

# CITY of CLOVIS

AGENDA • CLOVIS CITY COUNCIL
Council Chamber, 1033 Fifth Street, Clovis, CA 93612 (559) 324-2060
www.cityofclovis.com

In compliance with the Americans with Disabilities Act, if you need special assistance to access the City Council Chamber to participate at this meeting, please contact the City Clerk or General Services Director at (559) 324-2060 (TTY – 711). Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the Council Chamber.

Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at City Hall, in the City Clerk's office, during normal business hours. In addition, such writings and documents may be posted on the City's website at www.cityofclovis.com.

March 6, 2017 6:00 PM Council Chamber

The City Council welcomes participation at Council Meetings. Members of the public may address the Council on any item of interest to the public that is scheduled on the Agenda. In order for everyone to be heard, please limit your comments to 5 minutes or less, or 10 minutes per topic.

Meeting called to order by Mayor Pro Tem Whalen Flag salute led by Councilmember Flores

## **ROLL CALL**

**PUBLIC COMMENTS** (This is an opportunity for the members of the public to address the City Council on any matter within the City Council's jurisdiction that is not listed on the Agenda. In order for everyone to be heard, please limit your comments to 5 minutes or less, or 10 minutes per topic. Anyone wishing to be placed on the Agenda for a specific topic should contact the City Manager's office and submit correspondence at least 10 days before the desired date of appearance.)

**ORDINANCES AND RESOLUTIONS** (With respect to the approval of resolutions and ordinances, the reading of the title shall be deemed a motion to waive a reading of the complete resolution or ordinance and unless there is a request by a Councilmember that the resolution or ordinance be read in full, further reading of the resolution or ordinance shall be deemed waived by unanimous consent of the Council.)

March 6, 2017 -1 - 9:10 AM

**CONSENT CALENDAR** Consent Calendar items are considered routine in nature and voted upon as one item unless a request is made to give individual consideration to a specific item. (See Attached Consent Agenda.) **Requires Unanimous Vote for Approval** 

## 1. PUBLIC HEARINGS

- A. Consider Approval Res. 17-\_\_\_, Amending the City's Master Administrative Fee Schedule Pertaining to Parks and Community Service Fees. (Continued from the February 13, 2017 meeting) (Staff: S. Halterman) Requires Unanimous Vote for Approval.
- B. Consider Introduction Ord. 17-\_\_\_\_, OA2017-01, A request to amend the Clovis Development Code as a semi-annual cleanup to address typographical, grammatical, and content errors as a result of the 2014 Development Code Update. City of Clovis, applicant. (Staff: G. Gonzalez) Requires Unanimous Vote for Approval
- C. Consider items associated with approximately 7.76 acres of property located at the southwest corner of Santa Ana Avenue and Sierra Vista Parkway. LandValue 37, LLC., owner; BN Micro, L.P., applicant; Harbour & Associates, representative. (Staff: G. Gonzalez) Requires Unanimous Vote for Approval
  - 1. Consider Approval Res. 17-\_\_\_, CUP2016-09, A request to approve a conditional use permit for an 83-lot single-family gated planned residential development (PRD) with private streets, reduced setbacks, reduced lot sizes, and increased lot coverage.
  - 2. Consider Approval Res. 17-\_\_\_\_, TM6170, A request to approve a vesting tentative tract map for an 83-lot single-family planned residential development.
- D. Consider items associated with approximately 18.09 acres of property located at the southeast corner of Gettysburg (alignment) and Highland Avenues. Cressey River, LLC., owner; Fagundes Bros. Dairy, applicant; Yamabe & Horn Engineering, Inc., representative. (Staff: G. Gonzalez) Requires Unanimous Vote for Approval
  - 1. Consider Introduction Ord. 17-\_\_\_\_, R2016-14, A request to approve a prezone from the County AE-20 Zone District to the Clovis R-1 (Single Family Residential 6,000 Sq. Ft.) Zone District.
  - 2. Consider Approval Res. 17-\_\_\_, CUP2016-07, A request to approve a conditional use permit for an 86-lot single-family planned residential development with public streets and reduced front yard setbacks.
  - 3. Consider Approval Res. 17-\_\_\_\_, TM6166, A request to approve a vesting tentative tract map for an 86-lot single-family planned residential development.
- E. Consider Approval Res. 17-\_\_\_, RO292, A Resolution of Application for the Annexation of the Territory known as the Gettysburg-Highland Northeast Reorganization located at the northeast corner of Gettysburg (alignment) and Highland Avenues. Manny & Thida Penn Trs, Cressey River, LLC., owners; Fagundes Bros. Dairy, applicant; Yamabe & Horn Engineering, Inc., representative. (Staff: G. Gonzalez) Requires Unanimous Vote for Approval

## 2. ADMINISTRATIVE ITEMS

- **A. ADMINISTRATION** (City Manager, City Clerk, Finance)
  - 1. Consider Review of the 2017 Five-Year Financial Forecast for the City of Clovis through Fiscal Year 2021-22 and discuss options for budget preparation for 2017-2018. (Staff: J. Schengel)
  - 2. Consider Approval Authorize the City Manager to enter into an Amended Agreement with Willdan Financial Services to Assist with the Financial Analyses related to the Sewer, Water, and Recycled Water Master Plans Infrastructure Costs and Funding. (Continued from the February 6, 2017 meeting) (Staff: J. Holt)

## 3. CITY MANAGER COMMENTS

## 4. COUNCIL ITEMS

- A. Consider Approval Change of Council Meeting Schedule. (Staff: L. Serpa)
- B. Consider Appointment to the Eastern Portion City Member Alternate to the San Joaquin Valley Water Infrastructure Authority. (Staff: L. Serpa)
- C. Consider Appointment to the California Identification Remote Access Network Board. (Staff: L. Serpa)
- D. Council Comments

#### 5. CLOSED SESSION

A. Government Code Section 54956.8

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Properties: 1535 Menlo Ave (APN 491-140-59S),

1549 Menlo Ave (APN 491-140-54S), 1579 Menlo Ave (APN 491-140-55S), 53 W. Herndon Ave (APN 562-071-18),

500, 510 & 530 Dewitt Ave (APN 562-250-27, 28 & 29),

1665 Tollhouse Rd. (Portion of APN 491-080-51)

Agency Negotiators: L. Serpa, S. Redelfs

Negotiating Parties: Michael A (TE) & Robin L (TE) De Benedetto, Robert A &

Julie A Wyrick, Lithia Real Estate Inc., Margaret Sayah

Trustee, Anlin Industries

Under Negotiation: Price & Terms

## **ADJOURNMENT**

Meetings and Key Issues						
Mar. 13, 2017 (Mon.)	6:00 P.M.	Regular Meeting (To Be Cancelled)	Council Chamber			
Mar. 20, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber			
Apr. 3, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber			
Apr. 10, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber			
Apr. 17, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber			
May 1, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber			
May 8, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber			
May 15, 2017 (Mon.)	6:00 P.M.	Regular Meeting	Council Chamber			

CONSENT CALENDAR - Items considered routine in nature are to be placed upon the Consent Calendar. They will all be considered and voted upon in one vote as one item unless a Councilmember requests individual consideration. A Councilmember's vote in favor of the Consent Calendar is considered and recorded as a separate affirmative vote in favor of each action listed. Motions in favor of adoption of the Consent Calendar are deemed to include a motion to waive the reading of any ordinance or resolution on the Consent Calendar. For adoption of ordinances, only those that have received a unanimous vote upon introduction are considered Consent items. Requires Unanimous Vote for Approval.

## A. CITY CLERK

- 1) Approval Minutes for the February 6, 2017 and February 13, 2017 Council meetings.
- 2) Adopt Ord. 17-02, A request to approve an amendment to the P-C-C (Planned Commercial Center) Zone District Master Sign Program and conditions of approval to allow for an additional freestanding sign for property located near the southwest corner of Shaw and Ash Avenues. (Vote: 3-0)

## **B. ADMINISTRATION**

1) No items.

## C. COMMUNITY AND ECONOMIC DEVELOPMENT

1) No items.

## D. FINANCE

- Approval Authorize the City Manager to execute the contract on behalf of the City for Business License Software.
- 2) Receive and File Investment Report for the month of November 2016.
- 3) Receive and File Treasurer's Report for the month of November 2016.

## E. GENERAL SERVICES

1) Approval – Res. 17-\_\_\_\_, Authorizing Amendments to the Planning Technician II Classification; and Approval – Res. 17-\_\_\_\_, Amending the City's Position Allocation Plan for FY16-17 in the Planning and Development Services Department by Deleting One (1) Assistant/Associate Planner Position and Adding One (1) Planning Technician II Position.

## F. PLANNING AND DEVELOPMENT SERVICES

1) Approval – Res. 17-\_\_\_, Amending the Fresno Metropolitan Flood Control District (FMFCD) Schedule of Drainage Costs and Fees for 2017-2018.

## G. PUBLIC SAFETY

1) Receive and File – Police Department Report for the month of December 2016.

#### H. PUBLIC UTILITIES

Receive and File – Public Utilities Report for the month of November 2016.

## I. REDEVELOPMENT SUCCESSOR AGENCY

1) No items.

## \*\*\*PRELIMINARY - SUBJECT TO APPROVAL\*\*\*CC-A-1

## CLOVIS CITY COUNCIL MEETING

February 13, 2017

6:00 P.M.

Council Chamber

Meeting called to order by Mayor Pro Tem Whalen Flag Salute led by Councilmember Ashbeck

Roll Call:

Present:

Councilmembers Ashbeck, Flores, Mayor Pro Tem Whalen

Absent:

None

## 6:03 - PUBLIC COMMENTS

Fresno County Board Supervisor Nathan Magsig commented and introduced himself as one of Clovis' new Fresno County Board Members.

Robert Martin, resident, commented on and complained flooding near Locan and Nees Avenue. He requested the Engineering Division to require Developers to be held responsible for certain improvements made that may impact existing infrastructure.

## 6:14 - CONSENT CALENDAR

Motion by Councilmember Ashbeck, seconded by Councilmember Flores, that the items on the Consent Calendar be approved. Motion carried by unanimous vote.

- B1) Approved Appointment to the Fresno/Clovis Community Media Authority.
- F1) Approved Design Professional Services for CIP 16-20, Alluvial / Temperance Roundabout, and Authorize the City Manager to execute the contract on behalf of the City.
- F2) Approved **Res. 17-14**, Annexation of Miscellaneous Properties to the Landscape Maintenance District No. 1.
- H1) Approved Waive the City's Formal Bidding Requirements and Authorize the Purchase of a Tarping Machine from Tarpomatic Inc.
- 6:15 ITEM 1A CONTINUED RES. 17-XX, AMENDING THE CITY'S MASTER ADMINISTRATIVE FEE SCHEDULE PERTAINING TO PARKS AND COMMUNITY SERVICE FEES

Mayor Pro Tem Whalen indicated that this item will be continued to March 6, 2017. There being no public comment, Mayor Pro Tem Whalen closed the public portion. Discussion by the Council. It was the consensus of Council to continue the item to March 6, 2017.

6:16 ITEM 1B - APPROVED - INTRODUCTION - **ORD. 17-02**, APPROVING AN AMENDMENT TO THE P-C-C (PLANNED COMMERCIAL CENTER) ZONE DISTRICT MASTER SIGN PROGRAM AND CONDITIONS OF APPROVAL TO ALLOW FOR AN ADDITIONAL FREESTANDING SIGN FOR PROPERTY LOCATED NEAR THE SOUTHWEST CORNER OF SHAW AND ASH AVENUES (1900 SHAW AVENUE)

## \*\*\*PRELIMINARY - SUBJECT TO APPROVAL\*\*\*CC-A-1

Associate Planner Orlando Ramirez presented a report on a request to approve an amendment to the P-C-C (Planned Commercial Center) Zone District Master Sign Program and conditions of approval to allow for an additional freestanding sign for property located near the southwest corner of Shaw and Ash Avenues (1900 Shaw Avenue). The applicant is requesting a rezone amendment R89-19A5 to the Planned Commercial Center (P-C-C) Zone District Master Sign Program and conditions of approval to allow for an additional freestanding sign within the center. If approved, this request will allow for the installation of a freestanding sign for property located at 1900 Shaw Avenue. There being no public comment, Mayor Pro Tem Whalen closed the public portion. Discussion by the Council. Motion by Councilmember Ashbeck, seconded by Councilmember Flores, for the Council to approve the introduction of an ordinance amending to the P-C-C (Planned Commercial Center) Zone District Master Sign Program and conditions of approval to allow for an additional freestanding sign for property located near the southwest corner of Shaw and Ash Avenues (1900 Shaw Avenue). Motion carried by unanimous vote.

6:20 ITEM 1C - APPROVED - INITIATE AN AMENDMENT TO THE LOMA VISTA COMMUNITY CENTERS NORTH AND SOUTH MASTER PLAN TO ADDRESS LOCAL STREET CONFIGURATIONS FOR THE AREA SOUTH OF SHAW AVENUE

Planning and Development Services Director Dwight Kroll presented a report on a request to initiate an amendment to the Loma Vista Community Centers North and South Master Plan to address local street configurations for the area south of Shaw Avenue. The Community Centers North and South (CCNS) Master Plan, adopted May 2009. implements the land uses described by the Loma Vista Specific Plan (adopted March 2003) by establishing a zoning overlay and development standards. The CCNS is the heart of Loma Vista and is designed as a pedestrian oriented community with a mix of land uses including a central park. With substantial development occurring around the CCNS, development interest is picking up, prompting discussion of the feasibility of the basic street component described in the Master Plan. Additionally the Fire Department is interested in constructing Fire Station #6 within the Public Facility portion of the village which favors a more conventional street design. Staff met with the property owners of the four parcels of the project area. Each expressed marketing challenges as well as development constraints with the radial street layout suggested by the CCNS Master Plan (see figure below). Staff recommends a modification to the Plan eliminating the radial design in favor of a less detailed concept which could continue to permit development similar to the original layout while providing flexibility based on development trends.

