

Date: June 18, 2014 (Wednesday)

Time: 6:00 p.m.

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

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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 March 19, 2013 (Page 1)

V. ACTION/DISCUSSION ITEMS

- A. Action: Approval of Site Plan 14-01, Biondi

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 16, 2014 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

Louie Lopez - Commissioner

Vacant - Commissioner

PRESENT: Commissioners Lira, Perez & Varela

OTHERS: Planning Commissioner Collins & Secretary Zacarias

ABSENT: Commissioners Ivey

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 September 18, 2013

ON A MOTION BY VARELA, SECOND BY LIRA IT WAS VOTED TO APPROVE THE MINUTES. APPROVED UNANIMOUSLY.

V. ACTION/DISCUSSION ITEMS

- A. Action: Adoption of Resolution: Approval of Zoning Ordinance Amendment 13-01, Citywide Rezoning

City Planner Collins reported the following: the RSC zone was eliminated and 3 new zones were created, PF (Public Facilities), O (Open Space) and A (Agricultural). The zones were created to better describe the actual underlying use of the land. There are a total of 29 parcels throughout the City of Woodlake that are proposed for reclassification to either the O, A or PF districts. Each of these new districts corresponds to a new chapter in the zoning ordinance. These chapters detail permitted and conditional uses, setbacks, development standards and other requirements like paring and signage. In the case of the old RSC district there was one set of requirements and standards for a wide variety of uses including schools, agricultural uses, parks and fire stations. With the application of the new zone district (O, A, and PF), each category of land use will have its own set of requirements and standards that are tailored for a specific group of land uses. The PF district will only be applied to properties that are publicly owned, the City of Woodlake, Woodlake School Districts, Woodlake Fire District, Woodlake Memorial District and Woodlake Cemetery District. The A district will be applied to properties within the city limits that are being actively farmed, olives south of US Tower and olive trees between St. Johns Road and Bravo Lake, which is owned by Wutchumna Water Company. The O district will be applied to city parks, the Bravo Lake Botanical Garden and riparian lands along the north side of St. Johns River. City Planner Collins also stated US Tower had submitted a zone change amendment application in May 2013. The application could not be processed for completion because an environmental report was not submitted with the application. The zone change is currently in zone A, when this is ready for review, the zone will be changed from A to ML.

ON A MOTION BY LIRA, SECOND BY VARELA IT WAS VOTED TO ADOPT THE RESOLUTION AND APPROVE ZONING AMENDMENT 13-01, CITYWIDE REZONING. APPROVED UNANIMOUSLY.

REPORTS

City Planner Collins – reported the Downtown projects should begin end of April. The transit center is complete and looks great. It has also been a great asset for the citizens of Woodlake. The City should go out to bid in 2015 for the Roundabout Project and the South Valencia sidewalk project in about 3 years. The City has also received funds from Measure R to purchase 15 acres of land beyond St. John Street for the Botanical Garden. Commissioner Perez asked if any additional units would be built near the Bravo Village apartments. City Planner Collins stated there may be a possible 30 more units or single residential with a surrounding park. Commissioner Varela asked if any new businesses are coming to town. City Planner Collins stated an application was sent to a prospective retailer and the City is waiting to hear back from them.

Meeting adjourned at 6:36 pm.

Respectfully submitted,

Irene Zacarias
Planning Commissioner Secretary

City of Woodlake

AGENDA ITEM

June 18, 2014

Prepared by Greg Collins, City Staff

SUBJECT:

ACTION: Adoption of Resolution: Approval of Site Plan 14-01, Biondi

BACKGROUND

Applicant: John Biondi

Designer: Steve Sparshott
1206 W. Evans
Visalia, Ca. 93277

Request: The applicant is requesting site plan review approval for the construction of two 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 the two buildings for office or retail commercial uses.

Location: The subject site is located on the west side of Valencia Boulevard between Bravo Street and Naranjo Boulevard streets in Woodlake. The subject property contains 14,000 square feet. The APN is 060-134-08.

Design: The applicant is proposing two buildings. Building A is located in the southeast corner of the subject property while Building B is located in the northwest corner. Building A contains 2,547 square feet and fronts onto Valencia Boulevard; Building B backs up to an alley and contains 2,551 square feet. The site plan shows a 15-stall parking lot one stall of which is a handicapped stall.

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.

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

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

- Signs: Development standards for signs are detailed below.
- a. For a primary wall sign, 0.9 square foot of sign area is permitted for each foot of linear occupancy frontage up to a maximum of 150 square feet of sign area, whichever is less. Notwithstanding this regulation, all businesses shall be permitted a minimum of 25 square feet of primary wall sign.
 - b. Where a secondary wall sign is permitted, the maximum sign area shall be one-half the permitted sign area of a primary sign.
 - c. For an alley wall sign, the maximum sign area shall be 25 square feet.
 - d. For multi-tenant buildings, each tenant shall be permitted one sign mounted on the wall with the primary entrance, except for corner units which may be permitted a primary wall sign and a secondary wall sign.

Parking Lot Standards: Development standards for office uses are one stall per 250 square feet; general retail uses require one stall for every 350 square feet.

