within three hundred (300) feet of the boundaries of the area occupied or to be occupied by the use which is the subject of the hearing, and by publication in a newspaper of general circulation within the city. (Prior code § 7533)

#### **17.38.090 Investigation and report.**

The planning staff shall make an investigation of the application and shall prepare a report thereon which shall be submitted to the planning commission. (Prior code § 7534)



**17.38.100 Public hearing--Procedure.**

At the public hearing the planning commission shall review the application and the statement and drawing submitted therewith and shall receive pertinent evidence concerning the proposed use and the proposed conditions under which it would be operated or maintained, particularly with respect to the findings prescribed in Section 17.38.110. The planning commission may continue a public hearing from time to time as it deems necessary. (Prior code § 7535)

**17.38.110 Action by planning commission.**

- A. The planning commission may grant an application for a conditional use permit as requested or in modified form, if, on the basis of the application and the evidence submitted, the commission makes the following findings:
  - 1. That the proposed location of the conditional use is in accordance with the objectives of the zoning ordinance and the purposes of the zone in which the site is located;
  - 2. That the proposed location of the conditional use and the conditions under which it would be operated or maintained will not be detrimental to the public health, safety or welfare, or materially injurious to properties or improvements in the vicinity.
- B. A conditional use permit may be revocable, may be granted for a limited time period, or may be granted subject to such conditions as the commission may prescribe. The commission may grant conditional approval for a permit subject to the effective date of a change of zone or other ordinance amendment.
- C. The commission may deny an application for a conditional use permit. (Prior code § 7536)

**17.38.120 Appeal to city council.**

The decision of the City planning commission on a conditional use permit shall be subject to the appeal provisions of Section 17.02.145. (Prior code § 7537) (Ord. 2006-18 § 6, 2007)

**17.38.130 Effective date of conditional use permit.**

A conditional use permit shall become effective immediately when granted or affirmed by the council, or upon the sixth working day following the granting of the conditional use permit by the planning commission if no appeal has been filed. (Prior code § 7539)

RESOLUTION NO. 2019-81

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF VISALIA APPROVING CONDITIONAL USE PERMIT NO. 2019-45, A REQUEST BY ADVANCED CAREER INSTITUTE TO ALLOW IMPROVEMENTS TO AN EXISTING DEVELOPED ONE-ACRE PARCEL TO FACILITATE THE USE OF A TRADE SCHOOL IN THE 'I' (INDUSTRIAL) ZONING DESIGNATION. THE PROJECT SITE IS LOCATED AT 1728 N. KELSEY STREET, ON THE EAST SIDE OF KELSEY STREET 175 FEET NORTH OF ELOWIN COURT. (APN: 077-150-022)

**WHEREAS**, Conditional Use Permit No. 2019-45 is a request by Advanced Career Institute to allow improvements to an existing developed one-acre parcel to facilitate the use of a trade school in the 'I' (Industrial) zoning designation. The project site is located at 1728 N. Kelsey Street, on the east side of Kelsey Street 175 feet north of Elowin Court. (APN: 077-150-022); and

**WHEREAS**, the Planning Commission of the City of Visalia, after duly published notice did hold a public hearing before said Commission on January 13, 2020; and

**WHEREAS**, the Planning Commission of the City of Visalia finds Conditional Use Permit No. 2019-45, as conditioned by staff, to be in accordance with Section 17.38.110 of the Zoning Ordinance of the City of Visalia based on the evidence contained in the staff report and testimony presented at the public hearing; and

**WHEREAS**, the project is considered Categorically Exempt under Section 15301 of the Guidelines for the Implementation of the California Environmental Quality Act (CEQA) (Categorical Exemption No. 2019-84).

**NOW, THEREFORE, BE IT RESOLVED** that the Planning Commission of the City of Visalia makes the following specific findings based on the evidence presented:

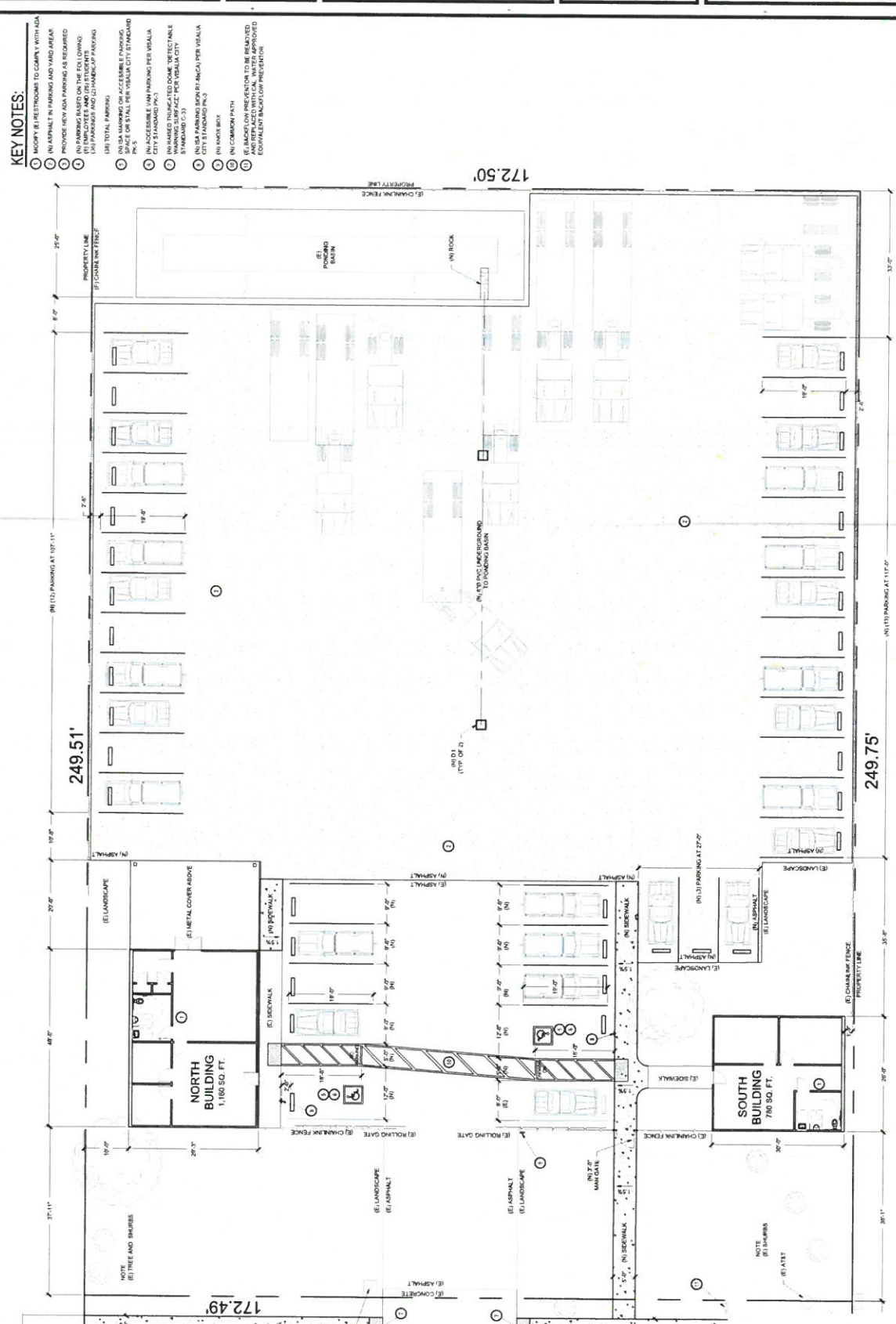
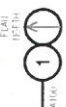
1. That the proposed conditional use permit is consistent with the policies and intent of the General Plan and Zoning Ordinance.
2. That the proposed conditional use permit would be compatible with adjacent land uses.
3. That the proposed location of the Conditional Use Permit and the conditions under which it would be built or maintained will not be detrimental to the public health, safety, or welfare nor materially injurious to properties or improvements in the vicinity.
4. The requested action is considered Categorically Exempt under Sections 15301 of the Guidelines for the Implementation of the California Environmental Quality Act (CEQA). This category exempts the operation and minor alteration of existing facilities (Categorical Exemption No. 2019-84).