There being no public comment, Mayor Pro Tem Whalen closed the public portion. Discussion by the Council. Motion by Councilmember Ashbeck, seconded by Councilmember Flores, for the Council to initiate an amendment to the Loma Vista Community Centers North and South Master Plan to address local street configurations for the area south of Shaw Avenue. Motion carried by unanimous vote.

February 13, 2017 - 2 - 2:57 PM

## \*\*\*PRELIMINARY - SUBJECT TO APPROVAL\*\*\*CC-A-1

## 6:35 ITEM 2 - CITY MANAGER COMMENTS

City Manager Luke Serpa commented on a request from the City of Orange Cove City Manager Sam Escobar regarding replacing former Councilmember Magsig on the San Joaquin Water Joint Powers Authority where he served as an alternate on the board.

## 6:37 ITEM 3A - COUNCIL COMMENTS

Councilmember Ashbeck commented on the flooding that occurred near Temperance / Nees intersection and indicated that she had heard complaints from some of the constituents in the area.

Mayor Pro Tem Whalen commented on an image of water flowing through the Dry Creek canal near Cottonwood Park and how high the water was.

## **ADJOURNMENT**

Mayor Pro Tem Whalen adjourned the meeting of the Council to March 6, 2017
Meeting adjourned: 6:44 p.m.

Mayor	City Clerk

AGENDA ITEM NO: CC-A-2



## CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO:

Mayor and City Council

FROM:

Administration

DATE:

March 6, 2017

SUBJECT:

Adopt - Ord. 17-02, A request to approve an amendment to the P-C-C (Planned Commercial Center) Zone District Master Sign Program and conditions of approval to allow for an additional freestanding sign for property located near the southwest corner of Shaw and Ash Avenues.

(Vote: 3-0)

Please direct questions to the City Manager's office at 559-324-2060.



AGENDA ITEM NO:

City Manager: S

CC-D-1

# CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO:

Mayor and City Council

FROM:

Finance Department

DATE:

March 6, 2017

SUBJECT: Approval - Authorize the City Manager to execute the contract on

behalf of the City for Business License Software

ATTACHMENTS: HdL Prime contract

## CONFLICT OF INTEREST

None

## RECOMMENDATION

Authorize the City Manager to execute the contract on behalf of the City for Business License software.

## EXECUTIVE SUMMARY

The City issued an RFP to qualified vendors for Business License Software. Three qualified vendors responded and staff performed an analysis of the responses and determined that HdL Software's product HdL Prime is able to provide a program with improved functionality while still allowing the City to maintain its current business license process and provide the lowest cost product of the available options.

#### BACKGROUND

The City issues business licenses on both annual and quarterly basis. Currently, the City uses MuniServices BizLINK to process business licenses. However, due to software limitations and compatibility issues with Windows 10 and the new finance system, it was necessary to issue an RFP to seek new software which would allow the business license department to continue to operate efficiently.

Upon receipt of the proposals, staff performed a comparative analysis. Staff requested software demonstrations and reviewed current business practices with the vendors to ensure their software would meet the needs of the City. After the review and demonstrations, HdL Prime was identified as the preferred system for business license processing.

## FISCAL IMPACT

The contract with HdL Software LLC represents a total one time cost of \$45,750 and an annual use fee of \$8,000. The use fee represents a savings of \$15,000 annually compared the annual fee for the City's current system.

#### REASON FOR RECOMMENDATION

HdL Prime business license software provides the best functionality for the lowest price of the available options.

### **ACTIONS FOLLOWING APPROVAL**

The contract will be prepared and executed, subject to review by the City attorney.

Submitted by

Haley Lyngh'

Deputy Pinance Director

Recommended by:

Jay Schengel

Finance Director

#### AGREEMENT FOR BUSINESS LICENSE SOFTWARE AND SERVICES

This Agreement is made and entered into as of the \_\_\_\_\_ day of \_\_\_\_\_ 2017 (the "Agreement Date"), by and between the CITY OF CLOVIS, CA, a municipal corporation hereinafter referred to as CITY, and HDL SOFTWARE LLC, a California company, hereinafter referred to as HDL.

WHEREAS, CITY desires to enforce its business license ordinance to ensure that all persons and organizations doing business within the City are licensed; and

WHEREAS, HDL has the programs, equipment and personnel required to deliver the services referenced herein;

THEREFORE, it is agreed by CITY and HDL as follows:

#### 1. SCOPE OF SERVICES

Specific services to be performed by HDL are as described in Exhibit A. Includes scope, schedule, support, and system requirements.

#### 2. COMPENSATION

City agrees to compensate HDL for services under this Agreement as described in Exhibit B.

## 3. TERM OF AGREEMENT

The term of this Agreement shall commence on the Agreement Date and shall continue each year thereafter until termination is requested. The process for termination can be found in **Exhibit C**.

#### 4. GENERAL TERMS AND CONDITIONS

The General Terms and Conditions for this Agreement are as described in Exhibit C.

#### 5. NOTICE

All notices required by this Agreement shall be given to the City and to HDL in writing, by personal delivery or first class mail postage prepaid, addressed as follows:

City City of Clovis

1033 Fifth Street Clovis, CA 93612

HDL Attn: Contracts

HdL Software

160 Via Verde, Suite 150 San Dimas, CA 91773

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed on the date first above written by their respective officers duly authorized in that behalf.

CITY OF CLOVIS, CA	HDL
Ву:	Ву:
Name:	
Title:	President, HdL Software LLC
APPROVED AS TO FORM:	
City Attorney	<u>.</u>
ATTEST:	
City Clerk	

#### **EXHIBIT A - SCOPE OF SERVICE**

#### 1. Prime Software System

- 1.1. City Management Support HdL will assist the City in evaluating current policies and procedures in order to enhance operational efficiency. This may include suggestions to redesign forms/reports, implement new processes, or adopt new strategies for improving communication with the business community and other City departments.
- 1.2. Data Conversion HdL will convert the City's existing data. City agrees to provide its current data in one of the following formats: SQL Server backup file, Access database, series of Excel files, ASCII delimited file, or another format agreed upon between HdL and the City; along with a file layout detailing the content of the file. This data will be required a minimum of two times during the conversion process. The City understands that the second (and any subsequent) data set must be provided in the same format and layout as the first data set. Any inconsistencies between the first and second data sets will result in a delayed installation date and additional charges for conversion.

### 1.3. Implementation

## 1.3.1. HdL's responsibilities

- 1.3.1.1. Project manager HdL will provide a project manager (PM) to guide the software implementation process. The primary responsibility for the HdL PM is to ensure successful and timely completion of each step of the software implementation schedule. The HdL PM will work closely with the City's designated project manager to define the software implementation schedule, identify City needs and configure the software accordingly, validate the data conversion, provide user training, and generally shepherd the City through the software implementation process.
- 1.3.1.2. IT support HdL will provide a dedicated IT staff member to provide IT support during the software implementation process. This individual will provide the necessary instruction and assistance in order to install the software in the City's computing environment, and will provide any needed technical support.
- 1.3.1.3. Training HdL will provide software training as defined in the agreed upon software implementation schedule. This generally consists of two separate training sessions. The size and participants of each training session will be determined by the HdL PM and the City's designated project manager.

### 1.3.2. City's responsibilities

- 1.3.2.1. Project manager The City will designate a staff member to serve as the City's project manager (PM). This individual must be intimately involved in the daily business processes which the software will automate, and be empowered to make, or quickly secure from management, decisions required for the implementation of the software. The primary responsibility for the City PM is to ensure that all City responsibilities during the software implementation are met according to the agreed upon software implementation schedule. The City PM will be instrumental in the successful implementation of the software; working closely with the HdL PM to verify data conversion, review and approve reports, establish business rules, and configure all aspects of the software.
- 1.3.2.2. IT support The City will designate an IT staff member to work with HdL staff throughout the software implementation process. This individual must be knowledgeable about the City's computing environment and be authorized to manage the SQL Server database and install and configure software on the network server and workstations. The primary responsibility of the City's IT designee is to provide data to HdL for conversion (if required), install the SQL Server database, and install the software in the City's computing environment.
- 1.3.3. Schedule When the Agreement is signed by all parties HdL will immediately work with the City to establish a specific implementation schedule.
- 1.4. Cashiering Integration HdL will develop and provide a cashiering integration for the City's use. The integration will allow the City's cashiering system to retrieve the current balance for a business record in HdL, including detail information as to the exchange charges and GL accounts for which a balance is due. The charges will be presented in the standard charge order as configured in HdL. The integration will also allow the City's cashiering system to send information regarding a payment for a business account, which

- will then be automatically posted to the appropriate account in HdL. The payment information received from cashiering will contain the payment method, payment # if appropriate (check #, last 4 of credit card, etc), and amount of transaction. The payment will be applied to the account's balance due in the standard charge order as configured in HdL.
- 1.5. Payment Gateway For online payment functionality HdL's solutions include built in payment gateway services supporting both credit card and eCheck transactions. If a different payment gateway is required, there will be a \$5,000 development cost to establish the custom payment gateway integration.

#### 1.6. Maintenance and Support

- 1.6.1. Customer Support HdL will provide customer support by telephone, email and the web during the term of this Agreement. In the United States, no charge support is available as follows: For customer support between the hours of 8:00 am and 5:00 pm Pacific time, Monday through Friday, email support@hdlcompanies.com or call the HdL offices at (909) 861-4335 and ask for software support. For technical support before 8:00 am or after 5:00 pm Pacific time, Monday through Friday (or anytime Saturday), email 911@hdlcompanies.com and an HdL staff member will be paged. Please only include your name, agency and contact # in emails to 911@hdlcompanies.com. You will be contacted as soon as possible.
- 1.6.2. Support Policy Regarding Reports HdL provides a number of reports with the installation of the software. These reports are developed using Crystal Reports and fall into one of two categories, standard or HdL custom developed. HdL provides support on both standard and HdL custom developed reports, provided that the reports have not been modified by the client or other third party. As part of support, HdL will make minor modifications to reports as needed by the City. This includes change of logo, phone #, address, signatures, and minor text edits. Other report edits and modifications requested by the City may not be covered under the Software Use Fee, and will be developed on a time and material basis at the current rate.
- 1.6.3. Software Upgrades Except to the extent that upgrades of the software include new modules or features not previously offered as part of the software as of the date hereof, City is entitled to upgrades of the software within the terms of this Agreement. Though rare, additional costs may apply depending on the extent of the upgrade. Potential additional costs include training, consulting, configuration, or other requested services.
- 1.6.4. Outside Connections to HdL Database HdL programs rely on the integrity of the database to operate properly. As such, it is critical that any outside connection to the database be implemented with HdL's full knowledge and participation. Only "read only" connections will be established to the HdL database. No modifications will be made to the HdL database, including database/table design and data content. Any repair work necessary due to violations of the above items will not be covered by the Software Use Fee, and as such will be billable to the client on a time and material basis. The City shall contact HdL for instructions if any added functionality is required, including reading additional data or writing to the HdL database.
- 1.7. System Requirements The software and database will be installed on the City's network on hardware supplied by the City. Any specifications provided below indicate minimum requirements. It is the City's responsibility to ensure that any hardware used to host the software/database or run the client application meets the specifications dictated by the operating system and any software/services hosted by the hardware. For example, minimum operating system specifications will not be sufficient if the file server is also hosting the City's email system.
  - 1.7.1. Application Server Specifications The application server will host the HdL Prime web service, which serves as the HdL Prime business layer. The HdL Prime web service uses the Microsoft Windows Server with IIS platform. The following versions are supported: MS Windows Server 2008 / 2008 R2, with IIS v7.0 or later, MS Windows Server 2012 / 2012 R2, with IIS v8.0 or later, or MS Windows Server 2016, with IIS v10 or later. The application server should have at least 200 megabytes of space available.
  - 1.7.2. Database Server Specifications The database server will host all application data. The database server should be dedicated to server related functions. Using a client's PC as the database server in a multi-user environment is not supported. HdL Software's systems use the Microsoft SQL Server database platform. The following versions are supported: MS SQL Server 2008 / 2008 Express, MS SQL Server 2008 R2 / 2008 R2 Express, MS SQL Server 2012 / 2012 Express, MS SQL Server 2014/

- 2014 Express, or MS SQL Server 2016. Any server operating system supported by the selected version of SQL Server is supported as the database server OS; provided it meets the hardware specifications indicated by both the operating system and the version of SQL Server. The database server should have at least 15 gigabytes of space available to allow for the initial database and growth.
- 1.7.3. Workstation Specifications The software will be run on the client workstation. HdL Prime is deployed to the workstation via a click once installer. The Crystal Reports and .NET 4.x runtimes will also need to be installed on the workstation. The following hardware recommendations are based on user feedback regarding performance levels: 4+GB Memory, 1280x1024 screen resolution, MS Windows 7/8/10 operating system.
- 1.7.4. Network Specifications The software communicates via web services, and is designed to operate efficiently over the network. High-speed local area network connections are preferred.
- 1.7.5. Printer Specifications The software is designed to work with laser printers. A PCL compliant laser printer is recommended. Each make and model of printer has different drivers and therefore has slightly different results when printing. We design forms/reports using HP LaserJet printers.