Gen. Plan: The subject site is designated commercial by the Woodlake Land Use Element. The Circulation Element designates Naranjo Boulevard as an arterial roadway.

Land Use: 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

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

CEQA: 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, John Biondi, is proposing to construct two buildings 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 two buildings: Building A, 2,547 square feet, and Building B, 2,551 square feet. Each 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 site plan shows 15 off-street parking stalls one of which is a handicapped stall. Woodlake's new zoning ordinance requires one stall for every 250 square feet of office space and one stall for every 350 feet of retail space. Since both building can be used for office or retail use, staff calculated the number of required parking stalls by assuming that half the building square footage would be used for office (2,549 square feet) and half for retail space (2,549 square feet), however, the applicant has indicated that both buildings will be used for retail uses. As presented, the project would only have to provide 15 off-street parking stalls.

The site design for the proposed commercial complex takes advantage of the site's frontage on State Highway 245 (Valencia Boulevard). Access to the site will be by way of a single driveway that is approximately 28 feet wide. Staff has encouraged the applicant to construct each buildings facade to be consistent with older brick buildings in the downtown. If constructed, this project will extend the downtown further south along Valencia Boulevard.

The project will be required to provide landscaping within and around the parking lot. The applicant will not be required to install curb, gutter and sidewalks along the frontage of the property because this will be accomplished by the City of Woodake through its roundabout project at the intersection of Valencia and Naranjo Boulevard. Both sides of Valencia Boulevard will be reconstructed from Naranjo Boulevard to Bravo Street.

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.

Landscaping will include trees, shrubs and ground cover. Trees will be planted throughout the site to soften the appearance of the buildings and to provide shade to persons parking in the parking lot. The applicant will be required to submit a landscaping and irrigation plan to the city planner for review and approval. The applicant is also proposing to install a fountain in front of Building B.

In regards to street improvements along Valencia Boulevard, the applicant can either install the improvements consistent the plans and specifications that are Caltrans-approved, or install a temporary driveway from Valencia Boulevard to the project site with the understanding that the entire frontage of the property will be reconstructed at a later date by the City of Woodlake.

ENVIRONMENTAL DOCUMENT:

The project is categorically exempt.

RECOMMENDATIONS:

That the Woodlake Planning Commission approved Resolution No. 14- , approving Site Plan 14-01, John Biondi , subject to the following conditions:

1. The project shall be constructed consistent with Exhibit A, Site Plan 14-01, 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 Biondi project. Said landscaping and irrigation shall be installed prior to occupancy.
4. The City Planner shall review and approve the sign plan for the Biondi 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 the opening of the enclosure faces into the parking lot. A trellis system will be constructed over the parking 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. Construct temporary improvements along Valencia Blvd until the roundabout is built. This includes a drive approach and driveway to the property.
12. Sidewalk in front of property should be ADA compliant.

13. Plans should be submitted to Caltrans for review. Property owner will need an Caltrans encroachment permit for installation of the laterals and drive approach.

14. Revisions to the trash enclosure are required so that it doesn't interfere with the power pole and guy wire.

FISCAL IMPACT:

There is no fiscal impact.

ATTACHMENTS:

1. Resolution: Approval of the Site Plan 14-01, Biondi

RESOLUTION

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF WOODLAKE APPROVING SITE PLAN 14-01, BIONDI

WHEREAS, John Biondi wishes to secure a site plan permit to construct two commercial buildings 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 two buildings on the subject property; Building A contains 2,547 square feet and fronts onto Valencia Boulevard; Building B backs up to an alley and contains 2,551 square feet. The site plan shows a 15-stall parking lot one stall of which is a handicapped stall; 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, and

WHEREAS, the building plans have been reviewed to be consistent with Woodlake's Downtown Design guidelines, and

WHEREAS, upon review of the Biondi project the Site Plan Review Committee has recommended approval of Site Plan 14-01 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 CN zone district.

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 14-01, Biondi, subject to the following conditions.

1. The project shall be constructed consistent with Exhibit A, Site Plan 14-01, as modified.

2. The applicant shall connect to City sewer and waterlines located in Valencia Boulevard consistent with city standards.

3. The City Planner shall review and approve a landscaping and irrigation plan for the Biondi project. Said landscaping and irrigation shall be installed prior to occupancy.

4. The City Planner shall review and approve the sign plan for the Biondi 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 the opening of the enclosure faces into the parking lot. A trellis system will be constructed over the parking 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. Construct temporary improvements along Valencia Blvd until the roundabout is built. This includes a drive approach and driveway to the property.

12. Sidewalk in front of property should be ADA compliant.
13. Plans should be submitted to Caltrans for review. Property owner will need a Caltrans encroachment permit for installation of the laterals and drive approach.
14. Revisions to the trash enclosure are required so that it doesn't interfere with the power pole and guy wire.

The foregoing resolution was adopted upon a motion of Commissioner _____, second by Commissioner _____, at a regular meeting of the Woodlake Planning Commission on the 18th day of June, 2014, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Planning Commissioner

Secretary