**BE IT FURTHER RESOLVED** that the Planning Commission hereby approves the Conditional Use Permit on the real property hereinabove described in accordance with the terms of this resolution under the provisions of Section 17.38.110 of the Ordinance Code of the City of Visalia, subject to the following conditions:

1. That the Conditional Use Permit shall be developed consistent with the comments and conditions of Site Plan Review No. 2019-134, incorporated herein by reference.
2. That the site be developed in substantial compliance with the site plan shown in Exhibit "A". Upon approval of the Conditional Use Permit, all site improvements shall be completed within six months in order for the vocational school operation to continue uninterrupted. If site improvements are not completed within six months, the operation shall be suspended until the use comes into compliance.
3. That the site shall substantially comply with the Operational Statement as stated in Exhibit "B".
4. That the easterly parking lot and yard shall be paved with asphalt as illustrated in Exhibit "A", and that no student training involving the movement of vehicles shall occur on the site until the yard is paved in accordance with City standards. Trucks may continue to park on and taxi to and from the site in accordance as stated in the Operational Statement.
5. That any additional concurrent class sessions held at the facility shall be further evaluated by the City to determine compliance with the use's Operation Statement (Exhibit "B") and available on-site parking.
6. The applicant and all successors in interest shall comply with all applicable federal, state and city codes and ordinances.

# Exhibit "A"

A.P.N. 077-15-022 PARCEL MAP 21-46



## KEY NOTES:

1. MOORE & BRETHERTON TO COMPLY WITH ADA
2. (N) ASPHALT IN PARKING AND YARD AREAS
3. PROVIDE NEW ADA PARKING AS REQUIRED
4. (N) PARKING SPACES ON THE EXISTING DRIVEWAY
5. (N) PARKING AND (L) LANDSCAPE PARKING
6. (N) TOTAL PARKING
7. (N) ADA MARKING ON ACCESSIBLE PARKING SPACES OR STALL PER VISUAL CITY STANDARD
8. (N) ACCESSIBLE (N) PARKING PER VISUAL CITY STANDARD (N)3
9. (N) MARKED TRUNCATED CONE REFLECTABLE STUD MARKERS PER VISUAL CITY STANDARD (N)3
10. (N) ADA PARKING SIGN PER VISUAL CITY STANDARD (N)3
11. (N) MANHOLE BOX
12. (N) COMMON PATH
13. (E) BACKFLOW PREVENTION TO BE INSTALLED AND REPLACED WITH CALIF. WATER APPROVED EQUIPMENT EACH COMPONENT



REV.	DATE	DESCRIPTION

**SITE PLAN**  
PROJECT: ADVANCED CAREER INSTITUTE  
EXISTING LOCATION  
1728 N. KELSEY ST.  
VISALIA, CA 93291  
SHEET NO. 1 OF 1

**A100**  
PROJECT NO.:  
DRAWN BY:  
CHECKED BY:  
DATE: 11-28-2015  
SHEET: 1 OF 1

**PROPRIETARY:**  
THIS DRAWING CONTAINS CONFIDENTIAL INFORMATION. REPRODUCTION OR DISCLOSURE TO ANY OTHER PARTY WITHOUT THE WRITTEN AUTHORIZATION OF AMERICAN INCORPORATED IS STRICTLY PROHIBITED.

## Operational Statement

### *Organizational Background*

In 1975, K-B Bither Trucking began as a partnership between two brothers, Barry and Kevin Bither. That same year the new company landed a contract with the U.S. Postal Service delivering mail between the distribution centers in Los Angeles, Bakersfield, and San Bernardino and San Diego areas. K-B Bither Trucking started out as owner operators, and then quickly grew to twenty trucks and over forty drivers. The relatively new company soon ran into a shortage of qualified drivers, and started training people to become drivers. It wasn't long before other companies turned to K-B and asked them to train drivers for their fleets too. The trucking company was only running routes at night so this left the trucks free for training students during the day. 1985 saw the birth of Advanced School of Driving in Fontana, California, a new company with Barry, Kevin, and the younger brother Glenn as partners. The new company grew at a rapid pace right along with the trucking company.

The high desert area of southern California was increasingly becoming congested. Barry along with his wife wanted to find a less congested, cleaner, quieter community to raise their two boys in, which ultimately drew them to the City of Visalia. In October of 1993, Advanced Truck Driving School, Advanced Transportation, and Advanced Car Driving School opened in the present location at 1728 N. Kelsey Street in Visalia. Advanced Career Institute (ACI) has enjoyed its continuous operation at the Kelsey location for over 26 years. In 2004 the family changed the name to Advanced Career Institute, to accommodate a new direction for the thriving company.

In 2011, ACI received its accreditation from the Council on Occupational Education and the Department of Education. In 2015, ACI filed for a Zone Amendment and a Conditional Use Permit for the welding program at the proximate 8425 W. Elwin location also in Visalia. That same year, the company closed the Car Driving program and Advanced Transportation ceased operations, which previously employed approximately fifteen employees (full and part time). Once the CUP was finalized, ACI officially opened their welding program in January 2016. The company has a history of employing administrative personnel while successfully providing vocational training, certification and job placement to hundreds of students, many of which continue to maintain their primary residence in Visalia.

It was not until the city notified ACI of a neighbor's complaint in a letter dated July 9, 2019 that the Company became aware that the operations at the Kelsey location were considered a non-conforming use under the existing land use permitted and approved land use. It is understood that in order to continue operations ACI is required to submit a plan to Visalia's Site Plan Review Committee as the initial step toward filing for and receiving the necessary CUP.

### *Operational Specifics at 1728 N. Kelsey*

- *Nature of the operation/project – Please describe in detail.*

Each weekday, there are approximately seven to eight visits per day with prospective students interested in enrolling in the program. These applicant visits are typically spaced out throughout the work day and consist of each student meeting with one of the two admissions advisors. Realistically, no more than two potential students' applicants will visit the property at any point in time. Following the campus tour the student applicant leaves campus.

ACI has two different classroom tracts, one in the morning and one in the evening, both classes starting on a Monday. The morning classes start at 7am and end at 3:30pm, and the evening class starts at 4:30pm and end at 8:30pm. The morning classes typically have 10 to 12 in attendance and the evening classes 5 to 6 in attendance. Classes are held in the building on the north side of the property. Classroom instruction is for one and a half weeks and students ending the first two weeks of instruction taking written tests at Department of Motor Vehicles. Typically there are two instructors on campus at any given time, one being in the classroom and one in the "skills yard" with students. In the skills yard there are three immobile tractors with trailers. The three truck combination vehicles are used for pre-trip and air brake classes with wheels chocked not permitting the students to move them. After students train on these trucks they transfer to our campus in Tulare. Three to four trucks used during the day at the Tulare campus are parked at the Kelsey property overnight on the asphalt pavement where automobiles are parked during the day. These trucks are used to teach driving skills and operational movements to students off site. The trucks leave first thing in the morning, taxiing students that need to go from Visalia to Tulare and returning several times throughout the day both picking up and dropping off students. At no time will there be maneuvering or parking of trucks and trailers on unpaved surfaces at the Kelsey property.

We propose to change this operational statement slightly by adding truck movements in the skills yard after asphalt paving is completed. This will allow for students to practice skills on site. Student numbers will increase to approximately 20 on site at any given time. In addition in and out traffic of trucks will increase to approximately 8 trips per day. Trucks will exit southbound on Kelsey and proceed to Goshen Avenue and trucks will enter from both southbound and northbound directions. Trucks will enter campus and turn around in skills yard. There will be no truck movement on site until asphalt paving is completed.

Office staff is located in the south building and is comprised of four persons: a receptionist, a registrar and two admissions advisors. The building to the north also houses a Financial Services person as well as a placement officer. Supervision for all staff is done by visitation from both the campus director and the director of operations.

Minor repairs, maintenance and fueling of the onsite immobile training trucks are done on-site but performed by outside vendors. We propose to fuel both immobile and mobile trucks on site by the outside vendors..

Students do their final testing at the Commercial Testing Center in Fresno, and after successful completion return to the Kelsey campus to do final paper work.



- *What products will be produced or sold by the operation?*

There are no products produced or sold at the site. ACI provides the professional services of vocational training and certification at this location.

