

Date: March 15 2017 (Wednesday)

Time: 6:00 p.m.

Place: City Council Chambers
350 North Valencia Blvd.
Woodlake, CA 93286

In compliance with the Americans with Disabilities Act and the California Ralph M. Brown Act, if you need special assistance to participate in this meeting, including auxiliary aids, translation requests, or other accommodations, or to be able to access this agenda and documents in the agenda packet, please contact City Hall at 559-564-8055 at least 3 days prior to the meeting.

The full agenda including staff reports and supporting materials are available at City Hall.

I. CALL TO ORDER & WELCOME

II. PLEDGE OF ALLEGIANCE

III. PUBLIC COMMENTS

This portion of the meeting is reserved for persons wishing to address the Planning Commission on items within its jurisdiction but not on this agenda. NOTE: Prior to action by the Planning Commission on any item on this agenda, the public may comment on that item. Unscheduled comments may be limited to 3 minutes. The City conducts business in the English language only. If you need interpretative services, you will need to provide your own.

All items on the Consent Agenda are considered to be routine and non-controversial by Planning Commission staff and will be approved by one motion if no member of the Planning Commission or public wishes to comment or ask questions. Items pulled from the Calendar will be considered separately.

IV. CONSENT CALENDAR –ACTION AND INFORMATION ITEMS

Request Approval of the Consent Calendar Action Items (IV.A)

- A. Action: Approval of Minutes of the regular meeting held on November 9, 2016 (Page 1)

V. ACTION/DISCUSSION ITEMS

- A. Action: Adoption of Resolution: Approve Site Plan 17-01, AutoZone, subject to the listed conditions (Pages 2-19)
- B. Action: Adoption of Resolution: Approve Site Plan 17-02, Trevino, subject to the listed conditions (Pages 20-33)

VI. OTHER BUSINESS

- A. Information: Items from Staff
- B. Information: Items from Planning Commissioners
- C. Request from Planning Commissioners for Future Agenda Items

VII. ADJOURN

The next scheduled Planning Commission meeting will be held on Wednesday, July 5, 2017 at 6:00 p.m. at City Council Chambers located at 350 North Valencia Boulevard, Woodlake, CA 93286.

Planning Commissioners:

Paul Lira - Vice Chair

Johnny Varela - Commissioner

Joe Perez – Commissioner

Guillermo Valero- Commissioner

Vacant - Commissioner

PRESENT: Commissioners Lira, Perez & Valero

OTHERS: City Employee Waters & Zacarias

ABSENT: Varela

MEETING CALLED TO ORDER AT 6:00 PM

PUBLIC COMMENTS - None

- IV. CONSENT CALENDAR –ACTION AND INFORMATION ITEMS
Request Approval of the Consent Calendar Action Items (IV.A)
- A. Action: Approval of Minutes of the regular meeting held on June 22, 2016
ON A MOTION BY VALERO, SECOND BY PEREZ IT WAS VOTED TO APPROVE THE MINUTES. APPROVED UNANIMOUSLY.
- V. ACTION/DISCUSSION ITEMS
- A. Action: Adoption of Resolutions: Receive Public Comments and Make a Recommendation to City Council on Chapter 10.22 and Chapter 17.76 of the Woodlake Municipal Code
City Employee Waters reported on the following: the City is introducing drafts of the 2 ordinances, Chapter 10.22 Regulation of Parking for the Street Sweeping and Chapter 17.76 Emergency Shelters. The purpose of this public hearing is to give citizens an opportunity to make their comments known regarding the proposed amendments and additions.
PUBLIC COMMENTS OPENED: 6:11 PM
PUBLIC COMMENTS CLOSED: 6:11 PM
Planning Commissioner Lira asked City Employee Waters to ask City Council if there may be a possibility to change the street sweeping times to a later time in the morning. City Employee Waters stated he will discuss this concern with City Council at their next scheduled council meeting.
ON A MOTION BY PEREZ, SECOND BY LIRA IT WAS VOTED TO ADOPT THE RESOLUTION AND RECEIVE PUBLIC COMMENTS REGARDING CHAPTER 10.22 AND CHAPTER 17.76. APPROVED UNANIMOUSLY.

REPORTS

Meeting adjourned at 6:20 pm.

Respectfully submitted,

Irene Zacarias
Planning Commissioner Secretary

City of Woodlake

AGENDA ITEM V-A

March 15, 2017

Prepared by City Staff

SUBJECT:

Action: Adoption of Resolution: Approve Site Plan 17-01, AutoZone, subject to the following conditions:

1. The project shall be constructed consistent with Exhibit A, Site Plan 17-01.
2. The applicant shall comply with the city engineer's conditions as attached (see Exhibit B) and Caltrans' conditions as attached (Exhibit C).
3. The City Planner shall review and approve a landscaping and irrigation plan for the AutoZone project. Said landscaping and irrigation shall be installed prior to occupancy.
4. The City Planner shall review and approve the sign plan for the AutoZone project consistent with Woodlake's Zoning Ordinance.
5. AutoZone shall install curb, gutters and sidewalks consistent with Woodlake's Improvement Standards manual and improvement requirements required by Caltrans.
5. AutoZone shall install parking lot improvements consistent with Woodlake's Zoning Ordinance.
6. AutoZone shall construct a trash enclosure consistent with Woodlake's Improvement Standards manual. Said trash enclosure shall contain an overhead trellis. The base of the trash enclosure shall be landscaped.
7. The subject site shall be well maintained by insuring that the landscaping is effectively watered, mowed, pruned, fertilized, and weeded; that the signs are properly lighted and painted; that the irrigation system is periodically checked to insure against leaks, over spray and watering times that are not conservation effective; and that the parking lot and driveways shall be properly paved and stripped. AutoZone shall provide a contact person who is responsible for the ultimate maintenance of the subject property.
8. AutoZone shall construct a 6-foot block wall along the south side of the subject site. The City may request additional landscaping or fencing along the west property line.
9. Prior to constructing or installing improvements with the rights-of-way of Naranjo Boulevard or Acacia Street, the applicant shall first secure an encroachment permit from Caltrans or the City of Woodlake.
10. Green screens shall be installed on the north, east, and west facing walls of the subject building.
11. A visible building address shall be fixed to the front of the building. The numbers shall be a minimum of six inches high.