## 2. Payment Processing Services

- 2.1. Payment Processing HdL shall provide its Services to support payments remitted to City. HdL shall transmit transactions for authorization and settlement through HdL's certified payment processor. Funds for transactions processed by HdL hereunder shall be submitted to City's designated bank account as follows: (i) no more than two (2) business banking days after all Transactions (other than electronic Check Transactions) that are successfully processed prior to 5:00 p.m. ET on each business banking day (e.g., a Transaction authorized at 2:00 p.m. ET on Monday will be submitted on Wednesday; a Transaction successfully processed at 8:00 p.m. ET on Monday will be submitted on Thursday); and (ii) no more than five (5) business banking days for all electronic Check Transactions that are successfully processed prior to 5:00 p.m. ET on each business banking day. HdL makes no representation or warranty as to when funds will be made available by Client's bank.
- 2.2. Support HdL shall provide City with payment processing related customer service as needed. City shall timely report any problems encountered with the service. HdL shall promptly respond to each report problem based on its severity, the impact on City's operations and the effect on the service. HdL shall either resolve the problem or provide City with the information needed to enable the City to resolve it.
- 2.3. Transaction Errors Hdl's sole responsibility for any Transaction error or reversed Transaction is to determine whether the result indicates a problem with HdL's service and, if necessary, reprocess and resubmit the Transaction without additional charge. In the event that a Transaction is reversed or refunded to any Customer of City, for any reason, HdL may offset such amount against funds remitted to City, or invoice City for such amount, at HdL's discretion. City shall pay any such invoice within 30 days of receipt.
- 2.4. Electronic Check Authorization If City elects to accept electronic Checks as a form of payment, the following subsections apply. For the purpose of this section, "checks" means checks drawn on accounts held in the U.S. ("Check(s)").
  - 2.4.1. As part of the implementation plan, City shall select risk management controls governing Check acceptance and assumes sole responsibility for the choice of controls.
  - 2.4.2. HdL shall provide confirmation on a submitted ABA number as part of the Service to assist Client with the decision whether to accept a Check and shall route accepted Checks.
  - 2.4.3. City hereby authorizes HdL to debit the City's financial institution account in the amount of any returned item that is received by HdL.

#### 2.5. City Responsibilities

- 2.5.1. As a condition to its receipt of the Service, City shall execute and deliver any and all applications, agreements, certifications or other documents required by Networks or other third parties whose consent or approval is necessary for the processing of Transactions. "Network" is an entity or association that operates, under a common service mark, a system which permits participants to authorize, route, and settle Transactions among themselves, including, for example, networks operated by VISA USA and Mastercard, Inc., NYCE Corporation, American Express, and Discover.
- 2.5.2. City represents, warrants, and agrees that it does and will comply with applicable Laws and regulations and Network rules, regulations or operating guidelines. City shall notify HdL in writing as soon as possible in the event a claim is either threatened or filed against City by any governmental

- organization having jurisdiction over City or a Customer related to the Service. City shall also notify HdL in writing as soon as possible in the event a claim is either threatened or filed against City relating to Transactions or the Services or a fine or other penalty is assessed or threatened relating to Transactions or the Services.
- 2.5.3. City represents, warrants and agrees that it is and will continue to be in full compliance with all applicable requirements of the Client Information Security Program of VISA, the Site Data Protection Program of MasterCard, and similar programs of other Networks, and any modifications to such programs that may occur from time to time. Upon the request of HdL, City shall provide HdL with documentation reasonably satisfactory to HdL verifying compliance with this Section.
- 2.5.4. City hereby grants HdL the full right, power and authority to request, receive and review any Data or records reflected in a Transaction report. City represents and warrants that it has the full right and authority to grant these rights.

#### 2.6. Fees

- 2.6.1. If a convenience fee will be charged, the City authorizes HdL to collect each convenience fee.
- 2.6.2. The fees set forth in Exhibit B Payment Schedule do not include expenses, late fees or charges, or taxes, all of which shall be the responsibility of City. In addition to the charges specified in Exhibit B Payment Schedule, City shall be responsible for (a) all interchange and network provider fees, (b) all dues, fees, fines and assessments established and owed by City to Visa and/or Mastercard, (c) for all costs and fees associated with changes to ATM protocol caused by City's conversion to the Services, and (d) any increase in postage charges, provided that any increase in charges resulting from (a) through (d) shall not exceed the actual increase incurred by HdL.
- 2.6.3. HdL reserves the right to review and adjust all City and convenience fee pricing on an annual basis in June. This adjustment may be consistent with the then most recent ECI adjustment or three percent (3%) whichever is greater. Items that will be considered in the review of fees may include, but are not limited to: regulatory changes, card association rate adjustments, card association category changes, bank/processor dues and assessments, average consumer payment amounts, and card type utilization.
- 2.6.4. City agrees to maintain a depository account with a financial institution reasonably acceptable to HdL for the payment of amounts payable hereunder, and hereby authorizes HdL to initiate debit entries to such account for the payment of amounts payable hereunder. City agrees to provide HdL with any and all information necessary for HdL to initiate such debit entries via the Automated Clearing House (ACH) system. For any amount that is not paid within thirty (30) days after its due date, City shall pay a late fee equal to the lesser of one and one-half percent (1 ½%) per month of the unpaid amount or the maximum interest rate allowed by Law.

#### **EXHIBIT B - COMPENSATION**

## 1. Prime Software System

## One Time Project Costs

ltem	Price	Comments
Prime Business License - Software License Fee	\$23,250.00	6 licensed users.
Prime Web Module	Included	Must use HdL Supported FIS Payment Gateway
Implementation Services	\$9,500.00	Includes training, project management, report development, system configuration.
Data Conversion	\$7,000.00	
Cashiering Integration	\$6,000.00	
Travel Expenses	Actual Costs	
Training – 2 days	Included	
TOTAL	\$45,750.00	Total one-time costs

## **Recurring Costs**

ltem	Price	Comments
Annual Software Use Fee	\$8,000.00	Due at "Go Live" and renewed annually +
		CPI

- 1.1. Software License Fee The license fee includes the use of the software by the specified number of users. Additional user licenses are available for \$1,500 license fee plus \$400 annual software use fee.
- 1.2. Annual Software Use Fee The software use fee is billed annually, and provides for ongoing customer support and updates to the software. The software use fee shall be adjusted at the beginning of each calendar year by the change in the Consumer Price Index West Urban (CPI-WU) as reported by the Bureau of Labor Statistics. Each CPI adjustment will not be less than two percent (2%) or greater than ten percent (10%). The software use fee shall also be adjusted to include any amounts paid for any City licenses or permits which were required for this service.
- 1.3. Implementation The implementation fee covers all efforts involved for installation and configuration of the software. This includes one session of pre-installation and process evaluation, one session of "go live" training, installation support, design and programming of standard forms and reports, and configuration of the software.
- 1.4. Data Conversion Data will be converted from the City provided source files. Includes two (2) conversions when migrating from another vendor's system. Additional conversions can be performed, upon request, at a cost of \$2,500 per conversion. The source files must be provided in the same format for all conversions, otherwise custom programming costs will apply in order to accommodate the varying data formats.
- 1.5. Travel Expenses Travel and lodging expenses are billed at cost and apply to all meetings; including process, pre-installation, installation, training, and support. HdL is dedicated to conserving public funds, and ensures any travel costs are indeed required and reasonable.
- 1.6. Parcel Data HdL Prime includes comprehensive land management functionality. There are three ways to acquire the parcel data.
  - 1.6.1. If the City is a client for HdL property tax services, the parcel data will be provided at no cost.
  - 1.6.2. If the City is not a client for HdL property tax services, the parcel data may be purchased from HdL.

- 1.6.3. If the City wishes to use any other source of parcel data, HdL can work with the City to create a re-useable import utility. The development of this utility will be billed on a time and material basis. Once the source data has been reviewed, a statement of work will be provided including a cost estimate.
- 1.7. Customizing Services The software is a table-driven system and has been developed to meet almost all of the needs of a City. However, should the need occur, HdL is available to provide custom enhancements to the software on a pre-determined time and material basis. No work shall be performed without prior written approval of the City.
- 1.8. Payment Schedule Compensation for the contract amount shall be as follows:
  - 1.8.1. One time project costs and the first year Software Use Fee. 60% shall be due and payable within 30 days of the effective date of the Agreement. 30% within 60 days of the effective date of the Agreement. 10% within 30 days of full system delivery or first production use of the system, whichever comes first.
  - 1.8.2. Travel Expenses. Travel and lodging expenses are billed at cost as they are incurred. Travel expenses shall be due and payable within 30 days of the billing date.
  - 1.8.3. Annual Software Use Fee. The software use fee will be invoiced each year on the anniversary of 60 days after the effective date of the Agreement, and shall be due and payable within 30 days of the invoice date. The software use fee billing cycle can be prorated as needed should the City desire an alternative billing cycle.
- Payment Processing Services HdL will provide City with eCheck, credit and debit card payment
  processing (merchant) services under an Agency Funded Interchange Pass-through pricing model. HdL
  reserves the right to not accept any payment type in situations where doing so may be in violation of the rules
  and regulations governing that payment type.

Service (Agency Funded Model)	Compensation
Credit and Debit Cards processing	2.9% + \$0.30 per transaction
ACH/eCheck processing	\$0.50 per transaction
Monthly Reporting and Statement Fee	Waived
Monthly Hosting and Maintenance	\$30.00 per month
ACH and eCheck Returns	\$10.00 per event
Chargebacks	\$25.00 per event

#### 3. Payment

HdL will provide detailed invoices for all work completed. City will submit payment to HdL within 30 days of receiving the invoice.

## EXHIBIT C GENERAL TERMS AND CONDITIONS

#### 1. OWNERSHIP OF MATERIALS, CONFIDENTIALITY.

- 1.1. Software License. If access to any HdL software systems are provided to City as part of this Agreement, HdL hereby provides a license to the City to use HdL's software while the associated service is in effect through this Agreement. The software shall only be used by the City. The City shall not sublet, duplicate, modify, decompile, reverse engineer, disassemble, or attempt to derive the source code of said software. The license granted hereunder shall not imply ownership by City of said software, rights of the City to sell said software, or rights to use said software for the benefits of others. This license is not transferable. City shall not create any derivative work or product based on or derived from the Software or documentation, or modify the Software or documentation without the prior written consent of HdL. In the event of a breach of this provision (And without limiting HdL's remedies), said modification, derivative work or product based on the Software or documentation is hereby deemed assigned to HdL. Upon termination, the software license shall expire, all copies of the software shall be removed from the City's computers and network and all digital copies deleted or otherwise destroyed.
- 1.2. Agency Data. Hdl. acknowledges that the data provided by the City ("Agency Data") during the course of this Agreement is the property of the City. City authorizes Hdl to access, import, process and generate reports from the Agency Data with its various proprietary systems. No confidential or otherwise sensitive information will be released. If appropriate, at the termination of this Agreement the Agency Data will be made available to the City in a format acceptable to both the City and Hdl.
- 1.3. Consultant Proprietary Information. As used herein, the term "proprietary information" means any information which relates to Consultant's software systems, audit processes or related services, techniques, or general business processes. City shall hold in confidence and shall not disclose to any other party any Consultant proprietary information in connection with this Agreement, or otherwise learned or obtained from the Consultant in connection with this Agreement. The obligations imposed by this Paragraph shall survive any expiration or termination of this Agreement. The terms of this section shall not apply to any information that is public information.
- OPTIONAL SERVICES. Optional services beyond the scope of this Agreement are available at HdL's hourly rates in effect at
  the time service is requested. HdL will provide City a Statement of Work specifying the scope, timeline, and cost for the
  requested service. Depending on the personnel assigned to perform the work, HdL's standard hourly rates range between
  \$75 and \$275 per hour.
- 3. MISCELLANEOUS EXPENSES. HdL will notify the City of any miscellaneous expenses and request authorization to proceed. HdL will not be reimbursed for any miscellaneous expenses unless authorized by the City. Miscellaneous expenses may include travel, lodging and meal expenses, and other expenses which are above and beyond the ordinary expenses associated with performance of this Agreement.
- PRICING ADJUSTMENTS. All pricing listed in this Agreement will be honored during initial implementation of the services.
   Any additional/optional services needed after services are active will be provided using the pricing currently established at the time the service is requested.
- 5. LICENSE, PERMITS, FEES AND ASSESSMENTS. HdL shall obtain such licenses, permits and approvals (collectively the "Permits") as may be required by law for the performance of the services required by this Agreement. City shall assist HdL in obtaining such Permits, and City shall absorb all fees, assessments and taxes which are necessary for any Permits required to be issued by City. If City requires payment for such Permits, the associated costs will be included with the next invoice.
- INSURANCE REQUIREMENTS. HdL shall maintain the policies set out below, and in amounts of coverage not less than those
  indicated herein. Additionally, where required by City, HdL shall name the City as an additional insured and provide a
  Certificate of Insurance.
  - 6.1. Worker's Compensation and Employer's Liability In accordance with applicable law.
  - 6.2. <u>Comprehensive General Liability</u> Bodily injury liability in the amount of \$1,000,000 for each person in any one accident, and \$1,000,000 for injuries sustained by two or more persons in any one accident. Property damage liability in the amount of \$1,000,000 for each accident, and \$2,000,000 aggregate for each year of the policy period.
  - 6.3. Comprehensive Automobile Liability Bodily injury liability coverage of \$1,000,000 for each accident.
  - 6.4. <u>Errors and Omissions</u> In addition to any other insurance required by this Agreement, HdL shall provide and maintain, during the term of this Agreement, professional liability insurance in the amount of \$1,000,000 as evidenced by a Certificate of Insurance.
- 7. TERMINATION. This Agreement, or individual services provided by this Agreement, may be terminated as follows:
  - 7.1. Software Software services may be terminated by either party upon written notice at least 90 days prior to the end of the established annual billing cycle. Software services are provided on an annual basis. No credit will be provided for any unused portion of the annual term. Upon termination, the software license shall expire and (a) City will immediately remove the software from computers, servers and network, and destroy or erase all copies of the software and any Proprietary Information and confirm destruction of same by signing and returning to HdL an "Affidavit of Destruction" acceptable to HdL, and (b) upon City's request, HdL will assist in extracting the City data in a format acceptable to both the City and HdL.

