

Date: April 25, 2018  
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 March 28, 2018 (Pages 1-6)

V. ACTION/DISCUSSION ITEMS

- A. Action: Adoption of Resolution: Receive Comments and Initiate Annexation and Zone Change for APNs 059-110-024, 059-110-029, 059-090-022 and 059-110-022 – **PUBLIC HEARING**
- B. Action: Adoption of Resolution: Approve Conditional Use Permit 18-005 Woodlake Christian Center – **PUBLIC HEARING**

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, May 16, 2018 (if needed) at 6:00 p.m. at City Council Chambers located at 350 North Valencia Boulevard, Woodlake, CA 93286.

Planning Commissioners:

William Valero – Chair

Chuck Mann - Vice Chair

Johnny Varela

Xavier Bocanegra

**PRESENT:** Commissioners Varela, Bocanegra, Mann & Valero

**OTHERS:** City Employees Waters and Lara

**ABSENT:**

**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 January 17, 2018.

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

V. ACTION/DISCUSSION ITEMS

A. Action: Adoption of Resolution: Affirm, Modify or Deny the Planning Department's

Decision for the Administrative Citation for the Property Located at 363 E. Sierra Ave.

City Employee Waters reported the following: Mr. Granados has requested an appeal letter regarding an administrative fine received on his property located at 363 E. Sierra Ave. The purpose of this item is to give Mr. Granados the opportunity to appeal an administrative fine received at his property located at 363 E. Sierra. Mr. Granados received a notice indicating that his property was violating the Woodlake Municipal Code. Upon receiving the notice, Mr. Granados met with the City's Planning Department and requested that the City revoke the administrative fine. The Planning Department denied the request to revoke the fine and Mr. Granados requested the opportunity to begin the appeal process.

Robert Granados, 363 E. Sierra Ave, Woodlake – Mr. Granados stated he did not agree with planning departments decision. City staff asked what his plans were for the storage container and how long he planned to have it in his yard. Mr. Granados stated he planned to store personal items and eventually have about 3 huge yard sales to sell his stuff. He stated this could take him about a year. Mr. Granados was not granted a year and was told his next step would be an appeal to City Council.

**ON A MOTION BY MANN, SECOND BY VARELA IT WAS VOTED TO ADOPT THE RESOLUTION AND DENY MR. GRANADOS APPEAL. APPROVED UNANIMOUSLY.**

B. Action: Adoption of Resolution: Approve Site Plan 17-011, Micham Storage Facility, Subject to the Listed Conditions:

1. The project shall be constructed consistent with Exhibit A, Site Plan 17-011.
2. A landscaping and irrigation plan shall be provided.
3. The subject site shall be well maintained by insuring that the landscaping is effectively watered, mowed, pruned, fertilized, and weeded; that the irrigation system is periodically checked to insure against leaks, over spray, and watering times that are not conservation effective; and that the driveways shall be properly maintained.
4. All-weather surfaces must be provided for all storage areas and drivable areas.
5. The storage facility area must be behind a chain link fence with slats.
6. All substandard structures must be removed from the property.
7. The project may not be started until the change of zone process is completed.

**ON A MOTION BY VARELA, SECOND BY BOCANEGRA IT WAS VOTED TO ADOPT THE RESOLUTION AND APPROVE SITE PLAN 17-011. APPROVED UNANIMOUSLY.**