12. All signage shall conform to Woodlake's Sign Ordinance.
13. Street lights consistent with Woodlake Improvement Standards Manual shall be installed on Naranjo Boulevard and Acacia Street.
14. Two fire hydrants shall be installed on the subject, one at the northwest corner of the property and the other at the southeast corner of the property.
15. The elevation design shall be modified to replace the stacked stone with brick that is shown approved by the City. Further, the split face block veneer around the store building shall be replaced with a brick veneer that is similar to the brick veneer that is covering portions of the Dollar General building east of the subject site.
16. A 5-foot easement shall be established and recorded on an existing storm drainage line that runs along the south side of the subject property.
17. Trash enclosures and parking island shall be moved further staff to accommodate additional landscaping on the north side of the parking lot.

BACKGROUND

The applicant is proposing the construction a 7,372 square foot retail store that will sell auto parts and related goods associated with the maintenance and repair of automobile and truck vehicles.

The subject site is located on the southwest corner of Naranjo Boulevard and Acacia street in Woodlake. The subject property contains .77 acres.

Truck loading and unloading will occur at the southeast corner of the subject building. Trucks will enter the site from Acacia Street. The HVAC, condensers, and outdoor storage will occur at the rear (south end) of the building. The south end of the building will be fenced. Access to the subject property will come from Acacia Street. Truck circulation is designed so that loading and unloading will occur on the east side of the building.

Landscaping and irrigation will be installed within the parking lot as well as along the street frontages.

The zoning is CS, service commercial. Retail uses are permitted in the CS district because all permitted uses under the CC, central commercial, zone are also permitted in the CS zone.

The subject site is vacant. Surrounding land uses are as follows:

North: residential uses

South: two single-family dwellings

East: Single-family dwellings, and Dollar General

West: vacant land and vacant lumber yard

Sewer, water and storm drainage lines are available to the site.

The proposed project is categorically exempt under the California Environmental Quality Act because it is not considered to be a project under CEQA.

DISCUSSION:

The applicant, AutoZone, is proposing to construct a 7,372 square foot retail store that will be located on the southwest corner of Acacia Street and Naranjo Boulevard in Woodlake. AutoZone will sell auto parts and other associated items used for the repair and maintenance of automobile and truck vehicles.

The site plan shows 22 on-site parking stalls and 8 on-street parking stalls, which are along Naranjo Boulevard.

The site design for the proposed AutoZone takes advantage of the site's proximity to State Highway 216. Vehicular traffic, including delivery trucks, will enter the site from Acacia Street. Acacia Street will most likely be reconstructed to remove existing rail lines embedded in the roadway. This reconstruction will allow trucks to enter the subject property in a smooth manner.

Staff has worked with the applicant to insure that the exterior design of the building is compatible with Woodlake's architectural theme, which varies from Western to Spanish to historical downtown. An elevation drawing of the proposed building will be provided at the meeting.

AutoZone will be required to provide landscaping within and around the parking lot and building. In addition, AutoZone will be required to install hardscape and landscaping along State Highway 216 consistent with the design standards approved by the City.

AutoZone will be required to provide a grading/drainage plan to ensure that storm water runoff drains towards the storm drainage line that runs along the south side of subject site. In addition, AutoZone will be required to connect to Woodlake's sewer and water lines consistent the city's improvement standards. An easement shall be required on the subject site to protect a storm drainage line that currently exists on the south side of the subject property.

According to the Woodlake Zoning Ordinance, development in the CS (service commercial) zone, when adjacent to a residential district, will be required to construct a 6-foot block wall between these two types of land uses. This wall would be constructed along the south property line. The City may request additional landscaping or fencing along the west property line.

Landscaping will include trees, shrubs and ground cover. Trees will be planted throughout the site to soften the appearance of the building and to provide shade to persons parking in AutoZone's parking lot. Staff will recommend that the north, east and west walls of AutoZone building be softened with landscaping including trees and shrubs, and green screen.

ENVIRONMENTAL DOCUMENT:

The project is categorically exempt.

RECOMMENDATIONS:

That the Woodlake Planning Commission approve Site Plan 17-01, AutoZone, subject to the following conditions:

1. The project shall be constructed consistent with Exhibit A, Site Plan 17-01.
2. The applicant shall comply with the city engineer's conditions as attached (see Exhibit B) and Caltrans' conditions as attached (Exhibit C).
3. The City Planner shall review and approve a landscaping and irrigation plan for the AutoZone project. Said landscaping and irrigation shall be installed prior to occupancy.
4. The City Planner shall review and approve the sign plan for the AutoZone project consistent with Woodlake's Zoning Ordinance.
5. AutoZone shall install curb, gutters and sidewalks consistent with Woodlake's Improvement Standards manual and improvement requirements required by Caltrans.
5. AutoZone shall install parking lot improvements consistent with Woodlake's Zoning Ordinance.
6. AutoZone shall construct a trash enclosure consistent with Woodlake's Improvement Standards manual. Said trash enclosure shall contain an overhead trellis. The base of the trash enclosure shall be landscaped.
7. The subject site shall be well maintained by insuring that the landscaping is effectively watered, mowed, pruned, fertilized, and weeded; that the signs are properly lighted and painted; that the irrigation system is periodically checked to insure against leaks, over spray and watering times that are not conservation effective; and that the parking lot and driveways shall be properly paved and stripped. AutoZone shall provide a contact person who is responsible for the ultimate maintenance of the subject property.
8. AutoZone shall construct a 6-foot block wall along the south side of the subject site. The City may request additional landscaping or fencing along the west property line.
9. Prior to constructing or installing improvements with the rights-of-way of Naranjo Boulevard or Acacia Street, the applicant shall first secure an encroachment permit from Caltrans or the City of Woodlake.
10. Green screens shall be installed on the north, east, and west facing walls of the subject building.
11. A visible building address shall be fixed to the front of the building. The numbers shall be a minimum of six inches high.
12. All signage shall conform to Woodlake's Sign Ordinance.
13. Street lights consistent with Woodlake Improvement Standards Manual shall be installed on Naranjo Boulevard and Acacia Street.

14. Two fire hydrants shall be installed on the subject, one at the northwest corner of the property and the other at the southeast corner of the property.

15. The elevation design shall be modified to replace the stacked stone with brick that is shown approved by the City. Further, the split face block veneer around the store building shall be replaced with a brick veneer that is similar to the brick veneer that is covering portions of the Dollar General building east of the subject site.