- *What is the existing use of the site?*

ACI has been, is currently and is proposing to continue utilizing the property as described above. ACI cut back operations at the K

- *List the hours and days of operation during a typical work week*

Classes begin every other week throughout the year on a Monday morning, prior to a “class start”; students attend an orientation for the truck driving program. Orientation is hosted at the Kelsey property every other Friday at 2:30PM, with an average of ten students in attendance. Orientation lasts approximately an hour and a half. Subsequently, students will begin classes the following Monday, with class start times being staggered throughout the day. The first class period begins at 7:00AM and ends at 3:30PM, with approximately eight to ten students in attendance and participating during this time slot. The second class period begins at 4:30PM and ends at 9:00PM, with approximately four to six students in attendance during this time slot. Generally, students within the program are in the classroom for 2 weeks during the day classes and for 4 weeks in the evening classes. After classroom instruction is completed students move out to the “yard” area to learn pre-trip and air brakes with no truck movement.

Truck maneuvering skills are now performed off-site at another campus so students will leave to complete that skill training at a different campus. Students doing public road driving are picked up at the Kelsey campus four at a time and returned to campus in one to two hours. As mentioned above this will change slightly once asphalt paving is completed.

The majority of students attend a four week 160 hour program (eight hours per day for four weeks) or an eight week 160 hour program (four hours per day for sixteen weeks).

- *If Seasonal, list the months of operation*

ACI’s programs are not seasonal in nature and are ongoing throughout the year.

- *Anticipated number of clients/customers at one given time*

At any given time there may be a maximum of approximately:

- two prospective student applicants receiving a campus tour
- twenty students receiving classroom and yard instruction

- *Number of employees and future employees*

- eight admin staff
- six instructional positions

- *Will any of the employees live on the site?*

No.

- *Number and type of service or delivery vehicles*

Office supplies are delivered by van (UPS type) as needed approximately once weekly and fuel is delivered and placed in immobile trucks on-site by a supplier weekly during off hours (usually Sunday night after 10pm). Bottled drinking water is provided by a service and delivery is weekly.

- *What equipment is used?*

The primary equipment consists of commercial trucks and trailers.

- *Will hazardous materials or waste be produced as part of this business? If yes, please explain.*

No. All significant maintenance of trucks is performed off-site for the most part so there is no hazardous waste to be considered.

- *Please include any other information that will provide a clear understanding of your business and its operation.*

ACI welcomes any additional questions.





#1

MEETING DATE: October 30, 2019  
SITE PLAN NO. 19-134 Resubmittal #2  
PARCEL MAP NO.  
SUBDIVISION:  
LOT LINE ADJUSTMENT NO.

Enclosed for your review are the comments and decisions of the Site Plan Review committee. Please review all comments since they may impact your project.

- RESUBMIT** Major changes to your plans are required. Prior to accepting construction drawings for building permit, your project must return to the Site Plan Review Committee for review of the revised plans.
- During site plan design/policy concerns were identified, schedule a meeting with
- Planning  Engineering prior to resubmittal plans for Site Plan Review.
- Solid Waste  Parks and Recreation  Fire Dept.

**REVISE AND PROCEED** (see below)

- A revised plan addressing the Committee comments and revisions must be submitted for Off-Agenda Review and approval prior to submitting for building permits or discretionary actions.
- Submit plans for a building permit between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday.
- Your plans must be reviewed by:
- CITY COUNCIL  REDEVELOPMENT
- PLANNING COMMISSION  PARK/RECREATION
- Conditional Use Permit
- HISTORIC PRESERVATION  OTHER: \_\_\_\_\_

**ADDITIONAL COMMENTS :**

If you have any questions or comments, please call (559) 713-4444.

*Site Plan Review Committee*



RECYCLED PAPER

**BUILDING/DEVELOPMENT PLAN  
REQUIREMENTS  
ENGINEERING DIVISION**

<input checked="" type="checkbox"/>	Adrian Rubalcaba	713-4271
<input type="checkbox"/>	Diego Corvera	713-4209
<input type="checkbox"/>	Lupe Garcia	713-4197

ITEM NO: <u>1</u>	DATE: <u>OCTOBER 30, 2019</u>
SITE PLAN NO.:	19-134 2 <sup>nd</sup> RESUBMITTAL
PROJECT TITLE:	ADVANCED CAREER INSTITUTE
DESCRIPTION:	IMPROVEMENT TO BRING EXISTING USE INTO COMPLIANCE
APPLICANT:	ADVANCED CAREER INSTITUTE
PROP OWNER:	CHAVEZ REVOCABLE LIVING TRUST - ERMEIO CHAVEZ TRUSTEE
LOCATION:	1728 KELSEY ST
APN:	077-150-022

**SITE PLAN REVIEW COMMENTS**

- REQUIREMENTS (indicated by checked boxes)
- Install curb return with ramp, with \_\_\_\_\_ radius;
- Install curb;  gutter
- Drive approach size:  Use radius return;
- Sidewalk: **5'** width;  parkway width at **KELSEY FRONTAGE, MATCH EXISTING**
- Repair and/or replace any sidewalk across the public street frontage(s) of the subject site that has become uneven, cracked or damaged and may constitute a tripping hazard.
- Replace any curb and gutter across the public street frontage(s) of the subject site that has become uneven and has created areas where water can stand.
- Right-of-way dedication required. A title report is required for verification of ownership.
- Deed required prior to issuing building permit;
- City Encroachment Permit Required. **FOR ANY WORK REQUIRED IN THE PUBLIC RIGHT-OF-WAY**  
Insurance certificate with general & auto liability (\$1 million each) and workers compensation (\$1 million), valid business license, and appropriate contractor's license must be on file with the City, and valid Underground Service Alert # provided prior to issuing the permit. Contact Encroachment Tech. at 713-4414.
- CalTrans Encroachment Permit required.  CalTrans comments required prior to issuing building permit. Contacts: David Deel (Planning) 488-4088;
- Landscape & Lighting District/Home Owners Association required prior to approval of Final Map. Landscape & Lighting District will maintain common area landscaping, street lights, street trees and local streets as applicable. Submit completed Landscape and Lighting District application and filing fee a min. of 75 days before approval of Final Map.
- Landscape & irrigation improvement plans to be submitted for each phase. Landscape plans will need to comply with the City's street tree ordinance. The locations of street trees near intersections will need to comply with Plate SD-1 of the City improvement standards. A street tree and landscape master plan for all phases of the subdivision will need to be submitted with the initial phase to assist City staff in the formation of the landscape and lighting assessment district.
- Grading & Drainage plan required. If the project is phased, then a master plan is required for the entire project area that shall include pipe network sizing and grades and street grades.  Prepared by registered civil engineer or project architect.  All elevations shall be based on the City's benchmark network. Storm run-off from the project shall be handled as follows: a)  directed to the City's existing storm drainage system; b)  directed to a permanent on-site basin; or c)  directed to a temporary on-site basin is required until a connection with adequate capacity is available to the City's storm drainage system. On-site basin: \_\_\_\_\_ : \_\_\_\_\_ maximum side slopes, perimeter fencing required, provide access ramp to bottom for maintenance.
- Grading permit is required for clearing and earthwork performed prior to issuance of the building permit.
- Show finish elevations. (Minimum slopes: A.C. pavement = 1%, Concrete pavement = 0.25%. Curb & Gutter = 0.20%, V-gutter = 0.25%)
- Show adjacent property grade elevations. A retaining wall will be required for grade differences greater than 0.5 feet at the property line.
- All public streets within the project limits and across the project frontage shall be improved to their full width, subject to available right of way, in accordance with City policies, standards and specifications.
- Traffic indexes per city standards:

- Install street striping as required by the City Engineer.
- Install landscape curbing (typical at parking lot planters).
- Minimum paving section for parking: 2" asphalt concrete paving over 4" Class 2 Agg. Base, or 4" concrete pavement over 2" sand.
- Design Paving section to traffic index of 5.0 min. for solid waste truck travel path.
- Provide "R" value tests:                    each at
- Written comments required from ditch company                    Contacts: James Silva 747-1177 for Modoc, Persian, Watson, Oakes, Flemming, Evans Ditch and Peoples Ditch; Jerry Hill 686-3425 for Tulare Irrigation Canal, Packwood and Cameron Creeks; Bruce George 747-5601 for Mill Creek and St. John's River.
- Access required on ditch bank, 15' minimum    Provide                    wide riparian dedication from top of bank.
- Show Valley Oak trees with drip lines and adjacent grade elevations.    Protect Valley Oak trees during construction in accordance with City requirements.
- A permit is required to remove Valley Oak trees. Contact Public Works Admin at 713-4428 for a Valley Oak tree evaluation or permit to remove.    A pre-construction conference is required.
- Relocate existing utility poles and/or facilities.
- Underground all existing overhead utilities within the project limits. Existing overhead electrical lines over 50kV shall be exempt from undergrounding.
- Subject to existing Reimbursement Agreement to reimburse prior developer:
- Fugitive dust will be controlled in accordance with the applicable rules of San Joaquin Valley Air District's Regulation VIII. Copies of any required permits will be provided to the City.
- If the project requires discretionary approval from the City, it may be subject to the San Joaquin Valley Air District's Rule 9510 Indirect Source Review per the rule's applicability criteria. A copy of the approved AIA application will be provided to the City.
- If the project meets the one acre of disturbance criteria of the State's Storm Water Program, then coverage under General Permit Order 2009-0009-DWQ is required and a Storm Water Pollution Prevention Plan (SWPPP) is needed. A copy of the approved permit and the SWPPP will be provided to the City.
- Comply with prior comments.    Resubmit with additional information.    Redesign required.

**Additional Comments:**

- 1. Proposed improvements to onsite parking lot shall comply with City parking lot standards.***
- 2. Min. surface improvement standards shall be asphalt or concrete section. Where long term storage of equipment is proposed, the surface improvement may be proposed as compacted decomposed granite or aggregate base - to be further reviewed and acceptable by City Engineer.***
- 3. Provide storm water calculations and grading details with site improvement design for onsite retention basin. Refer to City storm water retention standards.***
- 4. If only a portion of the parcel is utilized for business operations, applicant may propose any unused area to be further separated by fencing or barrier curb.***
- 5. Comply with Planning Dept. requirements and conditions.***
- 6. A building permit is required, standard plan check and inspection fees will apply.***
- 7. Provide an accessible path of travel from new sidewalk to building entrance(s).***
- 8. New sidewalk shall be installed along project frontage, match existing or minimum width of 5-feet.***
- 9. Refer to Calwater requirements regarding existing services. Any new backflow devices will need to be installed on private property and not within public right-of-way.***
- 10. Refer to Planning Dept. requirements for conditions of approval.***

**SUMMARY OF APPLICABLE DEVELOPMENT IMPACT FEES**

Site Plan No: **19-134 2<sup>nd</sup> RESUBMITTAL**

Date: **10/30/2019**

**Summary of applicable Development Impact Fees to be collected at the time of building permit:**

**(Preliminary estimate only! Final fees will be based on the development fee schedule in effect at the time of building permit issuance.)**

(Fee Schedule Date:**8/3/2019**)

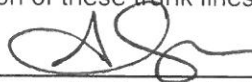
(Project type for fee rates:**OFFICE/SCHOOL**)

Existing uses may qualify for credits on Development Impact Fees. **OFFICE/SCHOOL**

<u>FEE ITEM</u>	<u>FEE RATE</u>
<input type="checkbox"/> Groundwater Overdraft Mitigation Fee	
<input type="checkbox"/> Transportation Impact Fee	
<input type="checkbox"/> Trunk Line Capacity Fee	
<input type="checkbox"/> Sewer Front Foot Fee	
<input type="checkbox"/> Storm Drain Acq/Dev Fee	
<input type="checkbox"/> Park Acq/Dev Fee	
<input type="checkbox"/> Northeast Specific Plan Fees	
<input type="checkbox"/> Waterways Acquisition Fee	
<input type="checkbox"/> Public Safety Impact Fee: Police	
<input type="checkbox"/> Public Safety Impact Fee: Fire	
<input type="checkbox"/> Public Facility Impact Fee	
<input type="checkbox"/> Parking In-Lieu	

**Reimbursement:**

- 1.) No reimbursement shall be made except as provided in a written reimbursement agreement between the City and the developer entered into prior to commencement of construction of the subject facilities.
- 2.) Reimbursement is available for the development of arterial/collector streets as shown in the City's Circulation Element and funded in the City's transportation impact fee program. The developer will be reimbursed for construction costs and right of way dedications as outlined in Municipal Code Section 16.44. Reimbursement unit costs will be subject to those unit costs utilized as the basis for the transportation impact fee.
- 3.) Reimbursement is available for the construction of storm drain trunk lines and sanitary sewer trunk lines shown in the City's Storm Water Master Plan and Sanitary Sewer System Master Plan. The developer will be reimbursed for construction costs associated with the installation of these trunk lines.



\_\_\_\_\_  
**Adrian Rubalcaba**

# SITE PLAN REVIEW COMMENTS

Paul Scheibel, Planning Division, 559-713-4369

Date: October 30, 2019

SITE PLAN NO: 2019-134 - C  
PROJECT: Advanced Career Institute  
DESCRIPTION: IMPROVEMENT TO BRING EXISTING USE INTO COMPLIANCE  
APPLICANT: ADVANCED CAREER INSTITUTE  
PROP. OWNER: CHAVEZ FAMILY TRUST – HERMAN CHAVEZ TRUST  
LOCATION TITLE: 1728 N KELSEY STREET  
APN TITLE: 077-150-022  
GENERAL PLAN: Industrial  
ZONING: Industrial

## **Planning Division Recommendation:**

- Revise and Proceed Conditional Use Permit  
 Resubmit

**Rule 9510** – This project is not subject to the Rule 9510 requirements of the San Joaquin Valley Air Pollution Control District – see District web-site for information.

## **Project Requirements**

- CUP per Matrix Line S6
- Building Permits

### **PROJECT SPECIFIC INFORMATION:** October 30, 2019

1. Meet all codes.
2. The submitted Operational Statement that states there are no truck driving instruction occurring on the site is contradicted by direct observation on October 28, 2019 at 5:50 pm. No driving maneuvers may be conducted on unpaved surfaces at any time.
3. The applicant shall have until 4:00pm December 2, 2019 to file their required CUP application.

### **PROJECT SPECIFIC INFORMATION:** October 9, 2019

4. Provide site plan and floor plan exhibits that show all existing and proposed site features.
5. Please note paved parking will be required for students and employees.
6. Meet all codes.

### **PROJECT SPECIFIC INFORMATION:** July 24, 2019

7. Provide site plan and floor plan exhibits that show all existing and proposed site features.
8. Please note paved parking will be required for students and employees.
9. Planning recommends that if the business is allowed to operate during abatement/ CUP entitlement process, that hard timelines for SPR Revise and Proceed (30 days), CUP submittal 30-45 days, and if CUP is approved that permits leading to CofO be accomplished within 60 days of the date of approval.
10. Meet all codes.

### **17.20.060 Development standards in the I-L and I zones.**

- A. The I-L and I zone districts include streets of varying width, carrying capacity and intended service. The development standards vary by type of street in order to maintain a consistent streetscape and achieve a high quality visual impact necessary to sustain an attractive and viable industrial area. The following development standards shall apply to property located in the I-L and I zones:
  - A. Minimum site area: five (5) acres.

