

PLANNING COMMISSION AGENDA

CHAIRPERSON:

Mary Beatie



VICE CHAIRPERSON:

Chris Tavarez

COMMISSIONERS: Bill Davis, Charlie Norman, Adam Peck, Chris Tavarez, Mary Beatie

MONDAY, JANUARY 13, 2025
VISALIA COUNCIL CHAMBERS
LOCATED AT 707 W. ACEQUIA AVENUE, VISALIA, CA
MEETING TIME: 7:00 PM

1. CALL TO ORDER –
2. THE PLEDGE OF ALLEGIANCE –
3. ROLL CALL –
4. 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. You may provide comments to the Planning Commission at this time, but the Planning Commission may only legally discuss those items already on tonight's agenda.

The Commission requests that a five (5) minute time limit be observed for Citizen Comments. You will be notified when your five minutes have expired.
5. AGENDA COMMENTS OR CHANGES –
6. 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.
 - None
7. PUBLIC HEARING – Cristobal Carrillo, Associate Planner

Conditional Use Permit No. 2024-43: A request by the Neighborhood Mennonite Brethren Church of Visalia, CA to amend Conditional Use Permit No. 1996-29, permitting a full time coffee bar and meeting space, located in the R-1-5 (Single Family Residential, 5,000 sq. ft. minimum lot size) Zone. The project site is located at 5505 West Riggin Avenue, on the southwest corner of West Riggin Avenue and North Akers Street (APN: 077-100-104). The project is Categorical Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Categorical Exemption No. 2024-68.

8. PUBLIC HEARING – Josh Dan, Senior Planner

Conditional Use Permit No. 2024-44: A request to permit an Infusion Health medical infusion therapy use within an existing 3,398 square foot building in the C-R (Regional Commercial) zone district. The project site is located at 1241 W. Caldwell Avenue (APN: 122-390-017). The project is Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Categorical Exemption No. 2024-73.

9. CITY PLANNER UPDATE –

- a. Administrative Adjustment Annual Report to Planning Commission.
- b. 2025 Planning Commission Meeting Calendar
- c. 2025 Planning Commissioner Academy

10. ADJOURNMENT

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, JANUARY 23, 2025, BEFORE 5:00 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 North Santa Fe Street, Visalia, CA 93291. 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, JANUARY 27, 2025



REPORT TO CITY OF VISALIA PLANNING COMMISSION

HEARING DATE: January 13, 2025

PROJECT PLANNER: Cristobal Carrillo, Associate Planner
Phone No.: (559) 713-4443
E-mail: cristobal.carrillo@visalia.city

SUBJECT: Conditional Use Permit No. 2024-43: A request by the Neighborhood Mennonite Brethren Church of Visalia, CA to amend Conditional Use Permit No. 2016-26, permitting a full-time coffee bar and meeting space, located in the R-1-20 (Single Family Residential, 20,000 sq. ft. minimum lot size) Zone. The project site is located at 5505 West Riggin Avenue, on the southwest corner of West Riggin Avenue and North Akers Street (APN: 077-100-104).

STAFF RECOMMENDATION

Staff recommends approval of Conditional Use Permit No. 2024-43, as modified by staff, based upon the findings and conditions in Resolution No. 2024-80. Staff's recommendation is based on the conclusion that the modified request is consistent with the Visalia General Plan and Zoning Ordinance.

RECOMMENDED MOTION

I move to approve Conditional Use Permit No. 2024-43 based on the findings and conditions in Resolution No. 2024-80.

PROJECT DESCRIPTION

The applicant requests approval to amend Conditional Use Permit No. 2016-26 to permit the operation of an existing ancillary coffee bar and gathering space (known as "The Commons") as a full-time commercial use, operating within the church complex and open to the general public. Per the site plan and floor plan in Exhibits "A" and "B", the existing coffee bar is 2,470 square feet in size and contains service, seating, and storage areas. A 1,325 square-foot outdoor seating area is also available for customer use. Bathrooms for the coffee bar are provided via two separate buildings located within the church complex with exterior access, east and west of the coffee bar. Currently, the coffee bar is only operational whenever church or related activities occur, such as worship services, bible study, and youth group.

Per the hours of operation table in Exhibit "D", the applicant proposes expanded hours of operation for the coffee bar. The coffee bar would be open during regular daytime hours, primarily when no worship/sanctuary activities would occur. During hours of operation, the coffee bar would serve coffee, drinks, pastries, and pre-packaged food to the general public, with a focus on serving individuals attending South Valley United Soccer Club games and practices (which are held on the church campus sports fields) and the students, parents, and staff of Ridgeview Middle School to the north. The space would also function as a "communal space for connection and gathering" open to both the public and church congregants, to include hosting of after-school programs, counselor led support groups, mentorship programs, Visalia Unified School District trainings, and other community events.

The facility would be operated by Eddie and Susie Perez (see Draft Lease Agreement in Exhibit “E”) who are also members of the church. Rent for the facility would be paid to the church, but income generated from the use would go towards the proprietors. While the coffee bar would be its own commercial operation, it would function as an extension of the church, sharing parking and bathroom facilities, with a “mission and vision” fully aligned with the Neighborhood Church. Church volunteers would also use the coffee bar premises for church activities, to be held outside of normal coffee bar hours of operation.

Commercial signage for the coffee bar would consist of a 5 ½ square foot hanging sign to be placed in the outdoor seating area, and a portable A-frame sign near the entrance of the facility. No street signage is proposed as part of this project.

Letters in support of the request are provided by Grant Smith, Board Member with the South Valley United Soccer Club, and by Andy Di Meo, Assistant Superintendent, Educational Services, with the Visalia Unified School District. The letters can be found in Exhibit “F” of this report.

Public Hearing Notice

The above project description corrects errors discovered in the public hearing notice published and mailed to adjacent property owners within 300 feet of the project site. The notice incorrectly identified the zoning of the project site as R-1-5 (Single Family Residential, 5,000 square foot minimum site area) instead of R-1-20. Staff notes that the discrepancy did not result in any deficiencies with notification to members of the public, nor does it affect the analysis provided within this report.

BACKGROUND INFORMATION

General Plan Land Use Designation:	Residential Very Low Density
Zoning:	R-1-20 (Single Family Residential, 20,000 square foot minimum site area)
Surrounding Zoning and Land Use	North: Q-P (Quasi Public), R-M-3 (Multifamily Residential, 1,200 square foot minimum site area per dwelling) / Agricultural land, Ridgeview Middle School, Modoc Ditch South: R-1-5 / The Vineyard residential subdivision East: R-1-5, R-M-2 (Multifamily Residential, 3,000 square foot minimum site area per dwelling) / Summerfield residential subdivision, The Reserve at Ritchie Ranch multifamily complex West: R-1-5 / Amber Crossing residential subdivision, single family residences, abandoned dairy
Environmental Review:	Categorical Exemption No. 2024-68
Special Districts:	None
Site Plan:	2024-205, 2024-166

RELATED PROJECTS

Conditional Use Permit No. 1996-29: A request by Neighborhood Church Mennonite Brethren to establish a church facility with an 800-seat multi-purpose facility (gymnasium and worship place), offices, classrooms, and athletic fields, at the southwest corner of West Riggin Avenue and North Akers Street. The project was approved by the Visalia Planning Commission on January 27, 1997.

Conditional Use Permit No. 2008-39: A request by Neighborhood Church to amend Conditional Use Permit No. 1996-29, to allow a new 23,000 +/- square foot sanctuary, classrooms, and expansion of an office and parking lots on an existing church campus, at the southwest corner of West Riggin Avenue and North Akers Street. The project was approved by the Visalia Planning Commission on November 28, 2008, however the CUP lapsed after two years due to no Building Permits being issued for the project.

Conditional Use Permit No. 2016-26: A request by Neighborhood Church to amend Conditional Use Permit No. 1996-29 to allow a new 23,000 square foot sanctuary, classrooms, an office, and a larger parking lot on an existing church campus located at 5505 West Riggin Avenue. The project was approved by the Visalia Planning Commission on December 12, 2016.

Site Plan Review No. 2023-046 – B / B232512: A request by Neighborhood Church to convert an existing classroom space into a coffee bar and gathering space. Per the April 5, 2023 Planning Division comments provided with the Site Plan Review approval, the applicant stated that the use would only be conducted as ancillary to the church use. Operations would only occur when in conjunction with other church and church related activities conducted on the project site. Building Permit B222512 for conversion of the classroom into a coffee bar was finalized on April 23, 2024.

Site Plan Review No. 2024-166 and 2024-205: A request by Neighborhood Church to convert the ancillary coffee bar into a full-time coffee bar that would be open to the public. Per the August 14 and September 11, 2024, Planning Division comments, the coffee bar use could continue if operated ancillary to the overall church use, but that intensification to a full-time commercial use would require a CUP amendment. Staff also noted that conversion to a full-time commercial use would be recommended by Planning Division staff for denial to the Planning Commission.

PROJECT EVALUATION

General Plan Consistency

The project site is designated by the Land Use Element of the Visalia General Plan as Very Low Density Residential. This land use designation is primarily intended to provide for single-family detached housing on large lots, typical of rural residential environments. Per the Land Use Element, houses of worship and other places for religious assembly are also considered appropriate in residential areas, subject to appropriate location and development standards, and Conditional Use Permit requirements to ensure neighborhood compatibility.

The Land Use Element contains a number of economic and residential objectives and policies intended to improve the overall business climate of the City and guide development within residentially designated areas. A review of the objectives and policies determined that the Land Use Element does not include language promoting the establishment of outright commercial uses within residential areas. As such, establishment of a “stand-alone” full-service commercial coffee bar or any other “stand-along” commercial business, if operating independently of the Neighborhood Church campus, would not be considered consistent with the General Plan.

Land Use Compatibility

Churches and related facilities are identified as a conditionally permitted use in several of Visalia's zoning classifications, including the R-1-20 Zone. Limited commercial uses are permitted in R-1 Zones, though they typically retain some residential component (i.e. senior citizen residential developments, various care facilities, mobile home parks, home occupations, etc.) and often require a Conditional Use Permit to enact. Typical coffee bar uses not containing a drive-thru lane are generally permitted by right in all commercial, office, and industrial zones. Given the rules of the Zoning Ordinance, there is no basis to permit the establishment of a full-service coffee shop on a project site located within the R-1-20 residential zone.

Furthermore, established uses within the vicinity of the project are dominated by single and multi-family residential development to the south, east, west, and northeast. Areas to the north are largely undeveloped, save for the existing Ridgeview Middle School. However, General Plan and Zoning classifications applicable to the north designate the areas for quasi-public and residential uses, such as schools, parks, and multi-family developments. In particular, the Carlton Acres Specific Plan was approved in October 2023, earmarking the areas to the north for residential development. The closest commercial nodes to the project are a mile east and west, at the corners of West Riggin Avenue and North Shirk Street, and West Riggin Avenue and North Demaree Street.

Operation As Ancillary Use

While there is no basis to permit a "stand-alone" full-service operation of the proposed coffee bar, there is reason to permit its operation as a use ancillary to the overall operation of the church campus. Churches occupy a rarified space in land use regulation, as the main function (Sunday worship gatherings) is often accompanied by a plethora of incidental uses that are interwoven with the main use. This can include educational uses (bible study, catechism), daycares (for the caring of children during worship), counseling spaces (for spiritual guidance or confession), music rehearsal spaces (for church choirs or worship teams), and events (nativity plays, conferences, funeral services, etc.). While not worship gatherings in and of themselves, all incidental uses support the main church function in some capacity.

Food service, as an ancillary use, is also not uncommon for some churches. There are a number of churches within the City (for example Visalia First Assembly of God Church, Grace Community Church of Visalia, and Gateway Church of Visalia) that provide a coffee bar for attendees. Of the three churches surveyed, coffee service is provided only before or after worship services. Only one of the three churches is within a residential zone, with the other two within the Q-P Zone.

Per the hours of operation table in Exhibit "D", the applicant has demonstrated that there is significant activity occurring on the church premises on a nearly daily basis. Weekday hours proposed for the coffee bar would coincide with church office and ancillary activities. Saturday and Sunday operating hours would coincide with South Valley United Soccer Club and worship/sanctuary activities. Only Friday operating hours would not coincide with any onsite activity. Given the above, staff recommends that the use be permitted to continue to operate as an ancillary use to the church, subject to the following recommended condition of approval:

- Condition No. 2 - That the site shall be developed and use operated as an ancillary use to the church in substantial compliance with the Operational Statement and Hours of Operation Table in Exhibit "D", except as modified below:
 - a. That the coffee bar shall only operate when in conjunction with a church and/or ancillary church use conducted on the project site.

This would allow the coffee bar to operate as requested in Exhibit “D”, except that no operation would be permitted on Fridays, unless a church and/or ancillary church activity where to occur the same day. With the inclusion of this recommended condition, the proposed coffee bar use will operate in a manner that is compatible with other ancillary uses associated with the church.

Signage

The applicant proposes placement of signage within close proximity of the entrance to the coffee bar, situated well away from the public right of way. Visalia Municipal Code Section 17.48.030 (Exempt Signs) states that signs that are not visible from the public right of way are permitted by right and do not require a Building Permit. This section is specific to interior signage, but can be applied to outdoor signage in situations such as this wherein the signage will not be visible from the street.

Environmental Review

The proposal will make use of an existing coffee bar within the Neighborhood Church complex. No other physical changes are proposed to the project site. As such, the requested action is considered Categorically Exempt under Section 15301 (Existing Facilities) of the Guidelines for the Implementation of the California Environmental Quality Act (CEQA). (Categorical Exemption No. 2024-68).

RECOMMENDED FINDINGS

1. That the proposed project, as conditioned, will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.
2. That the proposed project is consistent with the policies and intent of the General Plan and Zoning Ordinance. Specifically, the project is consistent with the required findings of Zoning Ordinance Section 17.38.110:
 - a. 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. While there is no basis to permit a “stand-alone” full-service operation of the proposed coffee bar, there is reason to permit its operation as a use ancillary to the overall operation of the church. Churches are often accompanied by many incidental uses that are interwoven with the main church use. Food service, as an ancillary use, is not uncommon for some churches, as a number of churches within the City provide a coffee bar for attendees. With application of the recommended Condition No. 2.a, limiting hours in conjunction with onsite church activities, the coffee bar use will operate in a manner that is compatible with other church ancillary uses, minimizing impacts to the site and surrounding areas.
 - b. 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, nor materially injurious to properties or improvements in the vicinity. While there is no basis to permit a “stand-alone” full-service operation of the proposed coffee bar, there is reason to permit its operation as a use ancillary to the overall operation of the church. Churches are often accompanied by many incidental uses that are interwoven with the main use. Food service, as an ancillary use, is not uncommon for some churches, as a number of churches within the City provide a coffee bar for attendees. With application of the recommended conditions of approval, limiting hours to solely when in conjunction with onsite church activities, the coffee bar use will operate in a manner that is compatible with other church ancillary uses, minimizing impacts to the site and surrounding areas.

3. That 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. 2024-68).

RECOMMENDED CONDITIONS OF APPROVAL

1. That the site shall be developed and use operated as an ancillary use to the church in substantial compliance with the Site Plan in Exhibit "A", and Floor Plan in Exhibit "B".
2. That the site shall be developed and use operated as an ancillary use to the church in substantial compliance with the Operational Statement and Hours of Operation Table in Exhibit "D", except as modified below:
 - a. That the coffee bar shall only operate when in conjunction with a church and/or ancillary church use conducted on the project site.
3. That the site shall be developed consistent with the comments and conditions of the Site Plan Review Committee, as set forth under Site Plan No. 2024-166 and 2024-205.
4. That the project shall be developed and operated in compliance with all requirements and conditions of the Conditional Use Permit No. 2016-26, unless superseded by the conditions of Conditional Use Permit No. 2024-43.
5. That any project signage shall comply with all requirements of Visalia Municipal Code Section 17.48 (Signs).
6. That all other federal, state and city codes, ordinances and laws shall be met.

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, 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.

Attachments:

- Related Plans and Policies
- Resolution No. 2024-80
- Exhibit "A" – Site Plan
- Exhibit "B" – Floor Plan
- Exhibit "C" – Existing Site Pictures
- Exhibit "D" – Operational Statement and Hours of Operation Table
- Exhibit "E" – Draft Leasing Agreement
- Exhibit "F" – Letters of Support
- Categorical Exemption No. 2024-68
- Site Plan Review No. 2024-205 and 2024-166
- General Plan Land Use Map
- Zoning Map
- Aerial Map
- Vicinity Map

RELATED PLANS AND POLICIES

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

VISALIA GENERAL PLAN Land Use Element

2.4 General Plan Land Use Diagram

Land Use Classifications - Residential

Very Low Density Residential. This designation is intended to provide for single family detached housing on large lots. Residential densities are typical of rural residential environments. The typical residential density for this designation ranges from 0.1 to two housing units per gross acre. Buildout is assumed at two units per gross acre.

2.13 Institutional and Civic

Public and quasi-public facilities, such as government facilities, hospitals and cemeteries, are important elements of community-building. Sites needed for large facilities are indicated on the General Plan Land Use Diagram near mixed-use neighborhood centers and Downtown; the new Kaweah Delta Medical Center campus is shown in the southeastern quadrant, near Caldwell and Lovers Lane. Public uses on sites less than two acres in size do not need a separate zoning classification and are not shown on the Diagram.

Houses of worship and other places for religious assembly as well as private schools and colleges will be permitted in residential and commercial areas, subject to appropriate location and development standards, and use-permit requirements which will ensure neighborhood compatibility.

VISALIA MUNICIPAL CODE

Chapter 17.12

R-1 Single Family Residential Zone

17.12.010 Purpose and intent.

In the R-1 single-family residential zones (R-1-5, R-1-12.5, and R-1-20), the purpose and intent is to provide living area within the city where development is limited to low density concentrations of one-family dwellings where regulations are designed to accomplish the following: to promote and encourage a suitable environment for family life; to provide space for community facilities needed to compliment urban residential areas and for institutions that require a residential environment; to minimize traffic congestion and to avoid an overload of utilities designed to service only low density residential use.

17.12.015 Applicability.

The requirements in this chapter shall apply to all property within R-1 zone districts.

17.12.020 Permitted uses.

In the R-1 single-family residential zones, the following uses shall be permitted by right:

- A. One-family dwellings;
- B. Raising of fruit and nut trees, vegetables and horticultural specialties;
- C. Accessory structures located on the same site with a permitted use including private garages and carports, one guest house, storehouses, garden structures, green houses, recreation room and hobby shops;

- D. Swimming pools used solely by persons resident on the site and their guests; provided, that no swimming pool or accessory mechanical equipment shall be located in a required front yard or in a required side yard;
- E. Temporary subdivision sales offices;
- F. Licensed day care for a maximum of fourteen (14) children in addition to the residing family;
- G. Twenty-four (24) hour residential care facilities or foster homes, for a maximum of six individuals in addition to the residing family;
- H. Signs subject to the provisions of Chapter 17.48;
- I. The keeping of household pets, subject to the definition of household pets set forth in Section 17.04.030;
- J. Accessory dwelling units as specified in Sections 17.12.140 through 17.12.200;
- K. Adult day care up to twelve (12) persons in addition to the residing family;
- L. Other uses similar in nature and intensity as determined by the city planner;
- M. Legally existing multiple family units, and expansion or reconstruction as provided in Section 17.12.070.
- N. Transitional or supportive housing for six (6) or fewer resident/clients.
- O. In the R-1-20 zone only, the breeding, hatching, raising and fattening of birds, rabbits, chinchillas, hamsters, other small animals and fowl, on a domestic noncommercial scale, provided that there shall not be less than one thousand (1,000) square feet of site area for each fowl or animal and provided that no structure housing poultry or small animals shall be closer than fifty (50) feet to any property line, closer than twenty-five (25) feet to any dwelling on the site, or closer than fifty (50) feet to any other dwelling;
- P. In the R-1-20 zone only, the raising of livestock, except pigs of any kind, subject to the exception of not more than two cows, two horses, four sheep or four goats for each site, shall be permitted; provided, that there be no limitation on the number of livestock permitted on a site with an area of ten acres or more and provided that no stable be located closer than fifty (50) feet to any dwelling on the site or closer than one hundred (100) feet to any other dwelling;

17.12.030 Accessory uses.

In the R-1 single-family residential zone, the following accessory uses shall be permitted, subject to specified provisions:

- A. Home occupations subject to the provisions of Section 17.32.030;
- B. Accessory buildings subject to the provisions of Section 17.12.100(B).
- C. Cottage Food Operations subject to the provisions of Health and Safety Code 113758 and Section 17.32.035.

17.12.040 Conditional uses.

In the R-1 single-family residential zone, the following conditional uses may be permitted in accordance with the provisions of Chapter 17.38:

- A. Planned development subject to the provisions of Chapter 17.26;
- B. Public and quasi-public uses of an educational or religious type including public and parochial elementary schools, junior high schools, high schools and colleges; nursery schools, licensed day care facilities for more than fourteen (14) children; churches, parsonages and other religious institutions;

- C. Public and private charitable institutions, general hospitals, sanitariums, nursing and convalescent homes; not including specialized hospitals, sanitariums, or nursing, rest and convalescent homes including care for acute psychiatric, drug addiction or alcoholism cases;
- D. Public uses of an administrative, recreational, public service or cultural type including city, county, state or federal administrative centers and courts, libraries, museums, art galleries, police and fire stations, ambulance service and other public building, structures and facilities; public playgrounds, parks and community centers;
- E. Electric distribution substations;
- F. Gas regulator stations;
- G. Public service pumping stations, i.e., community water service wells;
- H. Communications equipment buildings;
- I. Planned neighborhood commercial center subject to the provisions of Chapter 17.26;
- J. Residential development specifically designed for senior housing;
- K. Mobile home parks in conformance with Section 17.32.040;
- L. [Reserved.] M. Residential developments utilizing private streets in which the net lot area (lot area not including street area) meets or exceeds the site area prescribed by this article and in which the private streets are designed and constructed to meet or exceed public street standards;
- N. Adult day care in excess of twelve (12) persons;
- O. Duplexes on corner lots;
- P. Twenty-four (24) hour residential care facilities or foster homes for more than six individuals in addition to the residing family;
- Q. Residential structures and accessory buildings totaling more than ten thousand (10,000) square feet;
- R. Other uses similar in nature and intensity as determined by the city planner.
- S. Transitional or supportive housing for seven (7) or more resident/clients.

17.12.050 Site area.

The minimum site area shall be as follows:

Zone	Minimum Site Area
R-1-5	5,000 square feet
R-1-12.5	12,500 square feet
R-1-20	20,000 square feet

A. Each site shall have not less than forty (40) feet of frontage on the public street. The minimum width shall be as follows:

Zone	Interior Lot	Corner Lot
R-1-5	50 feet	60 feet
R-1-12.5	90 feet	100 feet
R-1-20	100 feet	110 feet

B. Minimum width for corner lot on a side on cul-de-sac shall be eighty (80) feet, when there is no landscape lot between the corner lot and the right of way.

17.12.060 One dwelling unit per site.

In the R-1 single-family residential zone, not more than one dwelling unit shall be located on each site, with the exception to Section 17.12.020(J).

17.12.070 Replacement and expansion of legally existing multiple family units.

In accordance with Sections 17.12.020 legally existing multiple family units may be expanded or replaced if destroyed by fire or other disaster subject to the following criteria:

- A. A site plan review permit as provided in Chapter 17.28 is required for all expansions or replacements.
- B. Replacement/expansion of unit(s) shall be designed and constructed in an architectural style compatible with the existing single-family units in the neighborhood. Review of elevations for replacement/expansion shall occur through the site plan review process. Appeals to architectural requirements of the site plan review committee shall be subject to the appeals process set forth in Chapter 17.28.050.
- C. Setbacks and related development standards shall be consistent with existing single-family units in the neighborhood.
- D. Parking requirements set forth in Section 17.34.020 and landscaping requirements shall meet current city standards and shall apply to the entire site(s), not just the replacement unit(s) or expanded area, which may result in the reduction of the number of units on the site.
- E. The number of multiple family units on the site shall not be increased.
- F. All rights established under Sections 17.12.020 and 17.12.070 shall be null and void one hundred eighty (180) days after the date that the unit(s) are destroyed (or rendered uninhabitable) unless a building permit has been obtained and diligent pursuit of construction has commenced. The approval of a site plan review permit does not constitute compliance with this requirement.

17.12.080 Front yard.

A. The minimum front yard shall be as follows:

Zone	Minimum Front Yard
R-1-5	Fifteen (15) feet for living space and side-loading garages and twenty-two (22) feet for front-loading garages or other parking facilities, such as, but not limited to, carports, shade canopies, or porte cochere. A Porte Cochere with less than twenty-two (22) feet of setback from property line shall not be counted as covered parking, and garages on such sites shall not be the subject of a garage conversion.
R-1-12.5	Thirty (30) feet
R-1-20	Thirty-five (35) feet

B. On a site situated between sites improved with buildings, the minimum front yard may be the average depth of the front yards on the improved site adjoining the side lines of the site but need not exceed the minimum front yard specified above.

C. On cul-de-sac and knuckle lots with a front lot line of which all or a portion is curvilinear, the front yard setback shall be no less than fifteen (15) feet for living space and side-loading garages and twenty (20) feet for front-loading garages.

17.12.090 Side yards.

A. The minimum side yard shall be five feet in the R-1-5 and R-1-12.5 zone subject to the exception that on the street side of a corner lot the side yard shall be not less than ten feet and twenty-two (22) feet for front loading garages or other parking facilities, such as, but not limited to, carports, shade canopies, or porte cocheres.

- B. The minimum side yard shall be ten feet in the R-1-20 zone subject to the exception that on the street side of a corner lot the side yard shall be not less than twenty (20) feet.
- C. On a reversed corner lot the side yard adjoining the street shall be not less than ten feet.
- D. On corner lots, all front-loading garage doors shall be a minimum of twenty-two (22) feet from the nearest public improvement or sidewalk.
- E. Side yard requirements may be zero feet on one side of a lot if two or more consecutive lots are approved for a zero lot line development by the site plan review committee.
- F. The placement of any mechanical equipment, including but not limited to, pool/spa equipment and evaporative coolers shall not be permitted in the five-foot side yard within the buildable area of the lot, or within five feet of rear/side property lines that are adjacent to the required side yard on adjoining lots. This provision shall not apply to street side yards on corner lots, nor shall it prohibit the surface mounting of utility meters and/or the placement of fixtures and utility lines as approved by the building and planning divisions.