16. A 5-foot easement shall be established and recorded on an existing storm drainage line that runs along the south side of the subject property.

17. Trash enclosures and parking island shall be moved further staff to accommodate additional landscaping on the north side of the parking lot.

FISCAL IMPACT:

There is no fiscal impact.

ATTACHMENTS:

1. Resolution: Approve Site Plan 17-01, AutoZone, subject to conditions
2. Exhibit A: Site Plan (under separate cover)
3. Exhibit B: Engineer Requirements
4. Exhibit C: Caltrans Requirements

BEFORE THE PLANNING COMMISSION
OF THE CITY OF WOODLAKE
COUNTY OF TULARE
STATE OF CALIFORNIA

In the matter of:

APPROVING THE SITE PLAN 17-01,)
AUTOZONE)

Resolution No.

Commissioner _____ offered the following resolution and moved its adoption. Approve Site Plan 17-01, AutoZone.

WHEREAS, the applicant, AutoZone, is proposing to construct a commercial building on the southwest corner of Naranjo Boulevard and Acacia Street in Woodlake, and

WHEREAS, the subject property is currently vacant and measures 147 feet by 228 feet, containing .77 acres, and

WHEREAS, the site plan shows a proposed building (AutoZone) containing 7,372 square feet, 22-off street parking stalls, a trash enclosure, and a truck loading site on the southeast corner of the building, and

WHEREAS, the subject property is zoned Service Commercial (CS), and

WHEREAS, retail commercial uses are permitted in the CS district, and

WHEREAS, the proposed request has been processed consistent with Chapter 54, Site Plan Review, of the Woodlake Zoning Ordinance, and

WHEREAS, the Site Plan Committee has reviewed the site plan for the proposed retail use and has determined that it is consistent with requirements of the CS zone, and

WHEREAS, upon review of the AutoZone project the Site Plan Review Committee has recommended approval of Site Plan 17-01 subject to conditions to the Planning Commission, and

WHEREAS, the Planning Department has prepared a staff report on the project and determined that the project is consistent with the development standards of the CS zone district.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission, after considering all the evidence presented, determined the following findings were relevant in evaluating this project:

1. The project is exempt from the California Environmental Quality Act because it is not considered to be a “project” under CEQA.
2. The proposed use is consistent with the Woodlake General Plan, Land Use Element.

3. The project will not have an adverse impact on the health, safety or welfare of the community or immediate neighborhood.

BE IT FURTHER RESOLVED that the Planning Commission hereby approves Site Plan Permit 17-01, AutoZone, subject to the following conditions.

1. The project shall be constructed consistent with Exhibit A, Site Plan 17-01.
2. The applicant shall comply with the city engineer's conditions as attached (see Exhibit B) and Caltrans' conditions as attached (Exhibit C).
3. The City Planner shall review and approve a landscaping and irrigation plan for the AutoZone project. Said landscaping and irrigation shall be installed prior to occupancy.
4. The City Planner shall review and approve the sign plan for the AutoZone project consistent with Woodlake's Zoning Ordinance.
5. AutoZone shall install curb, gutters and sidewalks consistent with Woodlake's Improvement Standards manual and improvement requirements required by Caltrans.
5. AutoZone shall install parking lot improvements consistent with Woodlake's Zoning Ordinance.
6. AutoZone shall construct a trash enclosure consistent with Woodlake's Improvement Standards manual. Said trash enclosure shall contain an overhead trellis. The base of the trash enclosure shall be landscaped.
7. The subject site shall be well maintained by insuring that the landscaping is effectively watered, mowed, pruned, fertilized, and weeded; that the signs are properly lighted and painted; that the irrigation system is periodically checked to insure against leaks, over spray and watering times that are not conservation effective; and that the parking lot and driveways shall be properly paved and stripped. AutoZone shall provide a contact person who is responsible for the ultimate maintenance of the subject property.
8. AutoZone shall construct a 6-foot block wall along the south side of the subject site. The City may request additional landscaping or fencing along the west property line.
9. Prior to constructing or installing improvements with the rights-of-way of Naranjo Boulevard or Acacia Street, the applicant shall first secure an encroachment permit from Caltrans or the City of Woodlake.
10. Green screens shall be installed on the north, east, and west facing walls of the subject building.
11. A visible building address shall be fixed to the front of the building. The numbers shall be a minimum of six inches high.
12. All signage shall conform to Woodlake's Sign Ordinance.

13. Street lights consistent with Woodlake Improvement Standards Manual shall be installed on Naranjo Boulevard and Acacia Street.

14. Two fire hydrants shall be installed on the subject, one at the northwest corner of the property and the other at the southeast corner of the property.

15. The elevation design shall be modified to replace the stacked stone with brick that is shown approved by the City. Further, the split face block veneer around the store building shall be replaced with a brick veneer that is similar to the brick veneer that is covering portions of the Dollar General building east of the subject site.

16. A 5-foot easement shall be established and recorded on an existing storm drainage line that runs along the south side of the subject property.

17. Trash enclosures and parking island shall be moved further staff to accommodate additional landscaping on the north side of the parking lot.

The foregoing resolution was adopted upon a motion of Commissioner _____, second by Commissioner _____, at a regular meeting of the Woodlake Planning Commission on the 15th day of March, 2017, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Chairman

ATTEST:

Secretary

MEMORANDUM

TO: City of Woodlake, City Planner

FROM: QK, City Engineer

SUBJECT: Site Plan Review No. 17-01

Tentative Parcel Map No. _____

Design Review Application No. _____

Conditional Use Permit No. _____

Zoning Application No. _____

Variance Application No. _____

Planned Unit Development No. _____

LOCATION: Southwest corner of Naranjo Blvd and Acacia Street

OWNER/DEVELOPER: AutoZone, Store # 4485

It is recommended that the engineering considerations checked below be made a condition of approval of the subject request:

- X 1) Curb: Curb shall be placed behind the brick sidewalk for containment. City can provide an example.
- X 2) Curb and Gutter: Off-site curb and gutter shall be Caltrans Standard.
- 3) Cross Gutter (Alley/Street): _____
- 4) Vee Gutter: _____