- C. Action: Adoption of Resolution: Approve Site Plan 18-001, Uncle Green, Subject to the Listed Conditions:
1. The project shall be constructed consistent with Exhibit A, Site Plan 18-001.
  2. A landscaping and irrigation plan shall be provided.
  3. A location for a trash enclosure to serve the businesses shall be provided on site.
  4. A grading and drainage plan showing how the storm water will be handled for the site shall be provided.
  5. All fencing shall comply with the ML zone.
  6. 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.
  7. Any future proposed use requiring a conditional use permit must meet the City's conditional use permitting process and must meet the conditions of the permit.
  8. All unpaved portions of the site shall be covered with an all-weather surface.
  9. ADA compliant facilities need to be available for all employees.
  10. The applicant shall include curb, gutters, lighting, and sidewalks along adjacent streets.
  11. Fire hydrants need to be tested and certified.
  12. Fire sprinklers need to be tested and certified.
  13. Septic tanks need to be tested and certified. Capacity of tanks needs to be calculated.
  14. Wells need to be tested and certified for potable water and commercial use.
  15. Pumps for storm water system need to be tested and certified.
  16. Security fence at front of development needs to be ornamental steel.
  17. Security fence at back of development needs to be chain link with slats or ornamental steel.
  18. Parking area needs to be resurfaced and striped.
  19. Exterior building lighting needs to be in place around facility.
  20. If project will be phased security measures need to be in place to limit access to operational areas of the facility.

21. Any section of the facility that is being used needs to be brought up to current fire and building to code.

22. Any section of the facility being used needs to be aesthetically enhanced.

Mark Taylor, 19580 Avenue 344, Visalia – Mr. Taylor asked if the business was going to sell to the public and if so, he stated the noise may be an issue for the customers.. Staff stated no, this is not a retail store.

**ON A MOTION BY MANN, SECOND BY BOCANEGRA IT WAS VOTED TO ADOPT THE RESOLUTION AND APPROVE SITE PLAN 18-011, UNCLE GREEN. APPROVED UNANIMOUSLY.**

D. Action: Adoption of Resolution: Approve Site Plan 18-002, 7 Points, Subject to the Listed Conditions

1. The project shall be constructed consistent with Exhibit A, Site Plan 18-002.
2. A landscaping and irrigation plan shall be provided.
3. A location for a trash enclosure to serve the businesses shall be provided on site.
4. A grading and drainage plan showing how the storm water will be handled for the site shall be provided.
5. All fencing shall comply with the ML zone.
6. 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.
7. Any future proposed use requiring a conditional use permit must meet the City's conditional use permitting process and must me the conditions of the permit.
8. All unpaved portions of the site shall be covered with and all-weather surface.
9. ADA compliant facilities need to be available for all employees.
10. The applicant shall include curb, gutters, lighting, and sidewalks along Naranjo Blvd.
11. Fire hydrants need to be tested and certified.
12. Fire sprinklers need to be installed, tested and certified.
13. Septic tanks need to be tested and certified. Capacity of tanks needs to be calculated.
14. Wells need to be tested and certified for potable water and commercial use.
15. Pumps for storm water system need to be tested and certified.
16. Security fence at front of development needs to be ornamental steel.
17. Security fence at back of development needs to be chain link with slats or ornamental steel.

18. Parking area needs to be resurfaced and striped.
19. Exterior building lighting needs to be in place around facility.
20. If project will be phased security measures need to be in place to limit access to operational areas of the facility.
21. Any section of the facility that is being used needs to be brought up to current building and fire code.
22. Any section of the facility being used needs to be aesthetically enhanced.
23. All development and improvements cannot take place until the property has been annexed into Woodlake City Limits.

**ON A MOTION BY BOCANEGRA, SECOND BY MANN IT WAS VOTED TO ADOPT THE RESOLUTION AND APPROVE SITE PLAN 18-002, 7 POINTS. APPROVED UNANIMOUSLY.**

- E. Action: Adoption of Resolution: Approve Site Plan 18-003, Bradford Steel Extension, Subject to the Listed Conditions

The subject site is located at 1344 W Bravo Ave.. The subject property consists of a parcel that is currently being used for industrial purposes.

The subject contains an existing steel construction business. Surrounding land uses are as follows:

North: Agricultural Land  
 South: Agricultural Land  
 East: Commercial and Industrial Properties  
 West: Agricultural Land

The proposed project is exempt from the California Environmental Quality Act.

