

Date: August 16 2017
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 July 20, 2017

V. ACTION/DISCUSSION ITEMS

- A. Action: Adoption of Resolution: Approve Site Plan 17-04, De La Rosa, subject to the listed conditions

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, September 20, 2017 (if needed) 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, Lara, and 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 from May 31, 2017.

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

CITY ADMINISTRATOR LARA ASKED COMMISSIONER LIRA TO DISCUSS ITEM B FIRST SO THAT MR. CABRERA DOES NOT HAVE TO WAIT THROUGH ITEM A.

V. ACTION/DISCUSSION ITEMS

- B. Action: Adoption of Resolution: Affirm, Modify or Deny Appeal from Mr. Cabrera

City Employee Waters reported the following: the reason for the appeal is that the City finds that due to the property's zoning and current use, the property cannot be used as a parking lot. The City also finds that due to the property's zoning and building code requirements, the site cannot have metal poles and that they must be removed.

Javier Cabrera stated he disagrees with City Employee Waters and believes it is his property and he should be able to put up any fencing he wants. The fencing is used to protect his property for damage caused by huge trucks and to keep out trespassers. City Administrator asked Mr. Cabrera if he had pulled any building permits for the fence. Mr. Cabrera stated no but he assumed he was within the lines of his property. City Administrator Lara stated the current ordinance does not allow for fencing to be placed on any empty lots. This prevents the space then becoming a storage area. Planning Commissioner Perez stated they have heard the concerns of Mr. Cabrera and is recommending the Planning Commission to deny to Mr. Cabrera's appeal.

ON A MOTION BY PEREZ, SECOND BY VALERO IT WAS VOTED TO ADOPT THE RESOLUTION AND DENY MR. CABRERA'S APPEAL. APPROVED UNANIMOUSLY.

- A. Action: Adoption of Resolution: Receive Public Comments and Make a Recommendation to City Council on the Following Proposed Ordinance Additions or Amendment:

Chapter 5.48 Cannabis Operations

Chapter 17.22.03 Neighborhood Commercial Conditional Uses

Chapter 17.24.03 Central Commercial Conditional Uses

Chapter 17.32.04 Light Industrial Conditional Uses

City Employee Waters reported the following: the City is introducing drafts of the following ordinances:

Chapter 5.48 Cannabis Operations - The provisions of this ordinance are intended to repeal Chapter 8.50 Medical Marijuana and 8.51 Mobile Marijuana Dispensaries and create new guidelines for cannabis operations and sales within the City of Woodlake. The ordinance also establishes a process by which entities can apply for cannabis licenses within the City of Woodlake.

Chapter 17.22.03 Neighborhood Commercial Conditional Uses - The provisions of this ordinance are intended to add "Cannabis Dispensary" as a conditional use within the Neighborhood Commercial zone.

Chapter 17.24.03 Central Commercial Conditional Uses - The provisions of this ordinance are intended to add "Cannabis Dispensary" as a conditional use within the Central Commercial zone.

Chapter 17.32.04 Light Industrial Conditional Uses - The provisions of this ordinance are intended to add "Commercial Cannabis Production" as a conditional use within the Light Industrial zone.

PUBLIC HEARING OPENED: 6:56 PM

Michael Dunaway, 808 S. Church, Visalia – Mr. Dunaway has owned a medicinal cannabis business in Tulare County for the last 4 years and is thinking about expanding into the recreational cannabis business in the future. He wanted to give some insight regarding the various concerns the public has regarding dispensaries. He stated the security is well monitored. Each person would have to complete paperwork which would then be entered in the system as a valid customer. This process allows for the track and trace system to know exactly what was sold or issued to each customer.

City Administrator Lara asked if facility has problems with any break ins or theft? Mr. Dunaway stated no, that has never been an issue. The facility does have cameras and all doors are bolted. City Administrator Lara asked if the County of Tulare was going to allow medicinal dispensaries. Mr. Dunaway stated they have not decided on that issue.

City Employee Waters stated that Chapter 5.48 Cannabis Operations has been changed to Cannabis Businesses.

ON A MOTION BY PEREZ, SECOND BY LIRA IT WAS VOTED TO RECEIVE PUBLIC COMMENTS AND RECOMMEND CITY COUNCIL ADOPT THE PROPOSED ORDINANCES. APPROVED UNANIMOUSLY.

REPORTS

City Administrator Lara reported on the proposed sales tax measure.

Meeting adjourned at 7:26 pm.

Respectfully submitted,

Irene Zacarias
Planning Commissioner Secretary

City of Woodlake

AGENDA ITEM V-A

August 16, 2017

Prepared by City Staff

SUBJECT:

Action: Adoption of Resolution: Approve Site Plan 17-04, De La Rosa, subject to the following conditions:

1. A landscaping and irrigation plan shall be provided.
2. Architectural features, including eaves, sills, chimneys, cornices, and bay windows may extend up to 30 inches into a required side yard.
3. A location for a trash enclosure to serve the businesses shall be provided.
4. A grading and drainage plan showing how the storm water will be handled for the site shall be provided.
5. The building shall be consistent with other structures in the PO zone and Woodlake's Downtown. The City requests that the applicant be sensitive to architectural details associated with the original design of the structure including roof pitch, exterior building materials, porch dimensions and design, roof materials, exterior colors, door locations and design, window patterns, materials and treatment; and landscaping. The City shall approve the elevation design prior to construction.
6. A plan showing how each building will be connected to water and sewer services shall be provided. A second meter will be required if each building will have separate services.
7. The City shall review the signage to determine that it is of a scale and design that compliments the style of the building. All signage shall conform to Woodlake's Sign Ordinance.
8. All fencing shall comply with the PO zone.
9. The existing drive approach on Valencia shall be removed and replaced with sidewalk that matches the existing sidewalk color and pattern.
10. 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.
11. Prior to constructing or installing improvements within the right-of-way of Valencia, the applicant shall first secure an encroachment permit from Caltrans.