MEMORANDUM

- _____ 12) Street Name Signs: _____
- X 13) Traffic Signs: Per CA MUTCD _____
- X 14) Conflicting Utilities – Remove as per utility company requirements:
As required. _____
- _____ 15) Water Main Extension/Connection: _____
- X 16) Fire Hydrants: Per Fire Department, add additional fire hydrant at northwest corner of the site. _____
- X 17) Water Service:
 X a) Metered Service: Install Metered Service. Connect to 6” main on Acacia St. _____
_____ b) Non-Metered Service: _____
- _____ 18) Water Wells – Abandon, fill and seal: _____
- _____ 19) Sanitary Sewer Main Extension/Connection: _____
- X 20) Sewer Lateral: Connect to 6” sewer line on Acacia St. _____
- _____ 21) Control Manhole: _____
- _____ 22) Septic Tanks – Abandon, fill and seal: _____

- _____ 23) Storm Drain Main Extension/Connection: _____

MEMORANDUM

- X 24) Storm Drain:
 X a) Lateral: Connect to 18" storm drain on south end of projects.
 X b) Drainage Inlet: Per Caltrans Standard if on Naranjo. Per City Standard everywhere else.
- 25) Culverts – Abandon and plug: _____
- X 26) Refuse:
 X a) Disposal Bin Site: Per City Standard.
 b) Recessed Container Site: (alley): _____
- 27) Alley Improvements: _____
- X 28) Bike Lanes: Class II Bike Lanes shall be installed on Naranjo Blvd.
- X 29) Block wall: Install block wall on west and south sides of property.
- X 30) Crosswalks: Crosswalk at Acacia shall be decorative perform thermoplastic. City can provide a detail of crosswalk.
- X 31) Right-of-Way Dedication (street/alley):
 Naranjo Blvd. – Per Caltrans.
 Acacia St – 5' to the City for installation of sidewalk.
- X 32) Easement Dedication (water, sewer, storm drain, ingress/egress):
 5' storm drain easement along alignment of 18" storm drain pipe.
- X 33) Engineering Improvement Plan & Profile Drawings:
 Shall be reviewed and approved by the City Engineer.
- 34) Master Plan: _____

DEPARTMENT OF TRANSPORTATION**DISTRICT 6**

1352 WEST OLIVE AVENUE

P.O. BOX 12616

FRESNO, CA 93778-2616

PHONE (559) 488-7396

FAX (559) 488-4088

TTY 711

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March 10, 2017

06-TUL-216-13.77
2135-IGR/CEQA
AUTO ZONE
PRELIMINARY REVIEW
WOODLAKE

Mr. Ramon Lara
City Administrator
City of Woodlake
350 N. Valencia Boulevard; Suite 2
Woodlake, CA 93286

Dear Mr. Lara:

Caltrans has completed preliminary review of a proposed Auto Zone retail store that was submitted by CEI Engineering. The 0.77 acre site is located on the southwest corner of the State Route (SR) 216/Acacia Street intersection.

The mission of Caltrans is to provide a safe, sustainable, integrated and efficient transportation system to enhance California's economy and livability. To ensure a safe and efficient transportation system, we encourage early consultation and coordination with local jurisdictions and project proponents on all development projects that utilize the multimodal transportation network. Caltrans provides the *following comments* consistent with the State's smart mobility goals that support a vibrant economy and sustainable communities:

1. Alternative transportation policies should be applied to the development. An assessment of multi-modal facilities should be conducted. This assessment should be used to develop an integrated multi-modal transportation system to serve and help alleviate traffic congestion caused by the project and related development in this area of the City. The assessment should include the following:
 - a. Pedestrian walkways should link this retail/office complex to an internal project area walkway, transit facilities, as well as other walkways in the surrounding area.
 - b. The consideration of bicycles as an alternative mode of transportation should be reviewed for this proposal. The project should offer internal amenities to encourage bicycle use. These include parking, security, lockers, etc.
2. All bicycle signage and lane markings shall confirm to CA MUTCD, Section 9C.04.

3. According to our Transportation Concept Report (TCR), this segment of SR 216 in the vicinity of the proposed project is planned for a 4-lane conventional highway within 84 feet of right-of-way (ROW). Caltrans existing ROW map shows this segment width at a total of 65 feet, with 40 feet on the north side of the centerline and 25 feet on the south side of the centerline along the sites frontage.
4. An irrevocable offer of dedication to Caltrans for 17 feet of ROW is needed to accommodate the ultimate configuration of SR 216. Dedications need to be shown on a revised site plan and forwarded for our review. A summary of the requirements for right-of-way dedications is enclosed.
5. Caltrans will allow the proposed corner “bulb-out” design. Bulb-outs should conform to Figure 303.4 of the Caltrans Highway Design Manual. Bulb-out length should be 15 to 20 feet and curb transitions should be at least 8 feet.
6. Regarding the on street parking and bulb-out design, if safety or operational issues occur in the future, the on street parking may be prohibited and the bulb-outs may be removed.
7. Two (2) curb ramps need be installed at the southwest corner of the SR 216/Acacia Street intersection.
8. The applicant needs to verify that the corner radius on the southwest corner of SR 216/Acacia Street is consistent with the corner radius at the southeast corner of this intersection. (Dollar General site).
9. California Legal truck-turning templates should be utilized in the design and shown on the site plan for the corner improvements and provided to Caltrans for review.
10. Caltrans recommends that a minimum 6 foot wide sidewalk be installed from the curb return to the project driveway on Acacia Street.
11. An encroachment permit must be obtained for all proposed activities for placement of encroachments within, under or over the State highway rights-of-way. Activity and work planned in the State right-of-way shall be performed to State standards and specifications, at no cost to the State. Engineering plans, calculations, specifications, and reports (documents) shall be stamped and signed by a licensed Engineer or Architect. Engineering documents for encroachment permit activity and work in the State right-of-way may be submitted using English Units. The Permit Department and the Environmental Planning Branch will review and approve the activity and work in the State right-of-way before an encroachment permit is issued. The Streets and Highways Code Section 670 provides Caltrans discretionary approval authority for projects that encroach on the State Highway System. Encroachment permits will be issued in accordance with Streets and Highway Codes, Section 671.5, “Time Limitations.” Encroachment permits do not run with the land. A change of ownership requires a new permit application. Only the legal property owner or his/her authorized agent

Mr. Ramon Lara – AUTO ZONE
March 10, 2017
Page 3 of 3

can pursue obtaining an encroachment permit. Please call the Caltrans Encroachment Permit Office - District 6: 1352 W. Olive, Fresno, CA 93778, at **(559) 488-4058**.