17.12.100 Rear yard.

In the R-1 single-family residential zones, the minimum yard shall be twenty-five (25) feet, subject to the following exceptions:

- A. On a corner or reverse corner lot the rear yard shall be twenty-five (25) feet on the narrow side or twenty (20) feet on the long side of the lot. The decision as to whether the short side or long side is used as the rear yard area shall be left to the applicant's discretion as long as a minimum area of one thousand five hundred (1,500) square feet of usable rear yard area is maintained. The remaining side yard to be a minimum of five feet.
- B. Accessory structures not exceeding twelve (12) feet may be located in the required rear yard but not closer than three feet to any lot line provided that not more than twenty (20) percent of the area of the required rear yard shall be covered by structures enclosed on more than one side and not more than forty (40) percent may be covered by structures enclosed on only one side. On a reverse corner lot an accessory structure shall not be located closer to the rear property line than the required side yard on the adjoining key lot. An accessory structure shall not be closer to a side property line adjoining key lot and not closer to a side property line adjoining the street than the required front yard on the adjoining key lot.
- C. Main structures may encroach up to five feet into a required rear yard area provided that such encroachment does not exceed one story and that a usable, open, rear yard area of at least one thousand five hundred (1,500) square feet shall be maintained. Such encroachment and rear yard area shall be approved by the city planner prior to issuing building permits.

17.12.110 Height of structures.

In the R-1 single-family residential zone, the maximum height of a permitted use shall be thirty-five (35) feet, with the exception of structures specified in Section 17.12.100(B).

17.12.120 Off-street parking.

In the R-1 single-family residential zone, subject to the provisions of Chapter 17.34.

17.12.130 Fences, walls and hedges.

In the R-1 single-family residential zone, fences, walls and hedges are subject to the provisions of Section 17.36.030.

17.12.135 Lot area less than 5,000 square feet.

- A. Notwithstanding Section 17.12.050, lots in the R-1-5 zone may have a lot area of between 3,600 and 4,999 square feet if all of the following standards are met:

1. The Planning Commission finds that the development's overall density is consistent with the General Plan.
2. The maximum number of lots less than 5,000 square feet that may be approved by a tentative subdivision map shall be fifty (50) percent or less of the total lots.
3. Streets shall be constructed to public street standards.
4. Each subdivision with at least 15 lots that are less than 5,000 square feet in size shall make available to buyers at least three (3) different small lot floor plans with at least four (4) available elevation designs for each floor plan to construct on those lots.
5. The primary frontage of the dwelling unit shall face a public street, primary entryway, circulation walkway, or open space with sidewalks that provide delineated paths of travel.
6. The primary frontage of the dwelling unit shall include the primary entrance and at least one window.
7. Required covered parking spaces shall be in garages. Carports are prohibited.
8. The width of the garage shall not be greater than fifty (50) percent of the width of the dwelling unit.
9. The garage shall not extend beyond the front building facade (living area.)
10. All dwelling units shall include a covered front porch at least four (4) feet deep and six (6) feet wide or an uncovered front courtyard at least five (5) feet wide and five (5) feet deep that is surrounded on four sides by the dwelling unit or a wall or fence between three (3) and four (4) feet high with a pedestrian gate or entryway.
11. The building official shall not approve a building permit for a new dwelling unit on a lot with a lot area less than 5,000 square feet until the city planner, or designee, has determined that the standards identified in this section are met.
12. The subdivision shall provide a common, usable open space area of a minimum 3,000 square feet or two hundred fifty (250) square feet per lot under 5,000 square feet, whichever is greater. The area shall be landscaped and maintained with funding from either a homeowner's association or a landscape and lighting act district.

B. Notwithstanding this Chapter, lots with less than five thousand (5,000) square feet shall have the following minimum dimensions and building setback areas, unless they were approved with a planned development permit:

1. The minimum lot depth shall be seventy (70) feet.
2. The minimum lot width shall be forty-six (46) feet for interior lots and fifty-one (51) feet for corner lots.
3. The minimum front building setback area shall be twelve (12) feet for livable space and twenty (20) feet for garages.
4. The minimum rear yard building setback area shall be fifteen (15) feet.
5. The minimum interior side yard building setback area shall be five (5) feet.
6. The minimum corner side yard building setback area shall be ten (10) feet.

7. The maximum building height shall be thirty-five (35) feet.

8. Lots shall provide for a usable open space area of a minimum three hundred (300) square feet. The open space shall be a minimum fifteen (15) feet wide.

C. Lots less having a lot area of 3,600 square feet, or lots that do not meet the standards in this section may be approved through the planned development permit process per Chapter 17.26. (Ord. 2017-01 (part), 2017)

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.

- A. Conditional use permits for temporary uses or structures may be processed as administrative matters by the city planner and/or planning division staff. However, the city planner may, at his/her discretion, refer such application to the planning commission for consideration.
- B. The city planner and/or planning division staff is authorized to review applications and to issue such temporary permits, subject to the following conditions:
 - 1. Conditional use permits granted pursuant to this section shall be for a fixed period not to exceed thirty (30) days for each temporary use not occupying a structure, including promotional enterprises, or six months for all other uses or structures.
 - 2. Ingress and egress shall be limited to that designated by the planning division. Appropriate directional signing, barricades, fences or landscaping shall be provided where required. A security officer may be required for promotional events.
 - 3. Off-street parking facilities shall be provided on the site of each temporary use as prescribed in Section 17.34.020.
 - 4. Upon termination of the temporary permit, or abandonment of the site, the applicant shall remove all materials and equipment and restore the premises to their original condition.
 - 5. Opening and closing times for promotional enterprises shall coincide with the hours of operation of the sponsoring commercial establishment. Reasonable time limits for other uses may be set by the city planner and planning division staff.
 - 6. Applicants for a temporary conditional use permit shall have all applicable licenses and permits prior to issuance of a conditional use permit.
 - 7. Signing for temporary uses shall be subject to the approval of the city planner.
 - 8. Notwithstanding underlying zoning, temporary conditional use permits may be granted for fruit and vegetable stands on properties primarily within undeveloped agricultural areas. In reviewing applications for such stands, issues of traffic safety and land use compatibility shall be evaluated and mitigation measures and conditions may be imposed to ensure that the stands are built and

are operated consistent with appropriate construction standards, vehicular access and off-street parking. All fruits and vegetables sold at such stands shall be grown by the owner/operator or purchased by said party directly from a grower/farmer.

- C. The applicant may appeal an administrative decision to the planning commission. (Ord. 9605 § 30 (part), 1996: prior code § 7532)

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)

Chapter 17.25

Uses In The Commercial, Mixed Use, Office, and Industrial Zones

Commercial, Mixed Use, Office, and Industrial Zones Use Matrix												
P = Use is Permitted by Right			C = Use Requires Conditional Use Permit									
T = Use Requires Temporary Use Permit			Blank = Use is Not Allowed									
	USE	Commercial and Mixed Use Zones					Office Zones			Industrial Zones		Special Use Standards (See identified Chapter or Section)
		C-N	C-R	C-S	C-MU	D-MU	O-PA	O-C	BRP	I-L	I	
E12	Live Entertainment		C		C	C						17.04
E13	Sit-Down Restaurant/Café – with or without full bar using less than 25% of public area	P	P	P	P	P	P	P	P	P		
E14	Sit-Down Restaurant/Café – full bar using greater than 25% of public area	C	C	C	C	C	C	C	C			
E15	Enclosed Solid Waste Transfer Stations											
F												
F1	Florist	P	P	P	P	P		C				
F2	Fortunetelling/Palm Reader				P							5.20
FUEL STORAGE												
F4	Propane/Butane				P					P	P	
F5	Propane/Butane (maximum 2000 gallons)		P	P								
F6	Propane/Butane within 50 feet of Planned/zoned Residential				C					C	C	
F7	Propane/Butane within 50 feet of Planned/zoned Residential (maximum 2000 gallons)		C	C								
F8	Above Ground Tanks dispensing Class I, II, and III-A liquids – within 100 feet of a residential use or residential zoned property	C	C	C	C	C			C	C	C	17.32.025
F9	Above Ground Tanks dispensing Class I, II, and III-A liquids – more than 100 feet from a residential use or residential zoned property	P	P	P	P	P			P	P	P	17.32.025

RESOLUTION NO. 2024-80

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF VISALIA APPROVING CONDITIONAL USE PERMIT NO. 2024-43, A REQUEST BY THE NEIGHBORHOOD MENNONITE BRETHERN CHURCH OF VISALIA, CA TO AMEND CONDITIONAL USE PERMIT NO. 2016-26, PERMITTING A FULL-TIME COFFEE BAR AND MEETING SPACE, LOCATED IN THE R-1-20 (SINGLE FAMILY RESIDENTIAL, 20,000 SQ. FT. MINIMUM LOT SIZE) ZONE. THE PROJECT SITE IS LOCATED AT 5505 WEST RIGGIN AVENUE, ON THE SOUTHWEST CORNER OF WEST RIGGIN AVENUE AND NORTH AKERS STREET (APN: 077-100-104).

WHEREAS, Conditional Use Permit No. 2024-43, is a request by the Neighborhood Mennonite Brethren Church of Visalia, CA to amend Conditional Use Permit No. 2016-26, permitting a full-time coffee bar and meeting space, located in the R-1-20 (Single Family Residential, 20,000 sq. ft. minimum lot size) Zone. The project site is located at 5505 West Riggan Avenue, on the southwest corner of West Riggan Avenue and North Akers Street (APN: 077-100-104); 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, 2025; and

WHEREAS, the Planning Commission of the City of Visalia finds the Conditional Use Permit No. 2024-43, as conditioned, to be in accordance with Chapter 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 Planning Commission finds the project to be Categorically Exempt consistent with the California Environmental Quality Act (CEQA) and City of Visalia Environmental Guidelines.

NOW, THEREFORE, BE IT RESOLVED that the project is exempt from further environmental review pursuant to CEQA Section 15301.

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 project, as conditioned, will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.
2. That the proposed project is consistent with the policies and intent of the General Plan and Zoning Ordinance. Specifically, the project is consistent with the required findings of Zoning Ordinance Section 17.38.110:
 - 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. While there is no basis to permit a “stand-alone” full-service operation of the proposed coffee bar, there is reason to permit its operation as a use ancillary to the overall operation of the church. Churches are often accompanied by many incidental uses that are interwoven with the main church use. Food service, as an ancillary use, is not uncommon for some churches, as a number of churches

within the City provide a coffee bar for attendees. With application of the recommended Condition No. 2.a, limiting hours in conjunction with onsite church activities, the coffee bar use will operate in a manner that is compatible with other church ancillary uses, minimizing impacts to the site and surrounding areas.

- 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, nor materially injurious to properties or improvements in the vicinity. While there is no basis to permit a “stand-alone” full-service operation of the proposed coffee bar, there is reason to permit its operation as a use ancillary to the overall operation of the church. Churches are often accompanied by many incidental uses that are interwoven with the main use. Food service, as an ancillary use, is not uncommon for some churches, as a number of churches within the City provide a coffee bar for attendees. With application of the recommended conditions of approval, limiting hours to solely when in conjunction with onsite church activities, the coffee bar use will operate in a manner that is compatible with other church ancillary uses, minimizing impacts to the site and surrounding areas.
3. That the project is considered Categorical Exempt under Section 15301 of the Guidelines for the Implementation of the California Environmental Quality Act (CEQA). (Categorical Exemption No. 2024-68).

BE IT FURTHER RESOLVED that the Planning Commission hereby approves the Conditional Use Permit on the real property here 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 site shall be developed and use operated as an ancillary use to the church in substantial compliance with the Site Plan in Exhibit “A”, and Floor Plan in Exhibit “B”.
2. That the site shall be developed and use operated as an ancillary use to the church in substantial compliance with the Operational Statement and Hours of Operation Table in Exhibit “D”, except as modified below:
 - a. That the coffee bar shall only operate when in conjunction with a church and/or ancillary church use conducted on the project site.
3. That the site shall be developed consistent with the comments and conditions of the Site Plan Review Committee, as set forth under Site Plan No. 2024-166 and 2024-205.
4. That the project shall be developed and operated in compliance with all requirements and conditions of the Conditional Use Permit No. 2016-26, unless superseded by the conditions of Conditional Use Permit No. 2024-43.
5. That any project signage shall comply with all requirements of Visalia Municipal Code Section 17.48 (Signs).
6. That all other federal, state and city codes, ordinances and laws shall be met.

EXHIBIT A

W RIGGIN AVENUE

ARCHITECTURAL SITE PLAN LEGEND

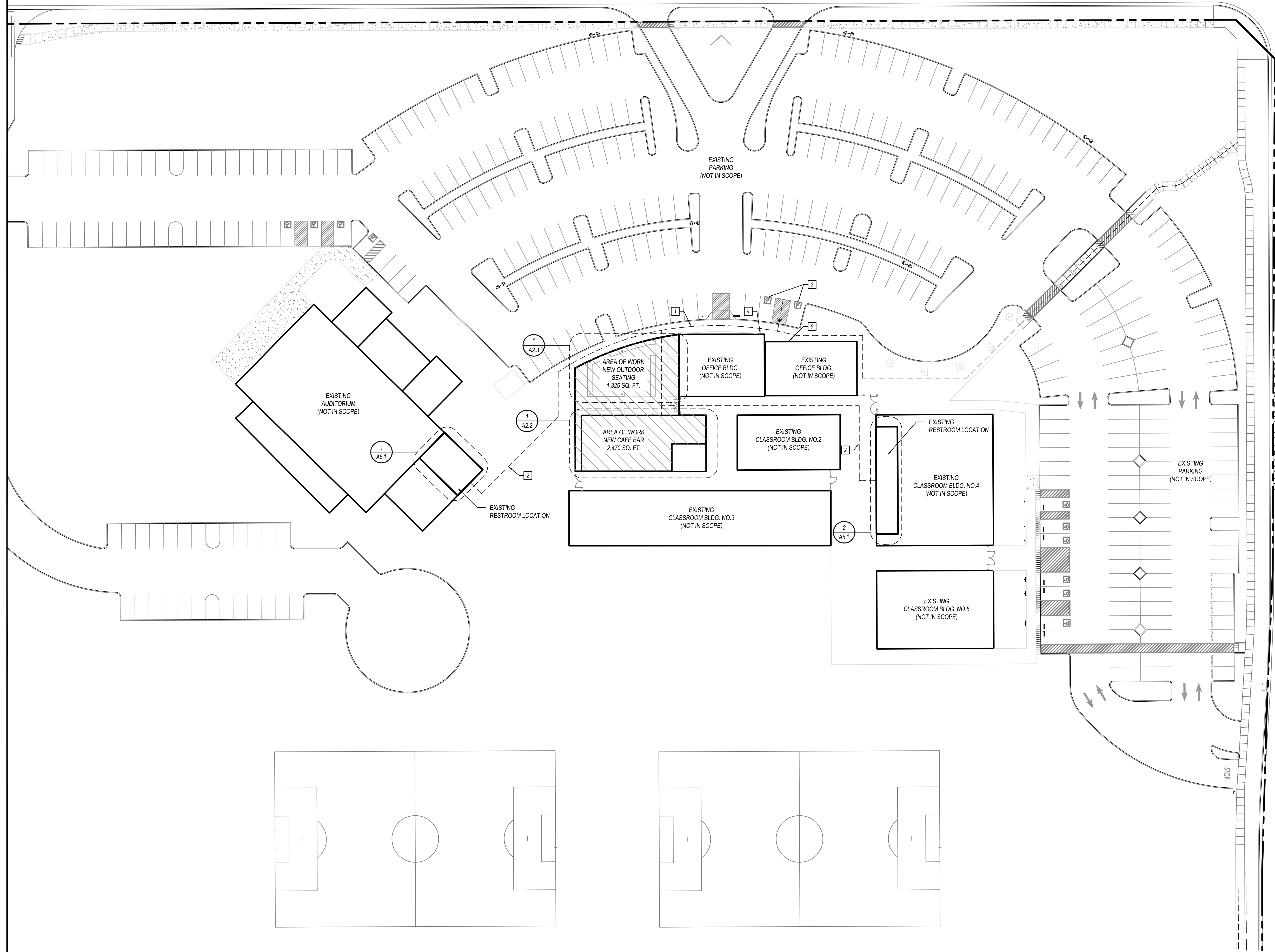
(E) PROPERTY LINE

KEYNOTES

- 1 PATH OF ACCESSIBLE TRAVEL FROM PUBLIC SIDEWALK AND FROM ACCESSIBLE PARKING STALL TO BUILDING ENTRY CONTRACTOR TO CONFIRM PATH OF TRAVEL MEETS ADA REQUIREMENTS
- 2 PATH OF ACCESSIBLE TRAVEL FROM ACCESSIBLE RESTROOMS TO BUILDING ENTRY CONTRACTOR TO CONFIRM PATH OF TRAVEL MEETS ADA REQUIREMENTS
- 3 VERIFY (E) ACCESSIBLE PARKING SPACES COMPLY WITH DETAIL 2/A8.1
- 4 (E) ACCESSIBLE SIGNAGE, REFER TO DETAIL 1/A8.1
- 5 (E) VAN ACCESSIBLE SIGNAGE, REFER TO DETAIL 1/A8.1

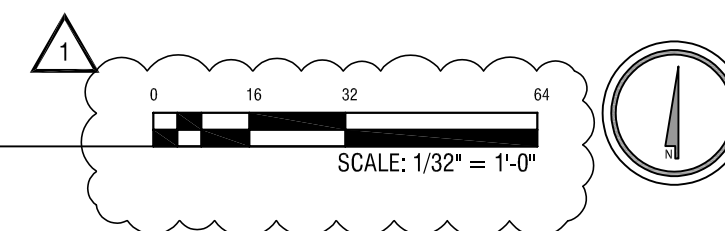
SITE PLAN GENERAL NOTES

1. VERIFY ADEQUACY OF SEWER LATERAL PRIOR TO NEW CONSTRUCTION.
2. WATER PRESSURE IN EXCESS OF 80 PSI REQUIRES A PRESSURE REGULATOR.
3. SLOPE GROUND IMMEDIATELY ADJACENT TO FOUNDATION AWAY FROM BUILDING AT A SLOPE OF NOT LESS THAN 1:20 (5%) FOR A MINIMUM OF 10' MEASURED PERPENDICULAR TO FACE OF WALL OR AT A 2% SLOPE WHEN A SWALE IS PROVIDED. IMPERVIOUS SURFACES WITHIN 10' OF BUILDING FOUNDATION SHALL BE SLOPED A MINIMUM OF 2% AWAY FROM BUILDING.
4. DURING CONSTRUCTION/GROUND DISTURBING ACTIVITIES, THE APPLICANT SHALL IMPLEMENT THE FOLLOWING PARTICULATE (DUST) CONTROL MEASURES. THE CONTRACTOR OR BUILDER SHALL DESIGNATE A PERSON OR PERSONS TO MONITOR THE DUST CONTROL PROGRAM AND TO ORDER INCREASED WATERING, AS NECESSARY, TO PREVENT TRANSPORT OF DUST OFF SITE. THEIR DUTIES SHALL INCLUDE HOLIDAY AND WEEKEND PERIODS WHEN WORK MAY NOT BE IN PROGRESS. THE NAME AND TELEPHONE NUMBER OF SUCH PERSONS SHALL BE PROVIDED TO THE APCD PRIOR TO COMMENCEMENT OF CONSTRUCTION.
 - 4.1. REDUCE THE AMOUNT OF DISTURBED AREA WHERE POSSIBLE.
 - 4.2. USE OF WATER TRUCKS OR SPRINKLER SYSTEM IN SUFFICIENT QUANTITIES TO PREVENT AIRBORNE DUST FROM LEAVING THE SITE. RECLAIMED (NONPOTABLE) WATER SHOULD BE USED WHENEVER POSSIBLE.
 - 4.3. VEHICLE SPEED FOR ALL CONSTRUCTION VEHICLES SHALL NOT EXCEED 15 MPH ON ANY UNPAVED SURFACE AT THE CONSTRUCTION SITE.
 - 4.4. ALL TRUCKS HAULING DIRT, SAND, SOIL, OR OTHER LOOSE MATERIALS ARE TO BE COVERED OR SHOULD MAINTAIN AT LEAST TWO FEET OF FREEBOARD (MINIMUM VERTICAL DISTANCE BETWEEN TOP LOAD AND TOP OF TRAILER) IN ACCORDANCE WITH CALIFORNIA VEHICLE CODE.
 - 4.5. ALL DIRT STOCK-PILE AREAS SHOULD BE SPRAYED DAILY AS NEEDED.
5. ANY PORTION OF A FENCE OR OTHER STRUCTURES WITHIN 5' OF THE BUILDING SHALL BE CONSTRUCTED OF NON-COMBUSTIBLE MATERIAL OR APPROVED EXTERIOR FIRE-RETARDANT WOOD OR MATERIAL THAT MEETS THE SAME FIRE-RESISTIVE STANDARDS AS THE EXTERIOR WALLS OF THE BUILDING.
6. EROSION CONTROL MEASURES SHALL BE IMPLEMENTED AND MAINTAINED DURING ALL DEMOLITION, CONSTRUCTION AND GRADING.



N. ANKERS STREET

1 SITE PLAN



REVISIONS	DATE	BY	DESCRIPTION
06/30/2023	DP		RESIDENTIAL ONE
APPROVED BY:	DATE	APPROVED BY:	DATE
WILL RUOFF		PROJECT ARCHITECT	
PREPARED BY:	DRW BY:	CHK BY:	WR
324 SANTA FE SUITE A VISALIA, CA 93292 TEL: 558.802.3052			
PROJECT DESCRIPTION FROM ARCHITECT: NEIGHBORHOOD CHURCH - COFFEE BAR 5505 W RIGGIN AVE. VISALIA, CA 93291			
SITE PLAN			
PLOT DATE: 06/30/2023 JOB NO.: 22218 FILE NAME: - SCALE: AS NOTED SHEET NO.: A1.0			

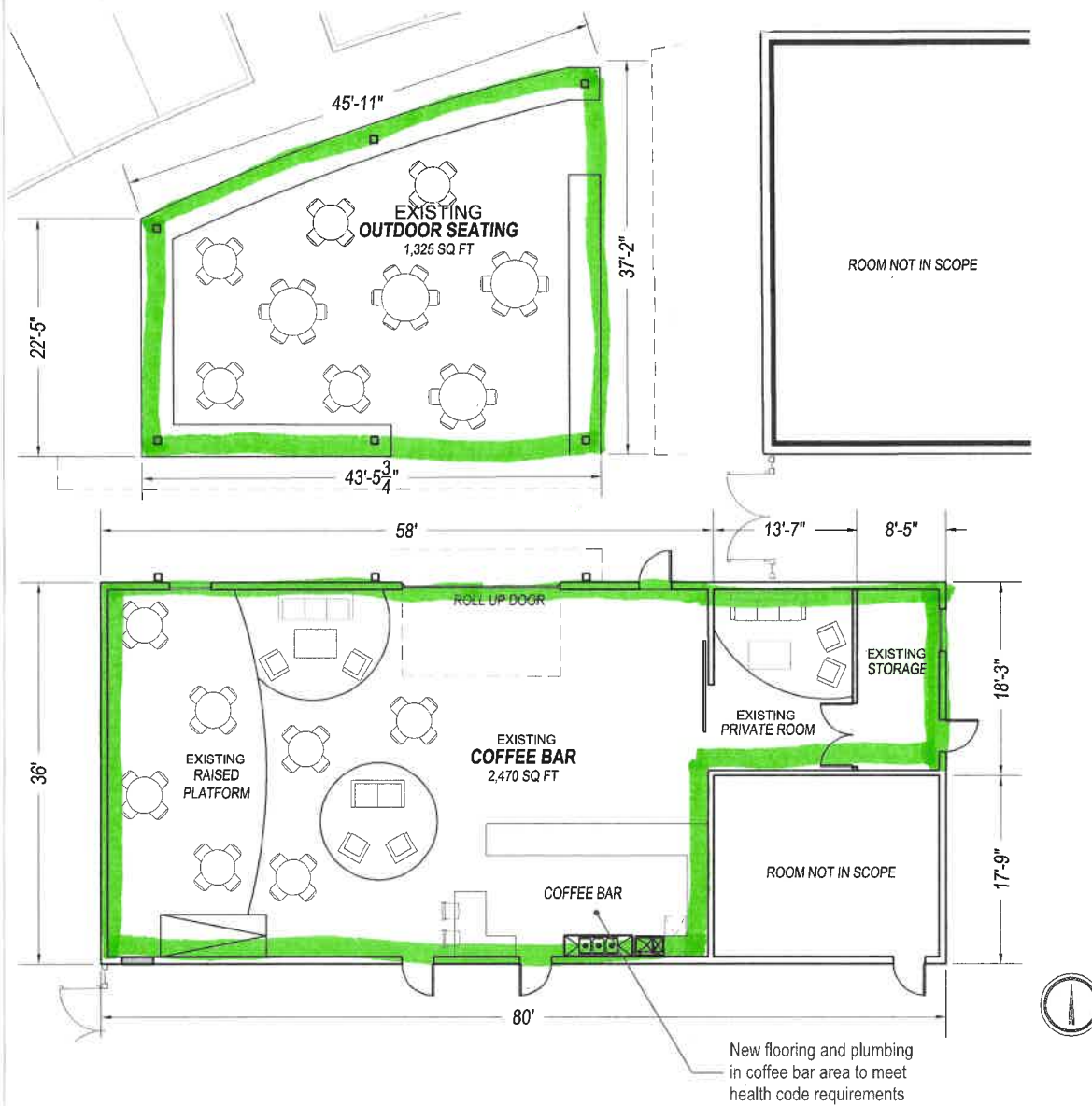


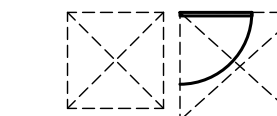


EXHIBIT B

FLOOR PLAN WALL LEGEND

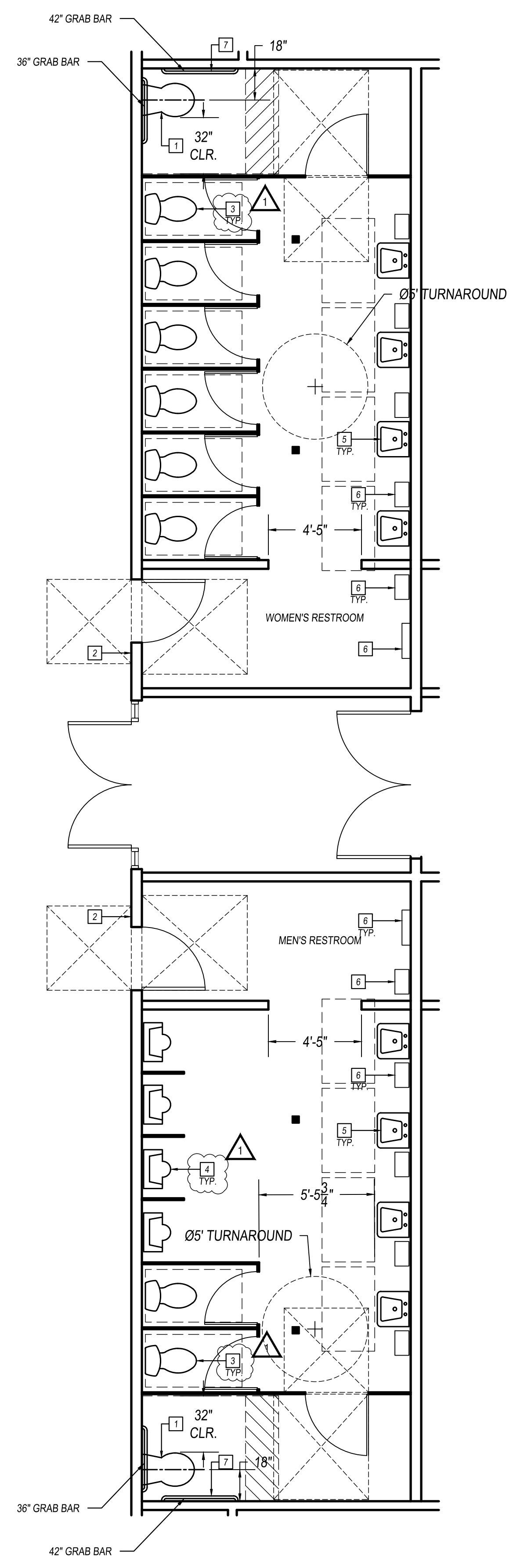
-  EXISTING WALL TO REMAIN
-  NEW WALL, REFER TO WALL SCHEDULES ON SHEET A7.1
-  ADA ACCESSIBLE DOOR, REFER TO DETAIL 1, 2, AND 3 ON SHEET A8.0 FOR ADA THRESHOLD, HARDWARE, AND CLEARANCE REQUIREMENTS