The applicant is proposing a 19,600 sqft extension to the existing business. The building will not be fully enclosed but must meet minimum building and fire setback requirements. Staff is asking the Woodlake Planning Commission to approve Site Plan 18-003, Bradford Steel, subject to the following conditions:

1. The project shall be constructed consistent with Exhibit A, Site Plan 18-003.
  2. The project shall meet minimum building and fire setback requirements.
  3. The project shall meet all fire safety requirements.
  4. All-weather surfaces must be provided for all storage areas and drivable areas
- ON A MOTION BY MANN, SECOND BY VARELA IT WAS VOTED TO ADOPT THE RESOLUTION AND APPROVE SITE PLAN 18-003, BRADFORD STEEL. APPROVED UNANIMOUSLY.**

- F. Action: Adoption of Resolution: Approve Site Plan 18-004, Ortega, Subject to the Listed Conditions:

1. The project shall be constructed consistent with Exhibit A, Site Plan 18-004
2. The applicant shall connect to City sewer and water lines.

3. The City shall review and approve a landscaping and irrigation plan for the project. Said landscaping and irrigation shall be installed prior to occupancy. The front and side yards must be landscaped prior to occupancy.
4. The building facades shall be approved by the City.
5. The applicant shall install offsite improvements, including curbs, gutters, sidewalks, and street lights.
6. 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.
7. The applicant will complete a subdivision map prior to construction.
8. The applicant will “red curb” the curb located on the west side of the proposed subdivision.
9. The applicant will work with the Woodlake Fire District on the placement of a fire hydrant.
10. The applicant will have a lighting and landscaping district for the landscaped areas located on the West and North areas of the site that will be landscaped.
11. The applicant will construct a block fence on the west side of the property.
12. Sidewalk in front of property should be ADA compliant.

Jesus Gutierrez, 1004 W. Main, Visalia – Mr. Gutierrez is the architect for the project and shared details on the site plan. He expressed he is enthusiastic about being in Woodlake.  
**ON A MOTION BY MANN, SECOND BY BOCANEGRA IT WAS VOTED TO ADOPT THE RESOLUTION AND APPROVE SITE PLAN 18-004, ORTEGA. APPROVED UNANIMOUSLY.**

- G. Action: Adoption of Resolution: Recommend Approval of Zoning Amendment 18-001 and General Plan Amendment 18-001 for APNs 061-070-033 & 060-070-034 to the Woodlake City Council

City Employee Waters reported the following: the applicant is proposing to operate a commercial storage facility at APNs 061-070-033 & 060-070-034. This use would necessitate a change of zone and land use. The subject territory is designated very low density by the Land Use Element of the Woodlake General Plan. As proposed, the proposed project would not be consistent with the current land use. Staff is recommending that the general plan be amended to redesignate the subject property to Service Commercial. To implement General Plan Amendment 18-001, the subject property needs to be rezoned to a district that is consistent with the Service Commercial. Staff has concluded that the appropriate zone is Service Commercial.

**ON A MOTION BY VARELA, SECOND BY MANN IT WAS VOTED TO ADOPT THE RESOLUTION AND APPROVE ZONING AMENDMENT 18-001 AND GENERAL PLAN AMENDMENT 18-001 FOR APN'S 060-070-034. APPROVED UNANIMOUSLY.**

A. Information Items from Staff

City Employee Waters – reported updates on the following:

Valley Pure – building has been gutted and they are moving along with renovations

Green Bean – a new owner has joined the staff and they are discussing funding requirements

Valley Pure (cultivation) – all is going well and building is moving towards completion.

Estimated completion date is March

City Administrator Lara – reported the North Valencia project will begin in about 3-4 weeks. The walls to the Community Center will be coming up soon and project should be completed by June. Bids for AutoZone will be scheduled soon. The South Valencia project will go out to bid in February. The Castlerock Development will begin selling lots in April.