12. All work shall be constructed in accordance with the Caltrans Highway Design Manual and Caltrans Standard Plans.
13. Dust control measures shall be implemented on the site in a manner to prevent dust from entering the State right-of-way.
14. No water from the proposed project shall flow into the State right-of-way without approval from the District Hydraulic Engineer at the time of Permit review.
15. No advertising sign is allowed in or over the State right-of-way. Advertising signs within the immediate area outside the State right-of-way need to be cleared through the Caltrans Division of Traffic Operations, Office of Outdoor Advertising. The project proponent must construct and maintain the advertising signs without access to the State Routes. Please contact the Outdoor Advertising Program, P.O. Box 942874, MS-36, Sacramento, CA 94274-0001, Phone (916) 654-6473, FAX (916) 651-9359 for additional information or to obtain a sign permit application. Additional information on Caltrans Outdoor Advertising Permit requirements may also be found on the Internet at www.dot.ca.gov/hq/oda.
16. Any landscaping at the project driveways should be limited to small plants and trees to maintain adequate sight distance.
17. Any landscaping within the right-of-way is required to be reviewed by the District 6 Landscape Architect.

If you have any other questions, please call me at (559) 488-7396.

Sincerely,



DAVID DEEL
Associate Transportation Planner
Planning North Branch

Enclosure

Copy via email: Michael Navarro – Caltrans
Andrew D'Olier – CEI Engineering

DEPARTMENT OF TRANSPORTATION
CENTRAL REGION SOUTHEAST SURVEYS
RELINQUISHMENTS, VACATIONS, and DEDICATIONS
855 "M" STREET
SUITE 200
FRESNO, CA. 93721
ATTN: Kuldeep Brar
PHONE (559) 445-6573
FAX (559) 445-6560
E-mail: kuldeep_brar@dot.ca.gov



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CALTRANS DISTRICT 6

CENTRAL REGION SOUTHEAST SURVEYS OFFICE

REQUIRED INFORMATION FOR R/W DEDICATIONS

1. A Copy of the vesting deed(s) for the subject property (or a copy of the Title Report, if you have one).
2. Copy of the Assessor's Map.
3. Assessor's Parcel Number (APN) of the property.
4. State whether the property is within city limits or in an unincorporated area.
5. If the property is a lot of a Tract or a parcel of a Parcel Map, provide a copy of the recorded map(s).
6. Provide copies of any record map or deed cited in the documents provided.
7. A Legal description of the dedication parcel signed and sealed by a Licensed Professional Land Surveyor or a Civil Engineer registered prior to 1982 on 8 1/2" X 11" paper. Label EXHIBIT "A" at the top of the legal description (see attached sample legal).
8. A Plat showing pertinent survey data, such as basis of bearings, bearings, distances, and curve data, where applicable, and the area of the dedication parcel on 8 1/2" X 11" or 11" X 17" paper. If the parcel is located in unsubdivided land, show ties to the nearest two section corners and/or quarter-section corners (see attached sample plat).
9. A Copy of the traverse calculations for the dedication parcel to include error of closure and area.

(continued)

10. A Copy of the **CONDITIONS OF APPROVAL** by the local agency (City/County) for the Parcel Map, Tract Map, or development plans describing the location and amount of right-of-way to be dedicated.
11. Any requirements from **CALTRANS PERMITS** or **CALTRANS PLANNING** describing the location and amount of right-of-way to be dedicated.

NOTE:

If any of the above listed items are not submitted, it will either cause a delay or halt in the Dedication process.

If there are any questions, please contact Kuldeep Brar, Caltrans Surveys Department, at 559-445-6573.

Mail packet of information to:

DEPARTMENT OF TRANSPORTATION
CENTRAL REGION SOUTHEAST SURVEYS
855 "M" STREET
SUITE 200
FRESNO, CA. 93721

ATTN: Kuldeep Brar

Rev. 1/25/11

City of Woodlake

AGENDA ITEM V-B

March 15, 2017

Prepared by City Staff

SUBJECT:

Action: Adoption of Resolution: Approve Site Plan 17-02, Trevino, subject to the conditions listed below.

1. The project shall be constructed consistent with Exhibit A, Site Plan 17-02, as modified.
2. The applicant shall connect to City sewer and water lines located in Valencia Boulevard consistent with city standards.
3. The City Planner shall review and approve a landscaping and irrigation plan for the project. Said landscaping and irrigation shall be installed prior to occupancy.
4. The City Planner shall review and approve the sign plan for the project consistent with Woodlake's Zoning Ordinance.
5. The building facades shall be constructed consistent with Woodlake's Downtown Design Guidelines.
6. The applicant shall install parking lot improvements consistent with Woodlake's Improvement Manual.
7. The subject site shall be well maintained by insuring that the landscaping is effectively watered, mowed, pruned, fertilized, and weeded; that the signs are properly lighted and painted; that the irrigation system is periodically checked to insure against leaks, over spray and watering times that are not conservation effective; and that the parking lot and driveways shall be properly paved and stripped.
8. Staff will work with the applicant's designer to modify the elevation designs to be more consistent with surrounding buildings and their use of certain materials and architectural features.
9. The trash enclosure shall be redesigned so that it contains a trellis system over structure. Trash barrels will be stored in the enclosure. On pick up day, the barrels will be rolled onto the alley. This will ensure that the trash trucks will not have to enter the subject property.
10. The portion of the alley immediately adjacent to the trash enclosure shall be paved.
11. A decorative wall shall be designed to protect the outdoor dining area.
12. The applicant shall comply with the City Engineer's requirements listed in Exhibit B.

BACKGROUND

The applicant is requesting site plan review approval for the construction of a 6,000 square foot buildings on a vacant parcel of land located on the west side of Valencia Boulevard 50 feet north of Bravo Street. The applicant is proposing to rent or lease suites within the subject building for office or retail commercial uses. The applicant is proposing 6 suites each measuring 20 feet by 50 feet.

Access to the subject property will come from Valencia Boulevard on the east and an alley on the west. Vehicles will be able to exit or enter the property from either of these travel-ways.

The zoning is CN, neighborhood commercial. Office and retail uses are permitted in the CN district.