FLOOR PLAN NOTES

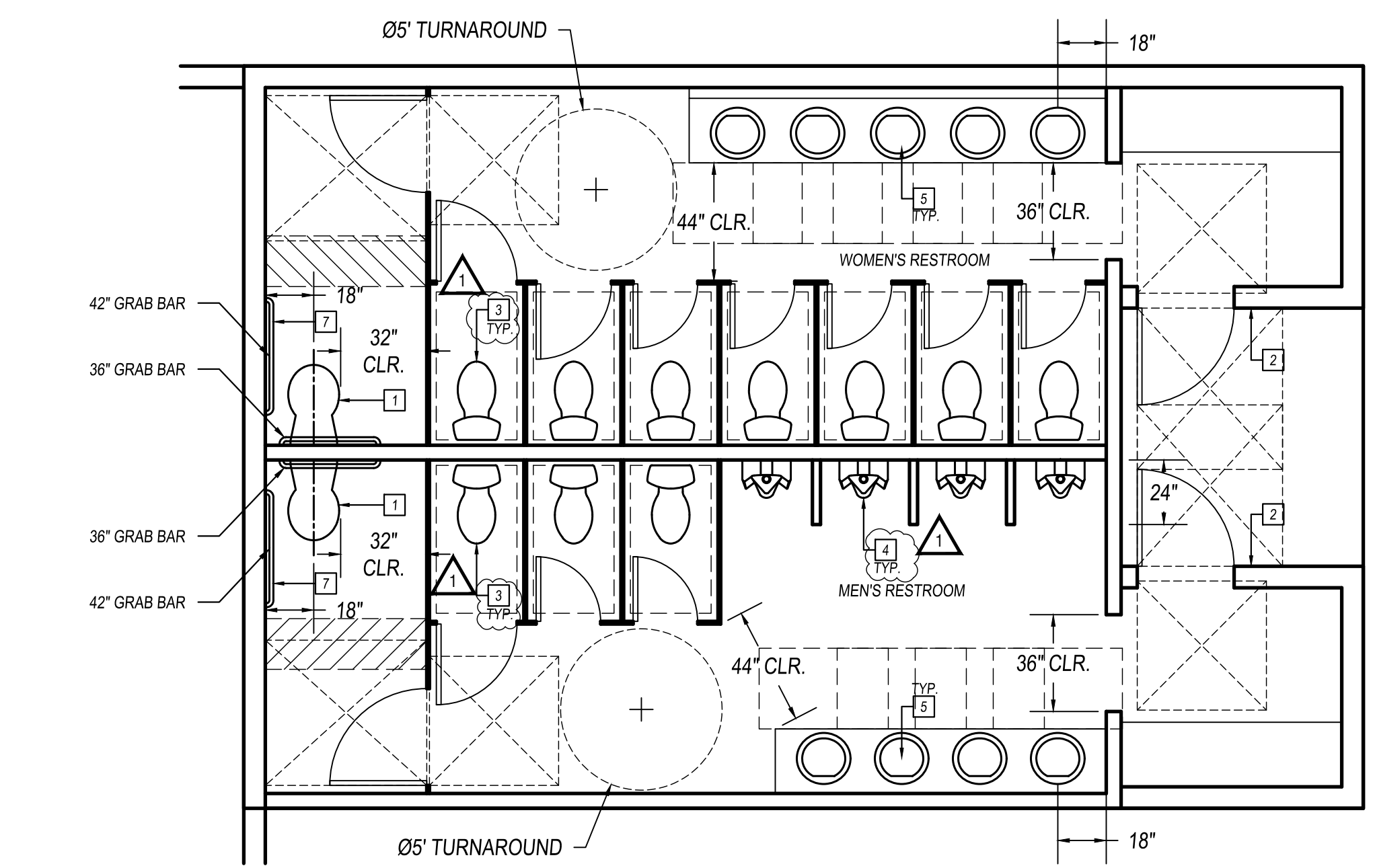
1. EXISTING ADA RESTROOMS TO BE VERIFIED TO COMPLY WITH DETAILS 6 THROUGH 12 ON SHEET A8.0
2. ALL DIMENSIONS SHALL BE FIELD VERIFIED PRIOR TO COMMENCEMENT OF WORK. IF ANY VARIATION, DISCREPANCY OR OMISSION IS FOUND, THE CONTRACTOR OR SUB-CONTRACTOR SHALL NOTIFY THE ARCHITECT / DESIGNER IN WRITING AND OBTAIN WRITTEN RESOLUTION FROM ARCHITECT / DESIGNER PRIOR TO PROCEEDING WITH ANY WORK
3. VERIFY ALL EXISTING DIMENSIONS IN FIELD

KEYNOTES

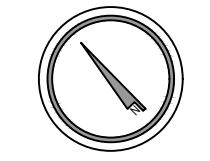
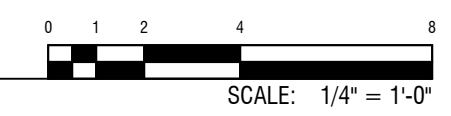
- 1 EXISTING ADA WC STALL TO COMPLY WITH ADA REQUIREMENTS. REFER TO DETAIL 6/A8.0
- 2 EXISTING SIGNAGE TO COMPLY WITH ACCESSIBLE SIGNAGE REQUIREMENTS. REFER TO DETAIL 7/A8.0
- 3 EXISTING TOILET AND DISPENSER TO COMPLY WITH ADA REQUIREMENTS. REFER TO DETAIL 9/A8.0
- 4 EXISTING URINAL TO COMPLY WITH ADA REQUIREMENTS. REFER TO DETAIL 8/A8.0
- 5 EXISTING LAVATORY CLEARANCES TO COMPLY WITH ADA REQUIREMENTS. REFER TO DETAIL 10/A8.0
- 6 EXISTING RESTROOM ACCESSORY CLEARANCES TO COMPLY WITH ADA REQUIREMENTS. REFER TO DETAIL 11/A8.0
- 7 EXISTING WC & GRAB BARS TO COMPLY WITH ADA REQUIREMENTS. REFER TO DETAIL 12/A8.0



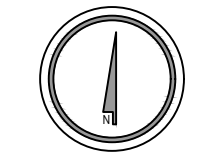
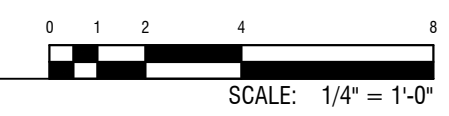
*PLAN ROTATED FOR CLARITY



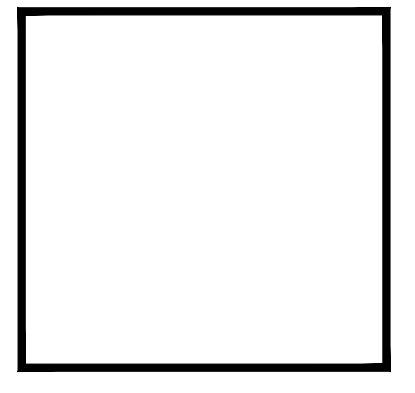
1 EXISTING ENLARGED RESTROOM PLAN



2 EXISTING ENLARGED RESTROOM PLAN



REVISIONS	DATE	BY	DESCRIPTION
06/30/2023	DP		RESUBMITTAL ONE



APPROVED BY: WILL RUOFF
PROJECT ARCHITECT

APPROVED BY: _____
DATE: _____

324 SANTA FE
SUITE A
VISALIA, CA 93292
TEL: 558.862.3022

4CREEKS

PREPARED BY: _____
DRW BY: DP
CHK BY: WR

PROJECT DESCRIPTION FROM ARCHITECT:
NEIGHBORHOOD CHURCH - COFFEE BAR
5505 W RIGGIN AVE.
VISALIA, CA 93291

ENLARGED EXISTING RESTROOM PLANS

PLOT DATE: 06/30/2023
JOB NO.: 22218
FILE NAME: -
SCALE: AS NOTED
SHEET NO.: **A5.1**

NEIGHBORHOOD CHURCH FACILITY

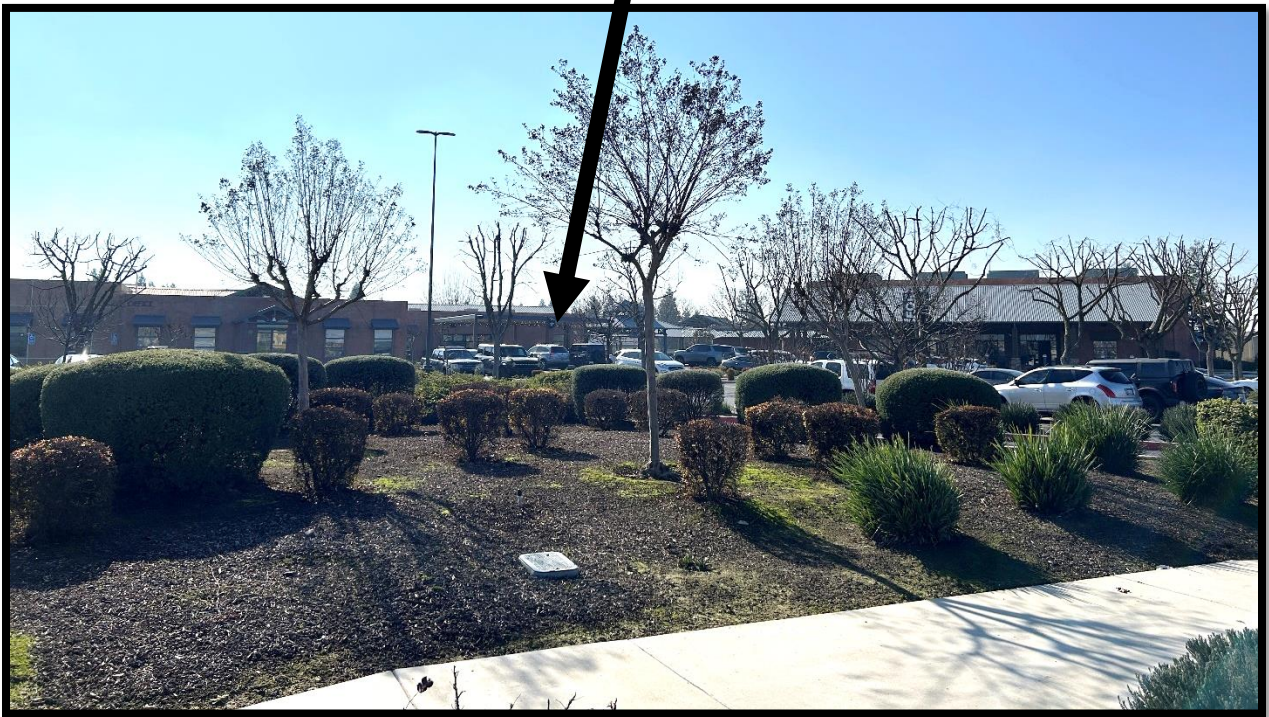


THE COMMONS COFFEE BAR – INTERIOR & EXTERIORS





EXISTING SIGNAGE



Operational Statement

The Commons Coffee House and Church Event Space

Neighborhood Church

5505 W. Riggan Ave, Visalia, Ca 93291

Proposed Building Use: The Commons:

- The space is a remodel of an existing room and contains a coffee bar, indoor communal space, and an outdoor seating area to meet the needs of the many people and purposes that utilize our campus.
- The campus serves as a way for our church to serve our community. We have hosted small community events, including VUSD training for new and substitute teachers. The Commons can be utilized to serve as a space for teachers and staff from the neighboring school to gather, connect, and collaborate.
- The Commons would offer a space for parents to connect relationally while they drop off and pick up their kids from Ridgeview Middle School. Our parking lot is often half full with cars during these times and a safe gathering place would provide a sense of community and disperse traffic.
- It will also provide a safe place for the Ridgeview kids to go before and after school.
- The Commons would host small events that benefit our community, such as the 'Parent Cafe,' a counselor-led support group for parents from the Houston School area to address parenting and community challenges (Neighborhood Degree partnership). Additionally, 'Link,' a program for first generation college students to connect with their mentors over coffee, would be held here.
- South Valley United Soccer Club (SVU) uses the fields at Neighborhood. The Commons would provide a much-needed space for parents to gather during weekday practices.
- SVU often hosts weekend games and tournaments at the Neighborhood fields. The Commons would offer parents and players a space to gather before and after games to connect, rest, and refuel. Saturday games and tournaments can draw over 3,000 players and family members to the campus.
- The Commons will regularly be used for daily church activities such as small groups, Bible studies, classes, workshops, and more that occur throughout the day.
 - Example of weekly hours used exclusively for church activities (excluding Sunday mornings and Wednesday nights as written in hours of operation below).
 - Sunday - 7:30am-1:00pm; 6:00-8:00pm (Church services, Men's groups, workshops)
 - Monday- 6:00-8:00pm (Parent Cafe and other Neighborhood Degree events)
 - Tuesday- 6:00-8:30pm (Bible Studies)
 - Wednesday - 3:00-4:00pm; 6:30-8:00pm (Student Groups meet on campus.. Can use the Commons to hang-out, drinks, etc.)
 - Thursday nights- 7:00-8:30pm (Bible Studies)

- The Commons will allow us to host expanded after-school youth groups and activities since the adjoining school is out at 3pm.

Coffee House Proposed Hours of Operation: Open to Public

- Proposed: Sunday–Saturday - 7:00 am–4:00 pm
- Proposed: Wednesday night - 5:00 pm-8:00 pm
 - Income generated from hours open to the public will go to lessee to cover payroll and operating expenses. Other income generated outside of the hours open to the public will go directly to Neighborhood Church.

Number of Coffee House Employees: 2-3 per day

Services Provided:

- Coffee, drinks, pastries, and prepackaged food.
- Communal space for connection and gathering (public and parishioners)

Neighborhood Church General Hours of Operation :

Sunday

- Sunday services- 8:00am-1:00pm
- Evening groups/Bible Studies - 5:00pm-8:00pm
- South Valley United Soccer- 1:00pm-5:00pm

Monday

- Office Open - 8:30am-4:00pm
- Evening Groups/Studies - 6:00pm-8:30pm
- South Valley United Soccer- 4:30pm-8:30pm

Tuesday

- Office Open- 8:30am-4:00pm
- Evening Groups/Studies- 6:00pm-8:00pm
- Preteen Events- 6:00pm-7:30pm
- South Valley United Soccer- 4:30pm-8:30pm

Wednesday

- Office Open- 8:30am-4:00pm
- Women's Bible Study- 9:00am-11:00am
- Junior High Youth Group- 7:00pm-8:30pm
- South Valley United Soccer- 4:30pm-8:30pm
- Evening Groups/Studies- 6:30pm-8:00pm

Thursday

- Office Open- 8:30am-4:00pm
- South Valley United Soccer- 4:30pm-8:30pm
- Evening Groups/Studies- 6:30pm-8:00pm
- Worship Team practice- 7:00pm-9:00pm

Friday

- Morning Study- 6:00am-7:00am

Saturday

- South Valley United Soccer- 7:00am-5:30pm

*VUSD, TCOE, VPD, SJVC and other organizations hold events on our campus at various times throughout the year. Times and dates vary.

Number of Neighborhood Church Employees: 25

Who Will Run the Coffee House Part of the Commons?

- Since the church is not an expert in the coffee industry, parishioners Eddie and Susie Perez have agreed to run the coffee house part of the Commons (See attached Lease agreement). Volunteers will continue to staff the Commons during church activities outside of normal hours of operation open to the public.
- Eddie and Susie are fully aligned with the mission and vision of Neighborhood Church and have agreed to run the business as an extension of the mission of Neighborhood as listed in the “Use” portion of this document.

Proposed Signage:

- Proposed signage will be limited to a 31”x26” sign hanging from the patio area and a sandwich board by the front entrance of the Commons. No street signage is being proposed.

Kelly Thomas

Executive Pastor
559-732-9107 x111
ncvisalia.com
kelly@ncvisalia.com

CONDITIONAL USE PERMIT NO. 2024-43 - HOURS OF OPERATION

The Commons Coffee Bar		Neighborhood Church		South Valley United Soccer Club																					
Time	Monday			Tuesday			Wednesday			Thursday			Friday			Saturday			Sunday			Time			
6am																									6am
7am																									7am
8am																									8am
9am																									9am
10am																									10am
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Visalia Unified School District, Tulare County Office of Education, Visalia Police Department, San Joaquin Valley College, and other organizations also hold events on the Neighborhood Church campus periodically throughout the year. Times and date will vary.

LEASE AGREEMENT

THIS LEASE AGREEMENT (this "Lease"), dated _____, is made by and between Neighborhood Church, whose address is 5505 West Riggin Ave., Visalia California 93292 ("Landlord" or "Neighborhood Church"), and Eddie Perez and Susie Perez, individuals ("Tenants"). Landlord and Tenants may be referred to individually as a "Party" and collectively as the "Parties."

RECITALS

A. Landlord owns a certain real property located at 5505 West Riggin Ave., Visalia, California 93291, APN 077-100-104 (the "Land"). The Land has been improved with buildings containing about 26,610 square feet (the "Building") and related amenities and improvements (collectively, with the Land, the "Property").

B. Landlord is a church duly organized as a not for profit 501c3 religious organization. A church in the Mennonite Brethren denomination.

C. Landlord is not in the business of running a coffee shop and intends to lease the space to individuals who can run the coffee shop while maintaining the mission, vision, and purpose of Neighborhood Church.

D. Neighborhood Church has seen a need in the community for a safe space for gatherings outside of the Sunday morning services. Neighborhood Church already has foot traffic during the week on the Property with various church events (i.e. small groups, youth groups, conferences, etc.), South Valley United, a club soccer team, utilizing it for practices and games, and parents dropping off and picking up their students from Ridgeview Middle School, which is across the street.

E. Tenants, Eddie and Susie Perez, are parishioners of Neighborhood Church.

F. Tenants intends to use this space to further the mission and values of Neighborhood church by providing a safe, open place for kids after school and a location for church small groups and events.

G. Landlord and Tenant agree that the intent of the coffee shop is to be an extension of the mission and values of Neighborhood church.

1. **Premises.** Landlord leases to Tenant and Tenant leases from Landlord space in the building (the "**Building**") located at 5505 West Riggin Ave., Visalia, California 93291 (the "**Premises**"). The Premises consists of about 470 square feet of rentable space consisting of a room and an outdoor patio area, as marked and highlighted on the Floor Plan map attached as Attachment A.

2. **Purpose of Occupancy.** Tenant may occupy and use the Premises as a coffee shop and for no other purpose without the prior written consent of Landlord. The Premises shall not be used for any purpose which would violate any law, ordinance, rule or regulation or the terms of any restrictive covenant (provided the Landlord gives Tenant written notice of such restrictive covenant) applicable to the Premises or any portion thereof, nor in any way to create any nuisance. Landlord also grants to Tenant the right to use areas of common benefit with respect to the Premises, such as driveways, parking areas, restrooms, service areas, hallways and other common areas (collectively, "**Common Areas**").

3. **Term of Lease; Renewal Term.** The initial term of this Lease shall commence on _____, 2024 (the "Commencement Date") and shall continue for Thirty-Six (36) months, unless sooner terminated pursuant to this Lease, (the "Term"). Any holdover after the Term shall renew the Lease on a month-to-month basis.

4. **Rent.** The monthly rent (the "Monthly Rent") payable by Tenant for the Premises during each month of the Term shall be Two Thousand Two Hundred Dollars (\$2,200.00), with the first payment due on the second month of the the Term. Commencement Date and each subsequent payment due on the first day of each subsequent month. Year 2 the Monthly Rent will be Two Thousand Three Hundred Dollars (\$2,300.00). Year 3 the Monthly Rent will be Two Thousand Four Hundred Dollars (\$2,400.00). On top of the Monthly Rent, Tenant shall pay Five percent (5%) of the gross monthly revenue of business of the previous month (the "Gross Rent"). However, the total of the Monthly Rent and the Gross Rent shall not exceed a total of Three Thousand Dollars (\$3,000.00).

	Monthly Rent	Gross Rent	Notes:
Year One	\$2,200.00	5% of gross revenue	First Month Free; Total of Monthly Rent and Gross Rent not to exceed \$3,000.
Year Two	\$2,300.00	5% of gross revenue	Total of Monthly Rent and Gross Rent not to exceed \$3,000.
Year Three	\$2,400.00	5% of gross revenue	Total of Monthly Rent and Gross Rent not to exceed \$3,000.

5. **Modified Gross Lease; Utilities Paid by Landlord.** Landlord will be responsible at its own cost for the payment and performance of all real estate taxes and assessments, payment for and provision of all insurance on the Property. Notwithstanding the foregoing, Landlord will be responsible for all utilities. Tenant will be responsible for regular cleaning.

6. **Parking.** Landlord agrees to allocate to Tenant the non-exclusive use of all parking spaces at the Property. Such parking shall be provided by Landlord free of charge pursuant to the terms of this Lease, and Landlord shall bear any expenses related thereto including, but not limited to, those expenses for repairs, maintenance, utility costs, trash removal, cleaning, landscaping, snow and ice removal, and other security expenses.

7. **Alterations.** No structural changes shall be made to the Premises by Tenant without the prior written consent of Landlord, such consent not to be unreasonably withheld. Tenant shall have the right to install within the Premises such fixtures, partitions, equipment and trade fixtures, together with any additional nonstructural alterations or changes on the interior of the Premises which Tenant may find necessary or deem desirable. All moveable partitions, trade equipment and trade fixtures installed by Tenant shall be and remain personal property, regardless of the manner of their annexation, and may be removed by Tenant, if it so elects, in whole or in part, at or before the end of the term. Any damage to the Premises caused by the removal shall be repaired by the Tenant.

8. **Indemnification.** Each Party agrees to indemnify and hold harmless the other party from any claims by or on behalf of any person, firm or corporation arising from any default in the performance of any covenant or agreement on its part to be performed under this Lease.

9. **Liability Insurance.** At its own expense, Tenant shall provide and keep in force during the Term a comprehensive general liability insurance policy insuring Landlord against any liability for injury to persons and/or property and death of any persons occurring on or about the Premises. Each policy shall be written by responsible insurance companies and the limits of liability thereunder shall not be less than \$1,000,000 single limit combined coverage. Tenant may satisfy the insurance requirements of this Lease with a policy or policies of blanket insurance, provided, however, that the amount of the total insurance allocated to this Lease shall be sufficient so as to furnish in protection the equivalent of separate policies in the amounts herein required, and provided further that in all other respects, any such policy or policies shall comply with the other provisions of this Lease.

10. **Insurance of Tenant's Property.** Tenant shall at all times during the Term maintain in force on all of its fixtures, personal property and equipment in the Premises a policy or policies of fire insurance with a standard extended coverage endorsement in such amount as Tenant deems reasonably appropriate and necessary.

11. **Casualty Insurance.** During the Term and at its own expense, Landlord shall keep the Building and all other improvements at the Property insured against loss or damage by fire with a standard fire insurance policy with a broad form endorsement in an amount equal to their full replacement cost.

12. **Waiver of Subrogation.** Each Party, for itself and on behalf of its insurance carrier, waives any right or cause of action for any loss of or damage to any of its property (whether or not such loss or damage is due to the fault or negligence of the other party or anyone for whom that other party may be responsible), which loss or damage is covered by fire and extended coverage insurance or similar policies covering real property or personal property, to the extent that the loss or damage is recovered under the insurance policies.

13. **Damage and Destruction.** If the Premises are damaged by fire or other casualty, the damage shall be repaired by Landlord as speedily as reasonably possible. If the Premises are totally destroyed or so damaged by fire or other casualty as to render the Premises incapable of repair and restoration within 120 days, then either party, by notice given to the other within 30 days after such destruction or damage, may elect to cancel and terminate this Lease, and Rent shall be prorated to the date of such termination. If neither party elects to terminate the Lease, Landlord shall proceed to rebuild or restore the Premises to the condition as originally existed as promptly as possible. If Landlord fails to proceed with such rebuilding or restoration with reasonable diligence, Tenant may cancel and terminate this Lease at any time thereafter prior to completion of restoration of the Premises. Rent shall be abated from the date of damage or destruction until the date on which the Premises have been repaired or restored.