- B. Maximum building height: seventy-five (75) feet.
- C. Minimum required yards (building setbacks):
  - 1. Frontage on major road: twenty-five (25) feet. (Major roads are defined as roads shown as arterials or collectors on the Circulation Element Map, including but not limited to Goshen Avenue, Plaza Drive, and Avenue 308);
  - 2. Frontage on minor road: fifteen (15) feet. (Minor roads are defined as roads shown as local streets on the Circulation Element Map, including but not limited to Elowin Court, Clancy Drive, and Rasmussen Avenue);
  - 3. Frontage on interior roads: ten (10) feet. (Interior roads provide access only to parcels within a development.);
  - 4. Rear: zero (0) feet;
  - 5. Rear yards abutting an R-1 or R-M zone district: twenty (20) feet;
  - 6. Side: zero (0) feet;
  - 7. Side yards abutting an R-1 or R-M zone district: twenty (20) feet;
  - 8. Side abutting railroad right-of-way: twenty-five (25) feet.
- D. Minimum required landscaped yard (setback) areas:
  - 1. Frontage on major road: twenty-five (25) feet. (Major roads are defined as roads shown as arterials or collectors on the Circulation Element Map, including but not limited to Goshen Avenue, Plaza Drive, and Avenue 308);
  - 2. Frontage on minor road: fifteen (15) feet. (Minor roads are defined as roads shown as local streets on the Circulation Element Map, including but not limited to Elowin Court, Clancy Drive, and Rasmussen Avenue);
  - 3. Frontage on interior roads: ten (10) feet. (Interior roads provide access only to parcels within a development.);
  - 4. Rear: zero (0) feet;
  - 5. Rear yards abutting an R-1 or R-M zone district: ten (10) feet;
  - 6. Side: zero (0) feet;
  - 7. Side yards abutting an R-1 or R-M zone district: ten (10) feet;
  - 8. Side abutting railroad right-of-way: twenty-five (25) feet.
- E. Additional standards:
  - 1. Properties subdivided into parcels of less than five acres shall provide a common or joint storm drainage facility or pond, to be maintained through a private property owners' association formed at the time of subdivision.

An eight-foot masonry wall is required along property line where a site abuts an R-1 or R-M zone district.

**Parking:**

- 1. Provide parking spaces based Zoning Ordinance Section 17.34.020
- 2. 30% of the required parking stalls may be compact and shall be evenly distributed in the lot.
- 3. Provide handicapped space(s).
- 4. An 80 sq. ft. minimum landscape well is required every 10 contiguous parking.
- 5. A planter is required every other row. (5-9 feet in width containing trees on twenty (20) foot centers.
- 6. No repair work or vehicle servicing allowed in a parking area.
- 7. It is highly recommended that bicycle rack(s) be provided on site plan.

8. No parking shall be permitted in a required front/rear/side yard.
9. Design/locate parking lot lighting to deflect any glare away from abutting residential areas.
10. Parking lot to be screened from view by a 3-foot tall solid wall or shrubs when located adjacent to a public street or when across from residential property.
11. Front carport area to have a 3 to 6-foot tall screening wall.
12. Provide shopping cart storage areas on site plan.
13. Provide transit facilities on site plan.
14. Provide shared parking/access agreements
15. Provide off-street loading facility.
16. The project should provide preferential parking spaces for carpools and vanpools to decrease the number of single occupant vehicle work trips. The preferential treatment could include covered parking spaces or close-in parking spaces, or designated free parking, or a guaranteed space for the vehicle.
17. Provide a "No Parking" (dead-head) stall at the end of the parking row (for rows over 6 stalls deep with no outlet) to allow vehicles to turn around rather than backing out if no stalls are available.

### **Landscaping:**

1. The City has adopted the State Water Efficient Landscape Ordinance. The ordinance applies to projects installing 2,500 square feet or more of landscaping. It requires that landscaping and irrigation plans be certified by a qualified entity (i.e., Landscape Architect) as meeting the State water conservation requirements. The City's implementation of this new State law will be accomplished by self-certification of the final landscape and irrigation plans by a California licensed landscape architect or other qualified entity with sections signed by appropriately licensed or certified persons as required by the ordinance. **NOTE: Prior to a final for the project, a signed Certificate of Compliance for the MWELO standards is required indicating that the landscaping has been installed to MWELO standards.**
2. Provide street trees at an average of 20-feet on center along street frontages. All trees to be 15-gallon minimum size (Zoning Ordinance Section 17.30.015-2).
3. In the P(R-M) multi-family residential zone, all multiple family developments shall have landscaping including plants, and ground cover to be consistent with surrounding landscaping in the vicinity. Landscape plans to be approved by city staff prior to installation and occupancy of use and such landscaping to be permanently maintained. (Zoning Ordinance Section 17.16.180)
4. All landscape areas to be protected with 6-inch concrete curbs (Zoning Ordinance Section 17.30.130.F).
5. All parking lots to be designed to provide a tree canopy to provide shade in the hot seasons and sunlight in the winter months.
6. Provide a detailed landscape and irrigation plan as a part of the building permit package (Zoning Ordinance Section 17.34.040).
7. An 80 sq. ft. minimum landscape well is required every 10 contiguous parking stalls (Zoning Ordinance Section 17.30.130.C).
8. Provide a detailed landscape and irrigation plan for review prior to issuance of building permits. Please review Zoning Ordinance section 17.30.130-C for current landscaping and irrigation requirements.
9. Provide a conceptual landscape plan for resubmittal or planning commission review.
10. Locate existing oak trees on site and provide protection for all oak trees greater than 2" diameter (see Oak Tree Preservation Ordinance).
11. Maintenance of landscaped areas. - A landscaped area provided in compliance with the regulations prescribed in this title or as a condition of a use permit or variance shall be planted with materials suitable for screening or ornamenting the site, whichever is appropriate, and plant materials shall be maintained and replaced as needed, to screen or ornament the site. (Prior code § 7484)

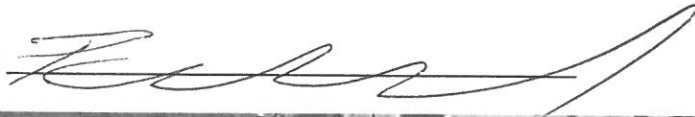
### **Lighting:**

1. All lighting is to be designed and installed so as to prevent any significant direct or indirect light or glare from falling upon any adjacent residential property. This will need to be demonstrated in the building plans and prior to final on the site.
2. Parking lot and drive aisle lighting adjacent to residential units or designated property should consider the use of 15-foot high light poles, with the light element to be completely recessed into the can. A reduction in the height of the light pole will assist in the reduction/elimination of direct and indirect light and glare which may adversely impact adjacent residential areas.
3. Building and security lights need to be shielded so that the light element is not visible from the adjacent residential properties, if any new lights are added or existing lights relocated.
4. NOTE: Failure to meet these lighting standards in the field will result in no occupancy for the building until the standards are met.

In no case shall more than 0.5 lumens be exceeded at any property line, and in cases where the adjacent residential unit is very close to the property line, 0.5 lumens may not be acceptable.

**NOTE: Staff recommendations contained in this document are not to be considered support for a particular action or project unless otherwise stated in the comments. The comments found on this document pertain to the site plan submitted for review on the above referenced date. Any changes made to the plan submitted must be submitted for additional review.**

Signature





City of Visalia  
Building: Site Plan  
Review Comments

7111121  
ADVANCED CAREER INST.  
1728 N. KELSEY ST

NOTE: These are general comments and DO NOT constitute a complete plan check for your specific project  
Please refer to the applicable California Code & local ordinance for additional requirements.

- A building permit will be required. *For information call (559) 713-4444*
- Submit 1 digital set of professionally prepared plans and 1 set of calculations. (Small Tenant Improvements)
- Submit 1 digital set of plans prepared by an architect or engineer. Must comply with 2016 California Building Cod Sec. 2308 for conventional light-frame construction or submit 1 digital set of engineered calculations.
- Indicate abandoned wells, septic systems and excavations on construction plans.
- You are responsible to ensure compliance with the following checked items:**
- Meet State and Federal requirements for accessibility for persons with disabilities.
- A path of travel, parking and common area must comply with requirements for access for persons with disabilities. *20% OF PERMIT VALUE SHALL BE USED FOR 'PATH OF TRAVEL' ADA UPGRADES*
- All accessible units required to be adaptable for persons with disabilities.
- Maintain sound transmission control between units minimum of 50 STC.
- Maintain fire-resistive requirements at property lines.
- A demolition permit & deposit is required. *For information call (559) 713-4444*
- Obtain required permits from San Joaquin Valley Air Pollution Board. *For information call (661) 392-5500*
- Plans must be approved by the Tulare County Health Department. *For information call (559) 624-8011*
- Project is located in flood zone \_\_\_\_\_ \*  Hazardous materials report.
- Arrange for an on-site inspection. (Fee for inspection \$157.00) *For information call (559) 713-4444*
- School Development fees. Commercial \$0.61 per square foot. Residential \$3.79 per square foot.
- Park Development fee \$ \_\_\_\_\_, per unit collected with building permits.
- Additional address may be required for each structure located on the site. *For information call (559) 713-4320*
- Acceptable as submitted
- No comments at this time

Additional comments: THE FIRST ACCESSIBLE PARKING STALL SHALL BE A VAN ACCESSIBLE STALL WITH AN 8'0" WIDE ACCESS AISLE LOCATED ON PASSENGER. PROVIDE ACCESSIBLE ROUTE TO PUBLIC WAY AND MAIN GATE.