The subject site is vacant. Surrounding land uses are as follows:

North: laundromat, barber shop
South: single family dwelling
East: restaurant
West: single family dwellings

Sewer, water and storm drainage lines are available to the site.

The proposed project is categorically exempt under the California Environmental Quality Act because it is not considered to be a project under CEQA.

DISCUSSION:

The applicant, Trevino Family, is proposing to construct a single building on a vacant parcel of land that is located on the west side of Valencia Boulevard 50 feet north of Bravo Street. The subject parcel measures 100 feet by 140 feet; the APN is 060-134-08.

The applicant is proposing a 6,000 square foot building, which will contain 6 suites. The building has the opportunity to support either offices or retail uses or both. Access to the site is provided by Valencia Boulevard (SH 245) and a city alley that parallels the state highway 140 feet east of the highway

The proposed site plan been modified by staff. Staff recommends the following plan modifications:

1. The building will be moved eastward so that it is coterminous with the back of the existing sidewalk, which was recently constructed by the City of Woodlake through a grant.
2. All parking stalls shall be increased in width to 10 feet, exempting the handicapped stall.

3. Staff is requesting a Spanish design with smooth stucco treatment, tile, canvas awnings and decorative fencing.
4. Staff has encouraged the applicant to construct the building's facade to be consistent with some of the architectural elements of the downtown.
5. The project will be required to provide a grading/drainage plan to ensure that storm water runoff drains towards Valencia Boulevard. The project will be required to connect to the City's sewer and water system consistent with the city's current connection standards. These connections would be made to the main lines installed in Valencia Boulevard.
6. A decorative block wall will be constructed on the north side.
7. Landscaping will be minimal. Staff will provide a list of plants that can be used along the fence line.

ENVIRONMENTAL DOCUMENT:

The project is categorically exempt.

RECOMMENDATIONS:

That the Woodlake Planning Commission approved Site Plan 17-02, Trevino Family, subject to the following conditions:

1. The project shall be constructed consistent with Exhibit A, Site Plan 17-02, as modified.
2. The applicant shall connect to City sewer and water lines located in Valencia Boulevard consistent with city standards.
3. The City Planner shall review and approve a landscaping and irrigation plan for the project. Said landscaping and irrigation shall be installed prior to occupancy.
4. The City Planner shall review and approve the sign plan for the project consistent with Woodlake's Zoning Ordinance.
5. The building facades shall be constructed consistent with Woodlake's Downtown Design Guidelines.
6. The applicant shall install parking lot improvements consistent with Woodlake's Improvement Manual.
7. The subject site shall be well maintained by insuring that the landscaping is effectively watered, mowed, pruned, fertilized, and weeded; that the signs are properly lighted and painted; that the irrigation system is periodically checked to insure against leaks, over spray and watering times that are not conservation effective; and that the parking lot and driveways shall be properly paved and striped.
8. Staff will work with the applicant's designer to modify the elevation designs to be more consistent with surrounding buildings and their use of certain materials and architectural features.

9. The trash enclosure shall be redesigned so that it contains a trellis system over structure. Trash barrels will be stored in the enclosure. On pick up day, the barrels will be rolled onto the alley. This will ensure that the trash trucks will not have to enter the subject property.
10. The portion of the alley immediately adjacent to the trash enclosure shall be paved.
11. A decorative wall shall be designed to protect the outdoor dining area.
12. The applicant shall comply with the city engineer's requirements listed in Exhibit B.

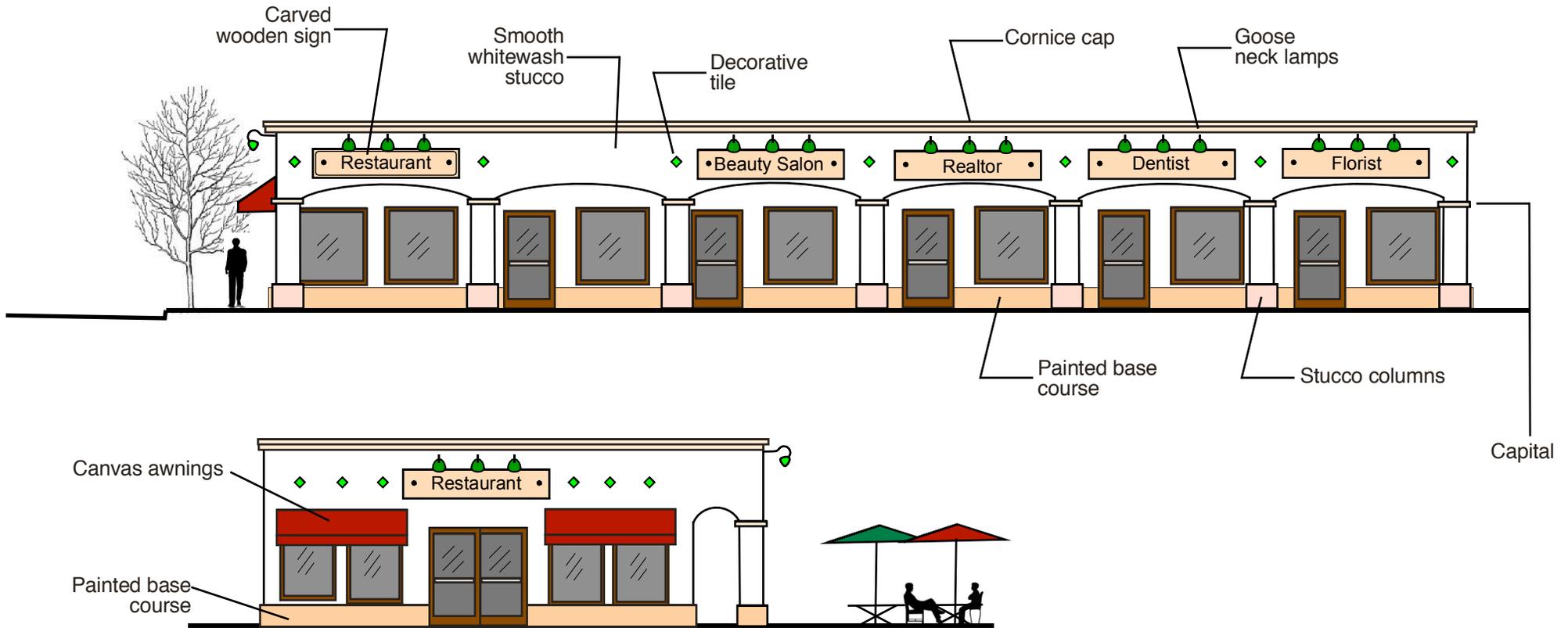
FISCAL IMPACT:

There is no fiscal impact.