- 7.2. <u>Services</u> City may discontinue a service by sending a letter of intent to HdL at least 90 days prior to desired last date of service.
- INDEPENDENT CONTRACTOR. HdL shall perform the services hereunder as an independent contractor. No agent, representative or employee of HdL shall be considered an employee of the City.
- NON-ASSIGNMENT. This Agreement is not assignable either in whole or in part by HdL or the City without the written consent of the other party.
- GOVERNING LAW. The laws of the State of California shall govern the rights, obligations, duties and liabilities of the parties
  to this Agreement and shall also govern the interpretation of this Agreement.
- 11. INDEMNIFICATION. HdL shall indemnify and hold harmless City and its officers, officials and employees from any liability for damage or claims for personal injury, including death, as well as from claims for breach of confidentiality or property damage, including attorney fees, which may arise out of the performance of the work described herein, caused in whole or in part by any negligent act or omission of HdL, its officers, agents and employees under this Agreement.

City shall indemnify and hold harmless HdL, its officers, agents and employees, from any liability for damage or claims for personal injury, including death, as well as from claims for breach of confidentiality or property damage which may arise from City's negligent acts, errors or omissions under this Agreement.



AGENDA ITEM NO: CC-D-2

City Manager: (S



## CITY of CLOVIS

## REPORT TO THE CITY COUNCIL

TO:

Mayor and City Council

FROM:

Finance Department

DATE:

March 6, 2017

SUBJECT: Receive and File - Investment Report for the Month November 2016

Exhibits:

(A) Distribution of Investments

(B) Monthly Investment Transactions

(C) Certificates of Deposit

Graph of November 30, 2016 Treasury Rates

Attached is the Investment Report for the month of November 2016. Shown in Exhibit A is the distribution of investments which lists all the individual securities owned by the City with the book and market values. Book value is the actual price paid for the investment. Market value is the amount that the investment is worth if sold in the open market. The market value (which fluctuates daily) that is used in the report is as of the last working day of the month. Exhibit B reflects the monthly investment transactions for the month of November 2016. Exhibit C lists the certificates of deposit. Exhibit D is a graph of Treasury rates on November 30, 2016.

The investment of the City's funds is performed in accordance with the adopted Investment Policy. Funds are invested with the following objectives in mind:

- 1. Assets are invested in adherence with the safeguards and diversity of a prudent investor.
- The portfolio is invested in a manner consistent with the primary emphasis on 2. preservation of the principal, while attaining a high rate of return consistent with this guideline. Trading of securities for the sole purpose of realizing trading profits is prohibited.
- 3. Sufficient liquidity is maintained to provide a source for anticipated financial obligations as they become due.

 Investments may be made, consistent with the Investment Policy Guidelines, in fixed income securities maturing in three years or less and can be extended to five years with the City Manager's approval.

The Finance Department invests the City's assets with an expectation of achieving a total rate of return at a level that exceeds the annualized rate of return on short-term government guaranteed or insured obligations (90 day Treasury bills) and to assure that the principal is preserved with minimal risk of depreciation or loss. In periods of rising interest rates the City of Clovis portfolio return may be less than that of the annualized 90 day Treasury bill. In periods of decreasing interest rates, the City of Clovis portfolio return may be greater than the annualized 90 day Treasury bill. The current 90 day Treasury bill rate (annualized) is 0.30%. The rate of return for the City of Clovis portfolio is 0.84%. The goal for the City of Clovis investment return is 120% of the 90 day Treasury bill rate. The current rate of return is 279% of the Treasury bill rate.

In accordance with the Investment Policy the investment period on each investment does not exceed three years and can be extended to five years with the City Manager's approval. As of November 2016 the average investment life of the City's investment portfolio is 0.72 years.

## Current Investment Environment and Philosophy

During the month of November 2016 the Federal Reserve did not adjust the federal funds rate and it remained at 0.25 - 0.50%.

On November 30, 2016 the Treasury yield curve shows a steady increase in yields for three month treasuries through six month treasuries. As the holding period extended out beyond six months higher yields are realized.

## Certificates of Deposit (CD's)

The City purchases both negotiable and non-negotiable Certificates of Deposit (CD's). Although negotiable CD's can be traded, it is the City's policy to buy and hold all CD's. Negotiable CD's are held by U.S. Bank, a third party custodian. Non-negotiable CD's are held in the City's safe.

## Purchases and Maturities

- 2 government securities totaling \$6,000,000.00 were purchased.
- · No government securities were called or matured.
- · No certificates of deposit were purchased.
- 2 certificates of deposit totaling \$490,000.00 were called or matured.

## Market Environment

- During November, the federal funds rate was maintained at .25% .50%.
- . On November 30, the yield curve increased steadily for shorter term treasuries (through six months) and shows larger increases beyond six month treasuries. See Exhibit D, Graph of Treasury Rates on November 30, 2016.

Prepared by: Haley Lynch, Deputy Finance Director Prepared by: Haley Lynch, Deputy Finance Director
Submitted by: Jay Schengel, Finance Director

## CITY OF CLOVIS DISTRIBUTION OF INVESTMENTS AS OF NOVEMBER 30, 2016

## Exhibit A

	COST	N	IET BOOK VALUE	·	MARKET VALUE*	YIELD TO MATURITY	STATED INTEREST RATE	INVEST DATE	MATURITY DATE	DAYS TO MATURITY FROM 11/30/2016
GOV'T SECURITIES										
FHLMCMTN	3,010,053		3,010,053		3,003,870	1.000%	1.000%	12/01/15	03/08/17	98
FHLMC	3,007,944		3,007,944		3,004,920	1.000%	1.000%	12/01/15	07/28/17	240
FHLB	3,015,870		3,015,870		3,005,850	1.125%	1.125%	07/02/15	12/08/17	373
FNMA	2,998,479		2,998,479		2,992,050	0.875%	0.875%	09/29/15	05/21/18	537
FHLB	3,000,000		3,000,000		2,980,620	1.250%	1.250%	04/29/16	04/29/19	880
FNMA	3,018,480		3,018,480		2,993,850	1.125%	1.125%	06/09/16	12/14/18	744
FFCB .	3,007,560		3,007,560		2,989,560	1.300%	1.300%	06/09/16	06/06/19	918
FNMA	3,006,150		3,006,150		2,987,040	1.250%	1.250%	07/13/16	06/28/19	940
FNMA	3,002,400		3,002,400		2,961,630	1.125%	1.125%	07/26/16	07/26/19	968
FNMA	3,000,000		3,000,000		2,972,070	1.250%	1.250%	11/16/16	11/15/19	1,080
FHLMC	3,000,000		3,000,000		2,982,870	1.300%	1.300%	11/28/16	11/27/19	1,092
SECURITIES TOTAL	\$ 33,066,936	\$	33,066,936	_	\$32,874,330	r.				
LAIF		\$	50,214,214	\$	50,214,214	6				
MONEY MARKET		\$	9,691,963	\$	9,691,963	zil K				
PREMIUM-IOC		\$		\$	_	5) 25				
TOTAL CD'S		\$	15,014,000	\$	15,072,641					
TOTAL INVESTMENTS		\$	107,987,113	\$	107,853,148					

# CITY OF CLOVIS MONTHLY INVESTMENT TRANSACTIONS FOR THE MONTH OF NOVEMBER 2016

## Exhibit B

Institution	Description	Activity	Amount	Market Value	Rate	Activity Date	Maturity Date
FNMA DEB	Gov Sec	Purchase	3,000,000	3,000,000	1.250%	11/16/16	11/15/19
Gnb Bk Grundy la	CD	Maturity	(245,000)	(245,000)	0.800%	11/21/16	11/21/16
Fidelity Bank	CD	Maturity	(245,000)	(245,000)	0.550%	11/21/16	11/21/16
FHLMCMTN	Gov Sec	Purchase	3,000,000	3,000,000	1.300%	11/28/16	11/27/19

#### PORTFOLIO DATA

## Current Month (11/16)

		Book	Market
CD'S	\$	15,014,000	\$15,072,641
Gov't Securities*		33,066,936	32,874,330
LAIF		50,214,214	50,214,214
Money Market		9,691,963	9,691,963
Premium IOC	_	0	0
TOTAL	\$	107,987,113	\$107,853,148

## One Month Previous (10/16)

Book	Market	
\$ 15,503,939	\$15,575,022	
27,066,936	27,028,140	
50,214,214	50,214,214	
9,691,963	9,691,963	
 0	0	
\$ 102,477,052	\$102,509,339	
\$	\$ 15,503,939 27,066,936 50,214,214 9,691,963 0	

## Six Months Previous (5/16)

	 Book	 Market
CD'S	\$ 16,724,000	\$ 16,794,301
Gov't Securities*	27,032,629	27,002,810
LAIF	50,069,913	50,069,913
Money Market	9,691,963	9,691,963
Premium IOC	 0	0
TOTAL	\$ 103,518,505	\$ 103,558,987

## Three Months Previous (8/16)

	Book	Market
CD'S	\$ 16,233,939	\$16,310,640
Gov't Securities*	36,067,119	36,074,160
LAIF	50,138,032	50,138,032
Money Market	9,691,963	9,691,963
Premium IOC	0	0
TOTAL	\$ 112,131,053	\$112,214,795

## One Year Previous (11/15)

	 Book	Market		
CD'S	\$ 17,454,000	\$	17,468,420	
Gov't Securities*	27,016,672		26,958,890	
LAIF	49,965,938		49,965,938	
Money Market	9,691,963		9,691,963	
Premium IOC	899		899	
TOTAL	\$ 104,129,472	\$	104,086,110	

<sup>\*</sup>Adjusted Quarterly for Premium/Discount Amortization

Exhibit C		CERTIFICA	OF CLOVIS TES OF DEPO /EMBER 30, 2				
Negotiable CDs	COST	MARKET PRICE	INTEREST RATE	INVEST DATE	MATURITY DATE	MATURITY FROM 11/30/16	INTEREST FREQUENCY
MERCANTILE COMMUNITY BANK	245,000	245,071	1.000%	12/17/14	12/19/16	19	SEMI-ANNUAL
MB FINANCIAL	245,000	245,078	0.700%	06/29/15	12/29/16	29	MONTHLY
FIRST NATIONAL BANK	245,000	245,152	0.800%	07/16/14	01/17/17	48	MONTHLY
JNITED REP BANK	245,000	245,098	0.550%	05/29/15	01/30/17	61	MONTHLY
COMPASS BANK	245,000	245,282	1.000%	02/26/14	02/27/17	89	SEMI-ANNUAL
BAR HARBOR BANK	245,000	245,135	0.750%	06/30/15	02/28/17	90	MONTHLY
FIRST CITY BANK OF COMMERCE	245,000	245,081	1.000%	07/25/14	03/24/17	114	MONTHLY
MINNESOTA NATIONAL	245,000	245,270	0.800%	07/15/15	04/17/17	138	MONTHLY
RADITION CAPITAL	245,000	245,270	0.800%	07/17/15	04/17/17	138	MONTHLY
JNITED	245,000	245,270	0.650%	07/15/15	04/17/17	138	MONTHLY
BARCLAYS BANK	245,000	245,505	1.050%	04/15/14	04/18/17	139	SEMI-ANNUAL
IBT BANK	245,000	245,564	1.000%	05/14/14	05/15/17	166	SEMI-ANNUAL
RANKLIN SYNERGY	245,000	245,341	0.900%	07/17/15	05/17/17	168	MONTHLY
MERRICK BANK	245,000	245,571	0.900%	06/11/14	06/12/17	194	MONTHLY
ORTHBROOK BANK AND TRUST	245,000	245,600	1.000%	06/27/14	06/27/17	209	SEMI-ANNUAL
IRSTRUST	245,000	245,507	1.000%	06/30/15	06/30/17	212	MONTHLY
APPLE BK	245,000	245,831	1.000%	01/13/16	07/13/17	225	SEMI-ANNUA
BANK HAPOALIM	245,000	245,762	1.150%	07/17/14	07/17/17	229	SEMI-ANNUAL
EVERBANK FLORIDA	230,000	230,860	1.250%	06/24/14	07/17/17	229	SEMI-ANNUAL
AMERICAN EXPRESS	245,000	245,892	1.200%	08/07/14	08/07/17	250	SEMI-ANNUAL
CUSTOMER'S BANK	245,000	246,230	1.350%	09/10/14	09/11/17	285	SEMI-ANNUAL
CAMBRIDGE TRUST	245,000	245,760	1.050%	07/22/15	09/22/17	296	MONTHLY
CAPITAL ONE BANK	245,000	245,782	1.350%	10/01/14	10/02/17	306	SEMI-ANNUAL
PINNACLE BANK SCOTTSDALE	245,000	246,027	1.100%	10/30/14	10/30/17	334	MONTHLY
DOLLAR BANK FED	245,000	246,024	1.200%	11/17/14	11/17/17	352	SEMI-ANNUAL
BANKUNITED	245,000	247,000	1.200%	11/21/14	11/21/17	356	SEMI-ANNUAL
LUSHING BANK	245,000	246,134	1.300%	12/12/14	12/12/17	377	MONTHLY
CATHAY BANK	245,000	246,208	1.150%	07/07/15	12/29/17	394	MONTHLY
GUARANTY BANK	245,000	246,184	0.900%	05/15/15	01/16/18	412	MONTHLY
MERCANTILE BANK	245,000	245,588	1.050%	01/30/15	01/30/18	426	MONTHLY
P MORGAN CHASE	245,000	246,813	1.200%	02/27/15	02/27/18	454	QUARTERL
CONNECTONE BANK	245,000	246,651	1.150%	03/13/15	03/13/18	468	MONTHLY
WEBBANK CORP	245,000	245,132	1.200%	03/27/15	03/27/18	482	MONTHLY
PEOPLES UNITED	245,000	245,515	1.050%	04/15/15	04/16/18	502	SEMI-ANNUAL
NVESTORS BANK	245,000	246,668	1.100%	04/30/15	04/30/18	516	SEMI-ANNUAL
ADKIN BANK	245,000	246,323	1.050%	05/08/15	05/08/18	524	MONTHLY
VORLDS FOREMOST	200,000	200,934	1.300%	05/13/15	05/14/18	530	MONTHLY
B-BAY LLC PROMI	245,000	246,142	1.300%	05/22/15	05/22/18	538	SEMI-ANNUAL
COMMERCE BANK	245,000	245,093	1.250%	06/18/15	06/18/18	565	MONTHLY
FIRST COMMERCIAL	245,000	246,120	1.250%	06/26/15	06/26/18	573	MONTHLY
ENERBANK	245,000	246,735	1.400%	07/14/15	07/13/18	590	MONTHLY
WELCH STATE BANK	245,000	247,095	1.350%	07/17/15	07/17/18	594	MONTHLY
CAPITAL ONE N.A.	245,000	247,501	1.650%	07/29/15	07/30/18	607	SEMI-ANNUAL
FIRST BUSINESS	245,000	246,735	1.400%	08/18/15	08/17/18	625	SEMI-ANNUAL
BUCKS COUNTY BANK	245,000	247,977	1.300%	08/31/15	08/31/18	639	MONTHLY
WASHINGTON COUNTY	129,000	130,606	1.250%	09/23/15	09/24/18	663	MONTHLY
CEY BANK	245,000	248,060	1.300%	11/12/15	11/13/18	713	SEMI-ANNUAL
WELLS FARGO BANK	245,000	247,820	1.400%	11/12/15	11/13/18	713	MONTHLY
SOLDMAN SACHS BK	245,000	249,204	1.750%	01/13/16	01/14/19	775	SEMI-ANNUAL
IRST SAVINGS BANK	245,000	245,093	1.250%	02/19/16	02/19/19	811	MONTHLY
IRST WESTERN	245,000	248,018	1.150%	02/26/16	02/26/19	818	MONTHLY
ATAHDIN TRUST	245,000	245,593	1.200%	02/26/16	02/26/19	818	MONTHLY
RYN MAWR TR	245,000	246,943	1.200%	03/30/16	03/29/19	849	MONTHLY
PRIVATE BANK	245,000	246,301	1.100%	05/20/16	05/20/19	901	SEMI-ANNUAL
HORIZON BANK	245,000	245,399	1.100%	05/25/16	05/24/19	905	MONTHLY
QUANTUM NATIONAL BANK	245,000	245,093	1.150%	06/22/16	06/21/19	933	QUARTERL
DISCOVER BANK	245,000	245,461	1.200%	07/01/16	07/01/19	943	SEMI-ANNUAL
ORTHERN BANK TRUST	245,000	245,191	1.100%	07/12/16	07/12/19	954	QUARTERL
VEX BANK	245,000	244,613	1.200%	08/12/16	08/12/19	985	SEMI-ANNUAL
NB OF MCGREGOR	245,000	244,728	1,100%	08/18/16	08/19/19	992	MONTHLY
ALLY BANK	245,000	244,525	1.300%	09/15/16	09/16/19	1,020	SEMI-ANNUAL
	5,15,100		1.200%	09/30/16	09/30/19	5,400.00	Service Contractive