VAL GARCIA 10/30/19  
Signature



**Site Plan Comments**

Visalia Fire Department  
Corbin Reed, Fire Marshal  
420 N. Burke  
Visalia CA 93292  
559-713-4272 office  
prevention.division@visalia.city

Date	October 28, 2019
Item #	1
Site Plan #	SPR 19-134 Resub
APN:	077150022

- The Site Plan Review comments are issued as **general overview** of your project. With further details, additional requirements will be enforced at the Plan Review stage. Please refer to the 2016 California Fire Code (CFC), 2016 California Building Codes (CBC) and City of Visalia Municipal Codes.
- A **Knox Box key lock system** is required. Where access to or within a structure or area is restricted because of secured openings (doors and/or gates), a key box is to be installed in an approved location. The key box shall be ordered using an approved Knox Authorization Order Form. The forms are located at the fire department administration office located at 420 N Burke, Visalia, CA 93292. Please allow adequate time for shipping and installation. 2016 CFC 506.1
- This item is a **resubmittal**. Please see comments from previous submittals.

Corbin Reed  
Fire Marshal



**Site Plan Comments**

Visalia Fire Department  
Corbin Reed, Fire Marshal

420 N. Burke  
Visalia CA 93292  
559-713-4272 office  
prevention.division@visalia.city

Date	October 9, 2019
Item #	3
Site Plan #	SPR19-134 RESUBMITTAL
APN:	077-150-023

- The Site Plan Review comments are issued as **general overview** of your project. With further details, additional requirements will be enforced at the Plan Review stage. Please refer to the 2016 California Fire Code (CFC), 2016 California Building Codes (CBC) and City of Visalia Municipal Codes.
- This item is a **resubmittal**. Please see comments from previous submittals.

---

Corbin Reed  
Fire Marshal



**Site Plan Review Comments For:**  
Visalia Fire Department  
Corbin Reed, Fire Marshal  
420 N. Burke  
Visalia, CA 93292  
559-713-4272 Office  
559-713-4808 Fax

Date: 07/22/2019  
Item # 6  
Site Plan # 19-134  
APN: 077150022  
Location:

**The following comments are applicable when checked:**

- The Site Plan Review comments are issued as general overview of your project. With further details, additional requirements will be enforced at the Plan Review stage. Please refer to the 2016 California Fire Code (CFC), 2016 California Building Codes (CBC) and City of Visalia Municipal Codes.
  
- No fire or life safety comments at this time

---

Corbin Reed  
Fire Marshal

SPR 19-134

RESUB

City of Visalia  
Police Department  
303 S. Johnson St.  
Visalia, Ca. 93292  
(559) 713-4370

### Site Plan Review Comments

- No Comment at this time.
- Request opportunity to comment or make recommendations as to safety issues as plans are developed.
- Public Safety Impact fee:  
Ordinance No. 2001-11 Chapter 16.43 of Title 16 of the Visalia Municipal Code  
Effective date - August 17, 2001

Impact fees shall be imposed by the City pursuant to this Ordinance as a condition of or in conjunction with the approval of a development project. "New Development or Development Project" means any new building, structure or improvement of any parcels of land, upon which no like building, structure of improvement previously existed. \*Refer to Engineering Site Plan comments for fee estimation.

- Not enough information provided. Please provide additional information pertaining to:  
\_\_\_\_\_
- Territorial Reinforcement: Define property lines (private/public space).  
\_\_\_\_\_
- Access Controlled / Restricted etc:  
\_\_\_\_\_
- Lighting Concerns:  
\_\_\_\_\_
- Landscaping Concerns:  
\_\_\_\_\_
- Traffic Concerns:  
\_\_\_\_\_
- Surveillance Issues:  
\_\_\_\_\_
- Line of Sight Issues:  
\_\_\_\_\_

Other Concerns: *REFER TO PRIOR COMMENTS*

*AAH* *A233*  
Visalia Police Department

#19-134

City of Visalia  
Police Department  
303 S. Johnson St.  
Visalia, Ca. 93292  
(559) 713-4370

### Site Plan Review Comments

- No Comment at this time.
- Request opportunity to comment or make recommendations as to safety issues as plans are developed.
- Public Safety Impact fee:  
Ordinance No. 2001-11 Chapter 16.4B of Title 16 of the Visalia Municipal Code  
Effective date - August 17, 2001

Impact fees shall be imposed by the City pursuant to this Ordinance as a condition of or in conjunction with the approval of a development project. "New Development or Development Project" means any new building, structure or improvement of any parcels of land, upon which no like building, structure of improvement previously existed. \*Refer to Engineering Site Plan comments for fee estimation.

- Not enough information provided. Please provide additional information pertaining to:  
\_\_\_\_\_
- Territorial Reinforcement: Define property lines (private/public space).  
\_\_\_\_\_
- Access Controlled / Restricted etc:  
\_\_\_\_\_
- Lighting Concerns:  
\_\_\_\_\_
- Landscaping Concerns:  
\_\_\_\_\_
- Traffic Concerns:  
\_\_\_\_\_
- Surveillance Issues:  
\_\_\_\_\_
- Line of Sight Issues:  
\_\_\_\_\_
- Other Concerns:  
\_\_\_\_\_

RESUBMITTAL  
# SAME COMMENTS

SPR 19-134

**City of Visalia**  
**Police Department**  
303 S. Johnson St.  
Visalia, Ca. 93292  
(559) 713-4370

### Site Plan Review Comments

- No Comment at this time.
- Request opportunity to comment or make recommendations as to safety issues as plans are developed.
- Public Safety Impact fee:  
Ordinance No. 2001-11 Chapter 16.48 of Title 16 of the Visalia Municipal Code  
Effective date - August 17, 2001

Impact fees shall be imposed by the City pursuant to this Ordinance as a condition of or in conjunction with the approval of a development project. "New Development or Development Project" means any new building, structure or improvement of any parcels of land, upon which no like building, structure of improvement previously existed. \*Refer to Engineering Site Plan comments for fee estimation.



Not enough information provided. Please provide additional information pertaining to:



Territorial Reinforcement: Define property lines (private/public space).



Access Controlled / Restricted etc:



Lighting Concerns:



Landscaping Concerns:



Traffic Concerns:



Surveillance Issues:



Line of Sight Issues:



Other Concerns:

*[Handwritten signature]*

# SITE PLAN REVIEW COMMENTS

CITY OF VISALIA TRAFFIC SAFETY DIVISION

October 30, 2019

ITEM NO. 1	RESUBMITTAL
SITE PLAN NO:	SPR 19-134
PROJECT TITLE:	Advanced Career Institute
DESCRIPTION:	Improvement to Bring Existing Use into compliance.
APPLICANT:	Advanced Career Institute
OWNER:	Chavez Family Trust - Herman Chavez Trust
APN:	077-150-022
LOCATION:	1728 N. Kelsey Street

**THE TRAFFIC DIVISION WILL PROHIBIT ON-STREET PARKING AS DEEMED NECESSARY**

- No Comments
- See Previous Site Plan Comments
- Install Street Light(s) per City Standards.
- Install Street Name Blades at            Locations.
- Install Stop Signs at            Locations.
- Construct parking per City Standards PK-1 through PK-4.
- Construct drive approach per City Standards.
- Traffic Impact Analysis required (CUP)
  - Provide more traffic information such as            . Depending on development size, characteristics, etc., a TIA may be required.
- Additional traffic information required (Non Discretionary)
  - Trip Generation - Provide documentation as to concurrence with General Plan.
  - Site Specific - Evaluate access points and provide documentation of conformance with COV standards. If noncomplying, provide explanation.
  - Traffic Impact Fee (TIF) Program - Identify improvements needed in concurrence with TIF.