ATTACHMENTS:

1. Resolution: Approve Site Plan 17-02, Trevino, subject to conditions
2. Exhibit A: Site Plan
3. Exhibit B: Engineer Requirements
4. Exhibit C: Exterior Design

SPANISH STYLE



BEFORE THE PLANNING COMMISSION
OF THE CITY OF WOODLAKE
COUNTY OF TULARE
STATE OF CALIFORNIA

In the matter of:

APPROVING THE SITE PLAN 17-02 ,)
TREVINO)

Resolution No.

Commissioner _____ offered the following resolution and moved its adoption. Approve Site Plan 17-01, Trevino.

WHEREAS, the Trevino Family wishes to secure a site plan permit to construct a commercial building on property located on the west side of Valencia Boulevard between Naranjo Boulevard and Bravo Street in Woodlake, and

WHEREAS, the subject property contains 14,000 square feet and the APN is 060-134-08; and

WHEREAS, the applicant is proposing to construct a 6,000 square foot commercial building on the subject property, and a parking lot; and

WHEREAS, the subject property is zoned Neighborhood Commercial (CN), Design District (D) and

WHEREAS, office and retail commercial uses are permitted in the CN-D district, and

WHEREAS, the proposed request has been processed consistent with Chapter 54, Site Plan Review, of the Woodlake Zoning Ordinance, and

WHEREAS, the Site Plan Committee has reviewed the site plan for potential retail and office uses and has determined that it is consistent with requirements of the CN-D zone subject to modification of the site plan, and

WHEREAS, two building facade designs have been provided to the Planning Commission that are consistent with Woodlake's Downtown Design guidelines, and

WHEREAS, upon review of the Trevino Family project the Site Plan Review Committee has recommended approval of Site Plan 17-02 subject to conditions to the Planning Commission, and

WHEREAS, the Planning Department has prepared a staff report on the project and determined that the project is consistent with the development standards of the CN zone district as amended.

NOW, THEREFORE, BE IT RESOLVED that the Planning Department, after considering all the evidence presented, determined the following findings were relevant in evaluating this project:

1. The project is exempt from the California Environmental Quality Act because it is not considered to be a "project" under CEQA.

2. The proposed use is consistent with the Woodlake General Plan, Land Use Element.
3. The project will not have an adverse impact on the health, safety or welfare of the community or immediate neighborhood.

BE IT FURTHER RESOLVED that the Planning Commission hereby approves Site Plan Permit 17-02, Trevino Family, subject to the following conditions.

1. The project shall be constructed consistent with Exhibit A, Site Plan 17-02, as modified.
2. The applicant shall connect to City sewer and water lines located in Valencia Boulevard consistent with city standards.
3. The City Planner shall review and approve a landscaping and irrigation plan for the project. Said landscaping and irrigation shall be installed prior to occupancy.
4. The City Planner shall review and approve the sign plan for the project consistent with Woodlake's Zoning Ordinance.
5. The building facades shall be constructed consistent with Woodlake's Downtown Design Guidelines.
6. The applicant shall install parking lot improvements consistent with Woodlake's Improvement Manual.
7. The subject site shall be well maintained by insuring that the landscaping is effectively watered, mowed, pruned, fertilized, and weeded; that the signs are properly lighted and painted; that the irrigation system is periodically checked to insure against leaks, over spray and watering times that are not conservation effective; and that the parking lot and driveways shall be properly paved and stripped.
8. Staff will work with the applicant's designer to modify the elevation designs to be more consistent with surrounding buildings and their use of certain materials and architectural features.
9. The trash enclosure shall be redesigned so that it contains a trellis system over structure. Trash barrels will be stored in the enclosure. On pick up day, the barrels will be rolled onto the alley. This will ensure that the trash trucks will not have to enter the subject property.
10. The portion of the alley immediately adjacent to the trash enclosure shall be paved.
11. A decorative wall shall be designed to protect the outdoor dining area.
12. The applicant shall comply with the City Engineer's requirements listed in Exhibit B.

The foregoing resolution was adopted upon a motion of Commissioner _____, second by Commissioner _____, at a regular meeting of the Woodlake Planning Commission on the 15th day of March, 2017, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

