

City of Visalia



To: Planning Commission

From: Paul Bernal, Community Development
Director (559) 713-4025

Date: January 09, 2023

Re: **Administrative Adjustment Annual Report to 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 2022). 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 6,873 building permits during the 2022 calendar year (see Attachment "B" for building permit totals). During the preparation of this report, a total of 23 Administrative Adjustment applications were filed. 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 2022 calendar year.

ATTACHMENTS

- Attachment "A": Administrative Adjustments Section
- Attachment "B": 2022 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"
City of Visalia
Building Permits Issued by Month
2022

Month	NEW SINGLE FAMILY DWELLINGS			NEW MULTI-FAMILY DWELLINGS				RESIDENTIAL Additions & Alterations		NEW COMMERCIAL			COMMERCIAL Additions & Alterations		MISC. PERMITS	TOTAL	TOTAL
	No. Permits	Valuation	Sq. Ft.	No. Permits	No. Units	Valuation	Sq. Ft.	No. Permits	Valuation	No. Permits	Valuation	Sq. Ft.	No. Permits	Valuation	No. Permits	No. of All Permits	Valuation of All Permits
Jan	49	\$11,997,749	89,699	2	82	\$10,011,401	83,965	273	\$7,108,889	3	\$91,000,000	1,035,381	12	\$15,184,902	138	477	\$135,302,941
Feb	82	\$22,523,577	171,361	10	30	\$4,338,895	36,016	272	\$6,110,833	4	\$1,990,000	23,210	22	\$13,129,386	179	569	\$48,092,691
Mar	47	\$12,916,292	96,937	0	0	\$0	-	307	\$7,253,571	5	\$4,908,559	50,341	24	\$19,802,889	194	577	\$44,881,311
Apr	67	\$18,598,556	139,405	5	47	\$4,821,159	48,558	299	\$7,669,813	3	\$1,822,000	13,406	17	\$1,167,624	179	570	\$34,079,152
May	101	\$26,698,999	198,023	4	32	\$3,180,973	31,808	369	\$9,214,659	1	\$900,000	5,900	18	\$1,207,545	210	703	\$41,202,176
Jun	62	\$16,137,219	122,196	12	96	\$10,291,456	106,360	320	\$8,006,582	1	\$623,802	5,458	31	\$22,106,368	172	598	\$57,165,426
Jul	26	\$6,351,554	47,358	32	188	\$21,556,721	212,764	304	\$7,115,479	4	\$3,622,000	25,886	16	\$3,283,229	200	582	\$41,928,983
Aug	38	\$10,183,709	76,367	1	2	\$287,924	2,868	347	\$8,223,621	7	\$20,354,427	394,571	30	\$6,947,730	187	610	\$45,997,411
Sep	18	\$4,941,018	37,813	3	6	\$926,543	8,118	443	\$9,863,475	1	\$400,000	1,334	31	\$6,221,171	184	680	\$22,352,207
Oct	26	\$8,182,294	62,287	19	208	\$25,206,399	205,288	388	\$9,715,410	6	\$8,575,000	42,030	24	\$1,134,381	180	643	\$52,813,484
Nov	22	\$7,052,110	53,804	0	0	\$0	-	301	\$9,141,758	1	\$2,850,000	11,990	27	\$5,833,454	158	509	\$24,877,322
Dec	22	\$6,171,158	46,148	0	0	\$0	-	181	\$4,654,496	2	\$2,549,235	24,301	27	\$3,573,520	123	355	\$16,948,409
TOTALS	560	\$151,754,234	1,141,398	88	691	\$80,621,472	735,745	3,804	\$94,078,584	38	\$139,595,023	1,633,808	279	\$99,592,199	2,104	6,873	\$565,641,512

Misc. permits are not based on valuation.