**Additional Comments:**

•



**Leslie Blair**



# SITE PLAN REVIEW COMMENTS

CITY OF VISALIA TRAFFIC SAFETY DIVISION

October 9, 2019

ITEM NO. 3	RESUBMITTAL
SITE PLAN NO:	SPR19-134
PROJECT TITLE:	Advanced Career Institute
DESCRIPTION:	Continue Operation of Tradeschool that has Existed at this Site for Over 28 Years.
APPLICANT:	Advanced Career Institute
OWNER:	Chavez Revocable Living Trust - Ermeio Chavez Trustee
APN:	077-150-023
LOCATION:	1728 Kelsey St.

**THE TRAFFIC DIVISION WILL PROHIBIT ON-STREET PARKING AS DEEMED NECESSARY**

- No Comments
- See Previous Site Plan Comments
- Install Street Light(s) per City Standards.
- Install Street Name Blades at            Locations.
- Install Stop Signs at            Locations.
- Construct parking per City Standards PK-1 through PK-4.
- Construct drive approach per City Standards.
- Traffic Impact Analysis required (CUP)
  - Provide more traffic information such as            . Depending on development size, characteristics, etc., a TIA may be required.
- Additional traffic information required (Non Discretionary)
  - Trip Generation - Provide documentation as to concurrence with General Plan.
  - Site Specific - Evaluate access points and provide documentation of conformance with COV standards. If noncomplying, provide explanation.
  - Traffic Impact Fee (TIF) Program - Identify improvements needed in concurrence with TIF.

**Additional Comments:**

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\_\_\_\_\_  
Leslie Blair

# SITE PLAN REVIEW COMMENTS

CITY OF VISALIA TRAFFIC SAFETY DIVISION

July 24, 2019

**ITEM NO. 6**

SITE PLAN NO: SPR19-134  
PROJECT TITLE: Advanced Career Institute  
DESCRIPTION: Allow Business to Continue to Operate  
APPLICANT: Advanced Career Institute  
OWNER: Ermenio Chaez  
APN: 077-150-022  
LOCATION: 1728 N. Kelsey

**THE TRAFFIC DIVISION WILL PROHIBIT ON-STREET PARKING AS DEEMED NECESSARY**

- No Comments
- See Previous Site Plan Comments
- Install Street Light(s) per City Standards.
- Install Street Name Blades at           Locations.
- Install Stop Signs at           Locations.
- Construct parking per City Standards PK-1 through PK-4.
- Construct drive approach per City Standards.
- Traffic Impact Analysis required (CUP)
  - Provide more traffic information such as           . Depending on development size, characteristics, etc., a TIA may be required.
- Additional traffic information required (Non Discretionary)
  - Trip Generation - Provide documentation as to concurrence with General Plan.
  - Site Specific - Evaluate access points and provide documentation of conformance with COV standards. If noncomplying, provide explanation.
  - Traffic Impact Fee (TIF) Program - Identify improvements needed in concurrence with TIF.

**Additional Comments:**

•

  
\_\_\_\_\_  
Leslie Blair

19134

COMMERCIAL BIN SERVICE

- No comments.
- See comments below
- Revisions required prior to submitting final plans. See comments below.
- Resubmittal required. See comments below.
- Customer responsible for all cardboard and other bulky recyclables to be broken down before disposing of in recycle containers
- ALL refuse enclosures must be R-3 OR R-4
- Customer must provide combination or keys for access to locked gates/bins
- Type of refuse service not indicated.
- Location of bin enclosure not acceptable. See comments below.
- Bin enclosure not to city standards double.
- Inadequate number of bins to provide sufficient service. See comments below.
- Drive approach too narrow for refuse trucks access. See comments below.
- Area not adequate for allowing refuse truck turning radius of : Commercial 50 ft. outside 36 ft. inside; Residential 35 ft. outside, 20 ft. inside.
- Paved areas should be engineered to withstand a 55,000 lb. refuse truck.
- Bin enclosure gates are required
- Hammerhead turnaround must be built per city standards.
- Cul - de - sac must be built per city standards.
- Bin enclosures are for city refuse containers only. Grease drums or any other items are not allowed to be stored inside bin enclosures.
- Area in front of refuse enclosure must be marked off indicating no parking
- Enclosure will have to be designed and located for a STAB service (DIRECT ACCESS) with no less than 38' clear space in front of the bin, included the front concrete pad.
- Customer will be required to roll container out to curb for service.
- Must be a concrete slab in front of enclosure as per city standards, the width of the enclosure by ten(10) feet, minimum of six(6) inches in depth.
- Roll off compactor's must have a clearance of 3 feet from any wall on both sides and there must be a minimum of 53 feet clearance in front of the compactor to allow the truck enough room to provide service.
- City ordinance 8.28.120-130 (effective 07/19/18) requires contractor to contract with City for removal of construction debris unless transported in equipment owned by contractor or unless contracting with a franchise permittee for removal of debris utilizing roll-off boxes.
- Comment** Existing services are okay

Jim Ross, Solid Waste Manager, 559-713-4533

Edward Zuniga, Solid Waste Supervisor, 559-713-4338



**Site Plan Review Comments For:**

California Water Service  
Stuart Skoglund, Superintendent  
216 N. Valley Oaks Dr.  
Visalia, CA 93292  
559-624-1662 Office  
559-735-3189 Fax

Date: 10/30/2019

Item # 1

Site Plan # 19-134

Project: Advanced Career Institute

Description: bring existing use into compliance

Applicant:

Location: 1728 N Kelsey

APN:

**The following comments are applicable when checked:**

- No additional comments at this time
  
- Fire Hydrants  
Comments-
  
- Services  
Comments-
  
- Mains  
Comments-
  
- Backflow requirements  
Comments- Upgrading to an RP backflow device is required. Call Lori John at Cal Water (559) 624-1670 to get information about specs and inspection.

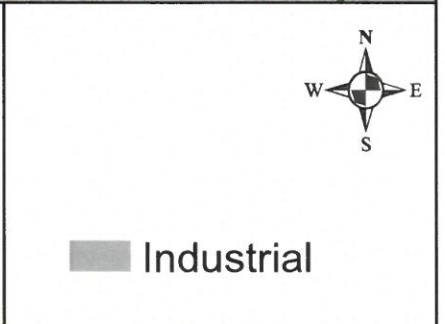
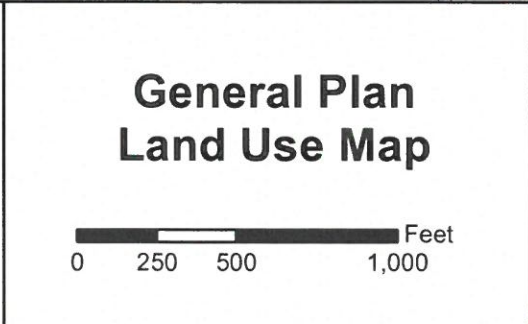
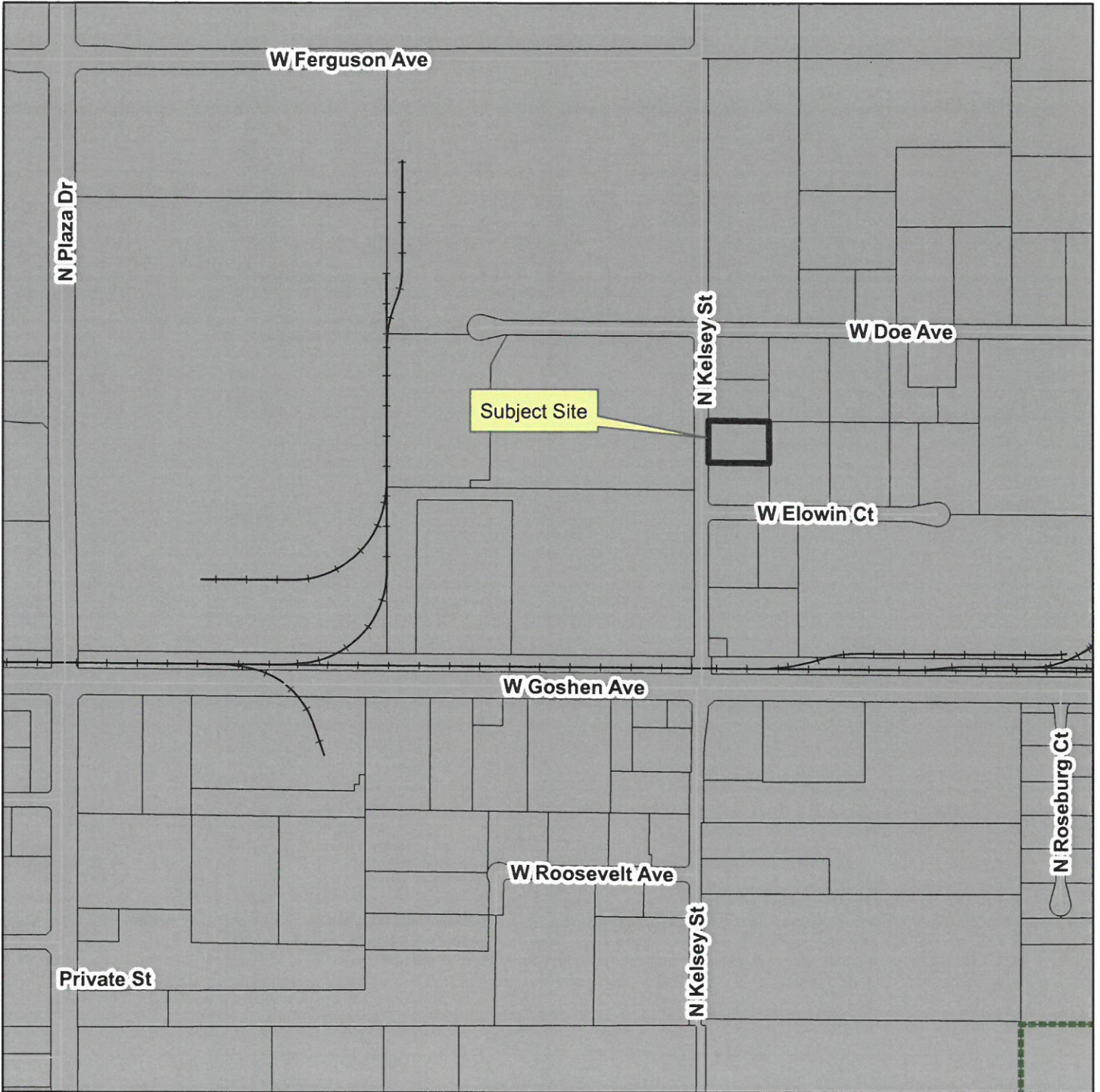
**Additional Comments:**