14. **Maintenance and Repairs.** Landlord, at its sole cost and expense, shall keep the Property, the Building and the Common Areas in good condition and repair, including without limitation, performing all maintenance, repairs and replacements of foundations, roof, structural

elements of the Building, the heating, ventilation, air conditioning, plumbing, electrical, mechanical and other systems serving the Building, and all driveways, parking lots and landscaped areas.

15. **Services.** Landlord shall provide, at its own cost and expense, for regularly scheduled janitorial, trash, security and similar services for the Property. Landlord shall also be responsible for landscape maintenance and removal of snow and ice.

16. **Taxes.** Landlord shall pay all real property taxes and special assessment installments for the Property which become due and payable during the Term. Tenant shall pay all business taxes and all and personal property taxes on its personal property located at the Premises.

17. **Eminent Domain.** If the whole of the Premises is acquired or condemned by eminent domain for any public or quasi-public use or by private purchase in lieu thereof, then the Term shall cease as of the date title vests in such proceeding and all rentals shall be paid up to that date.

If any part of the Premises is acquired or condemned by eminent domain for any public or quasi-public use or by private purchase in lieu thereof, and if the partial taking or condemnation renders the Premises unsuitable, in the reasonable judgment of Tenant, for the business of the Tenant, then Tenant may terminate this Lease by written notice to Landlord of such termination. In the event of such a taking, if this Lease is not terminated, Landlord shall make all necessary repairs to the Premises to make the Premises suitable for the operation of Tenant's business. Rental shall be abated in proportion to the percentage of the floor area of the Premises so taken. The Lease shall cease as of the date title vests in such proceeding.

All compensation awarded on account of such taking or condemnation shall belong to the Landlord without any participation by Tenant; however, nothing shall preclude Tenant from prosecuting any claim directly against the condemning authority in such condemnation proceeding for the cost of removal of trade fixtures, furniture and other personal property belonging to Tenant, or for any other amount to which Tenant may be legally entitled.

18. **Assignment and Subletting.** Tenant shall not assign this Lease in whole or in part, or sublet all or any part of the Premises without the Landlord's prior written consent; provided, however, that Tenant may, without Landlord's consent, assign this Lease to a legal entity (e.g. limited liability company or S-corporation) that is majority owned and controlled by Tenant.

19. **Notices.** All notices to be given by either Party shall be in writing and delivered to the other Party personally or sent by certified mail, postage prepaid, addressed to the Party to be notified at the post office address set forth above. The date of service of any such notice served by mail shall be the date of receipt. Either Party may, at any time, designate in writing a substitute address for that set forth above, and thereafter notices shall be directed to such substitute address.

20. **Quiet Possession.** Upon payment by Tenant of the Rent, and upon the performance of all the covenants, terms and conditions on Tenant's part to be performed, Tenant shall peacefully and quietly hold and enjoy the Premises for the Term without hindrance or interruption by Landlord or by any other person or persons lawfully claiming through the Landlord.

21. **Access to Premises.** Landlord and Landlord's agents shall have the right to enter the Premises during business hours after reasonable notice to Tenant to examine the same or to show the Premises to prospective purchasers or lessees.

22. **Default and Landlord's Remedies.** It shall be a default if Tenant defaults in the payment of any sums to Landlord when due, and does not cure such default within ten (10) days after written notice from Landlord of failure to pay the same; or if Tenant is adjudicated a bankrupt or makes any assignment for the benefit of creditors; or if Tenant defaults in the performance of any other covenant or condition of the Lease and does not cure such other default within thirty (30) days after written notice from Landlord specifying the default complained of. If any default (other than a default in any payment due Landlord) cannot be cured within the time limits set forth above, no default shall be deemed to have occurred so long as Tenant is diligently pursuing appropriate action to cure the default if the action was commenced within the time period set forth.

In the event of a default, Landlord shall have the right, at its option, in addition to and not exclusive of any other remedy Landlord may have by operation of law, without any further demand or notice, to re-enter the Premises and eject all persons therefrom, and either (a) declare this Lease at an end or (b) without terminating this Lease, relet the Premises, or any part thereof, for the account of Tenant upon such reasonable terms and conditions, and any monies received from such reletting shall be applied first to the expenses of such reletting and collection, reasonable attorneys' fees, any real estate commissions paid, and thereafter toward payment of all sums due or to become due Landlord hereunder, and if a sufficient sum shall not be thus realized to pay such sums and other charges, Tenant shall pay Landlord any deficiency monthly, notwithstanding that Landlord may have received rental in excess of the rental stipulated in this Lease in previous or subsequent months, and Landlord may bring an action therefor as such monthly deficiency shall arise.

No re-entry and taking of possession of the Premises by Landlord shall be construed as an election on Landlord's part to terminate this Lease, regardless of the extent of renovations and alterations by Landlord, unless a written notice of such intention is given to Tenant by Landlord.

Notwithstanding any reletting without termination, Landlord may at any time thereafter elect to terminate this Lease for such previous breach.

23. **Holding Over.** Any holding over after the expiration of the Term, shall be construed to be a tenancy from month to month at the rents herein specified (prorated on a monthly basis) and shall otherwise be for the Term and on the conditions herein specified, so far as applicable.

24. **Subordination to Mortgage.** Any mortgage now or subsequently placed upon the Premises shall be deemed to be prior in time and senior to the rights of the Tenant under this Lease. Tenant subordinates all of its interest in the leasehold estate created by this Lease to the lien of any such mortgage. Tenant shall, at Landlord's request, execute any additional documents necessary to indicate this subordination.

Tenant's subordination set forth in this paragraph is expressly contingent upon the Landlord's obtaining from its mortgagee a Nondisturbance Agreement in form reasonably acceptable to Tenant confirming that so long as Tenant is not in default of the terms of the Lease, Tenant's rights under the Lease shall not be disturbed by the mortgagee.

25. **Captions and Paragraph Numbers.** The captions and paragraph numbers appearing in this Lease are inserted only as a matter of convenience and in no way limit the scope or intent of the paragraphs.

26. **Hazardous Materials.**

(a) **Definitions.** For purposes of this Lease, the terms "Hazardous Materials" and "Relevant Environmental Laws" shall be defined as follows:

(i) "Hazardous Materials" shall mean all solids, liquids and gasses, including but not limited to solid waste, asbestos, crude petroleum and petroleum fractions, toxic chemicals, polychlorinated biphenyls, paint containing lead, volatile organic chemicals, chlorinated organic compounds, and urea formaldehyde foam insulation, which are governed or regulated by Relevant Environmental Laws.

(ii) "Relevant Environmental Laws" shall include but not be limited to all federal, state or local laws, rules, regulations, orders or determinations established or issued by any judicial, legislative or executive body, of any governmental or quasi-governmental entity which govern or regulate the existence, storage, use, disposal, or release of any solid, liquid or gas on, in or under the Premises, or which govern or regulate the environmental effect of any activity currently or previously conducted on the Premises.

(b) **Tenant's Obligations; Tenant's Indemnification.** Tenant shall not, nor shall it permit its employees, business invitees, contractors or subcontractors (collectively, "Tenant's Agents"), to bring upon, keep, store, use, or dispose of any Hazardous Materials on, in, under, or about the Premises or the Premises except in complete compliance with all Relevant Environmental Laws. Tenant shall, at its sole cost and expense and upon the demand of Landlord, cause all Hazardous Materials spilled, disposed of or otherwise released by Tenant or Tenant's Agents in, on, under or about the Premises or the Premises to be cleaned-up and removed from the Premises and the Premises to Landlord's satisfaction and in full compliance with the Relevant Environmental Laws. In addition, Tenant shall defend, indemnify, protect, and hold Landlord harmless from and against all claims, costs, fines, judgments, and liabilities, including attorney fees and costs and clean-up and other remediation costs and expenses, arising out of or in connection with the presence, storage, use, or disposal of Hazardous Materials in, on, under, or about the Premises or the Premises caused by the acts, omissions, or negligence of Tenant and/or Tenant's Agents. Tenant's obligations hereunder shall survive the termination of this Lease.

(c) **Landlord's Indemnification.** Landlord shall defend, indemnify, protect and hold Tenant harmless from and against all claims, costs, fines, judgments, and liabilities, including attorney fees and costs and clean-up and other remediation costs and expenses, arising out of or in connection with: (i) the presence, storage, use, or disposal of Hazardous Materials in, on, under, or about the Property caused by Landlord or its agents; or (ii) the presence of any Hazardous Materials in, on or under the Property as of the Commencement Date.

27. **Compliance with Public Authority Requirements.** Landlord, at its sole cost and expense, shall be responsible for keeping the Property, the Building and the Common Areas in compliance with all requirements of any legally constituted public authority, including, without limitation, the Americans with Disabilities Act, building codes and fire safety codes.

28. **Broker's Commission.** Landlord and Tenant warrant and represent to each other that they have had no dealings with any real estate brokers or agents in connection with the negotiation of this Lease. Each party agrees to indemnify and hold the other harmless from any cost, expense or

liability (including reasonable attorney's fees) for any compensation, commissions or other charges claimed by any real estate broker or agent employed or claiming to represent any party in connection with the negotiation of this Lease.

29. **Estoppel Statement.** Tenant and Landlord shall, at any time and from time to time upon not less than 15 days prior request by the other party, deliver to the other party a statement in writing certifying that (a) the Lease is unmodified and in full force (or if there have been modifications, that the Lease is in full force as modified and identifying the modifications); (b) the dates to which rent and other charges have been paid; and (c) so far as the person making the certificate knows, the Tenant or Landlord (as applicable) is not in default under any provisions of the Lease.

30. **Successors.** This Lease and the covenants and conditions herein shall inure to the benefit of and be binding upon the Landlord and Tenant and their respective successors and assigns.

31. **Applicable Law.** This Lease shall be governed by and construed and interpreted in accordance with the laws of the State of Pennsylvania.

32. **Legal Expenses.** In case suit shall be brought by either party to enforce the provisions of this Lease, the prevailing party in such action shall be entitled to recover all expenses so incurred, including reasonable attorneys' fees.

33. **Entire Agreement; Amendment.** This Lease contains all of the terms and conditions of the agreement of the parties concerning the Property. There are no other agreements, verbal or in writing, that supersede this Lease. This Lease may be amended only by a written agreement signed by both Landlord and Tenant.

34. **Accessibility Requirements.** The following requirements are included herein by Landlord to comply with Civ. Code, § 1938: The Property have not undergone inspection by a Certified Access Specialist (CASP). Landlord shall bear the cost of any work called for under the CASp Report. Tenant hereby agrees to keep and maintain the confidentiality of the CASp Report and will not disclose the contents thereof to any third party without first obtaining the written consent of Landlord, which consent Landlord may grant or withhold in its sole and absolute discretion, except as necessary for Tenant to complete repairs and corrections of violations of construction-related accessibility standards that Tenant agrees to make. Tenant acknowledges and agrees that a Certified Access Specialist (CASP) can inspect the subject premises and determine whether the subject premises comply with all of the applicable construction-related accessibility standards under state law. Although state law does not require a CASp inspection of the subject premises, the commercial property owner or lessor may not prohibit the lessee or tenant from obtaining a CASp inspection of the subject premises for the occupancy or potential occupancy of the lessee or tenant, if requested by the lessee or tenant. The parties shall mutually agree on the arrangements for the time and manner of the CASp inspection, the payment of the fee for the CASp inspection, and the cost of making any repairs necessary to correct violations of construction-related accessibility standards within the premises.

SIGNATURE PAGE TO FOLLOW

IN WITNESS WHEREOF, Landlord and Tenant have signed this Lease Agreement as of the day and year first written above.

LANDLORD:

LANDLORD
Neighborhood Church

By: _____
Name:
Its:

TENANT:

Eddie Perez

Susie Perez



SOUTH VALLEY UNITED SC

P.O. Box 7689

Visalia, Ca 93290

southvalleyunited.com

To Whom It May Concern,

South Valley United Soccer Club is writing to express our strong support for the development of The Commons at Neighborhood Church. As a club that utilizes the fields at Neighborhood for practices and games, we believe that The Commons would be an invaluable addition to our community and more specifically our Club.

The Commons would provide a much-needed gathering space for parents and players during weekday practices and weekend games. A space where players and parents can relax, socialize, and grab a bite to eat would significantly enhance the overall experience for our families.

Furthermore, South Valley United frequently hosts weekend games at the Neighborhood fields. These events can attract over 3,000 players and family members to the campus. The Commons would offer a welcoming and convenient place for parents and players to gather before and after games for a time of connection, rest, and refueling.

We believe that The Commons would not only benefit South Valley United but also the entire North West community. As I am sure you are aware this area is already severely underserved in Commercial development. Having a coffee shop that is open to not only South Valley United and their guests but to the general public would allow neighbors in the area a convenient option for quick stop coffee or a landing spot to meet with friends and neighbors.

Therefore, we wholeheartedly recommend the rezoning of The Commons at Neighborhood Church. We are confident that this project will have a positive and lasting impact on our community.

Sincerely,

Grant Smith

Grant Smith, Board Member, South Valley United Soccer Club

August 23, 2024

To Whom It May Concern,

I am writing to wholeheartedly recommend that Neighborhood Church be granted the opportunity to open their Commons to the community. Neighborhood Church has a long-standing partnership with the organization I work for (Visalia Unified School District) and has consistently demonstrated its commitment to serving and investing in the local community for over fifteen years.

The Commons offers a unique opportunity to create a more supportive and inclusive environment for families and students in the local community. Given the high volume of traffic in the church's parking lot during drop-off and pick-up times, The Commons can provide a safe and welcoming space for parents to connect and socialize. Additionally, The Commons can serve as a valuable resource for students by providing a safe place to go before and after school.

The Neighborhood Church campus has already proven to be a valuable asset to the community. They have hosted training and events for VUSD, including new and substitute teacher training. The Commons provided an area for staff to gather, connect, and collaborate.

I believe that opening The Commons to the community would be a significant benefit. It could be utilized for a variety of purposes, such as:

- **Parent Cafe:** A counselor-led support group for parents in the Houston School area to address parenting and community challenges.
- **Link:** A program that connects college students with mentors to provide support and guidance.
- **Launch:** A program that helps high school juniors and seniors connect with mentors, learn life skills, and prepare for college.

I am confident that the Neighborhood Church's commitment to serving the community, coupled with the potential benefits of opening The Commons, make this a worthwhile endeavor. I strongly recommend supporting this initiative.

Sincerely,



Andy Di Meo

Assistant Superintendent, Educational Services

Visalia Unified School District

Environmental Document #2024-68

NOTICE OF EXEMPTION

City of Visalia
315 E. Acequia Ave.
Visalia, CA 93291

To: County Clerk
County of Tulare
County Civic Center
Visalia, CA 93291-4593

Conditional Use Permit 2024-43

PROJECT TITLE

The project site is located at 5505 West Riggan Avenue, on the southwest corner of West Riggan Avenue and North Akers Street (APN: 077-100-104).

PROJECT LOCATION - SPECIFIC

Visalia

Tulare

PROJECT LOCATION - CITY

COUNTY

A request to amend Conditional Use Permit No. 2003-04 to renovate an existing building for use as an assembly room and office space for the Radiant Church campus, located within the D-MU (Mixed Use Downtown) Zone.

DESCRIPTION - Nature, Purpose, & Beneficiaries of Project

City of Visalia, 315 E. Acequia Avenue, Visalia CA 93291, (559) 713-4449, Email: cristobal.carrillo@visalia.city

NAME OF PUBLIC AGENCY/LEAD AGENCY APPROVING PROJECT

Kelly Thomas, 5505 West Riggan Avenue, Visalia CA 93291, (559) 901-4774, kelly@ncvisalia.com

NAME AND ADDRESS OF APPLICANT CARRYING OUT PROJECT

Kelly Thomas, 5505 West Riggan Avenue, Visalia CA 93291, (559) 901-4774, kelly@ncvisalia.com

NAME AND ADDRESS OF AGENT CARRYING OUT PROJECT

EXEMPT STATUS: (Check one)

- Ministerial - Section 15073
- Emergency Project - Section 15071
- Categorical Exemption - Section 15301, Existing Facilities
- Statutory Exemptions- State code number:

Project consists of a request to permit the use of an existing coffee bar within the existing Neighborhood Church complex as a full-time commercial use, located within the R-1-20 (Single Family Residential, 20,000 sq. ft. minimum lot size) Zone. The project is exempt as the project makes use of an existing building, with no additions proposed.

REASON FOR PROJECT EXEMPTION

Cristobal Carrillo, Associate Planner

(559) 713-4443

CONTACT PERSON

AREA CODE/PHONE

DATE

**Brandon Smith, AICP
ENVIRONMENTAL COORDINATOR**



315 E. Acequia Ave., Visalia, CA 93291

November 22, 2024

Site Plan Review No. 2024-205:

Pursuant to Zoning Ordinance Chapter 17.28 the Site Plan Review process has found that your application complies with the general plan, municipal code, policies, and improvement standards of the city. A copy of each Departments/Divisions comments that were discussed with you at the Site Plan Review meeting are attached to this document.

Based upon Zoning Ordinance Section 17.28.070, this is your Site Plan Review determination. However, your project requires discretionary action as stated on the attached Site Plan Review comments. You may now proceed with filing discretionary applications to the Planning Division.

This is your Site Plan Review Permit; your Site Plan Review became effective **September 11, 2024**. A site plan review permit shall lapse and become null and void one year following the date of approval unless, prior to the expiration of one year, a building permit is issued by the building official, and construction is commenced and diligently pursued toward completion.

If you have any questions regarding this action, please call the Community Development Department at (559) 713-4359.

Respectfully,

A handwritten signature in blue ink that reads 'Paul Bernal'.

Paul Bernal
Community Development Director
315 E. Acequia Ave.
Visalia, CA 93291

Attachment(s):

- Site Plan Review Comments



MEETING DATE September 11, 2024
 SITE PLAN NO. 2024-205
 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 7:30 a.m. and 5:00 p.m., Monday through Thursday, offices closed on Fridays.

Your plans must be reviewed by:

- CITY COUNCIL REDEVELOPMENT
- PLANNING COMMISSION PARK/RECREATION
- Conditional Use Permit Amendment
- HISTORIC PRESERVATION OTHER:

ADDITIONAL COMMENTS:

If you have any questions or comments, please call the Site Plan Review Hotline at (559) 713-4440 Site Plan Review Committee

SITE PLAN REVIEW COMMENTS

Colleen A. Moreno, Planning Division (559) 713-4031

Date: September 11, 2024

SITE PLAN NO: 2024-205
PROJECT: Neighborhood Church Coffee Bar
DESCRIPTION: RESUBMITTAL OF SPR24166 FOR A COFFEE BAR AT NEIGHBORHOOD CHURCH
APPLICANT: WILL RUOFF
LOCATION: 5505 W. RIGGIN AVE.
APN TITLE: 077-100-104
ZONING: R-1-5 (Single-Family Residential, 5,000 sq. ft. min.)

Planning Division Recommendation:

- Revise and Proceed
 Resubmit

**Reference Site Plan Review No.
2024-166**

Project Requirements

- Conditional Use Permit Amendment
- Building Permit

PROJECT SPECIFIC INFORMATION: September 11, 2024

1. The site is located within the R-1-5 Zone, which prohibits commercial uses such as a coffee bar.
2. A Conditional Use Permit Amendment shall be required due to the intensification and use related to activities onsite.
3. With CUP submittal, applicant must detail and clarify how the operation of the coffee bar is not a fully-fledged commercial use. Applicant must also detail how the leasing of the space will work, how expenses and income generated by the coffee bar will be distributed, etc., a copy of the lease agreement will be required at CUP submittal.
4. In the Operational statement, detail the number of employees.
5. Separate signage for the coffee bar will not be permitted.
6. Meet all other Codes and Ordinances.

Notes:

1. The applicant shall contact the San Joaquin Valley Air Pollution Control District to verify whether additional permits are required to conduct the proposed use.

Applicable sections of the Visalia Municipal Code, Title 17 (Zoning):

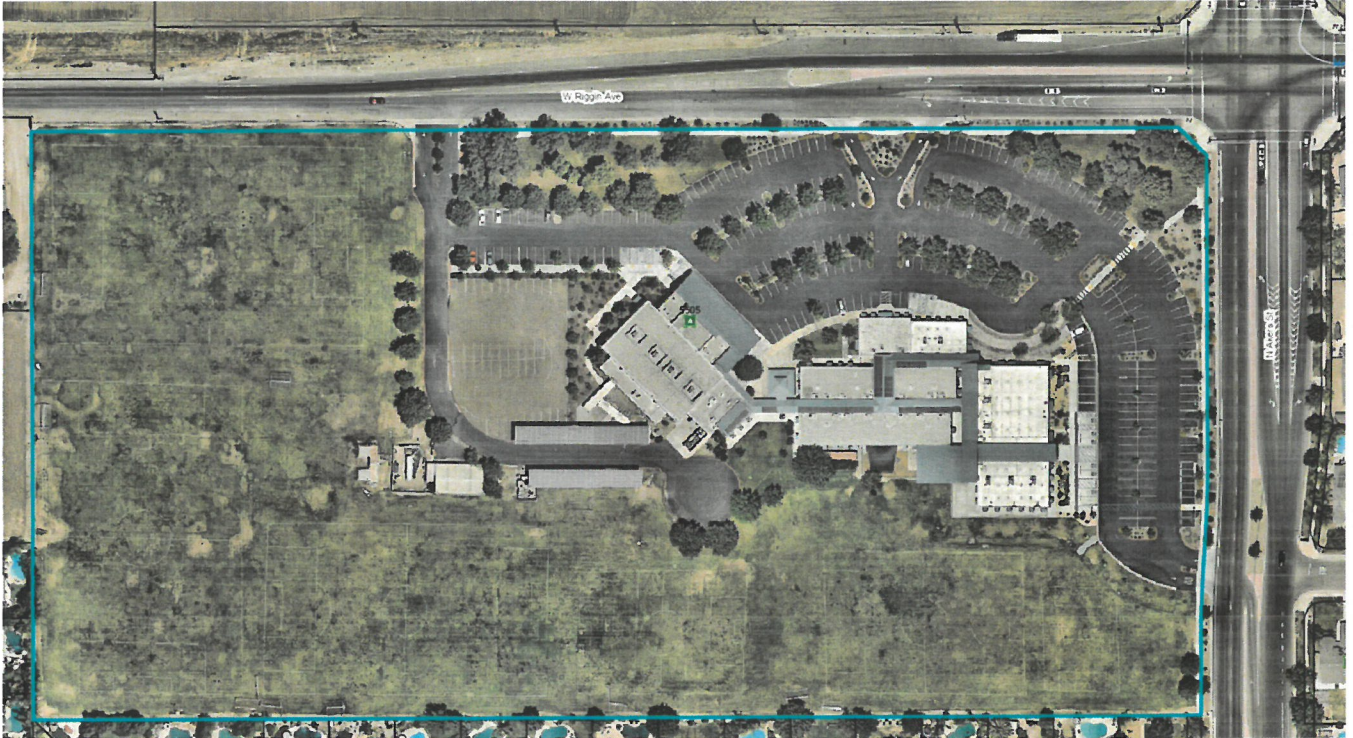
- 17.12 Single-Family Residential Zone
- 17.30 Development Standards

Accessible at <https://codelibrary.amlegal.com/codes/visalia/latest/overview>

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: _____



**BUILDING/DEVELOPMENT PLAN
REQUIREMENTS
ENGINEERING DIVISION**

- Edelma Gonzalez 713-4364
- Luqman Ragabi 713-4362
- Sarah MacLennan 713-4271

ITEM NO: 3 DATE: SEPTEMBER 11, 2024

SITE PLAN NO.: 24-205
 PROJECT TITLE: NEIGHBORHOOD CHURCH COFFEE BAR
 DESCRIPTION: COFFEE BAR AT NEIGHBORHOOD CHURCH
 APPLICANT: WILL RUOF
 PROP OWNER: CH-NEIGHBORHOOD MENNONITE BRETHERN
 LOCATION: 5505 W RIGGIN
 APN: 077-100-104

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: _____ width; _____ parkway width at
- 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 NEEDED WITHIN 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 = .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. A building permit will be required for any work performed on the site, 20% of permit valuation to be used in path of travel upgrades.**
- 2. Development Impact Fees may apply to exterior seating area.**

SUMMARY OF APPLICABLE DEVELOPMENT IMPACT FEES

Site Plan No: **24-205**
Date: **09/11/2024**

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:**08/17/2024**)
(Project type for fee rates:**RETAIL**)

Existing uses may qualify for credits on Development Impact Fees.

FEE ITEM	FEE RATE
<input type="checkbox"/> Groundwater Overdraft Mitigation Fee	
<input checked="" type="checkbox"/> Transportation Impact Fee	TBD
<input type="checkbox"/> Trunk Line Capacity Fee	
<input type="checkbox"/> Treatment Plant 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 checked="" type="checkbox"/> Public Facility Impact Fee	TBD
<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.

Sarah MacLennan

Sarah MacLennan

SFR 24205
COFFEE BAR
5505 W RIGGIN AVE

City of Visalia
Building: Site Plan
Review Comments

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 ANY IMPROVEMENTS** 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 UPGRADE.**
- 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.
- 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: RESTROOM FACILITIES SHALL BE AVAILABLE DURING COFFEE BAR OPERATING HOURS. 5% OF SEATING SHALL BE ACCESSIBLE.