Meeting adjourned: 7:05 pm

Respectfully submitted,

Irene Zacarias  
Planning Commissioner Secretary

# City of Woodlake

## AGENDA ITEM V-A

April 25, 2018

Prepared by City Staff

### SUBJECT:

**Action:** Adoption of Resolution: Receive Comments and Recommend Annexation and Zone Change 18-001 for APNs 059-110-024, 059-110-029, 059-090-022 and 059-110-022 to the Woodlake City Council– **PUBLIC HEARING**

### BACKGROUND:

All annexations must be approved by the Woodlake Planning Commission and the Woodlake City Council. Upon approval of the annexation and zone change, an annexation application will be sent to Tulare County LAFCo for final approval.

### DISCUSSION:

The proposed annexation includes APNs 059-110-024, 059-110-029, 059-090-022 and 059-110-022. Each parcel is within the City’s Sphere of Influence and is contiguous to the existing city limit boundaries. The area consists of an unused industrial building and packing houses.

The annexation would allow the City to incorporate parcels that wish to have City services such as fire, police, planning, water, and sewer.

Prior to requesting annexation, the City must “pre-zone” the property to a zone consistent with the City of Woodlake’s Zoning ordinance. The following zones are being recommended for each parcel:

	<u>County Zone Designation</u>	<u>Proposed City Zone</u>
059-110-024	M-1	LI
059-110-029	M-1	LI
059-090-022	M-1	LI
059-110-022	M-1	LI

The County zone designation for the property is M-1 (Light Manufacturing) and upon annexation the City would zone it LI (Light Industrial). The existing land use is Industrial and that would remain upon annexation.

A negative declaration has been prepared on the proposed project.

### RECOMMENDATIONS:

City staff recommends that the Planning Commission Receive Comments and Recommend Annexation and Zone Change 18-001 for APNs 059-110-024, 059-110-029, 059-090-022 and 059-110-022 to the Woodlake City Council

**FISCAL IMPACT:**

None.

**ATTACHMENTS:**

1. Resolution: Receive Comments and Recommend Annexation and Zone Change 18-001 for APNs 059-110-024, 059-110-029, 059-090-022 and 059-110-022 to the Woodlake City Council
2. Site Location Map
3. Zoomed Aerial Map

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

In the matter of:

RECEIVING PUBLIC COMMENTS )  
AND RECOMMENDING ANNEXATION ) Resolution No. 18-  
AND ZONE CHANGE 18-001 FOR APNS )  
059-110-024, 059-110-029, 059-090-022 & )  
059-110-022 TO THE WOODLAKE CITY )  
COUNCIL )

Commissioner, offered the following resolution and moved its adoption. That the Woodlake Planning Commission receive comments and recommend annexation and zone change 18-001 for APNs 059-110-024, 059-110-029, 059-090-022 and 059-110-022 to the Woodlake City Council.

WHEREAS, the City wishes to annex APNs 059-110-024, 059-110-029, 059-090-022 and 059-110-022, and

WHEREA, the properties are within the City's Sphere of influence, and

WHEREAS, the proposed annexation necessitates the property to be pre-zoned, and

WHEREAS, the LI Zone (Light Industrial) is consistent with the existing Land Use , and

WHEREAS, an Initial Study-Negative Declaration has been prepared for the project; and

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission has received public comments on the proposed annexation and zone change 18-001 and recommends the annexation of APNs 059-110-024, 059-110-029, 059-090-022 and 059-110-022 and a change of zone to LI for each property to the City of Woodlake City Council.

The foregoing resolution was adopted upon a motion of Commissioner, second by Commissioner, at a regular meeting of the Woodlake Planning Commission on the 25th day of April 2018, by the following roll call vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

\_\_\_\_\_  
William Valero, Chair

ATTEST:

\_\_\_\_\_  
Irene Zacarias, Planning Commission Secretary

Figure 1 – Location Map

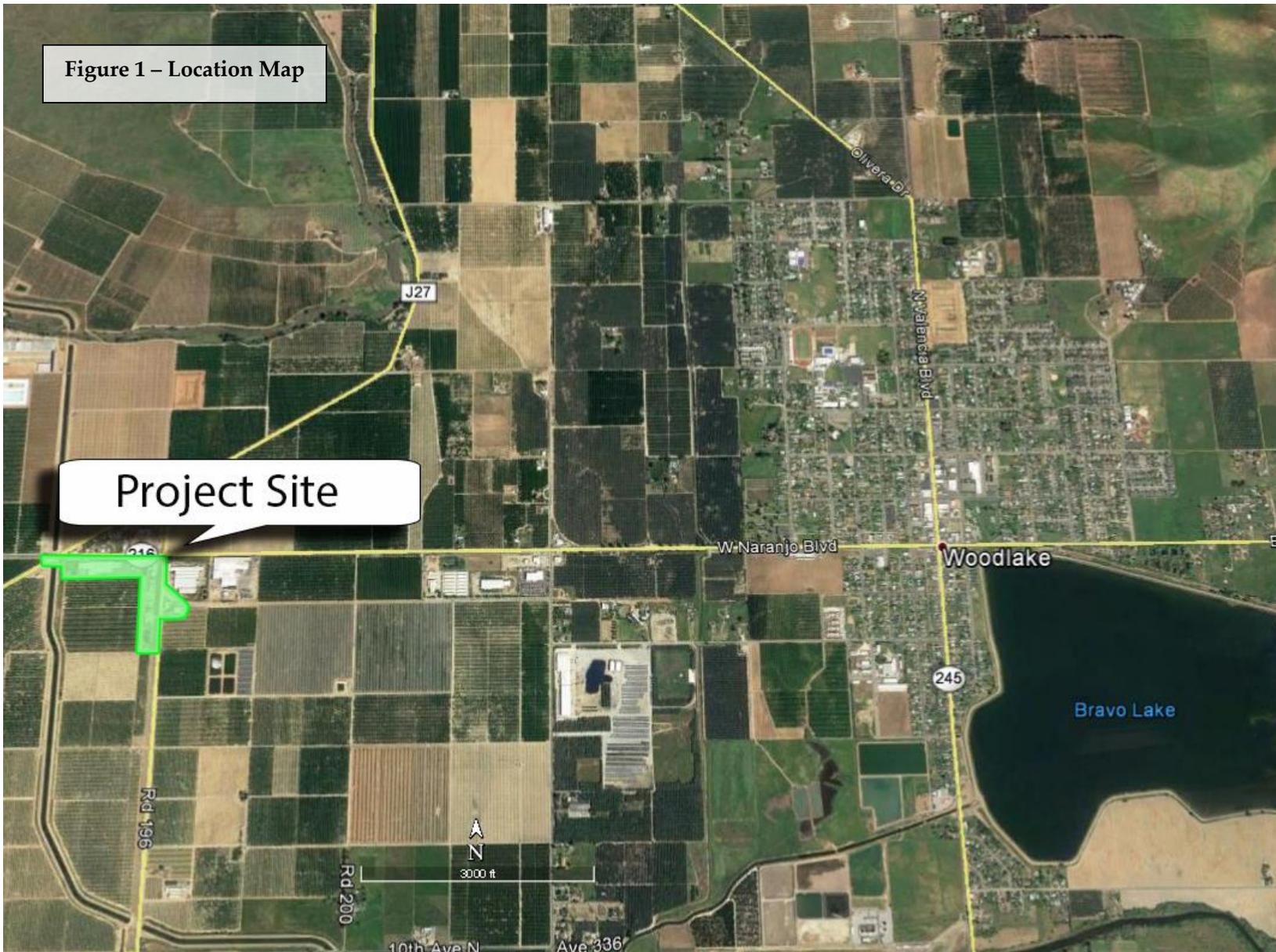


Figure 2 – Aerial Map



# City of Woodlake

## **AGENDA ITEM V-B**

**April 25, 2018**

**Prepared by Jason Waters, City Staff**

### **SUBJECT:**

**Action:** Adoption of Resolution: Approve Conditional Use Permit 18-005 Woodlake Christian Center and Recommend Approval to City Council

### **BACKGROUND**

The applicant is proposing to convert a residential unit within the R-1-7 zone to office and meeting uses.