BACKGROUND

The applicant is proposing the construction of an additional professional office structure at 345 N Valencia.

The subject site is located on the Valencia Boulevard. The subject property is 10,500 and contains a preexisting structure.

Parking will occur at the back of the parcel and will be accessed by the exiting ally.

Landscaping and irrigation will be installed in all landscaped areas located on the site.

The zoning is PO, professional office. The existing building currently operates as a flower store. The proposed structure will have businesses consistent with the PO zone.

The subject contains an existing structure used for a flower shop. Surrounding land uses are as follows:

North: residential use
South: residential use
East: Woodlake City Hall
West: residential use

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, De La Rosa, is proposing to construct a 1,800 square foot professional office that will be located on Valencia Boulevard in Woodlake. The proposed structure will ne in addition to the existing 970 sqft structure.

The site plan shows 8 on-site parking stalls and street parking along Valencia Blvd.

The site design for the proposed structure takes advantage of the site's proximity to Woodlake Downtown. Vehicular traffic, including delivery trucks, will enter the site from the alley.

Staff has worked with the applicant and will insure that the exterior design of the building is compatible with Woodlake's architectural theme and the professional office zone.

The applicant will be required to provide landscaping within and around proposed site.

The applicant will be required to provide a grading/drainage plan to ensure that storm water runoff is handled. In addition, the proposed structure will be required to connect to Woodlake's sewer and water lines consistent the city's improvement standards.

According to the Woodlake Zoning Ordinance, development in the PO (professional) zone requires specific attention to the design of the building. City Staff will require that the elevation is consistent with the standards set forth in the PO zone.

ENVIRONMENTAL DOCUMENT:

The project is categorically exempt.

RECOMMENDATIONS:

That the Woodlake Planning Commission approve Site Plan 17-04, De La Rosa, subject to the following conditions:

1. The project shall be constructed consistent with Exhibit A, Site Plan 17-04.
2. A landscaping and irrigation plan shall be provided.
3. Architectural features, including eaves, sills, chimneys, cornices, and bay windows may extend up to 30 inches into a required side yard.
4. A location for a trash enclosure to serve the businesses shall be provided.
5. A grading and drainage plan showing how the storm water will be handled for the site shall be provided.
6. The building shall be consistent with other structures in the PO zone and Woodlake's Downtown. The City requests that the applicant be sensitive to architectural details associated with the original design of the structure including roof pitch, exterior building materials, porch dimensions and design, roof materials, exterior colors, door locations and design, window patterns, materials and treatment; and landscaping. The City shall approve the elevation design prior to construction.
7. A plan showing how each building will be connected to water and sewer services shall be provided. A second meter will be required if each building will have separate services.
8. The City shall review the signage to determine that it is of a scale and design that compliments the style of the building. All signage shall conform to Woodlake's Sign Ordinance.
9. All fencing shall comply with the PO zone.
10. The existing drive approach on Valencia shall be removed and replaced with sidewalk that matches the existing sidewalk color and pattern.
11. 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.
12. Prior to constructing or installing improvements within the right-of-way of Valencia, the applicant shall first secure an encroachment permit from Caltrans.

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 17-04, De La Rosa, subject to conditions
2. Exhibit A: Site Plan (under separate cover)

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

In the matter of:

APPROVIING THE SITE PLAN 17-04,)
DE LA ROSA)

Resolution No. 17-06

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

WHEREAS, the applicant, De La Rosa, is proposing to construct a professional office building on Valencia Blvd. in Woodlake, and

WHEREAS, the subject property current has a single professional office building and 10,5000 sqft, and

WHEREAS, the site currently has a professional office building and the applicant proposes to construct a second building and include 8-off street parking stalls, a trash enclosure, and landscaping, and

WHEREAS, the subject property is zoned Professional Office (PO), and

WHEREAS, professional office buildings uses are permitted in the PO 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 PO zone, and

WHEREAS, upon review of the De La Rosa project the Site Plan Review Committee has recommended approval of Site Plan 17-04 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 PO 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 17-04, De La Rosa, subject to the following conditions.

1. The project shall be constructed consistent with Exhibit A, Site Plan 17-04.
2. A landscaping and irrigation plan shall be provided.
3. Architectural features, including eaves, sills, chimneys, cornices, and bay windows may extend up to 30 inches into a required side yard.
4. A location for a trash enclosure to serve the businesses shall be provided.
5. A grading and drainage plan showing how the storm water will be handled for the site shall be provided.
6. The building shall be consistent with other structures in the PO zone and Woodlake's Downtown. The City requests that the applicant be sensitive to architectural details associated with the original design of the structure including roof pitch, exterior building materials, porch dimensions and design, roof materials, exterior colors, door locations and design, window patterns, materials and treatment; and landscaping. The City shall approve the elevation design prior to construction.
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11. 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.
12. Prior to constructing or installing improvements within the right-of-way of Valencia, the applicant shall first secure an encroachment permit from Caltrans.

The foregoing resolution was adopted upon a motion of Commissioner , second by Commissioner , at a regular meeting of the Woodlake Planning Commission on the 16th day of August, 2017, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Paul Lira, Chairman

ATTEST:

Irene Zacarias, Planning Secretary