VAL CORCIA 9/11/24
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	September 11, 2024
Item #	3
Site Plan #	24205
APN:	077100104

- 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 2022 California Fire Code (CFC), 2022 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



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

Date: 09/11/24
 Item: 3
 Site Plan: SPR24205
 Name: Austin Huerta

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:

- Traffic Concerns:

- Surveillance Issues:

- Line of Sight Issues:

- Other Concerns:

SITE PLAN REVIEW COMMENTS

CITY OF VISALIA TRAFFIC SAFETY DIVISION

September 11, 2024

ITEM NO: 3 Added to Agenda MEETING TIME: 09:30
SITE PLAN NO: [SPR24205](#) ASSIGNED TO: Colleen Moreno Colleen.Moreno@visalia.city
PROJECT TITLE: Neighborhood Church Coffee Bar
DESCRIPTION: Resubmittal of SPR24166 for a coffee bar at Neighborhood Church
APPLICANT: Will Ruoff - Applicant
APN: 077100104
ADDRESS: 5505 W RIGGIN AVE

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 at time of development.
- Install Street Name Blades at Locations at time of development.
- Install Stop Signs at **local road intersection with collector/arterial** Locations.
- Construct parking per City Standards PK-1 through PK-4 at time of development.
- Construct drive approach per City Standards at time of development.
- 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

Leslie Blair



SITE PLAN REVIEW DATE: 9/11/24

WASTEWATER COLLECTIONS AND PRETREATMENT DIVISION (QUALITY ASSURANCE)
SITE PLAN REVIEW COMMENTS

SITE PLAN REVIEW NO: SPR24205

PROJECT NAME: Neighborhood Church Coffee Bar

THE PROJECT IS SUBJECT TO THE FOLLOWING REQUIREMENTS FROM WASTEWATER
PRETREATMENT DIVISION (QUALITY ASSURANCE):

SUBMISSION OF WASTEWATER DISCHARGE PERMIT
APPLICATION/QUESTIONNAIRE/OTHER REGULATORY FORMS

- FORM REQUIRED F.S.E wastewater survey
- FORM REQUIRED _____
- FORM REQUIRED _____

INSTALLATION OF SAND AND GREASE INTERCEPTOR

INSTALLATION GREASE INTERCEPTOR

OTHER _____

SITE PLAN REVIEWED-NO COMMENTS

CONTACT THE WASTEWATER DEPARTMENT AT (559) 713-4466 OR
JENNIFER.FLORES@VISALIA.CITY, IF YOU HAVE ANY QUESTIONS.

COMMENTS

Installation of grease interceptor required if planning to serve food cooked on site.

DATE REVIEWED: _____



FOOD SERVICE ESTABLISHMENT WASTEWATER SURVEY

- This survey must be filled out completely. **Please write N/A (not applicable) if the requested information does not apply.**
- The survey must be signed by an official company representative, who is authorized to sign such documents.
- If assistance in completing this questionnaire is needed, please contact:

Jennifer Flores
 Pretreatment Program
 Coordinator Email:
Jennifer.Flores@visalia.city
 Phone: (559) 713-4463

- Please return survey via email to Jennifer.Flores@visalia.city, and hand deliver or mail original to:

City of Visalia, WCP
 Attention: Jennifer Flores
 7579 Ave 288 Visalia, CA
 93277

Contact Information:

- A. Applicant Name: _____
- B. Doing Business As: _____
- C. City of Visalia Business License Number: _____
- D. Owner Name(s): _____
- E. Business Address: _____
- F. Business Phone Number: _____
- G. Mailing Address: _____
- H. Alternate Phone Number: _____
- I. Email Address: _____
- J. Website: _____
- K. Designated Representative and Signatory at the facility that has been authorized and can sign for all correspondence and reports. All correspondence from the City will be sent to this person.

Name/Title: _____

Address: _____

Phone Number: _____

L. Facility Contact During Inspections

Name/Title: _____

Phone number: _____ Email: _____

Facility Information:

M. Please check all descriptions that apply to your facility.

Type of Food Service Establishment	Location
<input type="checkbox"/> Fast Food Restaurant	<input type="checkbox"/> Stand-Alone Restaurant
<input type="checkbox"/> Full Service Restaurant	<input type="checkbox"/> Strip Mall
<input type="checkbox"/> Doughnut Shop	<input type="checkbox"/> Mall/Food Court
<input type="checkbox"/> Coffee Shop	<input type="checkbox"/> School
<input type="checkbox"/> Supermarket/Grocery Store	<input type="checkbox"/> Religious Institution
<input type="checkbox"/> Convenience Store/Mini Mart	<input type="checkbox"/> Amusement Park
<input type="checkbox"/> Ice Cream/Smoothie Shop	<input type="checkbox"/> Hospital
<input type="checkbox"/> Deli/Sandwich shop	<input type="checkbox"/> Nursing home
<input type="checkbox"/> Meat Processor	<input type="checkbox"/> Hotel
<input type="checkbox"/> Bakery	<input type="checkbox"/> Supermarket
<input type="checkbox"/> Cafeteria	<input type="checkbox"/> Office Building
<input type="checkbox"/> Other:	<input type="checkbox"/> Other:

N. Please check all the equipment currently in your facility

Food Processing Equipment		Kitchen Equipment	
	QTY		QTY
<input type="checkbox"/> Deep Fryer		<input type="checkbox"/> Dishwasher	
<input type="checkbox"/> Char broiler		<input type="checkbox"/> Pre-rinse sink	
<input type="checkbox"/> Griddle		<input type="checkbox"/> Mop	
<input type="checkbox"/> Grill		<input type="checkbox"/> Floor drains	
<input type="checkbox"/> Oven		<input type="checkbox"/> Garbage disposal	
<input type="checkbox"/> Rotisserie		<input type="checkbox"/> Other _____	
<input type="checkbox"/> Stove			
<input type="checkbox"/> Other			

O. Number of employees/shift: _____ Number of shifts/day: _____

P. Outdoor seating capacity: _____ Indoor seating capacity: _____

Q. Please provide the following information for hours of operation.

Day	Hours of Operation	24 Hours	Approximate Number of Meals Served Daily
Monday		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Tuesday		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Wednesday		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Thursday		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Friday		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Saturday		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Sunday		<input type="checkbox"/> Yes <input type="checkbox"/> No	

R. Grease Removal Device Information

<input type="checkbox"/> Indoor Trap	<input type="checkbox"/> Outdoor Interceptor	<input type="checkbox"/> No grease removal device
--------------------------------------	--	---

S. What is the capacity of the grease interceptor/grease trap? _____

T. How frequently is the interceptor/grease trap cleaned? _____

U. Date of last cleaning? _____

V. Company or firm who performs grease interceptor maintenance and pumping:

Name: _____

Address: _____

Telephone Number: _____ Email Address: _____

W. Do you have a waste oil container for recycling used cooking oil? Yes No

X. If yes, what is the frequency that it is pumped? _____

Y. If yes, name of company or firm that pumps and disposes of your used cooking oil:

Name: _____

Address: _____

Telephone Number: _____ Email Address: _____

Z. Certification

By signing below, I certify that I have examined and am familiar with the information submitted in the attached document and under penalty of law; the submitted information is true, accurate, and complete. I am aware there are penalties for submitting false information, including the possibility of fine.

Name (Please Print)

Title

Signature

Date

City Use Only	
Survey Received Date	Received by

CITY OF VISALIA
SOLID WASTE DIVISION
336 N. BEN MADDOX
VISALIA CA. 93291
713 - 4532
COMMERCIAL BIN SERVICE

24205

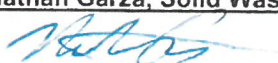
September 11, 2024

- 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 city standard R-1 OR R-2 & 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 insufficient to comply with state recycling mandates. See comments for suggestions.
- 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 solid waste services. If any changes are needed, please reach out to Utility Billing Division at 559-713-4499.

Jason Serpa, Solid Waste Manager, 559-713-4533
Edward Zuniga, Solid Waste Supervisor, 559-713-4338

Nathan Garza, Solid Waste, 559-713-4532


Susan Currier

From: Deel, David@DOT <david.deel@dot.ca.gov>
Sent: Tuesday, September 17, 2024 4:46 PM
To: Josh Dan; Colleen Moreno; Susan Currier
Cc: Padilla, Dave@DOT; Rajput, Rosy@DOT
Subject: Caltrans Response to Site Plan Review Agenda - 9-11-2024
Attachments: VISALIA SPR AGENDA 9-11-24.pdf

Josh, Colleen, and Susan:

This email summarizes Caltrans response to the following site plans:

- ITEM NO: 1 SITE PLAN NO: **SPR24180-1** PRIVATE STORAGE AND WORKSHOP – **NO COMMENT**
- ITEM NO: 2 SITE PLAN NO: **SPR24203** Griffin's Food Mart 6 – **ROUTED FOR COMMENTS**
- ITEM NO: 3 SITE PLAN NO: **SPR24205** Neighborhood Church Coffee Bar – **NO COMMENT**
- ITEM NO: 4 SITE PLAN NO: **SPR24207** NEW MULTI-PURPOSE FELLOWSHIP – **NO COMMENT**
- ITEM NO: 5 SITE PLAN NO: **SPR24208** NEW OFFICES - TWO LOCATIONS – **NO COMMENT**

Respectfully,

David Deel
Associate Transportation Planner
Transportation Planning - Local Development Review
Desk & Mobile: 559.981.1041

CALTRANS District 6
Office of Multimodal Transportation Planning
Division of Transportation Planning & Local Programs
1352 W. Olive Avenue (P.O. Box 12616)
Fresno, CA 93778-2616



Caltrans Vision:
A brighter future for all through a world-class transportation network.

Caltrans Mission:
Provide a safe and reliable transportation network that serves all people and respects the environment.



CALIFORNIA WATER SERVICE

Visalia District 216 North Valley Oaks Drive
Visalia, CA 93292 Tel: (559) 624-1600

<p>Site Plan Review Comments From: California Water Service Scott McNamara, Superintendent 216 N Valley Oaks Dr. Visalia, CA 93292 559-624-1622 smcnamara@calwater.com</p>	<p>Date: 09/11/2024 Item #: 3 Site Plan #: 24-205 Project: Neighborhood Church Coffee Bar Description: Applicant: Will Ruoff APN: 077-100-104 Address: 5505 W Riggin</p>
---	--

The following comments are applicable when checked:

- No New Comments
- Pulled from agenda

Water Mains

Comments:

- Water main fronting your project on Akers and on Riggin.
- No existing water main fronting this project

Water Services

Comments:

- Existing service(s) at this location.
 - Domestic/Commercial
 - Irrigation
 - Fire Protection

The following will be paid for by the property owner/developer:

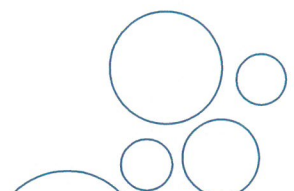
- Any additional services for the project.
- Relocation of any existing service that is to land within a new drive approach.
- Abandonment of any existing service that is not utilized.
- If the existing service(s) is not sufficient in size to meet the customer's demand:
 - Installation of the correct size service.
 - Abandonment of the insufficient size service.

- Service(s) will need to be installed for this project.

Fire Hydrants

Comments:

- Fire hydrants will be installed per the Visalia Fire Departments requirements.
- If new fire hydrants are required for your project off an existing water main:
 - Cal Water will utilize our own contractor (West Valley) for the installation.
 - This work is to be paid for by the property owner/developer.





CALIFORNIA WATER SERVICE

Backflow Requirements

Comments:

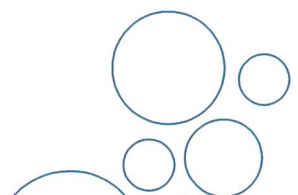
A backflow is required if any parcel meets any of the following parameters:

- Designated as multi-family
- Commercial building
- Has multiple dwellings (residential or commercial)
- Has multiple services
 - Any combination of the following:
 - Domestic/Commercial
 - Irrigation
 - Fire Protection

Please contact Cross Connection Control Specialist Juan Cisneros at 559-624-1670 or visaliabackflow@calwater.com for a backflow install packet.

Additional Comments:

- If your project requires the installation of Cal Water facilities, please contact New Business Superintendent Mike Andrada at 559-624-1689 or mandrada@calwater.com to receive your new business packet to start your project with Cal Water.
- Cal Water may work with the developer to purchase a piece of property for a future tank site and/or a new source of water.
- If Cal Water infrastructure is to be installed on private property, a dedicated easement will be required for our infrastructure.
- If you need to request existing utility information, please contact Construction Superintendent Scott McNamara at smcnamara@calwater.com for the information and requirements needed to obtain this information.
- If a fire flow is needed for your project, please contact Distribution Superintendent Alex Cardoso at 559-624-1661 or lcardoso@calwater.com for information and requirements.
- If you need a construction meter for your project, please call our Operations Center at 559-624-1650.
- If you need to sign up for an existing service, please call 559-624-1600.





September 5, 2024

Site Plan Review No. 2024-166:

Pursuant to Zoning Ordinance Chapter 17.28 the Site Plan Review process has found that your application complies with the general plan, municipal code, policies, and improvement standards of the city. A copy of each Departments/Divisions comments that were discussed with you at the Site Plan Review meeting are attached to this document.

Based upon Zoning Ordinance Section 17.28.070, this is your Site Plan Review determination. However, your project requires discretionary action as stated on the attached Site Plan Review comments. You may now proceed with filing discretionary applications to the Planning Division.

This is your Site Plan Review Permit; your Site Plan Review became effective **August 14, 2024**. A site plan review permit shall lapse and become null and void one year following the date of approval unless, prior to the expiration of one year, a building permit is issued by the building official, and construction is commenced and diligently pursued toward completion.

If you have any questions regarding this action, please call the Community Development Department at (559) 713-4359.

Respectfully,

A handwritten signature in blue ink, which appears to read "Paul Bernal". The signature is written in a cursive, flowing style.

Paul Bernal
Community Development Director
315 E. Acequia Ave.
Visalia, CA 93291

Attachment(s):

- Site Plan Review Comments



MEETING DATE August 14, 2024
 SITE PLAN NO. 2024-166
 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
 - CUP Amendment
 - HISTORIC PRESERVATION OTHER –
 - ADDITIONAL COMMNTS:**

If you have any questions or comments, please call the Site Plan Review Hotline at (559) 713-4440 Site Plan Review Committee

SITE PLAN REVIEW COMMENTS

Cristobal Carrillo, Planning Division (559) 713-4443

Date: August 14, 2024

SITE PLAN NO: 2024-166
PROJECT: Neighborhood Church Coffee Bar
DESCRIPTION: CONVERTING AN EXISTING COFFEE BAR ONLY USED FOR CHURCH EVENTS INTO A FULL TIME COFFEE BAR THAT WILL BE OPEN TO THE PUBLIC
APPLICANT: WILL RUOFF
PROP. OWNER: CH-NEIGHBORHOOD MENNONITE BRETHERN
LOCATION: 5505 W. RIGGIN AVE.
APN TITLE: 077-100-104
GENERAL PLAN: RLD (Residential Low Density)
ZONING: R-1-5 (Single-Family Residential, 5,000 sq. ft. min.)

Planning Division Recommendation:

- Revise and Proceed
 Resubmit

**Reference Site
Plan Review
No. 2023-046.**

Project Requirements

- Permitted by right if conducted as incidental to church use.
- Conditional Use Permit Amendment required if pursue project as proposed.
- Building Permit

PROJECT SPECIFIC INFORMATION: August 14, 2024

1. The site is located within the R-1-5 Zone, which prohibits commercial uses such as a coffee bar.
2. The coffee bar use shall be permitted by right on the property so long as it operates as a use incidental to church related activities onsite.
3. Operation of the coffee bar as a fully-fledged commercial use, serving customers outside of church related activities, and hosting non-church related events, is considered not incidental to church related activities, and would thus not be permitted onsite.
4. In order to permit activities as noted in Comment No. 3 above, a Conditional Use Permit amendment shall be required. Please note that staff would recommend denial of such a request.
5. If a CUP amendment is approved, a separate Business License would be required for the coffee bar use.
6. Comply with the requirements of the Building Division for installation of bathrooms, if applicable.
7. Meet all other Codes and Ordinances.

Notes:

1. The applicant shall contact the San Joaquin Valley Air Pollution Control District to verify whether additional permits are required to conduct the proposed use.

Applicable sections of the Visalia Municipal Code, Title 17 (Zoning):

17.12 Single-Family Residential Zone

17.30 Development Standards

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: _____



**BUILDING/DEVELOPMENT PLAN
REQUIREMENTS
ENGINEERING DIVISION**

- Edelma Gonzalez 713-4364
- Luqman Ragabi 713-4362
- Sarah MacLennan 713-4271

ITEM NO: <u>6</u>	DATE: <u>AUGUST 14, 2024</u>
SITE PLAN NO.:	24-166
PROJECT TITLE:	NEIGHBORHOOD CHURCH COFFEE BAR
DESCRIPTION:	CONVERTING AN EXISTING COFFEE BAR ONLY USED FOR CHURCH EVENTS INTO A FULL TIME COFFEE BAR THAT WILL BE OPEN TO THE PUBLIC.
APPLICANT:	WILL RUNOFF
PROP OWNER:	CH-NEIGHBORHOOD MENNONITE BRETHERN
LOCATION:	SW CORNER OF W RIGGIN AND N AKERS ST
APN:	077-100-104

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: _____ width; _____ parkway width at _____
 - 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 NEEDED WITHIN 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 = .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. A building permit is required, standard plan check and inspection fees will apply.***
- 2. Proposed project will incur development Impact fees. refer to page 3 for details.***
- 3. 20% of cost of improvements shall be used in path of travel upgrades.***

SUMMARY OF APPLICABLE DEVELOPMENT IMPACT FEES

Site Plan No: **24-166**
 Date: **08/14/2024**

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: **07/01/2024**)
 (Project type for fee rates: **WALK-UP/RETAIL**)

Existing uses may qualify for credits on Development Impact Fees. **CHURCH**

FEE ITEM	FEE RATE
<input type="checkbox"/> Groundwater Overdraft Mitigation Fee	
<input checked="" type="checkbox"/> Transportation Impact Fee	\$17,663/KSF
	CREDIT:
	\$4,059/KSF
<input checked="" type="checkbox"/> Trunk Line Capacity Fee	\$1,633/EA
	CREDIT
	\$9.30/SEAT
<input checked="" type="checkbox"/> Treatment Plant Fee	\$7,170/EA
	CREDIT
	\$48/SEAT
<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.



Luqman Ragabi

City of Visalia
Building: Site Plan
Review Comments

SPR 24/60
NEIGHBORHOOD CHURCH COFFEE
BAR
5505 W RIGGIN AVE

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 ANY IMPROVEMENTS** 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 UPGRADE.**
- 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.
- 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: **REST ROOM FACILITIES SHALL BE AVAILABLE DURING COFFEE BAR OPERATING HOURS AND RESTROOMS SHALL BE WITHIN THE SAME BUILDING.**

VAL GARCIA 8/14/24
Signature

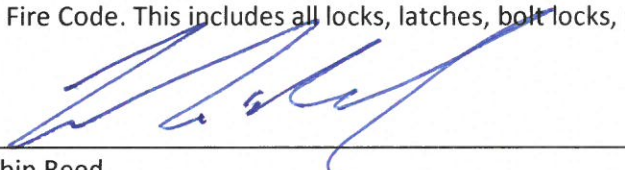


Site Plan Comments

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

Date	August 14, 2024
Item #	6
Site Plan #	24166
APN:	077100104

- 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 2022 California Fire Code (CFC), 2022 California Building Codes (CBC) and City of Visalia Municipal Codes.
- All hardware on **exit doors, illuminated exit signs and emergency lighting** shall comply with the 2022 California Fire Code. This includes all locks, latches, bolt locks, panic hardware, fire exit hardware and gates.



Corbin Reed
Fire Marshal



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

Date: 08/14/24
 Item: 6
 Site Plan: SPR24166
 Name: Robert Avalos

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:

- Traffic Concerns:

- Surveillance Issues:

- Line of Sight Issues:

- Other Concerns:

SITE PLAN REVIEW COMMENTS

CITY OF VISALIA TRAFFIC SAFETY DIVISION

August 14, 2024

ITEM NO: 6	Added to Agenda	MEETING TIME: 10:15
SITE PLAN NO: SPR24166		ASSIGNED TO: Cristobal Carrillo Cristobal.Carrillo@visalia.city
PROJECT TITLE: Neighborhood Church Coffee Bar		
DESCRIPTION: Converting an existing coffee bar only used for Church events into a full time coffee bar that will be open the public.		
APPLICANT: Will Ruoff - Applicant		
Will Ruoff - Applicant		
OWNER: CH-NEIGHBORHOOD MENNONITE BRETHREN		
APN: 077100104		
ADDRESS: 5505 W RIGGIN AVE		
LOCATION: Southwest corner of W. Riggin Ave. and N. Akers 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 at time of development.
- Install Street Name Blades at Locations at time of development.
- Install Stop Signs at **local road intersection with collector/arterial** Locations.
- Construct parking per City Standards PK-1 through PK-4 at time of development.
- Construct drive approach per City Standards at time of development.
- 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

Leslie Blair



SITE PLAN REVIEW DATE: 08/14/2024

WASTEWATER COLLECTIONS AND PRETREATMENT DIVISION (QUALITY ASSURANCE)
SITE PLAN REVIEW COMMENTS

SITE PLAN REVIEW NO: 24166

PROJECT NAME: Neighborhood Church Coffee Bar

THE PROJECT IS SUBJECT TO THE FOLLOWING REQUIREMENTS FROM WASTEWATER
PRETREATMENT DIVISION (QUALITY ASSURANCE):

SUBMISSION OF WASTEWATER DISCHARGE PERMIT
APPLICATION/QUESTIONNAIRE/OTHER REGULATORY FORMS

- FORM REQUIRED FSE Questionnaire
- FORM REQUIRED _____
- FORM REQUIRED _____

INSTALLATION OF SAND AND GREASE INTERCEPTOR

INSTALLATION GREASE INTERCEPTOR

OTHER Grease Trap

SITE PLAN REVIEWED-NO COMMENTS

CONTACT THE WASTEWATER DEPARTMENT AT (559) 713-4466 OR
JENNIFER.FLORES@VISALIA.CITY, IF YOU HAVE ANY QUESTIONS.

COMMENTS

DATE REVIEWED: 08/13/2024



FOOD SERVICE ESTABLISHMENT WASTEWATER SURVEY

- This survey must be filled out completely. **Please write N/A (not applicable) if the requested information does not apply.**
- The survey must be signed by an official company representative, who is authorized to sign such documents.
- If assistance in completing this questionnaire is needed, please contact:

Jennifer Flores
 Pretreatment Program
 Coordinator Email:
Jennifer.Flores@visalia.city
 Phone: (559) 713-4463

- Please return survey via email to Jennifer.Flores@visalia.city, and hand deliver or mail original to:

City of Visalia, WCP
 Attention: Jennifer Flores
 7579 Ave 288 Visalia, CA
 93277

Contact Information:

- A. Applicant Name: _____
- B. Doing Business As: _____
- C. City of Visalia Business License Number: _____
- D. Owner Name(s): _____
- E. Business Address: _____
- F. Business Phone Number: _____
- G. Mailing Address: _____
- H. Alternate Phone Number: _____
- I. Email Address: _____
- J. Website: _____
- K. Designated Representative and Signatory at the facility that has been authorized and can sign for all correspondence and reports. All correspondence from the City will be sent to this person.

Name/Title: _____

Address: _____

Phone Number: _____

L. Facility Contact During Inspections

Name/Title: _____

Phone number: _____ Email: _____

Facility Information:

M. Please check all descriptions that apply to your facility.

Type of Food Service Establishment	Location
<input type="checkbox"/> Fast Food Restaurant	<input type="checkbox"/> Stand-Alone Restaurant
<input type="checkbox"/> Full Service Restaurant	<input type="checkbox"/> Strip Mall
<input type="checkbox"/> Doughnut Shop	<input type="checkbox"/> Mall/Food Court
<input type="checkbox"/> Coffee Shop	<input type="checkbox"/> School
<input type="checkbox"/> Supermarket/Grocery Store	<input type="checkbox"/> Religious Institution
<input type="checkbox"/> Convenience Store/Mini Mart	<input type="checkbox"/> Amusement Park
<input type="checkbox"/> Ice Cream/Smoothie Shop	<input type="checkbox"/> Hospital
<input type="checkbox"/> Deli/Sandwich shop	<input type="checkbox"/> Nursing home
<input type="checkbox"/> Meat Processor	<input type="checkbox"/> Hotel
<input type="checkbox"/> Bakery	<input type="checkbox"/> Supermarket
<input type="checkbox"/> Cafeteria	<input type="checkbox"/> Office Building
<input type="checkbox"/> Other:	<input type="checkbox"/> Other:

N. Please check all the equipment currently in your facility

Food Processing Equipment		Kitchen Equipment	
	QTY		QTY
<input type="checkbox"/> Deep Fryer		<input type="checkbox"/> Dishwasher	
<input type="checkbox"/> Char broiler		<input type="checkbox"/> Pre-rinse sink	
<input type="checkbox"/> Griddle		<input type="checkbox"/> Mop	
<input type="checkbox"/> Grill		<input type="checkbox"/> Floor drains	
<input type="checkbox"/> Oven		<input type="checkbox"/> Garbage disposal	
<input type="checkbox"/> Rotisserie		<input type="checkbox"/> Other	
<input type="checkbox"/> Stove			
<input type="checkbox"/> Other			

O. Number of employees/shift: _____ Number of shifts/day: _____

P. Outdoor seating capacity: _____ Indoor seating capacity: _____

Q. Please provide the following information for hours of operation.

Day	Hours of Operation	24 Hours	Approximate Number of Meals Served Daily
Monday		() Yes () No	
Tuesday		() Yes () No	
Wednesday		() Yes () No	
Thursday		() Yes () No	
Friday		() Yes () No	
Saturday		() Yes () No	
Sunday		() Yes () No	

R. Grease Removal Device Information

<input type="checkbox"/> Indoor Trap	<input type="checkbox"/> Outdoor Interceptor	<input type="checkbox"/> No grease removal device
--------------------------------------	--	---

S. What is the capacity of the grease interceptor/grease trap? _____

T. How frequently is the interceptor/grease trap cleaned? _____

U. Date of last cleaning? _____

V. Company or firm who performs grease interceptor maintenance and pumping:

Name: _____

Address: _____

Telephone Number: _____ Email Address: _____

W. Do you have a waste oil container for recycling used cooking oil? () Yes () No

X. If yes, what is the frequency that it is pumped? _____

Y. If yes, name of company or firm that pumps and disposes of your used cooking oil:

Name: _____

Address: _____

Telephone Number: _____ Email Address: _____

Z. Certification

By signing below, I certify that I have examined and am familiar with the information submitted in the attached document and under penalty of law; the submitted information is true, accurate, and complete. I am aware there are penalties for submitting false information, including the possibility of fine.