### **DISCUSSION:**

The applicant is proposing to convert a residential unit located at 780 N Valencia Blvd to an office, meeting room, and activities space for the Woodlake Christian Center.

A Conditional Use Permit is required in this case because the proposed use is considered to be unique.

As part of the Conditional Use Permit, the City is requesting that the Church comply with the following conditions:

1. All restrooms converted to commercial/office restrooms must be reconverted to residential restrooms prior to selling the property or using the property for residential uses. This requirement is because the applicant removed the showers from the home.
2. Fencing compliant with the City's Improvement Standards must be installed on the site.
3. The business hours of the property must be limited to the hours between 7PM and 10PM.
4. The City may request additional parking or handicap parking if existing parking cannot accommodate the proposed use.
5. The home cannot be used as a residential dwelling because it lacks the required facilities.
6. The home must have commercial fire protection and lighting because it is operating as a commercial/office building.
7. Failure to comply with any City or State regulations will be considered a violation of the Conditional Use Permit.

### **ENVIRONMENTAL DOCUMENT:**

A Categorical Exemption will be prepared for the project.

### **RECOMMENDATIONS:**

That the Woodlake Planning Commission approve Conditional Use Permit 18-005 Woodlake Christian Center and Recommend Approval to City Council, subject to the following conditions:

1. All restrooms converted to commercial/office restrooms must be reconverted to residential restrooms prior to selling the property or using the property for residential uses. This requirement is because the applicant removed the showers from the home.
2. Fencing compliant with the City's Improvement Standards must be installed on the site.
3. The business hours of the property must be limited to the hours between 7PM and 10PM.
4. The City may request additional parking or handicap parking if existing parking cannot accommodate the proposed use.
5. The home cannot be used as a residential dwelling because it lacks the required facilities.
6. The home must have commercial fire protection and lighting because it is operating as a commercial/office building.
7. Failure to comply with any City or State regulations will be considered a violation of the Conditional Use.

**FISCAL IMPACT:**

There is no fiscal impact.

**ATTACHMENTS:**

1. Resolution: Approve Conditional Use Permit 18-005 Woodlake Christian Center and Recommend Approval to City Council

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

In the matter of:

APPROVING CONDITIONAL USE PERMIT	)	
18-005 WOODLAKE CHRISTIAN CENTER	)	Resolution No. 18-
AND RECOMMEND APPROVAL TO CITY	)	
COUNCIL	)	

Commissioner, offered the following resolution and moved its adoption. Approve Conditional Use Permit 18-005 Woodlake Christian Center and Recommend Approval to City Council

WHEREAS, the applicant is proposing to operate church offices and activities from a residential unit at 780 N. Valencia Blvd., and

WHEREAS, the subject property is zone R-1-7, and

WHEREAS, a Conditional Use Permit is required, and

WHEREAS, the City Council must also approve the Conditional Use Permit, and

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission hereby approves Conditional Use Permit 18-005, Woodlake Christian Center, for one year, and recommends approval to the City council, subject to the following conditions.

As part of the Conditional Use Permit, the City is requesting that the owner comply with the following conditions:

1. All restrooms converted to commercial/office restrooms must be reconverted to residential restrooms prior to selling the property or using the property for residential uses. This requirement is because the applicant removed the showers from the home.
2. Fencing compliant with the City's Improvement Standards must be installed on the site.
3. The business hours of the property must be limited to the hours between 7PM and 10PM.
4. The City may request additional parking or handicap parking if existing parking cannot accommodate the proposed use.
5. The home cannot be used as a residential dwelling because it lacks the required facilities.
6. The home must have commercial fire protection and lighting because it is operating as a commercial/office building.
7. Failure to comply with any City or State regulations will be considered a violation of the Conditional Use Permit.

The foregoing resolution was adopted upon a motion of Commissioner , second by Commissioner , at a regular meeting of the Woodlake Planning Commission on the 25th day of April 2018, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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William Valero, Chair

ATTEST:

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Irene Zacarias, Planning Secretary