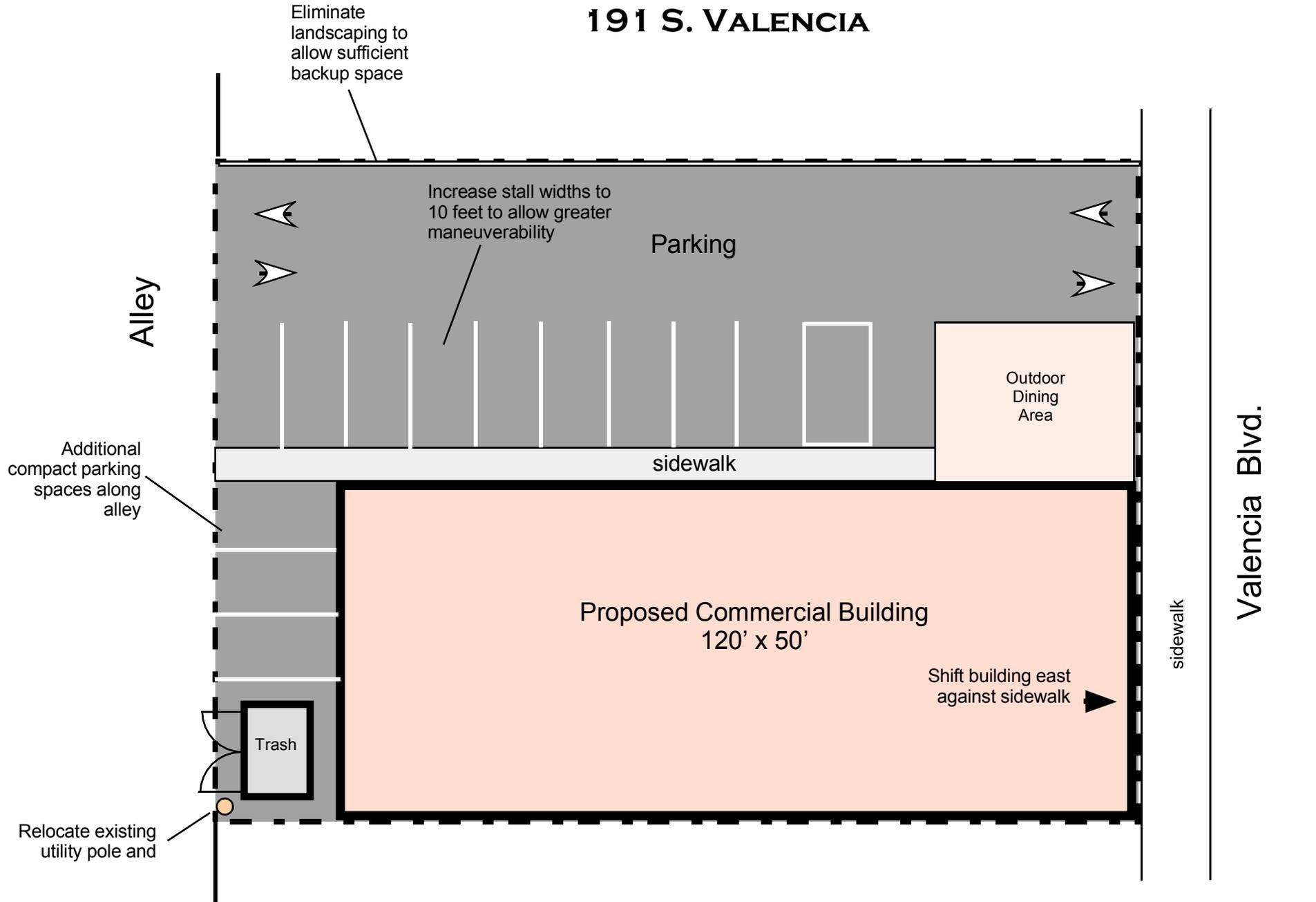
ABSENT:

Chairman

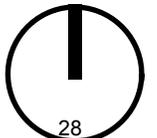
ATTEST:

Secretary

ALTERNATE SITE PLAN 191 S. VALENCIA



Valencia Blvd.



MEMORANDUM

TO: City of Woodlake, City Planner
FROM: QK, City Engineer
SUBJECT: Site Plan Review No. 17-02
Tentative Parcel Map No. _____
Design Review Application No. _____
Conditional Use Permit No. _____
Zoning Application No. _____
Variance Application No. _____
Planned Unit Development No. _____

LOCATION: 181 Valencia Blvd (west side of Valencia, north of Bravo Ave).

OWNER/DEVELOPER: Trevino Family, Commercial Development

It is recommended that the engineering considerations checked below be made a condition of approval of the subject request:

- X 1) Curb: Shall be City Standard.
- X 2) Curb and Gutter: Shall be City Standard.
- 3) Cross Gutter (Alley/Street): _____
- 4) Vee Gutter: _____

MEMORANDUM

- X 5) Sidewalk:
Valencia Blvd – Existing shall be protected in place.
On site sidewalk – Shall be City Standard.
- 6) Ramped Return: _____
- X 7) Drive Approach: Existing shall be protected in place.
- 8) Depressed Curb (Replace unused with vertical curb): _____
- 9) Street Paving: _____
- X 10) Landscape and Irrigation: Shall match City’s Downtown Projects.
City can provide approved list of landscape material.
 ___ a) Remove conflicting trees 2 feet below proposed grade:

 ___ b) Plant trees: _____
 ___ c) Install water distribution system: _____
- X 11) Street Lights:
Parking lot - Shall have lighting.
- 12) Street Name Signs: _____
- X 13) Traffic Signs: Per CA MUTCD
- X 14) Conflicting Utilities – Remove as per utility company requirements:
As required.
- 15) Water Main Extension/Connection:
- X 16) Fire Hydrants: Per Fire Department.

MEMORANDUM

- X 17) Water Service:
 X a) Metered Service: Install Metered Service. Service shall connect to 12" main on Valencia Blvd.
 _____ b) Non-Metered Service: _____
- _____ 18) Water Wells – Abandon, fill and seal: _____
- _____ 19) Sanitary Sewer Main Extension/Connection: _____
- X 20) Sewer Lateral: Connect to 12" sewer line on Valencia Blvd.
- _____ 21) Control Manhole: _____
- _____ 22) Septic Tanks – Abandon, fill and seal: _____

- _____ 23) Storm Drain Main Extension/Connection: _____
- X 24) Storm Drain: Site shall surface drain to street or shall be contained onsite.
 X a) Lateral: Per City Standard
 X b) Drainage Inlet: Per City Standard.
- _____ 25) Culverts – Abandon and plug: _____
- X 26) Refuse:
 X a) Disposal Bin Site: Per City Standard.
 _____ b) Recessed Container Site: (alley): _____

MEMORANDUM

- X 27) Alley Improvements: Alley shall be paved to accommodate new traffic. Submit pavement calculations to City Engineer for review and approval.
- 28) Bike Lanes: _____
- X 29) Block wall: Install block wall on north and south sides of property.
- 30) Crosswalks: _____
- 31) Right-of-Way Dedication (street/alley):

- 32) Easement Dedication (water, sewer, storm drain, ingress/egress):

- X 33) Engineering Improvement Plan & Profile Drawings:
Shall be reviewed and approved by the City Engineer.
- 34) Master Plan: _____
- X 35) Encroachment Permit:
 X a) City: Obtain City Encroachment Permit for work in alley.
 X b) State: Obtain Caltrans Encroachment Permit for work on Valencia Blvd-SR 245.
- 36) Make corrections to plan(s) as shown in red: _____
- 37) Other Items:

- X 38) Caltrans: Copy of Caltrans comments shall be submitted to the City for review and concurrence.

MEMORANDUM

All required engineering plans shall be prepared by a Registered Civil Engineer.

Any work to be done within the City street rights-of-way shall require a permit issued by the Public Works Department and shall be done under the inspection of the Public Works Inspector.

All work shall be done in conformance with latest City Public Works Department Standards and Specifications.

Date: 3/1/17 Chk'd: M. Mello Date: _____ Approved: _____

QK # 170084