Name (Please Print)

Title

Signature

Date

City Use Only	
Survey Received Date	Received by

Susan Currier

From: Rajput, Rosy@DOT <Rosy.Rajput@dot.ca.gov>
Sent: Thursday, August 15, 2024 4:12 PM
To: Susan Currier; Cristobal Carrillo
Cc: Padilla, Dave@DOT; Deel, David@DOT
Subject: Response from D6 Caltrans : SITE PLAN REVIEW for 08-14-2024
Attachments: Site Plan Review Agenda 08.14.2024.pdf

Hi Cristobal and Susan,

This email summarizes our response to the following site plans:

- **SPR24127-1 – RIVERS EDGE:** No comment
- **SPR24162 – Medical Spa and Restoration:** No comment
- **SPR24163 – Site plan for future site of homes:** Routed for comments
- **SPR24164 – Existing massage spa:** No comment
- **SPR24165 – Develop site for construction of eleven unit apartment complex:** Routed for comments
- **SPR24166 – Neighborhood Church Coffee Bar:** No comment
- **SPR24167 – Happy Hearts Preschool:** No comment
- **SPR24168 – S Bridging Horizons Inclusive Park Project:** No comment
- **SPR24169 – NEW P.U.D. DEVELOPMENT:** No comment
- **SPR24170 – F45 Fitness:** No comment

Please let me know if you have any questions or require further clarification on any of these plans.

Thanks,



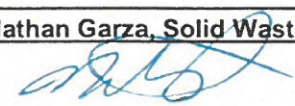
CITY OF VISALIA
SOLID WASTE DIVISION
336 N. BEN MADDOX
VISALIA CA. 93291
713 - 4532
COMMERCIAL BIN SERVICE

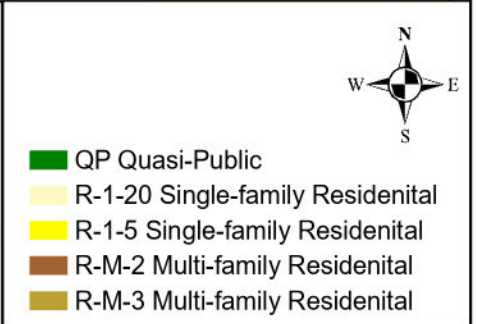
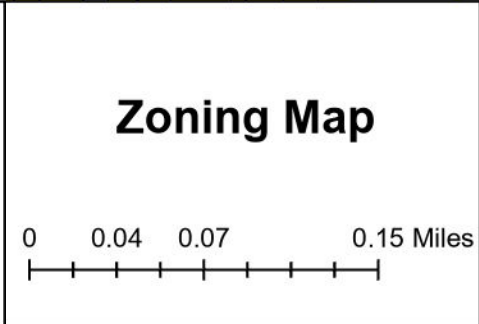
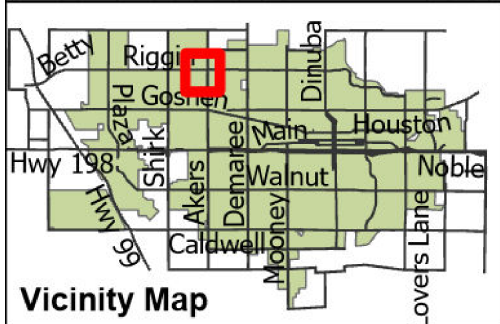
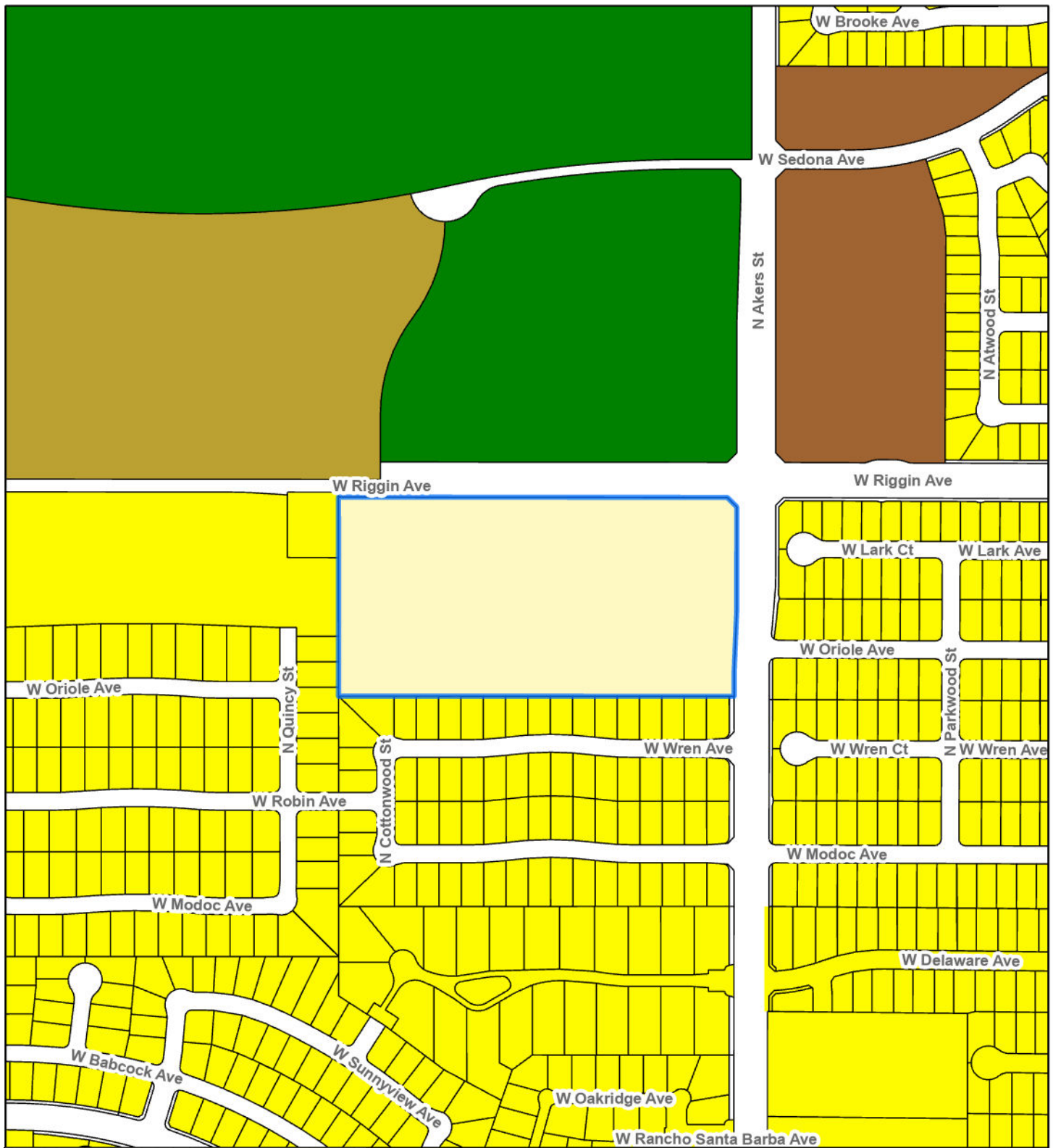
24166

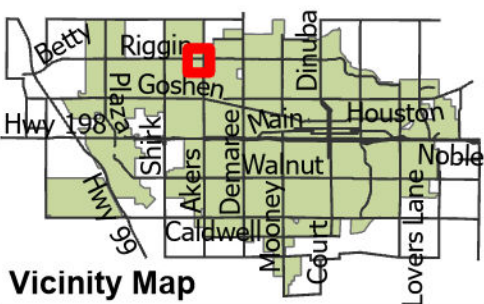
August 14, 2024

- 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 city standard R-1 OR R-2 & 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 insufficient to comply with state recycling mandates. See comments for suggestions.
- 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.

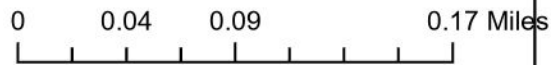
Comment Existing solid waste services.
Jason Serpa, Solid Waste Manager, 559-713-4533 Nathan Garza, Solid Waste, 559-713-4532
Edward Zuniga, Solid Waste Supervisor, 559-713-4338

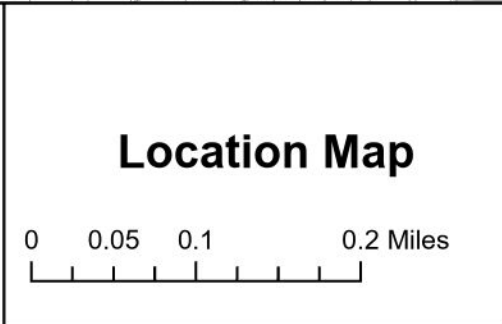
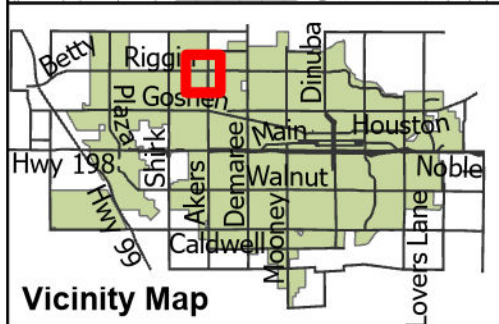






Aerial Map







REPORT TO CITY OF VISALIA PLANNING COMMISSION

HEARING DATE: January 13, 2025

PROJECT PLANNER: Josh Dan, Senior Planner
Phone No.: (559) 713-4003
E-mail: josh.dan@visalia.city

SUBJECT: Conditional Use Permit No. 2024-44: A request to permit an Infusion for Health medical therapy use within an existing 3,398 square foot building in the C-R (Regional Commercial) Zone. The project site is located at 1241 West Caldwell Avenue (APN: 122-390-017).

STAFF RECOMMENDATION

Staff recommends approval of Conditional Use Permit No. 2024-44, as conditioned, based upon the findings and conditions in Resolution No. 2024-81. Staff's recommendation is based on the conclusion that the request is consistent with the Visalia General Plan and Zoning Ordinance.

RECOMMENDED MOTION

I move to approve Conditional Use Permit No. 2024-44 based on the findings and conditions in Resolution No. 2024-81.

PROJECT DESCRIPTION

Conditional Use Permit No. 2024-35 is a request by Infusion for Health to establish an infusion therapy medical use in an existing building located at 1241 West Caldwell Avenue. The applicant, through the Site Plan and Floorplan in Exhibits "A" and "B", depicts that the existing building will be divided into two separate tenant spaces measuring 2,220 square feet and 1,178 square feet. Both tenant spaces are anticipated to be occupied by the Infusion for Health tenant.

The floorplan in Exhibit "A" depicts the 2,220 square foot space to be comprised of the lobby and reception area, nurse's office, breakroom, seven "exam" rooms to be used for infusions, and restrooms. The Operational Statement in Exhibit "C" details that only four of the rooms will be used for the infusion process while the remaining balance of the tenant floor area is expected to be used for staff and reception offices.

According to Exhibit "C", the use, Infusion for Health, will include four employees, operating Monday through Friday from 8:00 a.m. to 5:00 p.m. by appointment only. As further detailed on the Infusion for Health website, services provided will include various IV therapy onsite or ordered to patients homes for the patients needing routine infusion due to autoimmune disorders or other conditions.

Staff notes that the recent Zoning Text Amendment (ZTA No. 2024-02) that was presented to the Planning Commission and scheduled to be heard by the City Council in January 2025, would potentially make this use a permitted use in the C-R if the ZTA is adopted by Council. This information was conveyed to the applicant; however, the applicant insisted that it was in the prospective tenant's interest to proceed with the CUP entitlement prior to waiting on the ZTA process.

BACKGROUND INFORMATION

General Plan Land Use Designation:	Commercial Regional
Zoning:	C-R (Regional Commercial)
Surrounding Zoning and Land Use:	North: C-R / Vacant Lot South: C (Conservation) / Packwood Creek and Trail East: C-R / Office – PeopleReady job placement West: C-MU / Stonebrook St. / The Human Bean
Environmental Document	Categorical Exemption No. 2024-73
Special Districts	N/A
Site Plan Review	2024-255

RELATED PROJECTS

There are no related projects.

PROJECT EVALUATION

Staff recommends approval of the Conditional Use Permit No. 2024-44, as conditioned, based on the project’s consistency with the General Plan Land Use and the Zoning Ordinance.

Land Use Compatibility

The Visalia Zoning Matrix identifies uses such as stand-alone Barbers, Hairstylists, Cosmeticians, Day Spas, and similar uses as conditionally permitted within the C-R Zone, requiring submittal and approval of a Conditional Use Permit (CUP). “Medical spas” are considered similar to the above uses, and thus require a CUP in the C-R Zone. Through the CUP process, potential impacts can be addressed thereby ensuring compatibility between the proposed use and existing surrounding uses.

A mixture of office, commercial services, and restaurant uses are currently located within the vicinity of the project site. The proposed use is not expected to produce noise or lighting impacts that would negatively affect adjacent areas. Parking needs for the use will be satisfied by the 18 parking spaces onsite and depicted on the Site Plan in Exhibit “A”. As such, staff concludes that the proposed use will be compatible with the project site and surrounding area.

Parking

Per Exhibit “A,” the site contains 18 parking spaces which are not intended to be amended. The parking requirement for a medical spa use is two parking stalls per workstation provided (VMC Sec. 17.34.020.F.9). The Floor Plan depicts seven “exam” rooms in which services will be provided. This would require a total of 14 parking stalls onsite. Thus, the project complies with parking standards.

However, pursuant to Assembly Bill 2097, which went into effect January 1, 2023, public agencies are prohibited from imposing minimum parking requirements on sites that are located within a half-mile radius of a major transit stop. *(Please note a major transit stop is defined as major transit stop” to include an existing or planned (1) rail or bus rapid transit station, (2) ferry terminal served by bus or rail transit, or (3) intersection of two or more major bus routes with service every 15 minutes or less during peak commute periods.)*. Visalia Transit operates bus service along Route 1 with bus stops located on Main Street and Mooney Boulevard. Route 1 meets the definition of a “major transit stop” and the project site is within a half mile of multiple Route 1 bus stops. Therefore, the site also meets parking provisions per AB 2097. Should the applicant wish to add

additional employees or serve additional clients in the future, no additional onsite parking shall be required.

Environmental Review

The requested action is considered Categorical Exempt under Section 15301 of the Guidelines for the Implementation of the California Environmental Quality Act (CEQA). (Categorical Exemption No. 2024-73). Projects determined to meet this classification consist of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of the use beyond that existing at the time of the lead agency's determination. The types of "existing facilities" itemized in the Class 1 are not intended to be all-inclusive of the types of projects.

RECOMMENDED FINDINGS

1. That the proposed project will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.
2. That the proposed conditional use permit is consistent with the policies and intent of the General Plan and Zoning Ordinance. Specifically, the project is consistent with the required findings of Zoning Ordinance Section 17.38.110:
 - a. The proposed location of the conditional use permit is in accordance with the objectives of the Zoning Ordinance and the purposes of the zone in which the site is located.
 - b. 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, nor materially injurious to properties or improvements in the vicinity.
3. That the project is considered Categorical Exempt under Section 15301 of the Guidelines for the Implementation of the California Environmental Quality Act (CEQA). (Categorical Exemption No. 2024-73).

RECOMMENDED CONDITIONS OF APPROVAL

1. That the project shall be developed consistent with the comments and conditions of Site Plan Review No. 2024-255, incorporated herein by reference.
2. That the use shall be operated in substantial compliance with the Site Plan, Floor Plan, and Operational Statement in Exhibits "A", "B", and "C".
3. That substantial changes to the site plan and/or operational plan, or an intensification of the use, may require evaluation by the Site Plan Review committee and/or an amendment to this Conditional Use Permit.
4. That all building signage shall require a separate building permit.
5. That all applicable federal, state and city laws, codes and ordinances be met.

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 North Santa Fe Street Visalia California. 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.

Attachments:

- Related Plans and Policies
- Resolution No. 2024-81
- Exhibit "A" – Site Plan
- Exhibit "B" – Floor Plan
- Exhibit "C" – Operational Statement
- Site Plan Review No. 2024-255 Comments
- General Land Use Plan Map
- Zoning Map
- Aerial Map
- Location Map

RELATED PLANS AND POLICIES

VISALIA MUNICIPAL CODE

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.

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.
7. Additional technical studies or reports, as required by the Site Plan Review Committee.
8. A traffic study or analysis prepared by a certified traffic engineer, as required by the Site Plan Review Committee or Traffic Engineer, that identifies traffic service levels of surrounding arterials, collectors, access roads, and regionally significant roadways impacted by the project and any required improvements to be included as a condition or mitigation measure of the project in order to maintain the required services levels identified in the General Plan Circulation Element.

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.

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 that 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.

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.

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.

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 that was the subject of the permit application subject to the provisions of Section 17.38.065.

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.

- A. Conditional use permits for temporary uses or structures may be processed as administrative matters by the city planner and/or planning division staff. However, the city planner may, at his/her discretion, refer such application to the planning commission for consideration.
- B. The city planner and/or planning division staff is authorized to review applications and to issue such temporary permits, subject to the following conditions:
 - 1. Conditional use permits granted pursuant to this section shall be for a fixed period not to exceed thirty (30) days for each temporary use not occupying a structure, including promotional enterprises, or six months for all other uses or structures.
 - 2. Ingress and egress shall be limited to that designated by the planning division. Appropriate directional signing, barricades, fences or landscaping shall be provided where required. A security officer may be required for promotional events.
 - 3. Off-street parking facilities shall be provided on the site of each temporary use as prescribed in Section 17.34.020.
 - 4. Upon termination of the temporary permit, or abandonment of the site, the applicant shall remove all materials and equipment and restore the premises to their original condition.
 - 5. Opening and closing times for promotional enterprises shall coincide with the hours of operation of the sponsoring commercial establishment. Reasonable time limits for other uses may be set by the city planner and planning division staff.
 - 6. Applicants for a temporary conditional use permit shall have all applicable licenses and permits prior to issuance of a conditional use permit.
 - 7. Signing for temporary uses shall be subject to the approval of the city planner.
 - 8. Notwithstanding underlying zoning, temporary conditional use permits may be granted for fruit and vegetable stands on properties primarily within undeveloped agricultural areas. In reviewing applications for such stands, issues of traffic safety and land use compatibility shall be evaluated and mitigation measures and conditions may be imposed to ensure that the stands are built and are operated consistent with appropriate construction standards, vehicular access and off-street parking. All fruits and vegetables sold at such stands shall be grown by the owner/operator or purchased by said party directly from a grower/farmer.
 - 9. Fruit/Vegetable stands shall be subject to site plan review.

- C. The City Planner shall deny a temporary use permit if findings cannot be made, or conditions exist that would be injurious to existing site, improvements, land uses, surrounding development or would be detrimental to the surrounding area.
- D. The applicant or any interested person may appeal a decision of temporary use permit to the planning commission, setting forth the reason for such appeal to the commission. Such appeal shall be filed with the city planner in writing with applicable fees, within ten (10) days after notification of such decision. The appeal shall be placed on the agenda of the commission's next regular meeting. If the appeal is filed within five (5) days of the next regular meeting of the commission, the appeal shall be placed on the agenda of the commission's second regular meeting following the filing of the appeal. The commission shall review the temporary use permit and shall uphold or revise the decision of the temporary use permit, based on the findings set forth in Section 17.38.110. The decision of the commission shall be final unless appealed to the council pursuant to Section 17.02.145.
- E. A privately owned parcel may be granted up to six (6) temporary use permits per calendar year.

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 that is the subject of the hearing, and by publication in a newspaper of general circulation within the city.

17.38.090 Investigation and report.

The planning staff shall make an investigation of the application and shall prepare a report thereon that shall be submitted to the planning commission. The report can recommend modifications to the application as a condition of approval.

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.

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.

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.

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 ten days following the granting of the conditional use permit by the planning commission if no appeal has been filed.

RESOLUTION NO. 2024-81

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF VISALIA APPROVING CONDITIONAL USE PERMIT NO. 2024-44, A REQUEST TO PERMIT AN INFUSION FOR HEALTH MEDICAL THERAPY USE WITHIN AN EXISTING 3,398 SQUARE FOOT BUILDING IN THE C-R (REGIONAL COMMERCIAL) ZONE. THE PROJECT SITE IS LOCATED AT 1241 WEST CALDWELL AVENUE (APN: 122-390-017)

WHEREAS, Conditional Use Permit No. 2024-44, is a request to permit an Infusion for Health medical therapy use within an existing 3,398 square foot building in the C-R (Regional Commercial) Zone. The project site is located at 1241 West Caldwell Avenue (APN: 122-390-017); 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, 2025; and

WHEREAS, the Planning Commission of the City of Visalia finds the Conditional Use Permit No. 2024-44, as conditioned, to be in accordance with Chapter 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 Planning Commission finds the project to be Categorically Exempt consistent with the California Environmental Quality Act (CEQA) and City of Visalia Environmental Guidelines.

NOW, THEREFORE, BE IT RESOLVED that the project is exempt from further environmental review pursuant to CEQA Section 15301.

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

1. That the proposed project will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.
2. That the proposed conditional use permit is consistent with the policies and intent of the General Plan and Zoning Ordinance. Specifically, the project is consistent with the required findings of Zoning Ordinance Section 17.38.110:
 - a. The proposed location of the conditional use permit is in accordance with the objectives of the Zoning Ordinance and the purposes of the zone in which the site is located.
 - b. 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, nor materially injurious to properties or improvements in the vicinity.
3. That 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. 2024-73).

BE IT FURTHER RESOLVED that the Planning Commission hereby approves the Conditional Use Permit on the real property here 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 project shall be developed consistent with the comments and conditions of Site Plan Review No. 2024-255, incorporated herein by reference.
2. That the use shall be operated in substantial compliance with the Site Plan, Floor Plan, and Operational Statement in Exhibits "A", "B", and "C".
3. That substantial changes to the site plan and/or operational plan, or an intensification of the use, may require evaluation by the Site Plan Review committee and/or an amendment to this Conditional Use Permit.
4. That all building signage shall require a separate building permit.
5. That all applicable federal, state and city laws, codes and ordinances be met.

Exhibit "B"



ALL NEW INTERIOR NON-BEARING PARTITIONS TO BE 2X4 METAL STUDS SEE SHEET D-3 FOR FRAMING AND STUD SPECS

- (IN) SHEET ONLY
- (N) - NEW
 - (F.D.) - FLOOR DRAIN
 - (C.B.) - GRADE BREAK
 - (A.F.F.) - ABOVE FINISHED FLOOR
 - (P.L.) - PROPERTY LINE
 - (F.V.) - FIELD VERIFY
 - (F.S.) - FLOOR FINISH
 - (S.S.) - FINISH STEEL
 - (F.M.C.) - FLOOR MATERIAL CHANGE
 - (T.S.) - TO EXAMINER
- INTERNATIONAL SYMBOL OF ACCESSIBILITY, SEE DET. THIS SHEET
 - FIRE EXTINGUISHER CAB. SEE DET. "D-1"
 - WATER METER, SEE SHEET P-2 FOR CONNECTION
 - LIQUID SOAP DISPENSER SEE SHEET "A-7"
 - RESTROOM DOOR & WALL MTD. INTERNATIONAL SYM OF ACC., SEE SHEET "A-7"
 - ACCESSIBLE LAVATORY, SEE SHEET "K-1" & "K-2"
 - ACCESSIBLE WATER CLOSET, 28 G.P.F., SEE SHEET "K-1" & "K-2"
 - PLATE MIRROR SEE SHEET "K-1" & "K-2"
 - TOILET TISSUE DISPENSER FOR MOUNTING HT., SEE SHEET "K-1" & "K-2"
 - HAND TOWEL DISPENSER FOR MOUNTING HT., SEE SHEET "K-1" & "K-2"
 - 30" x 48" C.R. F.L.R. SPACE SEE DET., SEE SHEET "K-1" & "K-2"
 - TOILET SEAT COVER DISPENSER FOR MOUNTING HT., SEE SHEET "K-1" & "K-2"
 - WALL/FLOOR MOUNTED DOOR STOPS
 - WALL MOUNTED EXIT SIGN
 - WALL MOUNTED DIRECTIONAL SIGN



INTERNATIONAL SYMBOL
TO BE DISPLAYED AT ENTRANCE/EXIT POINTS



EXIT SYMBOL
TO BE DISPLAYED AT ENTRANCE/EXIT POINTS



DIRECTIONAL SYMBOL
TO BE DISPLAYED AT POINTS IN THE BUILDING LEADING TO EXITS



FLOOR PLAN
SCALE: 1/4" = 1'-0"



PHONE
5591 333-0384
E-MAIL
nilsonsdrafting@comcast.net
WEB:
www.nilsonsdrafting.net
FACEBOOK:
www.facebook.com/nilsonsdrafting

DRAWN BY:	D. NILSSON
REFERENCE DATE:	9-13-2017
PLOT DATE:	11-6-2024
CHECKED BY:	D. NILSSON

REVISIONS:	

SPLIT INTO TWO UNITS

CALDWELL OFFICES

FLOOR PLAN

SEISMIC ZONE:
S.D.C. = D N/A

SHEET:
A-3

Exhibit "C"

Hello Dan

Statement of operations for Infusion for Health.

Number of employees- 4

Hours of operation- 8am to 5 pm

By appointment Only.

4 rooms will be used for the infusion process.

The remainder will be used for staff and reception.

Please google infusion for health.com for multiple locations and in-depth description of company.

Very professional operation with many locations

The nearest is Bakersfield and Fresno.


Thank you


Ron Vander Weerd

Property owner and applicant for Infusion for Health

Ron Vander Weerd

Vander Weerd General Construction, Inc.

 (888) 777-1945

 (805) 852-2636

[Submit a Referral](#)

[Online Bill Pay](#)

[Request Appointment](#)



[For Patients](#) ▾ [For Providers](#) ▾ [Services](#) ▾

[What We Treat](#) [Clinical Research](#)

[Locations](#) ▾ [About](#) ▾

About Infusion for Health

 > [About Us](#)

We designed Infusion for Health to serve patients with autoimmune disorders and other complex chronic conditions. Learn more about our mission, values,



and what we are about.

Our Mission

Our mission is to provide exceptional infusion therapy experience, professional care and value in a comfortable, patient-focused environment.



Our Values

Determination – We are determined to deliver unparalleled care and positively impact each patient's health. To achieve these goals, our team always goes the extra mile to ensure that our patients receive the best care possible.

Compassion – We know that living with a complex, chronic condition is not easy. We have deep compassion for each of our patients, and we work hard to provide an environment where they can heal.

Collaboration – We view ourselves as a vital member of our patients' healthcare team. We listen to our patients, understand their unique treatment needs, and are responsive throughout their infusion experience. We partner with each patient's physician to help achieve optimal treatment outcomes. We work with insurance and pharmaceutical companies to remove barriers to care and help patients afford the treatments they need.

Expertise – Our team has the expertise and experience necessary to deliver high-quality, low-stress infusion care. Our clinical providers are fully licensed and highly-trained in administering a wide range of infusion therapies. Our administrative professionals have the know-how and savvy to navigate insurance and reduce scheduling, billing and other headaches.