\$ 15,014,000	\$ 15,072,641
\$ 15,014,000	\$ 15,072,641

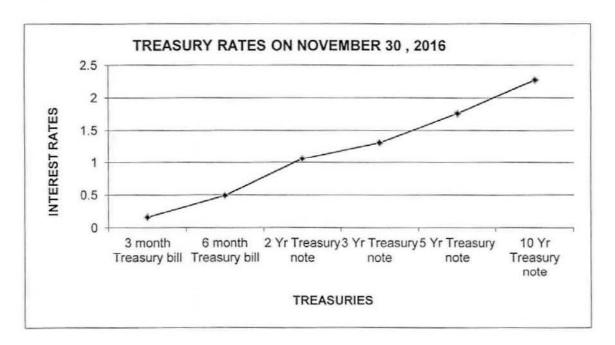
CD TOTAL

## CITY OF CLOVIS FINANCE DEPARTMENT NOVEMBER 30, 2016 TREASURY RATES

## Exhibit D

## Treasury Rates as of November 30, 2016

3 month Treasury bill	0.48
6 month Treasury bill	0.62
2 Yr Treasury note	1.11
3 Yr Treasury note	1.40
5 Yr Treasury note	1.83
10 Yr Treasury note	2.37



As indicated in the above graph, treasuries climb at a steady pace as duration increases with an increase that is only slightly more pronounced at the interval between 6 months and 2 years.



AGENDA ITEM NO: CC-D-3

City Manager: (S

## CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO:

Mayor and City Council

FROM:

Finance Department

DATE:

March 6, 2017

SUBJECT: Receive and File - Treasurer's Report for the Month of November 2016

ATTACHMENTS:

Statement of Cash Balances (A)

(B) Summary of Investment Activity

(C) Investments with Original Maturities Exceeding One Year

Attached for the Council's information is the Treasurer's Report for the month ended November 30, 2016.

Pursuant to Section 41004 of the Government Code of the State of California, the City Treasurer is required to submit a monthly report of all receipts, disbursements and fund balances. The first page of the report provides a summary of the beginning balance, total receipts, total disbursements, ending balance for all funds, and a listing, by fund, of all month end fund balances. The second page of the report summarizes the investment activity for the month and distribution, by type of investment, held by the City. The third page lists all investments with original maturities exceeding one year as of the month ended November 30, 2016.

Prepared by: Haley Lynch, Deputy Finance Director

Submitted by: Jay Schengel, Finance Director

## CITY OF CLOVIS STATEMENT OF CASH BALANCES AS OF NOVEMBER 30, 2016

	revious Balance	\$	46,137,928.34
	Peposits		9,937,192.96
	Disbursements	_	(16,437,919.75)
C	Current Balance	\$	39,637,201.55
FUNDS			BALANCE
100	General Fund	\$	(476,067.78)
201	Local Transportation		8,599,124.08
202	Parking and Business Improvements		86,146.98
203	Off Highway Use		66,336.50
205	Senior Citizen Memorial Trust		48,580.45
207	Landscape Assessment District		1,310,424.78
208	Blackhorse III (95-1) Assessment District		88,683.25
275	HCD Block Grant Fund		(11,283.98
301	Park & Recreation Acquisition		4,693,035.26
305	그걸 경기 없는 것 같아 있다면 가게 하게 되었다. 얼마나 얼마나 가지만 하게 되었다면 하게 되었다.		1,265,826.69
310	Refuse Equipment Reserve Special Street Deposit Fund		16,344,342.76
			(446,882.13)
313	Successor Agency		271,320.35
314	Housing Successor Agency 1976 Fire Bond Redemption		
402			25,591.17
404 501	1976 Sewer Bond Redemption Fund Community Sanitation Fund		382,228.67
	Sewer Service Fund		13,541,902.34
502			30,057,399.48
504	Sewer Capital Projects-Users		1,308,183.27
506	Sewer Capital Projects-Developer		(2,126,609.41
507	Water Service Fund		31,915,140.44
508	Water Capital Projects-Users		3,159,807.02
509	Water Capital Projects-Developer		1,879,223.20
515	Transit Fund		226,947.21
540	Planning & Development Services		7,664,097.15
601	Property & Liability Insurance		794,081.75
602	Fleet Maintenance		9,009,075.10
603	Employee Benefit Fund General Government Services		7,070,923.67
604	Curb & Gutter Fund		6,925,803.79
701 702	Sewer Revolving Fund		149,715.12
702	Payroll Tax & Withholding Fund		122,086.37
712	Temperance/Barstow Assmt Dist (98-1)		3,126,762.67 70,884.70
713	Shepherd/Temperance Assmt Dist (2000-1)		8,846.48
715	Supp Law Enforcement Serv		61,032.18
716	Asset Forfeiture		8,388.04
720	Measure A-Public Safety Facility Tax		329,037.53
736	SA Admin Trust Fund		1,421.39
741	SA Debt Service Trust Fund		71,558.53
747	Housing Successor Trust Fund		1,137.98
\$	SUBTOTALS	\$	147,624,253.05
999	Invested Funds	-	(107,987,051.50
	TOTAL	\$	39,637,201.55

## CITY OF CLOVIS SUMMARY OF INVESTMENT ACTIVITY FOR THE MONTH OF NOVEMBER 2016

Balance of Investments Previous Month End	\$	102,477,051,50
Edianos of infootificing Front as month End	-	102111100

Time Certificates of Deposit Transactions

Investments 0.00 Withdrawals (490,000.00)

Total CD Changes (490,000.00)

Other Changes

Government Securities 6,000,000.00

US Treasury Notes 0.00

Local Agency Investment Fund 0.00

Money Market 0.00

UBOC-Premium IOC 0.00

Total Other Changes 6,000,000.00

Balance of Investments Current Month End \$ 107,987,051.50

## CITY OF CLOVIS DISTRIBUTION OF INVESTMENTS AS OF NOVEMBER 30, 2016

Insured CD's	15,014,000.00
Government Securities	33,066,936.00
Local Agency Investment Fund	50,214,213.92
US Treasury Notes	0.00
Medium Term Notes	0.00
Money Market	9,691,962.83
UBOC-Premium IOC	0.00
Investment Total	\$ 107,987,112.75

## CITY OF CLOVIS ORIGINAL MATURITIES EXCEEDING ONE YEAR AS OF NOVEMBER 30, 2016

		Investment		
		<b>Balance At</b>		Stated
Institution	Face Value	Amortized Cost	Maturity	Rate
FHLMCMTN-GOVT SEC	\$3,000,000	\$3,010,053	03/08/17	1.000%
FHLMC-GOVT SEC	\$3,000,000	\$3,007,944	07/28/17	1.000%
FHLB-GOV SEC	\$3,000,000	\$3,015,870	12/08/17	1.125%
FNMA-GOVT SEC	\$3,000,000	\$2,998,479	05/21/18	0.875%
FHLB-GOV SEC	\$3,000,000	\$3,000,000	04/29/19	1.250%
FNMA-GOVT SEC	\$3,000,000	\$3,018,480	12/14/18	1.125%
FFCB-GOVT SEC	\$3,000,000	\$3,007,560	06/06/19	1.300%
FNMA-GOVT SEC	\$3,000,000	\$3,006,150	06/28/19	1.250%
FNMA-GOVT SEC	\$3,000,000	\$3,002,400	07/29/19	1.250%
FNMA-GOVT SEC	\$3,000,000	\$3,000,000	11/15/19	1.250%
FHLMCMTN-GOVT SEC	\$3,000,000	\$3,000,000	11/27/19	1.300%



AGENDA ITEM NO: CC-E-1

City Manager: (S)

# CITY of CLOVIS

## REPORT TO THE CITY COUNCIL

TO:

Mayor Pro Tem and City Council

FROM:

General Services Department

DATE:

March 6, 2017

SUBJECT:

Approval - Resolution 17- \_\_\_\_; Authorizing Amendments to the Planning Technician II Classification; and, Approval - Resolution 17- ; Amending the City's Position Allocation Plan for FY16-17 in the Planning and Development Services Department by Deleting One (1) Assistant/Associate Planner Position

and Adding One (1) Planning Technician II

ATTACHMENTS:

- (A) Resolution 17- Amendments to the Planning Technician II Classification
- (B) Exhibit A – Revised Planning Technician II Classification
- (C) Resolution 17-Position Allocation Plan Amendment
- Exhibit B Position Allocation Adjustments by Department (D)

## CONFLICT OF INTEREST

None

#### RECOMMENDATION

For the City Council to approve a resolution amending the Planning Technician II Classification, and approve a resolution amending the City's Position Allocation Plan for FY 16-17 in the Planning and Development Services Department by deleting one (1) Assistant/Associate Planner position and adding one (1) Planning Technician II position.

## EXECUTIVE SUMMARY

The Planning and Development Services Department was approved one (1) new Assistant/Associate Planner position in the fiscal year 16-17 budget. Following an assessment of work assignment needs in the Planning and Development Services Department it is recommended that the vacant Assistant/Associate Planner position be deleted and replaced by one (1) Planning Technician II position. This change will allow for a technician to conduct entry-level tasks.

Staff also recommends updating the Planning Technician II classification specification to more accurately define the required education and experience sections and to include additional examples of duties, knowledge and abilities necessary to perform the job functions of the position. Modification of the City's Classification Plan requires the City Council's approval.

## BACKGROUND

An analysis of the Planning and Development Service Department's operational needs indicate that the deletion of one (1) vacant Assistant/Associate Planner position and the addition of one (1) Planning Technician II position will more efficiently serve the department by transferring some of the entry-level tasks to the Planning Technician II staff person. Staffing analysis has determined that current mid-level staffing is often completing entry-level work. Rather than add another Assistant/Associate Planner, adding the Planning Technician II position allows some of the entry-level work to be funneled to the Planning Technician II staff person, thereby leaving high-level staff with the time necessary to complete more complex tasks.

In addition, a review of the Planning Technician II classification has determined that the classification specification should be updated to more accurately reflect the necessary qualifications for the position. The classification revisions include modifications to the education and experience requirements to include completion of sixty (60) college units from an accredited college or university and a minimum of one (1) year of architectural, drafting, engineering, or graphic design work experience.