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Stuart Skoglund  
Superintendent

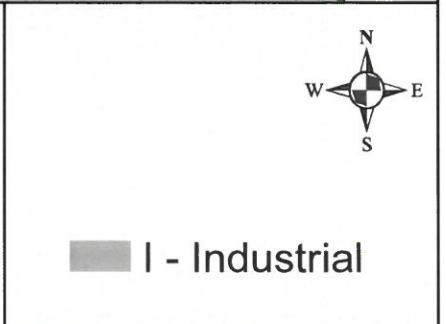
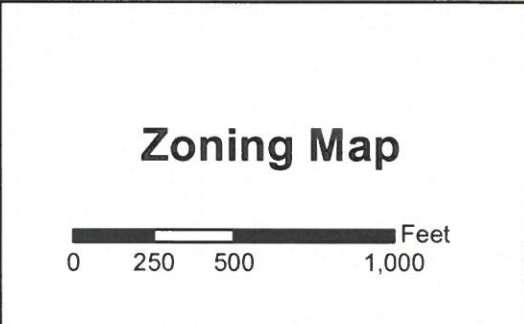
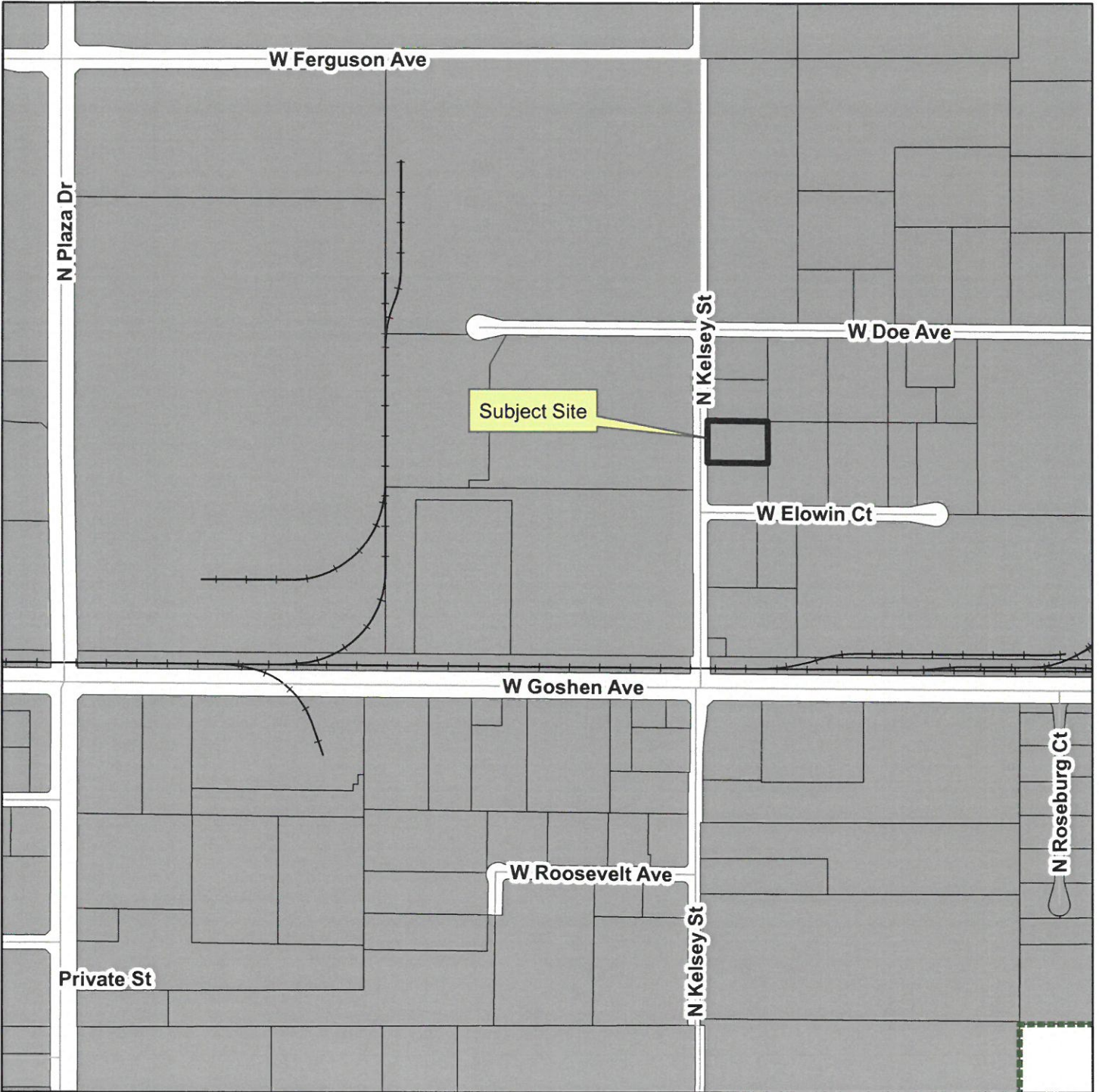
# Conditional Use Permit No. 2019-45

The project site is located at 1728 N. Kelsey Street, on the east side of Kelsey Street 175 feet north of Elowin Court. (APN: 077-150-022)



# Conditional Use Permit No. 2019-45

The project site is located at 1728 N. Kelsey Street, on the east side of Kelsey Street 175 feet north of Elowin Court. (APN: 077-150-022)



# Conditional Use Permit No. 2019-45

The project site is located at 1728 N. Kelsey Street, on the east side of Kelsey Street 175 feet north of Elowin Court. (APN: 077-150-022)



## Aerial Photo

Photo Taken March 2018

0 50 100 200 Feet

- WATERWAYS
- +— RAILROADS
- CITY LIMITS
- PARCELS

# Conditional Use Permit No. 2019-45

The project site is located at 1728 N. Kelsey Street, on the east side of Kelsey Street 175 feet north of Elowin Court. (APN: 077-150-022)