Inclusion – We appreciate the diversity of patients and communities we serve. In addition to having a diverse team, we strive to make Infusion for Health a welcoming environment for everyone.

Our Story

We started Infusion for Health as a solution for patients frustrated with their infusion therapy options. Going to a hospital or cancer clinic for chronic infusion treatment was stressful and dissatisfying. Patients felt that the experience was impersonal and inconvenient. After hearing those frustrations, we decided that patients need a better choice.

Our inspiration was to create a patient-centric infusion option, where patients could feel like VIP's rather than a number assigned to a chair. To achieve that vision, we opened our first outpatient infusion center in Thousand Oaks, CA, in 2015. We tailored the entire experience to make it easier for patients who need routine infusions to receive high-quality care in a more comfortable, relaxing environment.

Since our founding, Infusion for Health has grown into one of the leading providers of adult and pediatric infusion care. We're proud to have become the "go-to" infusion therapy provider for referring physicians who see the positive clinical impact of our philosophy toward infusion treatment.

Our reputation is very much due to our skilled clinical team and our personalized approach to patient care. Patients consistently share how the warmth, convenience, and flexibility they experience at Infusion for Health positively impacts their treatment experiences. Additionally, patients also share how grateful they are to have an alternative to hospital-based infusion therapy.

Inspired by the health outcomes our patients achieved and our impact on the community, we expanded our footprint beyond Thousand Oaks to a national presence in 2020. With more locations, we can now positively impact more patients with chronic, complex conditions looking for better infusion experience.

We are excited about the future. We look forward to continuing to provide patients with rejuvenating and pampering infusion care. We continue to invest in our vision and are exploring additional ways we can bring greater convenience, outstanding care and superior value to patients.



315 E. Acequia Ave., Visalia, CA 93291

December 3, 2024

Site Plan Review No. 2024-255:

Pursuant to Zoning Ordinance Chapter 17.28 the Site Plan Review process has found that your application complies with the general plan, municipal code, policies, and improvement standards of the city. A copy of each Departments/Divisions comments that were discussed with you at the Site Plan Review meeting are attached to this document.

Based upon Zoning Ordinance Section 17.28.070, this is your Site Plan Review determination. However, your project requires a Conditional Use Permit as stated on the attached Site Plan Review comments. You may now proceed with filing your permit to the Planning Division.

This is your Site Plan Review Permit; your Site Plan Review became effective **November 6, 2024**. A site plan review permit shall lapse and become null and void one year following the date of approval unless, prior to the expiration of one year, a building permit is issued by the building official, and construction is commenced and diligently pursued toward completion.

If you have any questions regarding this action, please call the Community Development Department at (559) 713-4359.

Respectfully,

A handwritten signature in blue ink, appearing to read "Paul Bernal", is written over a white background.

Paul Bernal
Community Development Director
315 E. Acequia Ave.
Visalia, CA 93291

Attachment(s):

- Site Plan Review Comments



MEETING DATE November 6, 2024
 SITE PLAN NO. 2024-255
 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
 - CUP
 - HISTORIC PRESERVATION OTHER –
 - ADDITIONAL COMMNTS:**

If you have any questions or comments, please call the Site Plan Review Hotline at (559) 713-4440 Site Plan Review Committee

SITE PLAN REVIEW COMMENTS

Cristobal Carrillo, Planning Division, 559-713-4443

Date: November 6, 2024

SITE PLAN NO: 2024-255
PROJECT: Vander Weerd Investments – Ron Vander Weerd
APPLICANT: Ron Vander Weerd
DESCRIPTION: Seeking to split existing building and acquire a Conditional Use Permit for a new national tenant. Building is Vacant
ADDRESS: 1241 W. CALDWELL AVENUE
APN: 122-390-017
GENERAL PLAN: COMMERCIAL REGIONAL
ZONING: C-R (REGIONAL COMMERCIAL)

Planning Division Recommendation:

- Revise and Proceed
 Resubmit

Project Requirements

- Conditional Use Permit
- Building Permit

PROJECT SPECIFIC INFORMATION: November 6 2024

1. The project requires a Conditional Use Permit in the C-R Zone. Please note that the City of Visalia is in the process of completing a Zone Text Amendment to potentially permit the proposed use by right.
2. A complete CUP application will include detailed exhibits of the following:
 - a. Operational Statement – including hours of operation, number of employees, building square footages, all existing and proposed uses, etc.
 - b. Site Plan – indicating unit number, parking, landscaping, and surrounding businesses
 - c. Floor Plan – indicating all existing and proposed uses onsite, and all existing/proposed units.
 - d. Building elevations, if necessary.
3. All landscape areas shall be replanted and maintained.
4. All signage shall be through a separate Building Permit submittal.
5. Provide verification that a shared access agreement is in place for the project site.
6. Obtain a Building Permit.
7. Meet all other codes and ordinances.

Notes:

1. The applicant shall contact the San Joaquin Valley Air Pollution Control District to verify whether additional permits are required to conduct the proposed use.
2. Prior to completion of a final building inspection for a project, a signed **MWELO Certificate of Compliance** shall be submitted indicating that all landscaping has been installed to MWELO standards.

Applicable sections of the Visalia Municipal Code, Title 17 (Zoning):

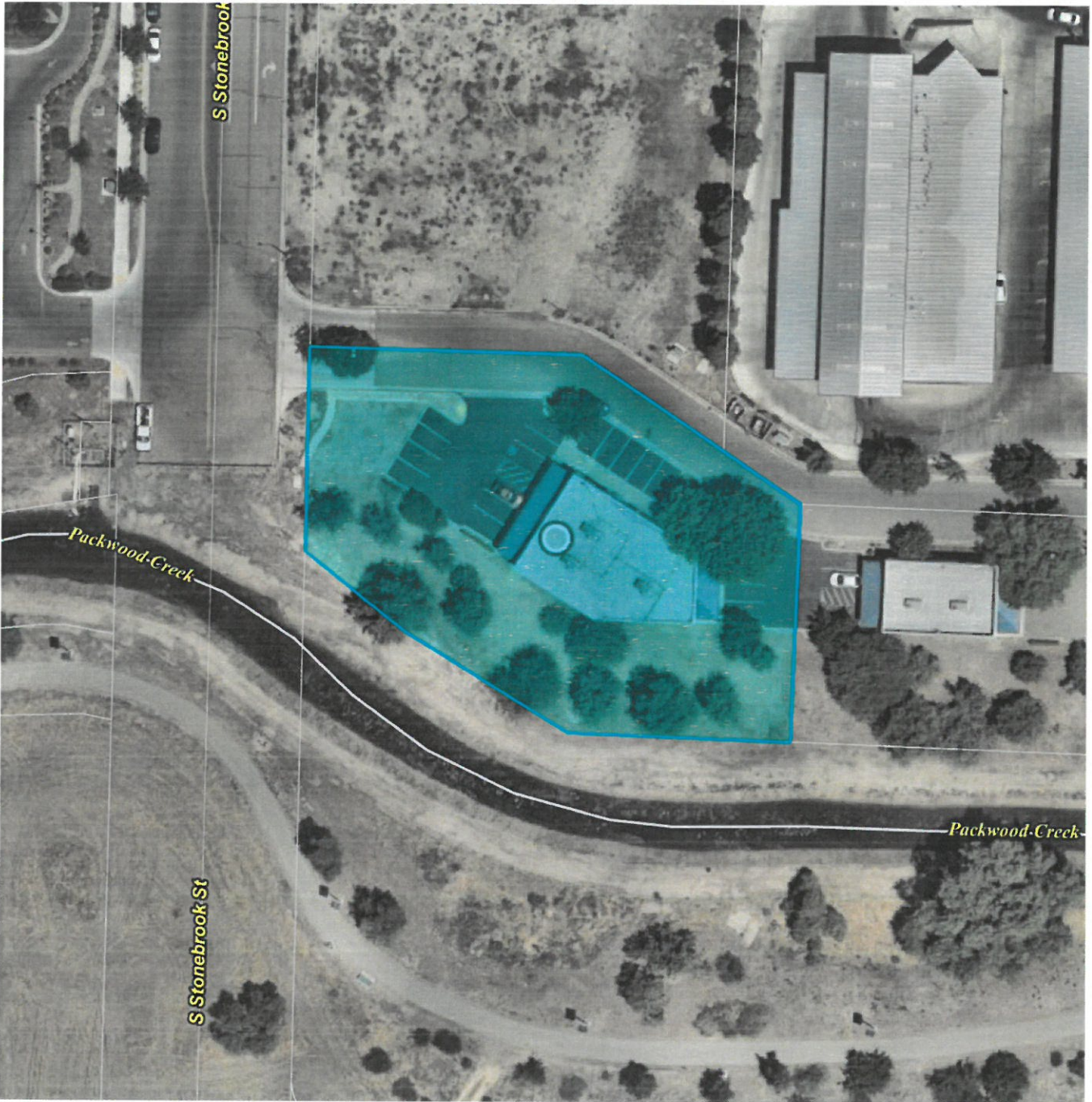
- 17.18 Commercial Zones
- 17.30 Development Standards
- 17.34 Off-street parking and loading facilities

Accessible at <https://codelibrary.amlegal.com/codes/visalia/latest/overview>

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: _____



**BUILDING/DEVELOPMENT PLAN
REQUIREMENTS
ENGINEERING DIVISION**

<input type="checkbox"/>	Edelma Gonzalez	713-4364
<input checked="" type="checkbox"/>	Luqman Ragabi	713-4362
<input type="checkbox"/>	Sarah MacLennan	713-4271
<input type="checkbox"/>	Jesus Carreno	713-4268

ITEM NO: <u>11</u>	DATE: <u>NOVEMBER 06, 2024</u>
SITE PLAN NO.:	24-255
PROJECT TITLE:	VANDER WEERD INVESTMENTS
DESCRIPTION:	SEEKING TO SPLIT EXISTING BUILDING AND ACQUIRE A CONDITIONAL USE PERMIT FOR A NEW TENANT.
APPLICANT:	RON VANDER WEERD
PROP OWNER:	VANDEER WEERD INVEST
LOCATION:	1241 W CALDWELL AVE
APN:	122-390-017

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: _____ width; _____ parkway width at _____
- 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 NEEDED WITHIN 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 = .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. A building permit is required, standard plan check and inspection fees will apply.**
- 2. Proposed project will incur development Impact fees. refer to page 3 for details.**
- 3. Clearly indicate on site plan which portion of the building will be used for the new medical tenant.**

SUMMARY OF APPLICABLE DEVELOPMENT IMPACT FEES

Site Plan No: **24-255**
 Date: **11/06/2024**

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.)

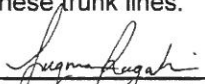
(Fee Schedule Date:**8/17/2024**)
 (Project type for fee rates:**MEDICAL**)

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

FEE ITEM	FEE RATE
<input type="checkbox"/> Groundwater Overdraft Mitigation Fee	
<input checked="" type="checkbox"/> Transportation Impact Fee	\$20,416/KSF
	CREDIT
	\$8,373/KSF
<input type="checkbox"/> Trunk Line Capacity Fee	
<input type="checkbox"/> Treatment Plant 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.



Luqman Ragabi

SPR 24255
VANDER WEERD
1241 W CALDWELL AVE

City of Visalia
Building: Site Plan
Review Comments

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 ALL IMPROVEMENTS** 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.
- 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: _____

VAL GARCIA 11/06/24
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	November 6, 2024
Item #	11
Site Plan #	24255
APN:	122390017

- 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 2022 California Fire Code (CFC), 2022 California Building Codes (CBC) and City of Visalia Municipal Codes.
- All **fire detection, alarm, and extinguishing systems** in existing buildings shall be maintained in an operative condition at all times and shall be replaced or repaired where defective. If building has been vacant for a significant amount of time the fire detection, alarm, and or extinguishing systems may need to be evaluated by a licensed professional. 2022 CFC 901.6

Corbin Reed
Fire Marshal



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

Date: 11/06/24
 Item: 11
 Site Plan: SPR24255
 Name: Austin Huerta

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:

- Traffic Concerns:

- Surveillance Issues:

- Line of Sight Issues:

- Other Concerns:

SITE PLAN REVIEW COMMENTS

CITY OF VISALIA TRAFFIC SAFETY DIVISION

November 6, 2024

ITEM NO: 11	Added to Agenda	MEETING TIME: 11:30
SITE PLAN NO: SPR24255		ASSIGNED TO: Cristobal Carrillo Cristobal.Carrillo@visalia.city
PROJECT TITLE: Vander Weerd Investments- Ron Vander Weerd		
DESCRIPTION: Seeking to split existing building and acquire a Conditional Use Permit for a new national tenant. Building is Vacant.		
APPLICANT: Ron Vander Weerd - Applicant		
OWNER: VANDER WEERD INVEST		
APN: 122390017		
ADDRESS: 1241 W CALDWELL AVE		
LOCATION: 1241 W. Caldwell Avenue		

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 at time of development.
- Install Street Name Blades at intersection locations at time of development.
- Install Stop Signs at *local road intersection with collector/arterial* Locations.
- Construct parking per City Standards PK-1 through PK-4 at time of development.
- Construct drive approach per City Standards at time of development.
- Traffic Impact Analysis required (CUP)
 - Provide more traffic information such as see below. 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

Leslie Blair

Susan Currier

From: Jennifer Flores
Sent: Tuesday, November 5, 2024 9:41 AM
To: Cristobal Carrillo; Susan Currier
Subject: 11.06.24 SPR COMMENTS
Attachments: 11.06.24 SPR 24252 JITB.pdf; 11.06.24 SPR 24256 SIGNATURE AUTO CENTER LLC.pdf; 11.06.24 SPR 24249 Resteraunt.pdf

Hello,

I've attached my comments and requested forms.

SPR 24238-1- Change of office use to spa – No Comments
SPR24246 – Pearl Wood, conceptual site plan review- no comments
SPR24247- VIP Specialist on Plaza – no comments
SPR24248 COC TRS Workforce skills training – No comments

SPR- 24249 Restaurant- Need essential contact information, grease trap installed under the sink, or a grease interceptor needs to be installed outside.
SPR24250- CUP 2023-09 Modification – no comments
SPR 24251- Alina Rivas – No comment
SPR24252- Jack in the box site plan review – no comments need essential information for points of contact once information is available.
SPR24253- Pregis – no comments
SPR24254- Mobile Home- No comments
SPR24255 – Vander weed Investments – no comments
SPR24256- Signature auto center- automotive survey requested
SPR24257- Ana and Juan Sandoval – no comments

CITY OF VISALIA
SOLID WASTE DIVISION
336 N. BEN MADDOX
VISALIA CA. 93291
713 - 4532
COMMERCIAL BIN SERVICE


24255

November 6, 2024

- 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 city standard R-1 OR R-2 & 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 insufficient to comply with state recycling mandates. See comments for suggestions.
- 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** Solid waste services assigned include trash, recycle and organics collections, per the State of California's mandatory recycling laws (AB-341 & AB-1826). Existing services assigned to property owner's account. Customer is to contact account owner to schedule a waste assessment.

Jason Serpa, Solid Waste Manager, 559-713-4533
Edward Zuniga, Solid Waste Supervisor, 559-713-4338

Nathan Garza, Solid Waste, 559-713-4532





CALIFORNIA WATER SERVICE

Visalia District 216 North Valley Oaks Drive
Visalia, CA 93292 Tel: (559) 624-1600

<p>Site Plan Review Comments From: California Water Service Scott McNamara, Superintendent 216 N Valley Oaks Dr. Visalia, CA 93292 559-624-1622 smcnamara@calwater.com</p>	<p>Date: 11/06/2024 Item #: 11 Site Plan #: 24-255 Project: Split Building Description: Applicant: Ron Vander Weerd APN: 122-390-017 Address: 1241 W Caldwell</p>
---	---

The following comments are applicable when checked:

- No New Comments
- Pulled from agenda

Water Mains

Comments: Existing water main on private property that is installed within a Cal Water easement.

- Water main fronting your project
- No existing water main fronting this project

Water Services

Comments:

- Existing service(s) at this location.
 - Domestic/Commercial
 - Irrigation
 - Fire Protection

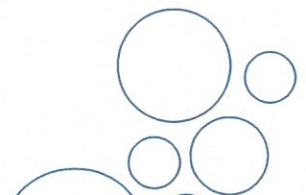
The following will be paid for by the property owner/developer:

- Any additional services for the project.
- Relocation of any existing service that is to land within a new drive approach.
- Existing service(s) that are not utilized may need to be abandoned.
- If the existing service(s) is not sufficient in size to meet the customer’s demand:
 - Installation of the correct size service.
 - Abandonment of the insufficient size service.
- Service(s) will need to be installed for this project.

Fire Hydrants

Comments:

- Fire hydrants will be installed per the Visalia Fire Departments requirements.
- If new fire hydrants are required for your project off an existing water main:
 - Cal Water will utilize our own contractor (West Valley) for the installation.
 - This work is to be paid for by the property owner/developer.





CALIFORNIA WATER SERVICE

Backflow Requirements

Comments:

A backflow is required if any parcel meets any of the following parameters:

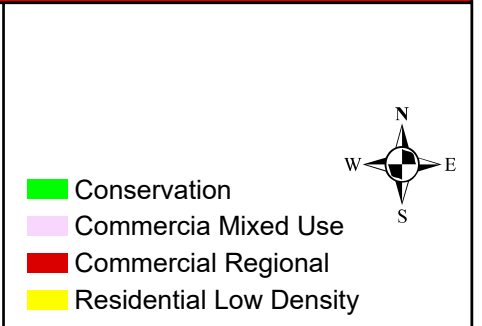
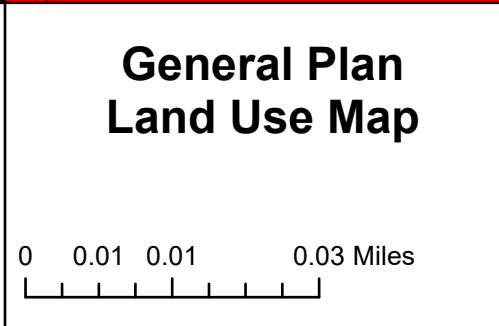
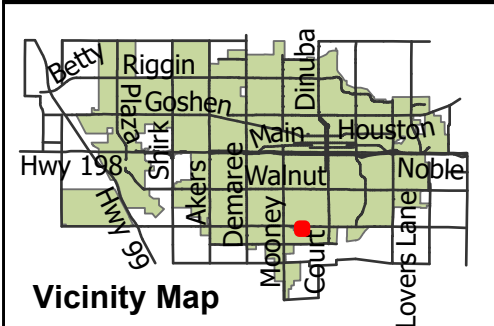
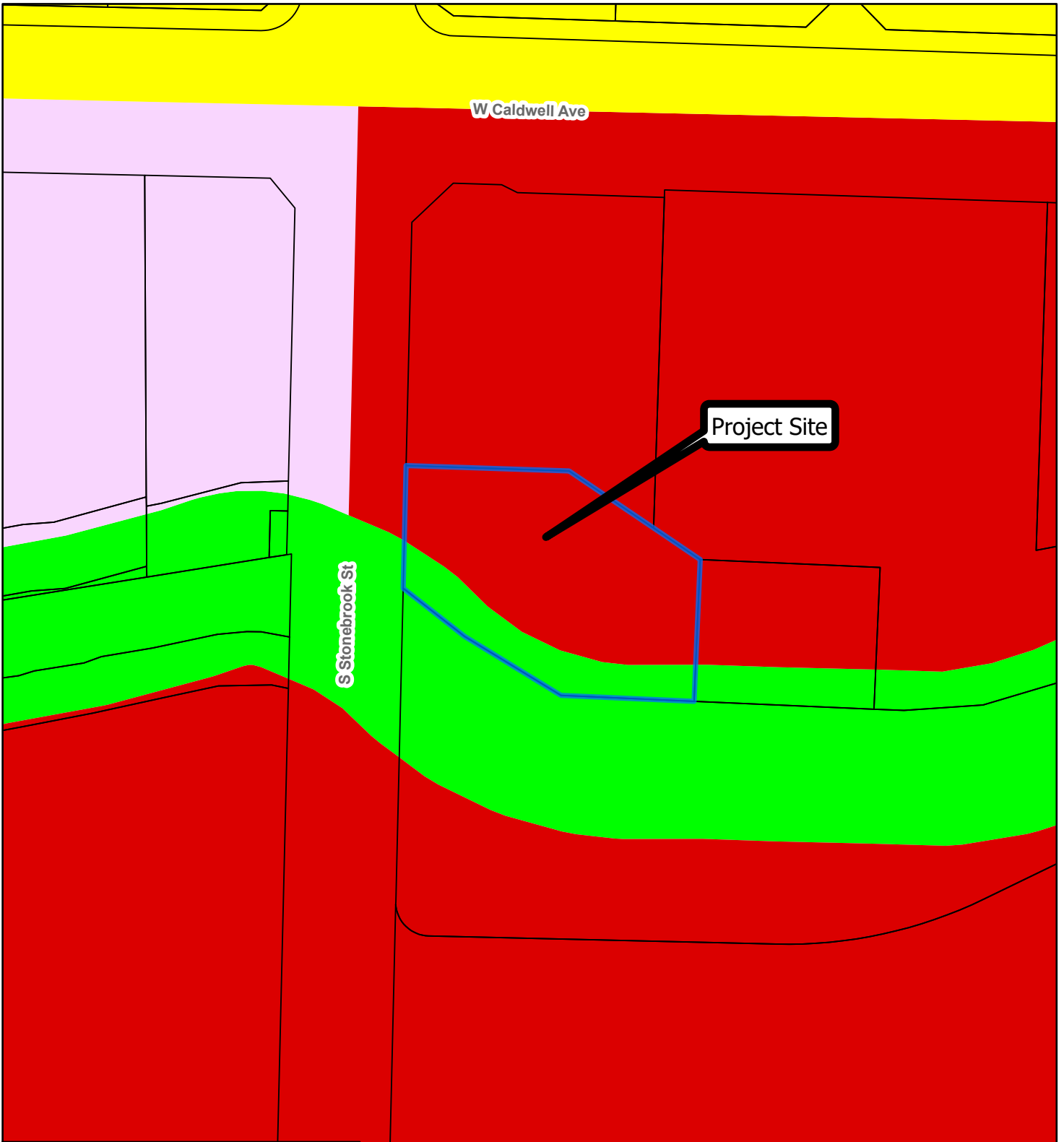
- Designated as multi-family
- Commercial building
- Has multiple dwellings (residential or commercial)
- Has multiple services
 - Any combination of the following:
 - Domestic/Commercial
 - Irrigation
 - Fire Protection

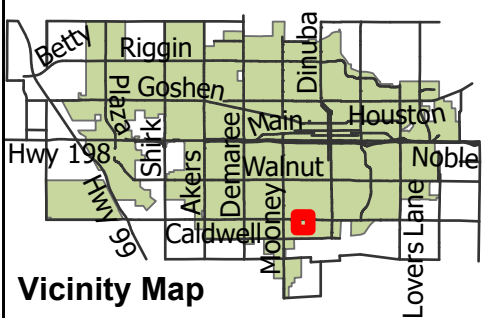
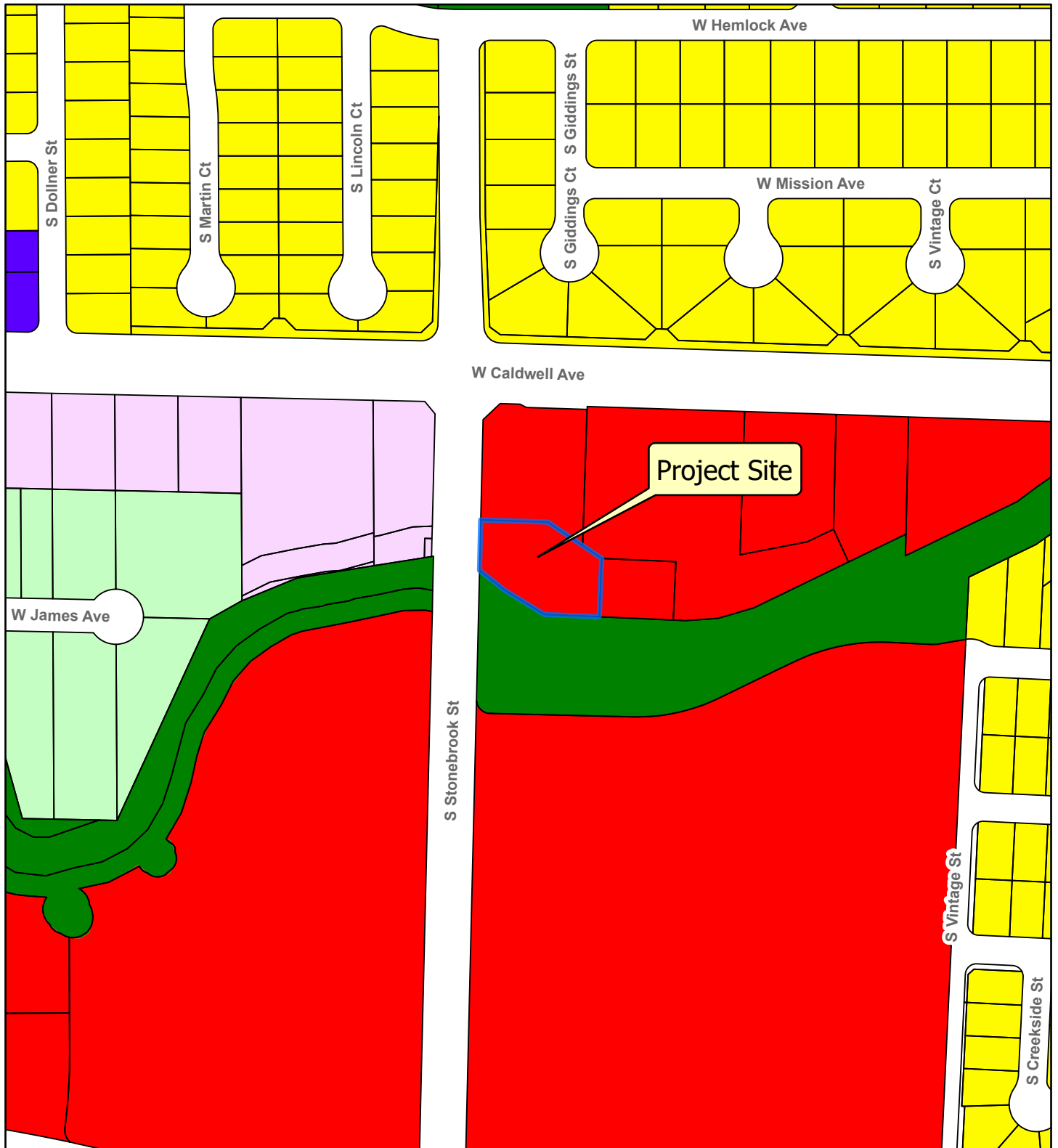
Please contact Cross Connection Control Specialist Juan Cisneros at 559-624-1670 or visaliabackflow@calwater.com for a backflow install packet.