The Planning Technician II classification is assigned to the Clovis Professional and Technical Association (CPTA) bargaining unit for purposes of employee representation. Representatives of the CPTA bargaining unit have been advised of the proposed revisions to the classification and are supportive of the recommended changes.

## FISCAL IMPACT

The Assistant/Associate Planner position was approved to be filled in July 2016, but has remained vacant. There is approximately \$42,312 in salary savings for eight (8) months of vacancy for Assistant/Associate Planner position. Once the position is filled, there is approximately \$764 savings per month which is the difference in starting salary between the Assistant/Associate Planner and the Planning Technician II positions.

#### REASON FOR RECOMMENDATION

An analysis of the operational needs of the Planning and Development Services Department has determined that elimination of one (1) vacant Assistant/Associate Planner and the addition of one (1) Planning Technician II will provide the entry-level technical support necessary to improve function in the department. Modifications to the City's Position Allocation Plan require the City Council's approval.

The proposed amendments to the Planning Technician II classification are recommended to identify the necessary skill sets to perform the assigned job duties and to accurately describe the job functions that will be performed. The recommended changes to the City's Classification Plan require the City Council's approval.

## **ACTIONS FOLLOWING APPROVAL**

The updated Planning Technician II class specification and the revised position allocation plan for the Planning and Development Services Department will be modified as noted in Exhibits A and B attached.

Prepared by:

Melissa Paminto, Management Analyst

Submitted by:

(344)

Shonna Halterman, General Services Director

## **RESOLUTION 17-**

## A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS APPROVING AMENDMENTS TO THE CITY'S CLASSIFICATION PLAN FOR THE PLANNING TECHNICIAN II CLASSIFICATION

The City Council of the City of Clovis resolves as follows:

- WHEREAS, a review of the Planning Technician II classification has identified a need to update the classification specification; and,
- WHEREAS, it has been determined that the classification should be amended in order to accurately define the examples of duties, education, experience, knowledge and abilities needed to perform the job functions of the classification; and,
- WHEREAS, modification of the City's Classification Plan requires authorization by the City Council.
- NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Clovis that the City's Classification Plan shall be modified to include the revised Planning Technician II classification specification (Exhibit A) attached.

The foregoing Resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on March 6, 2017, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: March 6, 2017:

Mayor Pro Tem

City Clerk

Exhibit A

## <u>City of Clovis</u> Planning Technician II

#### DEFINITION

Under supervision, to perform a wide range of sub-professional technical planning work and information to the public; and to perform related work as required.

## CLASS CHARACTERISTICS

Positions in this class perform repetitive technical planning work. Incumbents are expected to have sufficient knowledge to respond knowledgeably to a wide range of routine public inquiries. Positions in this class perform work that is highly structured, seldom varies, and is performed in accordance with established instructions. Incumbents receive thorough instructions when tasks are initially assigned and after training are expected to perform duties without constant supervision. Work is reviewed periodically while in progress and upon completion. Incumbents are expected to refer most variations in work to the supervisor for instructions.

## **EXAMPLES OF DUTIES**

Confers with the public concerning site plan review standards; checks applications for completion and prepares receipts for fees; routes planning applications to departments for review; checks planning applications for compliance with zoning requirements; reviews comments from other departments regarding planning application concerns; prepares statements of conditions for site plan review applications for review and approval; receives and verifies zoning violation complaints; contacts owners to discuss violations; prepares notices for compliance with zoning requirements; makes inspections, as assigned, to collect data relevant to conformance with zoning ordinances; prepares reports of violation for review and approval; reviews invoices for accuracy and payment, reports on departmental records, and prepares invoices for authorization and payment; supports professional planners with staff reports and presentation materials for public hearings; performs geographical information system tasks, drafting, and graphic art duties for the Planning Technician series; operates City vehicles; and performs related work as required.

# TYPICAL QUALIFICATIONS LICENSE REQUIRED

License:

Possession of a valid California Driver's License and a good driving record.

#### EDUCATION AND EXPERIENCE

Education:

 Completion of sixty (60) college units from an accredited college or university with major coursework in Drafting, Graphic Design, or Geographical Information

### Systems;

 Possession of a Bachelor Degree or higher in Planning, Geography, or a closely related field may be substituted for the required experience.

### Experience:

 A minimum of one (1) year of architectural, drafting, engineering, or graphic design work experience.

### QUALIFICATIONS

### Knowledge of:

- Computer terminal operating methods;
- Computer programs including Excel, MS Word, PowerPoint, AutoCAD, CorelDRAW, Illustrator, Revit, and Geographical Information Systems;
- · English usage, spelling, grammar, and punctuation;
- · Basic math;
- · Accurate record-keeping methods;
- · California Subdivision Map Act;
- · Basic principles of zoning;
- · Architectural design;
- · Appropriate safety precautions and procedures.

### Ability to:

- Operate a computer terminal and standard office equipment;
- Understand pertinent procedures and functions quickly and apply them without immediate supervision;
- Maintain accurate records:
- · Sketch, draw, or illustrate;
- Read, understand, and apply moderate difficult materials;
- · Understand and carry out oral and written instructions;
- Establish and maintain effective working relationships with those contacted in the course of work;
- Operate a vehicle observing legal and defensive driving practices.

# SUPPLEMENTAL INFORMATION PHYSICAL DEMANDS AND WORKING CONDITIONS

- Strength: Medium work-lifting carrying and/or pushing 50 pounds with frequent lifting and/or carrying of objects weighing up to 25 pounds:
- Vision: Good color perception with the ability to view all colors on computer software, site plans, sketches, drawings, illustrations, etc.

RESOL	UTION	17-
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# A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS APPROVING AMENDMENTS TO THE FY16-17 POSITION ALLOCATION PLAN

The City Council of the City of Clovis resolves as follows:

- WHEREAS, the FY16-17 Position Allocation Plan was approved as part of the FY16-17 City budget adoption process; and,
- WHEREAS, a review of the work assignments and staffing needs in the Planning and Development Services Department indicates that it is appropriate to delete one (1) vacant Assistant/Associate Planner position and add one (1) Planning Technician II position; and,
- **WHEREAS**, amending the City's adopted FY16-17 Position Allocation Plan requires City Council authorization.
- NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Clovis that the City's FY16-17 Position Allocation Plan shall be amended as noted in (Exhibit B) attached.

The foregoing Resolution was introduced and adopted at a regular meeting of the

City Council of the City of Clovis held on March 6, 2017, by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dated: March 6, 2017:

Mayor Pro Tem City Clerk

### Exhibit B

### POSITION ALLOCATION ADJUSTMENT BY DEPARTMENT FY16-17

Department		Number of Positions
Planning & Dev	elopment Services Department	
Delete:	Assistant/Associate Planner	1.0
Add:	Planning Technician II	1.0



AGENDA ITEM NO: CC-F-1

City Manager:

CC-F-1

# CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services Department

DATE: March 6, 2017

SUBJECT: Approval - Res. 17-\_\_\_\_, Amending the Fresno Metropolitan Flood Control District

(FMFCD) Schedule of Drainage Costs and Fees for 2017-2018.

ATTACHMENTS: (A) FMFCD Fee Adoption Memos and Exhibits

Resolution 17-\_\_\_\_

#### CONFLICT OF INTEREST

None

### RECOMMENDATION

For the City Council to approve Res. 17-\_\_\_\_, amending the FMFCD Storm Drainage per-acre costs and fees for 2017-2018.

### **EXECUTIVE SUMMARY**

In 1961, the Cities of Fresno and Clovis and the County of Fresno adopted, as an element of the Fresno-Clovis Metropolitan Area General Plan, a Storm Drainage Master Plan prepared by the Flood Control District for the metropolitan area. In 1969, these agencies adopted virtually identical drainage fee ordinances to provide for the funding of planned drainage facilities concurrently with development activity which created the need for such facilities.

The local drainage plan shows the drainage area boundaries. Also shown are proposed and existing master plan facilities in each watershed area.

The rate structure associated with each master plan drainage area is based on the total cost of the urban drainage system including land, improvements, and any engineering required to serve the subject area. The cost of the proposed facilities is estimated. As the facilities are constructed the estimated costs will be replaced by the actual costs. The total cost is divided into the total land area using appropriate proportionate ratios (related to storm runoff characteristics) between the various contributing/benefiting land uses.

This year's update also includes a surcharge fee in drainage area "BX" for increased system capacity for properties within phase 3 of the Research and Technology Park.

The drainage fees paid pursuant to the ordinance (with the exception of the 5% development review fee) are deposited into a separate trust account. The monies are not commingled with District general funds, are not used to fund any administration, operations or maintenance costs, and must be expended within the drainage area in which they are paid. The 5% development review component of the fee reimburses the District for the cost of engineering services provided by the District.

The fee ordinance, enacted under the authority of the State Subdivision Map Act, requires the identification of the estimated or actual cost of the planned facilities through the adoption of a resolution. Because the fees are based on the cost of facilities, the resolution serves also as the schedule of fees.

The Fresno Metropolitan Flood Control District consists of three zones. Zone 3 is generally comprised of the core area of the City of Clovis. Zone 2 is mostly in the City of Fresno, except for some portions of Drainage Areas "Q" and "S", which are predominately within Clovis. Zone 1 includes all of the areas within the District's jurisdiction that are not in Zone 2 or Zone 3.

Exhibit "A" lists the proposed drainage fee adjustments. City staff has had the opportunity to review the proposed adjustments with FMFCD staff and believes the adjustments are supported by the recently completed cost studies, and recently determined impacts, created by land use densities in the drainage area. District staff has indicated that the District contacted the Building Industry Association in reviewing the proposed drainage fee update.

### REASON FOR RECOMMENDATION

In accordance with the District's drainage fee ordinance, the District's fee schedule is to be adjusted annually, or as warranted. This year the update was based upon examination of all drainage systems and their related costs and fee schedules.

### ACTIONS FOLLOWING APPROVAL

Adopt and implement the 2017-2018 FMFCD Drainage Fees for local drainage fees.

Prepared by:

Hien Ma, Engineering Technician

Submit by:

Michael Harrison

City Engineer

Recommended by:

Dwight Knoll, AICP

Director of Planning and

Development Services

# 2017 Drainage Fee Amendments

Drainage Areas Within Zone 1 (Full	Percent	Common Land	Comments
Cost Areas)	Change	Use	
"7H" (Temperance and Bullard)	+2.16	R-1-40%	Unit Cost Update

# Surcharge Fee Summary Sheet Drainage Area "BX"

Zoning Designation	Area	Surcharge Fee
C-P, C-M, R-P	102.7 Ac.	\$7,560

### **MEMORANDUM**

Celebrating

60

Years of Service
1956-2016

File 140.3123 140.3133 140.3143

BOARD MEETING: AGENDA ITEM NO:

December 14, 2016

7

FROM:

Peter Sanchez (5)
District Engineer

SUBJECT:

PUBLIC HEARING:

Adoption of Resolutions Amending the Storm Drainage and Flood Control Master Plan and Amending the Schedule of Drainage Fees, Surcharges and Costs for Local Drainage

Areas (2017 Rate Schedule)

### Summary

Urban storm drainage systems are funded by the payment of drainage fees at the time of development. Fees in the original area of the District or core area of the City of Fresno (Zone 2) are calculated at a uniform rate by spreading the aggregate of the total systems cost to the entire original area. The core area of Clovis (Zone 3) utilizes the same approach. Zone 2 is unique in that the aggregated approach was intended to distribute the benefits of the long-term tax payments and early formation and subsidies via assessment districts. All other areas referred to as the "Full Cost" zone (Zone 1) are funded by spreading the individual system cost to its respective local drainage area. The zones are shown on the attached Exhibit No. 1.

Exhibit No. 2 shows the proposed amendments to certain drainage fee schedules for March 1, 2017 through February 28, 2018. Adoption of the attached resolution is necessary to formally amend the Master Plan and amend the fee schedule in certain drainage areas that have changes or an increased fee rate. Because of its large size, the updated Storm Drainage and Flood Control Master Plan Map (Exhibit "A") will be provided at the meeting for review and reference. A Public Hearing is required to increase drainage fee rates and the appropriate public notice regarding this hearing was published in the Fresno Bee pursuant to the Government Code. Fee schedules may be updated annually, around January, to become effective not less than sixty (60) days after adoption.

### Zone 1

With respect to Zone 1, thirty-nine (39) drainage areas warrant a fee adjustment. Modifications significant enough to justify a revision to the drainage fee schedule included (i) increased unit prices for pipeline, manholes, canal outfalls, street paving and street lights; (ii) re-planned land use density changes due to General Plan update; and/or (iii) full cost system updates. As noted above, these drainage areas are set forth in Exhibit No. 2. The list shows the land use of greatest acreage in the drainage area as representative of the adjustments or rate change. The comment column indicates the type of adjustment associated with the 2017 Drainage Fee Amendments.

board\memo\perm\2016-12-14-07

Attachment A



BOARD MEETING:

December 14, 2016

AGENDA ITEM NO.:

7

Also, this year's study indicated that drainage fee rates for fifty-nine (59) Zone 1 drainage areas remain the same or showed a slight decrease. Based upon previous staff reviews, it is normally recommended that downward adjustments not be made due to the anticipated drainage fee revenue falling short of the total system costs within many of the full cost drainage areas. A decrease in the fee rate for Zone 1 areas must be supported by a fee audit for the specific area. The audit is necessary to evaluate the outcome of the total system costs to determine, ultimately, if funding collected will be less or more than the cost to complete the full cost Zone 1 drainage systems. This year's audit does not support a decrease in the remaining Zone 1 areas. Staff will continually monitor these areas and report its findings to the Board should a decrease in fee is warranted in the future.

