

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 Categorically 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 or from the City Clerk.

THE NEXT REGULAR MEETING WILL BE HELD ON MONDAY, FEBRUARY 24, 2020

City of Visalia



To: Planning Commission

From: Paul Bernal, City Planner (559) 713-4025

Date: February 10, 2020

Re: **Administrative Adjustment Annual Report
to the Planning Commission**

DISCUSSION

Pursuant to Section 17.42.180 of the Visalia Municipal Code (VMC), the City Planner shall report to the Planning Commission a summary of the Administrative Adjustment applications processed and approved during the preceding calendar year (i.e., calendar year 2019). This report is intended to fulfill the requirements of Section 17.42.180.

The purpose of an Administrative Adjustment is to provide action on projects which are routine in nature but may require an interpretation of the established policies and standards set forth in the zoning ordinance. Administrative Adjustments are limited to no more than 20% of a required development standard. Examples of development standards that are eligible for administrative adjustments include setbacks, site area, lot width, and building height. A copy of the Administrative Adjustment ordinance (Section 17.02.150 of the VMC) is attached to this report.

The City of Visalia Community Development Department has issued a total of 5,769 building permits during the 2019 calendar year (see Attachment "B" for 2019 building permit totals). During the preparation of this report, a total of 32 Administrative Adjustment applications were filed. Twenty-nine Administrative Adjustments were approved and three were denied. Typical adjustments for residential development standards include encroachment into the required side and rear yard setbacks. Adjustments for commercial development standards consisted of revisions to the landscape setbacks and reduction to parking requirements for commercial establishments. The number of approved Administrative Adjustments is less than one percent of the total number of permits issued by the City of Visalia Community Development Department for the 2019 calendar year.

ATTACHMENTS

- Attachment "A": Administrative Adjustments Section
- Attachment "B": 2019 Building Permits Issued

Attachment "A"

Article 2. Administrative Adjustments

17.02.150 Purpose.

The purpose of an administrative adjustment is to provide action on projects that are routine in nature but may require an interpretation of established policies and standards set forth in the zoning ordinance.

17.02.160 Scope of authority.

- A. Notwithstanding the provisions of Chapter 17.42, the city planner or his/her designee shall have the authority to grant administrative adjustments to development standards contained within this title.
- B. Upon written request, the city planner may approve, conditionally approve or deny without notice minor adjustments to the following development standards; building and landscaping setbacks, site area, lot width, building height, parking.
- C. Any administrative adjustment shall be limited to no more than twenty percent of a required development standard. In making the adjustment, the city planner shall make a finding that the adjustment is consistent with the criteria listed in Section 17.02.170. With respect to adjustments to building setbacks and building height, the adjustment shall also be approved by the fire chief and chief building official or his/her designee prior to granting said administrative adjustment.

17.02.170 Adjustment criteria.

The city planner shall record the decision in writing and shall recite therein the basis for same. The city planner may approve and/or modify an application in whole or in part, with or without conditions, only if all the following criteria are met:

- A. That there are special circumstances applicable to the property, including size, shape, topography, location or surroundings, creating a practical difficulty or unnecessary hardship;
- B. That granting of the administrative adjustment is necessary to provide consistency with properties in the same vicinity and land use designation or development standards within which the administrative adjustment is sought;
- C. That granting the administrative adjustment will not be materially detrimental to the public health, safety, or welfare, or injurious to the property or improvements in such vicinity and land use designation or development standards in which the property is located;
- D. That granting the administrative adjustment will not be inconsistent with the goals and policies of the general plan.

17.02.180 Report to planning commission.

No later than January 31st, the city planner shall report to the planning commission a summary of the administrative adjustment applications that have been processed and approved during the proceeding calendar year.

Attachment "B": 2019 Building Permits Issued

**City of Visalia
Building Permits Issued by Month
2019**

Month	No. New SFD Attached & Detached		New SFD		No. Multi Family Permits		No. Multi Family Units		New MFD		No. Res. Additions & Alt.		Valuation		No. New Comm.		No. New COM		No. Comm. Additions & Alt. & Signs		Valuation		Misc. Permits		Total	
	No. Attached	No. Detached	Sq. Ft.	Valuation	No. Permits	Units	Sq. Ft.	Valuation	Sq. Ft.	Valuation	No. Additions & Alt.	Valuation	No. Comm.	Valuation	Sq. Ft.	Valuation	No. Signs	Sq. Ft.	Valuation	Misc. Permits	Valuation	No. Permits	Valuation	No. Permits	Valuation	No. Permits
Jan	45		\$10,769,501		89,567	0		\$0		-	171	\$2,938,472	4	\$2,226,149	20,621	22	\$6,858,275	146		388		\$22,792,397				
Feb	46		\$11,799,665		94,679	0		\$0		-	163	\$3,900,970	4	\$3,123,465	18,695	24	\$6,637,821	181		418		\$25,461,921				
Mar	76		\$19,455,928		160,904	0		\$0		-	246	\$4,237,181	2	\$2,515,000	11,882	21	\$899,315	206		551		\$27,107,424				
Apr	69		\$18,797,364		152,924	0		\$0		-	278	\$4,985,858	6	\$14,956,000	161,635	24	\$2,385,831	226		603		\$41,125,053				
May	41		\$9,205,606		74,048	1	18	\$1,307,383	13,161	277	208	\$8,970,097	4	\$1,311,096	8,845	25	\$4,549,395	214		562		\$25,343,578				
Jun	53		\$14,789,537		118,191	0		\$0		-	223	\$3,881,104	6	\$2,517,874	17,609	25	\$1,880,106	193		485		\$23,068,621				
Jul	46		\$11,373,497		91,737	20	41	\$7,553,036	61,642	223	216	\$4,588,996	7	\$25,504,716	449,918	15	\$984,026	176		487		\$50,004,270				
Aug	84		\$19,797,182		161,843	0		\$0		-	189	\$4,063,759	8	\$3,280,762	34,231	27	\$1,322,373	217		552		\$28,464,076				
Sep	31		\$6,682,395		53,676	0		\$0		-	189	\$3,607,386	2	\$163,308	4,608	23	\$4,487,049	158		403		\$14,940,138				
Oct	51		\$13,637,556		110,263	0		\$0		-	228	\$3,930,312	5	\$9,940,032	45,487	38	\$6,875,978	208		530		\$34,383,878				
Nov	34		\$8,893,814		72,467	1	2	\$277,213	2,310	163	139	\$2,854,473	5	\$8,908,441	365,120	21	\$4,053,400	150		374		\$24,987,340				
Dec	62		\$14,575,935		119,050	0		\$0		-	139	\$2,509,268	0	\$0	-	25	\$2,593,460	190		416		\$19,678,663				
TOTALS	638		\$159,777,978		1,299,349	22	61	\$9,137,632	77,113	2,501	53	\$74,446,842	53	\$74,446,842	1,138,651	290	\$43,527,028	2,265		5,769		\$337,357,357				

Misc. permits are not based on valuation.