Additional Comments:

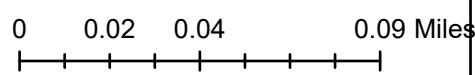
- If your project requires the installation of Cal Water facilities, please contact New Business Superintendent Mike Andrada at 559-624-1689 or mandrada@calwater.com to receive your new business packet to start your project with Cal Water.
- Cal Water may work with the developer to purchase a piece of property for a future tank site and/or a new source of water.
- If Cal Water infrastructure is to be installed on private property, a dedicated easement will be required for our infrastructure.
- If you need to request existing utility information, please contact Construction Superintendent Scott McNamara at smcnamara@calwater.com for the information and requirements needed to obtain this information.
- If a fire flow is needed for your project, please contact Distribution Superintendent Alex Cardoso at 559-624-1661 or lcardoso@calwater.com for information and requirements.
- If you need a construction meter for your project, please call our Operations Center at 559-624-1650.
- If you need to sign up for an existing service, please call 559-624-1600.



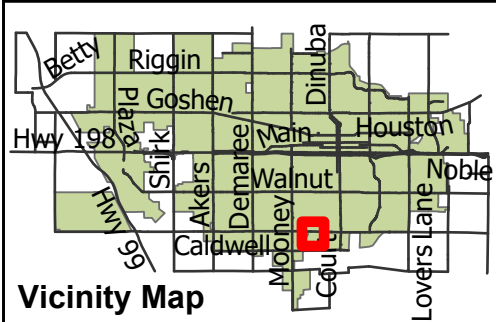
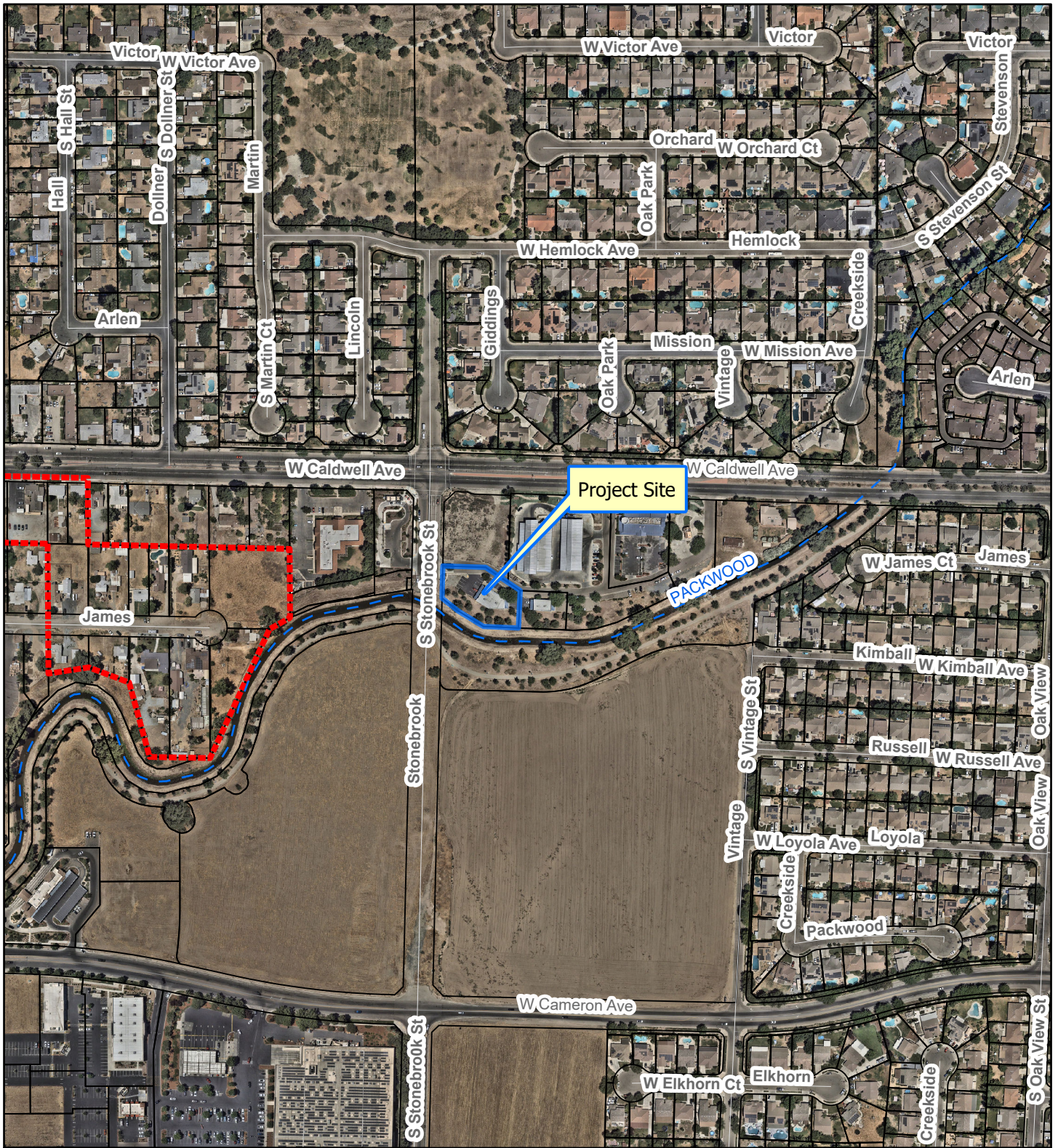




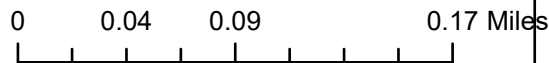
Zoning Map

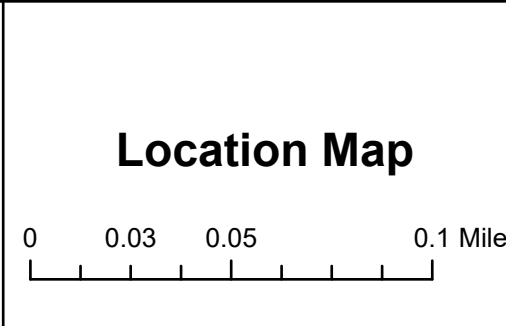
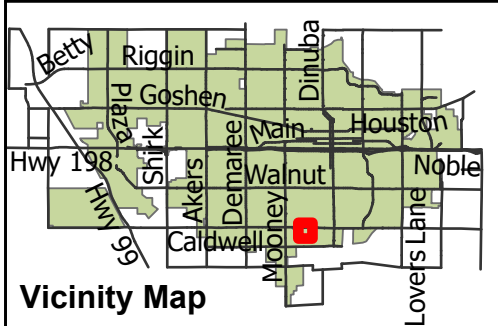
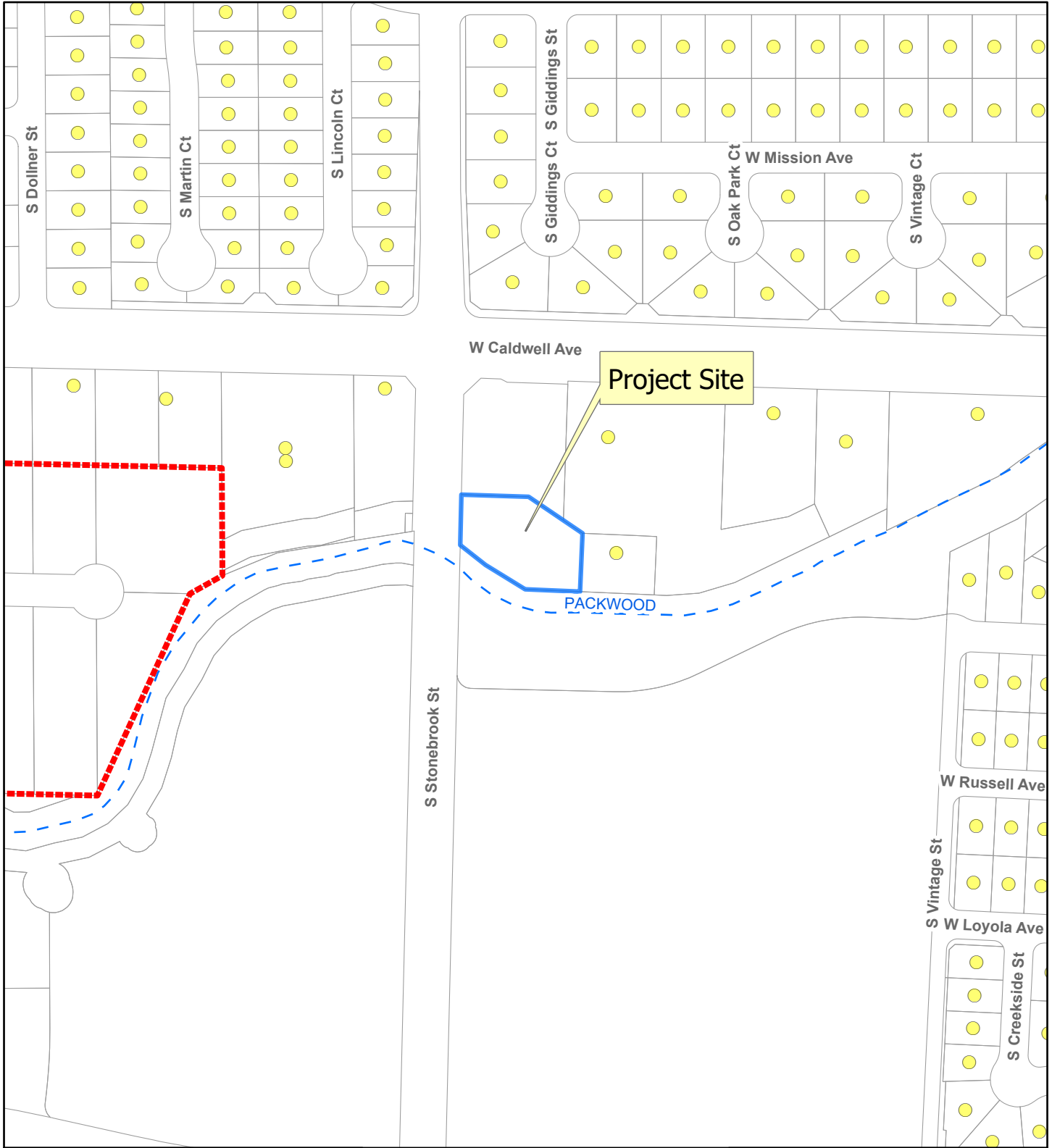


- C-R Regional Commercial
- C-MU Mixed Use Commercial
- O-PA Professional / Admin Office
- QP Quasi-Public
- R-1-5 Single-family Residential
- County Areas



Aerial Map





PARCELS

The Visalia logo includes the word 'VISALIA' in a stylized font, a scenic illustration of the city with a river and buildings, and the text 'Founded 1852' in a banner below.

City of Visalia



To: Planning Commission

From: Paul Bernal, Director
Planning & Community Preservation Department

Date: January 13, 2025

Re: **2024 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 2024). 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 Planning & Community Preservation Department issued a total of 5,132 building permits during the 2024 calendar year (see Attachment "B" for building permit totals). During the preparation of this report, a total of 20 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. The number of approved Administrative Adjustments is less than one percent of the total number of permits issued by the City of Visalia for the 2024 calendar year.

ATTACHMENTS

- Attachment "A" – Administrative Adjustments Section
- Attachment "B" – 2024 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
2024

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	46	\$15,981,943	95,059	0	0	\$0	-	115	\$2,677,666	6	\$6,482,000	36,175	14	\$1,111,422	195	376	\$26,253,031
Feb	12	\$4,028,835	21,559	8	222	\$29,474,036	181,794	140	\$3,357,389	1	\$435,840	3,632	35	\$41,606,634	160	356	\$78,902,734
Mar	21	\$6,679,557	37,117	0	0	\$0	-	166	\$3,234,843	3	\$1,550,000	6,448	25	\$3,286,492	191	406	\$14,750,893
Apr	28	\$9,028,222	48,189	1	5	\$733,988	6,000	158	\$3,117,165	3	\$6,636,688	28,866	24	\$4,961,406	245	459	\$24,477,469
May	22	\$6,281,321	34,486	1	2	\$514,383	2,938	182	\$3,942,095	4	\$7,375,000	29,500	33	\$8,562,264	300	542	\$26,675,062
Jun	28	\$8,534,327	47,194	9	94	\$28,981,462	109,000	134	\$3,295,212	5	\$5,826,633	18,313	19	\$1,126,700	264	459	\$47,764,333
Jul	18	\$5,503,281	30,529	0	0	\$0	-	150	\$3,635,703	7	\$8,971,628	23,847	19	\$1,506,606	271	465	\$19,617,218
Aug	20	\$7,110,155	38,529	0	0	\$0	-	160	\$3,701,410	8	\$8,599,744	123,241	16	\$11,153,445	251	455	\$30,564,754
Sep	16	\$4,604,876	24,589	1	4	\$682,938	4,700	146	\$4,331,709	1	\$1,800,000	10,000	20	\$2,015,232	221	405	\$13,434,756
Oct	8	\$2,701,076	12,987	0	0	\$0	-	149	\$3,562,925	1	\$11,700,000	45,784	27	\$3,756,647	260	445	\$21,720,648
Nov	19	\$5,378,407	29,248	0	0	\$0	-	121	\$3,187,816	1	\$1,600,000	4,202	28	\$5,395,139	202	371	\$15,561,363
Dec	32	\$12,282,225	67,074	0	0	\$0	-	113	\$2,666,848	1	\$2,200,000	6,601	33	\$6,078,068	214	393	\$23,227,140
TOTALS	270	\$88,114,226	486,560	20	327	\$60,386,806	304,432	1,734	\$40,710,781	41	\$63,177,534	336,609	293	\$90,560,055	2,774	5,132	\$342,949,400

City of Visalia

Memo



To: Planning Commission
From: Susan Currier, Sr. Administrative Assistant
Date: January 1, 2025
Re: Planning Commission Calendar for 2025

The following dates are set for Planning Commission meetings for 2025:

January 13, 2025
January 27, 2025
February 10, 2025
February 24, 2025
March 10, 2025
March 24, 2025
April 14, 2025
April 28, 2025
May 12, 2025
May 27, 2025 (Tuesday Meeting)
June 09, 2025
June 23, 2025
July 14, 2025
July 28, 2025
August 11, 2025
August 25, 2025
September 08, 2025
September 22, 2025
October 13, 2025
October 27, 2025
November 10, 2025
November 24, 2025
December 08, 2025
December 22, 2025 (No Meeting)



Schedule subject to change.
Speaker names will be added as they are confirmed.

Wednesday, March 5

9:00 a.m.-5:30 p.m.

Registration Open

10:00 a.m.-Noon

Understanding Public Service Ethics Laws and Principles (AB 1234)

Sign-in will begin 30 minutes prior to the session and you must be present for the full two hours to receive the certification of attendance. Entry will be prohibited once the session begins.

State law requires elected and appointed officials to receive two hours of training in specified ethics laws and principles every two years. Newly elected and appointed officials must receive this training within one year of becoming a public servant. Join a panel of experts as they help navigate the ethics laws and principles.

The Institute for Local Government is a State Bar of California minimum continuing legal education (MCLE) approved provider and certifies this activity meets the standards for MCLE credit by the State Bar of California in the total amount of two hours (general credits). Provider #13881

Noon-1:00 p.m.

Lunch on Your Own

1:00-2:30 p.m.

Opening General Session: The Joy in Being Wrong: Embracing the Power of a New Perspective

Join America's Joy Magnet, TV talk show host and motivational speaker, Shari Alyse, as she shares her inspiring journey from being the self-proclaimed "Dark Cloud", to now being known across media as "America's Joy Magnet". In this talk, Shari shares how our willingness to be wrong can help create more joy and ease in our lives. With a perfect blend of inspiration, humor, and fun interactive exercises, Shari will help you discover the incredible power of shifting your perspective, the four essential steps to changing your perspective, and how

being wrong can be the best gift that life ever hands you. This talk will leave you with a renewed sense of optimism, joy and a fresh perspective!

Keynote Speaker: Shari Alyse, America's Joy Magnet | TV Talk Show Host & Motivational Speaker

2:45-4:00 p.m.

Concurrent Sessions

Planning Commission 101: The Nuts and Bolts of Planning

Fundamentals Session

Commissioners will learn the basics about planning laws, typical planning documents, and how they fit together. Speakers who have worked as planning staff, planning commissioners and consultants will introduce the nuts and bolts of General Plans, Housing Elements, Specific Plans, zoning codes, subdivision ordinances, design review and the California Environmental Quality Act (CEQA), and will walk commissioners through typical project review and decision-making processes. Participants will also learn how plans, codes and regulations can be written to ensure that principles of sustainability, equity and community-building are incorporated in new development.

Moderator: David Early, Senior Advisor, PlaceWorks

Speakers: Joanna L. Jansen, Managing Principal, PlaceWorks
Marc Roberts, Treasurer, California Planning Roundtable

Smooth Operator: How to Be an Effective Chair

Emerging Issues Session

Public meetings are crucial for maintaining transparency and accountability in government operations. For a chairperson, leading such meetings while adhering to the Brown Act is a critical responsibility. In this facilitated discussion, we will explore key principles of effective meeting management and engage participants with real-world scenarios to sharpen their decision-making skills. This session aims to empower chairpersons and commissioners with the skills and best practices necessary to run efficient and transparent public meetings. The session will cover core leadership skills, strategies for managing challenging situations, and techniques for fostering a productive, civil environment. Whether you're a seasoned commissioner or new to the job, this session will help you dial in your skills and feel ready to be the chair.

Facilitator: Juan Miguel Munoz-Morris, Speaker and Coach

4:15-5:30 p.m.

Concurrent Sessions

CEQA Basics

Fundamentals Session

Hear an introduction about the role of the California Environmental Quality Act (CEQA) and join us as we pull back the curtain on parts of the process, including the types of documents you will see, how environmental decisions are made, and the responsibilities of staff and the commission at each stage in the process. The tools and approaches taken by those who prepare the documents for your review will also be discussed.

Moderator and Speaker: Mark Teague, Managing Principal, PlaceWorks

Speaker: Shannon George, Vice President/Principal, David J Powers & Associates, Inc.

When Planning Commission Meetings Go Sideways: How To Get Back on Track *Emerging Issues Sessions*

Planning commission meetings can often get off track for a variety of reasons. Applicants may propose last-minute changes to a project or planning commissioners may intend to take an action that wasn't initially contemplated. In addition, a planning commission may have a raucous crowd that could disrupt the normal hearing process. In this session, a city attorney and seasoned planning commissioners will walk through techniques and approaches that the chair and commissioners can use to keep meetings on track to a productive outcome.

Moderator: Rob Eastwood, First Vice President, Planning and Community Development Department and Community Development Director, City of Campbell

Speakers: Victoria Duggan, Planning Commissioner, City of Santa Rosa
Ethan Walsh, Attorney, Best Best & Krieger LLP
Karen L. Weeks, Chair - Planning Commission, City of Santa Rosa

5:30-6:30 p.m.

Networking Reception

Make new friends and catch up with old ones while enjoying delicious appetizers and tasty beverages during the evening networking reception. It's the perfect opportunity to form support networks inside your profession.

Thursday, March 6

7:30 a.m.-4:30 p.m.

Registration Open

7:45-8:45 a.m.

Networking Breakfast

8:00 a.m-5:30 p.m.

Premium Sponsor Tables Open

9:00-10:15 a.m.

Your Housing Element is Certified, Now What

You survived the housing planning process! The state certified your housing element! What happens now? Local leaders must put the changes in place that turn units on paper into homes, condos, and apartments. But as projects come forward, there are going to be winners and losers — and we're expected to figure it all out. Hear how cities can implement their housing elements that respect their community's character, attract high-quality developers and developments, and encourage sincere community engagement. This presentation isn't about how Sacramento should fix housing policy or CEQA: It's about turning policies into projects.

Moderator: Bill McReynolds, Council Member, City of Ventura

Speakers: Ryan Aeh, Executive Vice President, City Ventures
Joseph W. Oftelie, President - SoCal Division, Warmington Residential
Alicia Velasco, Planning Director, City of Cypress

10:30-11:45 a.m.

Concurrent Sessions

Relationship Between Planning Commission, City Council, and Planning Staff

Fundamentals Session

As a city official, there will be various competing values and priorities that drive you and your colleagues within your city. Your success on the planning commission requires an effective relationship with your planning staff and city council, where everyone's values are respected and represented. Learn how to work together while cultivating each of your diverse roles.

Moderator: Meghan McKelvey, Senior Manager, Department and Member Services, League of California Cities

Speakers: Clare Hartman, Community Development Director, City of Novato
Lily Mei, Mayor, City of Fremont

Benjamin Yee, Immediate Past President, Planning and Community Development Department and Planning Commissioner, City of Fremont

CEQA: Advanced

Emerging Issues Session

This session assumes some familiarity with the California Environmental Quality Act (CEQA). Hear an in-depth discussion on crafting mitigation measures, long- and short-term impacts, and how the CEQA landscape changes with legislation, court decisions, and agency preferences. Dive into why CEQA documents look the way they do, the role of findings, and what to do with late-hit letters. Finally, some of the more technical sections of the document will be demystified.

Moderator and Speaker: Mark Teague, Managing Principal, PlaceWorks

Speaker: Shannon George, Vice President/Principal, David J Powers & Associates, Inc.

11:45 a.m.-1:00 p.m.

Networking Lunch and Visit with Sponsors

1:15-2:30 p.m.

Planning Commissioner Jeopardy

The session will run in a game show format similar to Jeopardy. Attendees will be presented with an answer and will be given an opportunity to respond in a question. The Jeopardy hosts will work through five different categories with difficulty ranging from 100 to 500 points. Categories will include: Brown Act (with emphasis placed on Social Media), Conflicts of Interest, Housing, Parliamentary Procedure, and Constitutional Issues. Winning participants will be eligible for prizes!

Facilitators: Henry Castillo, Associate, Best, Best & Krieger
Albert J. Maldonado, Associate, Best Best & Krieger LLP

2:30-2:45 p.m.

Break, Visit with Sponsors

2:45-4:00 p.m.

Concurrent Sessions

California Housing Law Basics

Fundamentals Session

California Housing Law encompasses regulations and policies aimed at addressing the state's housing needs and promoting equitable development. This session will explore the foundational aspects of California's housing laws, including key statutes such as the California Housing Accountability Act and the Housing Element Law. We will discuss how these laws guide local governments in planning and approving housing projects, ensuring compliance with state housing goals, and addressing issues of affordability and accessibility. Additionally, we will review recent legislative updates and initiatives designed to tackle housing shortages, streamline development processes, and promote sustainable growth. By being well-versed in California housing laws, planning commissioners are better equipped to make informed, legally compliant decisions that address local housing needs, promote equitable development, and contribute to the overall well-being of their communities.

Moderator: Rob Eastwood, Second Vice President, Planning and Community Development Department and Community Development Director, City of Campbell

Speakers: Jennifer Thompson, Attorney, Lozano Smith

Rebecca D. Wilson, Associate, Lozano Smith

Density Bonuses, Builder's Remedy, Housing Accountability: Oh My! The New Role of Planning Commissioners in Navigating Housing Approvals

Emerging Issues Session

Planning commissioners are inundated with new bills controlling housing development applications. These bills include changes to the Density Bonus Laws, new Builder's Remedy laws, amendments to the Housing Accountability Act, Permit Streamlining Act, and the addition of new streamlining processes. These new laws limit a planning commissioner's ability to exercise discretion, require certain conditions of approval and the use of objective standards, and allow densities and heights greatly exceeding those in local ordinances. These laws are the Legislature's response to the housing shortage and California's goal to build 3.5 million new homes by 2025.

Speakers: Patricia Curtin, Director, Fennemore
Barbara E. Kautz, Partner, Goldfarb Lipman LLP
Amara Morrison, Director, Fennemore Wendel

4:15-5:30 p.m.

Before and After: Development Review Beyond the Planning Commission Hearing

Ever wonder about the process needed to get a development project to the planning commission and what happens next before construction? This session pulls back the curtain on the extensive work involved in the entitlement and permitting process for projects. Designed specifically for commissioners, this session will provide an overview of how city agencies and departments review development proposals and prepare projects for hearing, including public outreach to the community. A panel of veteran city planners will demystify this process, tackle frequently asked questions, and offer actionable insights for commissioners.

Moderator: Rob Eastwood, First Vice President, Planning and Community Development Department and Community Development Director, City of Campbell

Speakers: Jennifer Carman, Development Services Director, City of Morgan Hill
Cindy McCormick, Planning Manager, City of Gilroy
Nick Zornes, Assistant City Manager, Los Altos

Friday, March 7

7:45-10:00 a.m.

Registration Open

7:45-8:45 a.m.

Networking Breakfast

8:45-10:00 a.m.

Legislative Update

Learn about recent bills that have passed, as well as top issues that are trending in the legislature, and their significance for planning commissioners.

Closing Remarks: Benjamin Yee, Immediate Past President, Planning and Community Development Department and Planning Commissioner, City of Fremont

Speaker: Brady Guertin, Legislative Representative, Housing, Community, and Economic Development, League of California Cities

10:15 a.m.-12:15 p.m.

Harassment Prevention Training for Supervisors and Officials (AB 1661)

Sign-in will begin 30 minutes prior to the session and you must be present for the full two hours to receive the certification of attendance. Entry will be prohibited once the session begins.

This informational and interactive workplace harassment prevention training will focus on current and emerging issues and teach officials and supervisors how to identify, prevent, and properly respond to workplace harassment, discrimination, retaliation, and abusive conduct in order to avoid personal and agency liability in compliance with AB 1825, AB 2053, AB 1661 and SB 396.

The Institute for Local Government is a State Bar of California minimum continuing legal education (MCLE) approved provider and certifies this activity meets the standards for MCLE credit by the State Bar of California in the total amount of two hours (general credits). Provider #13881