Staff is aware of a recent bid in Drainage Area "DN" for Contract "DN-18" and anticipates an additional cost adjustment is needed for this zone within the next month. Contract "DN-18" bids were substantially higher than the anticipated Master Plan costs. Although Drainage Area "DN" has a special cost adjustment for the anticipated soil types, the adjustment wasn't sufficient to address the higher cost. The project involves constructing storm drain down a steep bluff and through gravelly soil conditions into Basin "DN". Staff will request the Board schedule a separate public hearing to give the public appropriate time to comment.

### Zones 2 and 3

No adjustments are necessary for Zone 2 and 3 drainage areas. The study determined that modifications made to the drainage fees were not significant enough to justify a revision to the drainage fee schedule for these zones.

Staff has posted the proposed 2017 amendments to the fee schedules on the District's web site, circulated the proposed changes to the Building Industry Association (BIA) for comment, and informed the BIA of the public hearing date. The proposed changes in the fee schedule were also presented to the BIA at a regularly scheduled BIA/FMFCD liaison meeting on Wednesday, November 23, 2016. It was requested that the BIA make formal comments on the proposal for this year's adjustments prior to the public hearing. No comments have been received at the writing of this memorandum. In the past, the BIA has been non-committal and taken no position in regards to drainage fee adjustments. Following the District's adoption of the 2017 amendments to the Drainage Fee Schedule, staff will request each of the local jurisdictional agencies adopt the amendments.

The adoption of fees is considered a project under the California Environmental Quality Act (CEQA). Staff has evaluated the potential environmental impact of the adoption of these fees and has determined that the action is exempt from CEQA pursuant to Public Resources Code Section 21080(b)(8)(D). This section exempts the modification of fees collected by public agencies for the purpose of obtaining funds for capital projects necessary to maintain service within existing service areas. Pursuant to Section 21080(b), staff recommends the Board incorporate findings in the record that the proposed amendments to the drainage fees are exempt from CEQA pursuant to Section 21080(b)(8)(D).

BOARD MEETING:

December 14, 2016

AGENDA ITEM NO.:

7

### Recommendation

Staff recommends that the Board of Directors adopt the following:

- Adopt the attached Resolution updating the Storm Drainage and Flood Control Master Plan Map and amending the proposed cost and fee schedules as set forth therein.
- Direct staff to transmit the map and fee schedule amendments to the City of Fresno, City of Clovis, and the County of Fresno for adoption.
- Find that adoption of said Resolution that adopt fees are exempt from further CEQA assessment per the provisions of Public Resources Code Section 21080(b)(8)(D).

### Discussion

The proposed drainage fee amendments shown on Exhibit No. 2 comply with the Government Code that requires the local agency to determine that the fees are fairly apportioned within the local drainage areas either on the basis of benefits conferred on property proposed for subdivision or on the need for such facilities created by the proposed subdivision and development of other property within such areas. In Zones 1 thru 3, fees are fairly apportioned based on the need to dispose of storm water runoff as determined by land use and anticipated impervious area.

Staff continually monitors system costs as improvements are constructed yearly. By monitoring system costs, staff is able to make the necessary adjustments to the drainage fee automation program which re-calculates the drainage fee schedules immediately when new information is input into the accounting data and/or modifications are made to the GIS system. This process requires the comparing of actual contract unit costs with the current fee study unit costs as well as insight from contractors within the metropolitan area. With the use of actual costs the District is able to ensure our unit costs are current with the market and better re-coup funding for updated system costs without relying on the use of the General Fund. While adjustments to drainage fees are generally considered only once each year pursuant to the Drainage Fee Ordinance, the automated program allows for staff to view the effect on the future drainage fee rate schedule after any system modification.

To keep current with facility unit costs, the adjustments warranted for 2017 include an increase of the following: all pipe with and without trench resurfacing (1.7%), all jacked pipe with and without trench resurfacing (5.7%), manholes (6.7%), canal outfalls (66.7%), arterial street paving (12.9%), local paving (8.4%), and street lights (209.5%). The large increase to the street light unit cost is due to PG&E's cost to design and install the wiring and street lights, as well as conduits and street light bases installed by District's contractor. The District had not installed street lights in over 15 years and staff was not aware of the increased cost. No adjustments in the costs and rate structures of other agencies (City of Fresno and City of

BOARD MEETING:

December 14, 2016

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7

Clovis) as applied to District basin properties are needed for the 2017 fee update. The 2017 drainage fee rate study reviews all drainage areas utilizing the adjusted unit costs along with accounting data for existing facilities.

Review of fee rates for the four (4) existing surcharge areas, Drainage Area "7D" (Clovis RT Park), Drainage Area "BY" (Clovis Northwest Area), Drainage Area "DO" (Clovis Southeast Urban Village) and Drainage Area "DN" (Copper River Ranch), indicates no changes in the surcharge fees are required for the 2017 fee update and shall remain the same. The District had initially intended to adopt a surcharge for the portion of the Clovis RT Park in Drainage Area "BX". However, staff wishes to make changes to the Master Plan to accommodate changes to street alignments and provide the development community time to review the proposed rate.

The existing drainage ordinances require annual updating of the drainage systems cost schedules. This process assures fees are based on actual costs, ensures equity among all fee payers, assures reimbursement of those incurring construction costs in excess of their proportionate cost share, and protects the general taxpayer from the need to pay development subsidies.

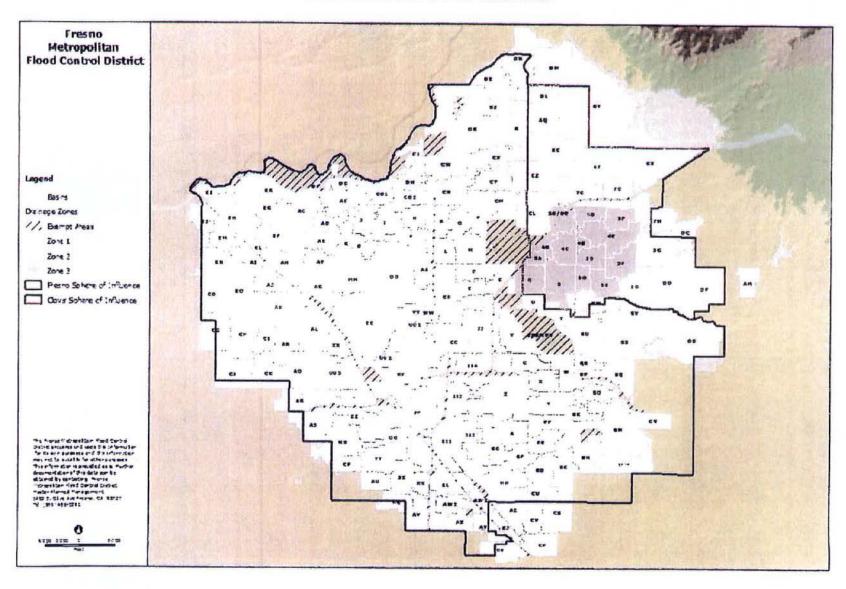
Pursuant to the Government Code, the fee increases become effective not less than sixty (60) days following adoption. Therefore, if adopted, the effective date of the new drainage fee rate schedule would be March 1, 2017 in accordance with the Drainage Fee Ordinance.

Denise Wade Engineer III

DW/lrl

Attachment(s)

### DRAINAGE FEE ZONES



# 2017 Drainage Fee Amendments

	Drainage Areas Within Zone 1 (Full Cost Areas)	Percent Change	Majority Zone Use	Comments
1	"AE" (Valentine and Barstow)	+4.31	R-1-40%	Unit Cost Update
2	"AF" (Valentine and Marty)	+2.48	C-1	Unit Cost Update
3	"AH" (Cornelia and Gettysburg)	+4.62	M-1	Unit Cost Update
4	"AJ" (Polk and Ashlan)	+4.66	R-1-40%	Unit Cost Update
5	"AL" (Brawley and Weldon)	+2.40	C-1	Unit Cost Update
6	"AN" (Cornelia and Hedges)	+2.30	R-1-40%	Unit Cost Update
7	"AO" (Blythe and Belmont)	+5.15	R-1-40%	Unit Cost Update, Full Cost System
8	"AR" (Cornelia and Whites Bridge)	+2.16	M-1	Unit Cost Update
9	"AS" (Valentine and California)	+2.44	R-1 40%	Unit Cost Update
10	"AU" (West and Annadale)	+9.30	R-1 40%	Unit Cost Update, Re-planned
11	"BD" (Willow and Vine)	+3.88	R-1-40%	Density, Full Cost Basin Update Unit Cost Update
12	"BE" (Willow and Belgravia)	+3.59	R-1-40%	Unit Cost Update
13	"BH" (Clovis and Church)	+6.91	R-1-40%	Unit Cost Update, Developed Master Plan Facility Cost Update
14	"BK" (Clovis and Montecito)	+2.34	C-1	Unit Cost Update
15	"BL" (Armstrong and Church)	+4.34	C-1	Unit Cost Update
16	"BP" (Sunnyside and Harvey)	+2.45	M-1	Unit Cost Update
17	"BQ" (Fowler and Belmont)	+2.87	M-1	Unit Cost Update
18	"BS" (Fowler and Floradora)	+7.92	R-1-40%	Unit Cost Update, Basin Cost Update
19	"BU" (Clovis and Clinton)	+4.04	M-1	Unit Cost Update
20	"CD" (Garfield and Dakota)	+3.21	R-1-40%	Unit Cost Update
21	"CF" (Peach and Central)	+2.20	M-1	Unit Cost Update

# 2017 Drainage Fee Amendments

22	"CG" (Garfield and McKinley)	+3.03	R-1-40%	Unit Cost Update
23	"CH" (Bryan and McKinley)	+2.27	R-1-40%	Unit Cost Update
24	"CJ" (Grantland and Belmont)	+4.06	R-1-40%	Unit Cost Update
25	"CK" (Polk and Belmont)	+2.99	R-1-40%	Unit Cost Update
26	"CM" (Cedar and Palo Alto)	+2.06	R-1-40%	Unit Cost Update
27	"CP" (Marks and Jensen)	+5.42	R-1 40%	Unit Cost Update, Full Cost Basin Update, Master Plan Facility Update
28	"CQ" (Walnut and North)	+4.24	R-1-40%	Unit Cost Update, Re-planned Density
29	"CU" (Willow and North)	+7.45	M-1	Unit Cost Update, Excavation Correction
30	"CV" (Willow and Central)	+2.17	M-1	Unit Cost Update
31	"DM" (Peach and Copper)	+3.90	R-1-40%	Unit Cost Update
32	"DN" (Friant and Willow)	+5.72	R-1-40%	Unit Cost Update, Master Plan Facilities Update
33	"DS" (Leonard and Clinton)	+8.75	R-1-40%	Unit Cost Update, Clinton Avenue Basin Improvements
34	"EF" (Cornelia and Dante)	+2.35	C-1	Unit Cost Update
35	"EI" (Weber and Spruce)	+3.95	M-1	Unit Cost Update
36	"EJ" (Garfield and Sample)	+4.00	R-1-40%	Unit Cost Update
37	"EL" (Barcus and Barstow)	+3.28	M-1	Unit Cost Update
38	"NN" (Valentine and Church)	+2.97	R-1-40%	Unit Cost Update
39	"7H" (Temperance and Bullard)	+2.16	R-1-40%	Unit Cost Update

### MEMORANDUM

Celebrating Years of Service 1956-2016

File 140.3123 140.3133 140.3143

BOARD MEETING: AGENDA ITEM NO:

January 25, 2017

FROM:

Peter Sanchez District Engineer

SUBJECT:

PUBLIC HEARING:

Adoption of Resolution Amending the Storm Drainage and Flood Control Master Plan and Amending the Schedule of Drainage Fees, Surcharges and Costs for Drainage Area "DN" (Friant & Willow) and "BX" Surcharge (Nees &

Locan) (2017 Rate Schedule)

### Summary

### Drainage Area "DN"

At the December 14, 2016 board meeting, the Board of Directors adopted Resolution No. 2016-859, which amended the drainage fee rate schedule, with the exception of Drainage Area "DN". After the fee rate study had been completed, but prior to the Board meeting, bids were received for Contract "DN-18" (see Exhibit No. 1) by Copper River Ranch. The bids were substantially higher than anticipated due to some unique project characteristics. The Board of Directors determined that Drainage Area "DN" fee rates would be heard at a future Public Hearing. A Public Hearing is required to increase drainage fee rates and the appropriate public notice regarding this hearing was published in the Fresno Bee pursuant to the Government Code.

Drainage Area "DN" amendment proposes an increase to the existing rates by 14.47% for R-1-40% zoning. This percentage includes the District wide unit cost increases presented at the December 14, 2016 board meeting and the Contract "DN-18" bid amount for Master Planned facilities. Contract "DN-18" consists of construction of a major trunk line (sixtysix (66) inch and seventy-two (72) inch pipeline) down steep terrain and along Friant Road to Basin "DN". A combination of unknown soil conditions around Basin "DN" and construction of a sixty-six (66) inch pipeline down a sixty (60) foot bluff increased the cost. In addition, this type of work is limited to few contractors available locally and they have become busy recently due to work on High Speed Rail and other similar large projects.

The District has processed numerous developer permits upstream of the project within the past year and this project will provide permanent drainage service to those areas. Staff will continually monitor system costs for Drainage Area "DN" as improvements are constructed. Updating drainage fees utilizing actual costs the District is better able to re-coup funding for a complete system without relying on the use of the General Fund.

board\memo\perm\2017-01-25-07



BOARD MEETING: January 25, 2017

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The proposed drainage fee amendment complies with the Government Code that requires the local agency to determine that the fees are fairly apportioned within the local drainage areas either on the basis of benefits conferred on property proposed for subdivision or on the need for such facilities created by the proposed subdivision and development of other property within such areas.

### Drainage Area "BX"

The Public Hearing also includes a proposal to impose a surcharge fee in Drainage Area "BX" for the Clovis Research and Technology Park (RT Park). The boundary of the RT Park lies within Drainage Areas "7D", "7H" and "BX" as shown on the attached Exhibit No. 2. Existing surcharge rates for the RT Park in Drainage Areas "7D" and "7H" were previously adopted by the board November 16, 2005 and are monitored during the yearly drainage fee update.

The Master Plan storm drainage system can accommodate the most northerly portion of the RT Park located north of Nees Avenue in Drainage Area "BX" as it was previously designed for commercial land use densities. However, there are 102.7 acres as shown on Exhibit No. 3 located south of Nees Avenue that are significantly impacted due to increased density being proposed by the RT Park development. This area was designed for single family residential land use densities and cannot accommodate the higher density proposed by the development. The increased densities therefore require the need for additional improvements such as parallel pipeline and increased pipe sizes to facilitate the existing pipeline collection system to provide the capacity needed to service said portion of the RT Park. In addition, staff has re-Master Planned this area to accommodate the Owens Mountain Parkway street alignment as proposed by the City of Clovis. The pipeline revisions needed to the Master Plan to accommodate the increased densities are as shown on the Exhibit No. 3.

To obtain revenue to offset the increase in system cost, without adversely impacting cost to landowners that are not increasing their runoff, a surcharge fee will only be imposed to those lands within surcharge area identified on Exhibit No. 3 benefiting from the increased density. The proposed surcharge rate of \$7,560 per acre is based on an office commercial zoning consistent with the RT Park zoning.

Staff first reported to the Board of Directors a proposal for a new surcharge in Drainage Area "BX" at the November 9, 2016 meeting. During this interim period, staff has presented the surcharge proposal, as well as, had numerous discussions with the City of Clovis and developers of interest to this area. No objections have been received as of the date of the writing of this memorandum.

BOARD MEETING: January 25, 2017

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Staff sent the Building Industry (BIA) the Drainage Area "DN" drainage fees and Drainage Area "BX" surcharge fees. The District received no opposition to their adoption.

### Recommendation

Staff recommends that the Board of Directors adopt the following:

- Adopt the attached Resolution updating the Storm Drainage and Flood Control Master Plan Map and amending the proposed cost and fee schedule for Drainage Area "DN" as set forth therein.
- Find that adoption of said Resolution that adopt fees are exempt from further CEQA assessment per the provisions of Public Resources Code Section 21080(b)(8)(D).
- Adopt the attached Resolution establishing a surcharge fee schedule for a portion of Drainage Area "BX".

### Discussion

Drainage Area "DN" fee amendment of 14.47% increase to R-1-40% density includes a 5.72% increase due to the unit cost increases presented at the December 14, 2016 board meeting. Also the amendment includes an additional 8.75% R-1-40% density adjustment due to bids received for Contract "DN-18".

The City of Clovis adopted a General Plan amendment to develop the RT Park within Drainage Areas "7D", "7H", and "BX". Subsequently the increased densities of the project called for the need of additional and/or increased facilities to mitigate the impact of existing infrastructure. A surcharge was adopted for Drainage Areas "7D" and "7H" but deferred for Drainage Area "BX" until time of development. The District has recently received a proposal for development (CL AUP 2016-009) within the Drainage Area "BX" RT Park boundary, and due to increased densities prompts the need to implement a surcharge to provide service for the lands (102.7 acres) shown in Exhibit No. 3.

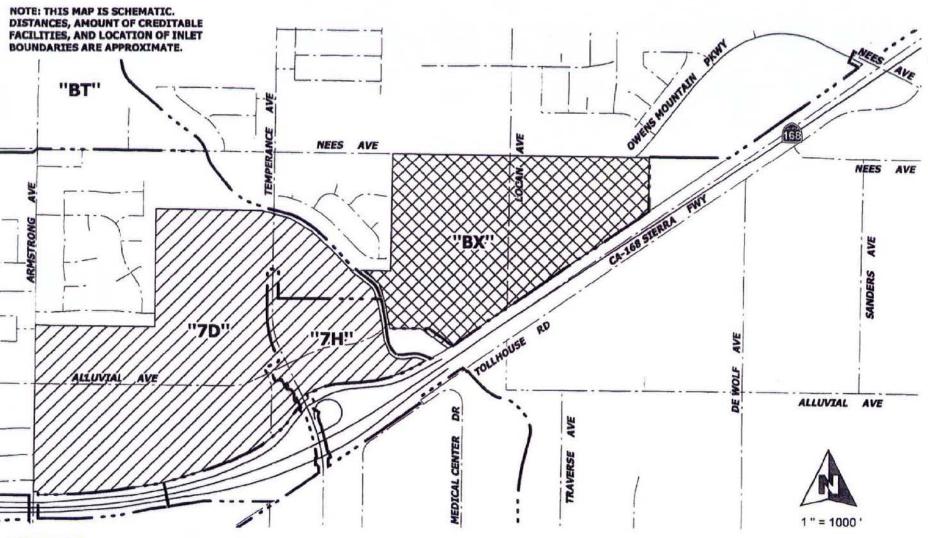
BOARD MEETING: January 25, 2017 AGENDA ITEM NO: 7

An amended 2017 Fee Schedule shall incorporate the Drainage Area "DN" drainage fee rates and Drainage Area "BX" surcharge rate which will be effective March 27, 2017 which is sixty (60) days after adoption pursuant to the Government Code. The remaining 2017 fee schedule rates are effective March 1, 2017 pursuant to the previous adoption. The adoption of the attached resolutions is necessary to formally amend the Master Plan and amend the fee schedule in Drainage Area "DN" and create a surcharge rate in Drainage Area "BX".

Denise Wade Engineer III

DW/lrl

Attachment(s)



### **LEGEND**

Clovis Research Technology Park Boundary

"7D/7H" Surcharge Area

"BX" Surcharge Area Drainage Area Boundary CLOVIS RESEARCH TECHNOLOGY PARK SURCHARGE AREAS

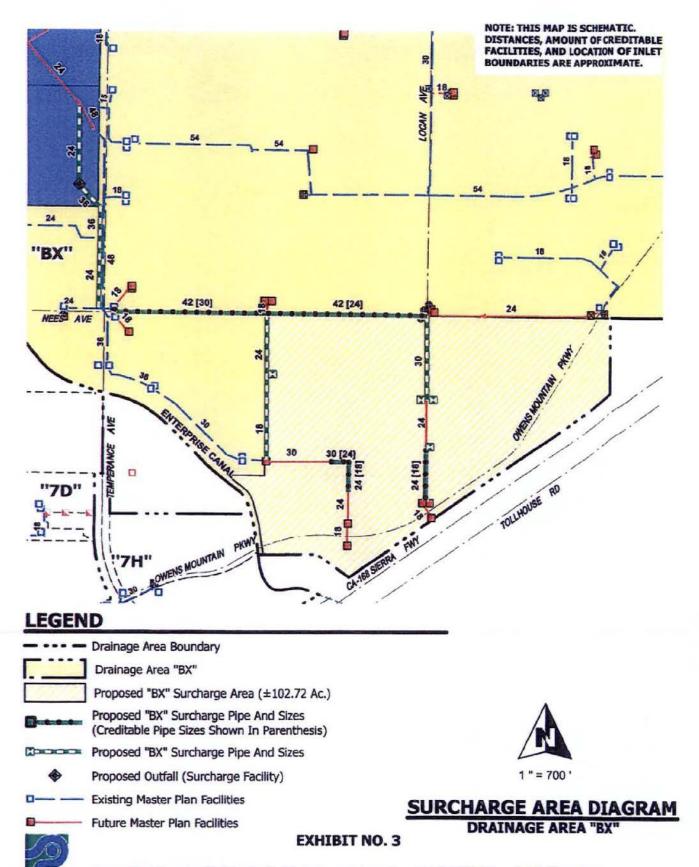
DRAINAGE AREAS "7D", "7H" & "BX"

**EXHIBIT NO. 2** 

FRESNO METROPOLITAN FLOOD CONTROL DISTRICT

Prepared by: keithr Date: 1/17/2017

Path: K:\Autocad\DWGS\0EXHIBIT\MISC\RT Park Surcharge Areas.mxd



FRESNO METROPOLITAN FLOOD CONTROL DISTRICT

Date: 12/30/2016

#### **RESOLUTION 17-**

A RESOLUTION OF THE COUNCIL OF THE
CITY OF CLOVIS, CALIFORNIA, AMENDING THE
STORM DRAINAGE AND FLOOD CONTROL MASTER PLAN AND ADOPTING
THE DRAINAGE FEES AND COSTS FOR
ALL DEVELOPMENTS WITHIN THE JOINT AREA OF THE
CITY OF CLOVIS, CALIFORNIA AND
THE FRESNO METROPOLITAN FLOOD CONTROL DISTRICT
(2017-2018)

WHEREAS, the Council of the City of Clovis has enacted Chapter 7, Title 8 of the Clovis Municipal Code, which ordinance is hereby incorporated herein by this reference, creating and establishing the authority for imposing and charging fees for the construction of planned local storm drainage facilities; and

WHEREAS, an amended Storm Drainage and Flood Control Master Plan Map (Exhibit "A" hereto) specifying public facilities and improvements, existing and proposed, which are necessary to provide drainage service and flood control within the respective local drainage areas specified therein has been presented to the Council of the City of Clovis; and

WHEREAS, a study has been conducted of the impacts of contemplated future development on the existing storm drainage services and facilities in the local drainage areas of the Fresno Metropolitan Flood Control District ("District") and the City of Clovis ("City") listed in Exhibit "B" attached hereto, along with an analysis of new, improved or expanded public facilities, the estimated costs of those improvements, and the schedule of per gross acre fees calculated to raise the sum of money necessary to pay the estimated total cost of said local drainage in said local drainage areas; and

WHEREAS, this study was available at the District's office for public inspection and review ten (10) days prior to this public meeting and notice was given in compliance with the requirements therefore, and

WHEREAS, a public meeting was held pursuant to the public notice cited herein at a regularly scheduled meeting of the Council of the City of Clovis; and

WHEREAS, the Council of the City of Clovis finds as follows:

- A. The purpose of said fees is to finance facilities within the City and District required for the removal of surface and storm waters attributable to development; to obviate the menace to the public health, safety and welfare arising from inadequate provision for removal of surface and storm waters occurring as the result of development of property; to prevent deterioration of property values and impairment of conditions making for desirable residential, commercial or industrial development, as the case may be, which would result from the failure to construct planned local drainage facilities relative to development of property; and to prevent deterioration of public streets and other public facilities which would result from failure to construct planned local drainage facilities concurrently with development.
- B. The fees adopted hereby and collected pursuant to Chapter 7, Title 8 of the Clovis Municipal Code and this Resolution are to be used to finance only the public facilities shown on Exhibit "A" hereto within each of the respective local drainage areas identified in Exhibit "B" hereto;
- C. After considering said Map and said study and analysis prepared by the District, entitled "Storm Drainage and Flood Control Master Plan", and that prepared by the City Planning Department entitled "2035 Clovis General Plan," and the various community and

specific plans of the City; and the information and testimony received at this public hearing, the Council of the City of Clovis approves said Map and said study, and incorporates such herein. The Council further finds that all development in the subject area will generate the need, as described in this recital, for storm drainage facilities therein, and generates an unmet need for storm drainage facilities and services within the impacted area;

- D. There is a need in this described impact area for storm drainage facilities which have not been constructed or have been constructed; said facilities have been called for in, or are consistent with, the City's General Plan. Development will contribute its fair share towards these facility costs in those local drainage areas listed in Exhibit "B" through payment of the respective drainage fees set forth therein;
- E. The facts and evidence presented establish that there is a reasonable relationship between the need for the described public facilities and the impacts of the types of development as described in Exhibit "A" and "B" for which the corresponding fee set forth in Exhibit "B" is charged. There is a reasonable relationship between the use of said fee and the development of the lands in the service area for which the fee is charged, as these reasonable relationships or nexuses are described in more detail in the study and Map referred to above;
- F. The Storm Drainage and Flood Control Master Plan Map attached hereto as Exhibit "A" and the storm drainage fees set forth in Exhibit "B", as adopted by Paragraphs 2 and 3 hereinbelow, revise the Storm Drainage and Flood Control Master Plan, are in conformity with the City's General Plan and are in compliance with Section 66483 of the California Government Code.
- G. The cost estimates set forth in Exhibit "B" are reasonable cost estimates for constructing these facilities and the fee schedule set forth therein is based on said estimates

and is to generate fees from development which will not exceed the total of these costs.

NOW, THEREFORE, it is hereby resolved by the Council of the City of Clovis
that:

- The above recitals are true and correct, and this Council so finds and determines.
- The Storm Drainage and Flood Control Master Plan is hereby amended to include that Storm Drain and Flood Control Master Plan Map attached hereto as Exhibit "A" as supported by Exhibit "B".
- 3. The schedule of drainage fees for those respective local drainage areas listed in Exhibit "B" hereto is hereby adopted as set forth in said Exhibit "B". The District shall prepare, and provide to the City, a 2017-2018 schedule of drainage fees for each of its local drainage areas, which shall include the fees adopted hereby. Fees shall be paid in accordance with the Drainage Fee Ordinances according to said 2017-2018 drainage fee schedule.
- 4. The fee shall be solely used to pay: (a) costs related to the design, administration and construction of the described public storm water facilities; (b) for reimbursing the District for the development's fair share of those costs incurred by the District in the design and construction of the described public storm water facilities; or (c) to reimburse other developers who have constructed public facilities in each service area where those facilities were beyond that needed to mitigate the impacts of the other developers' project or projects and where reimbursement is provided for in the applicable Drainage Fee Ordinance or under a UGM Ordinance.

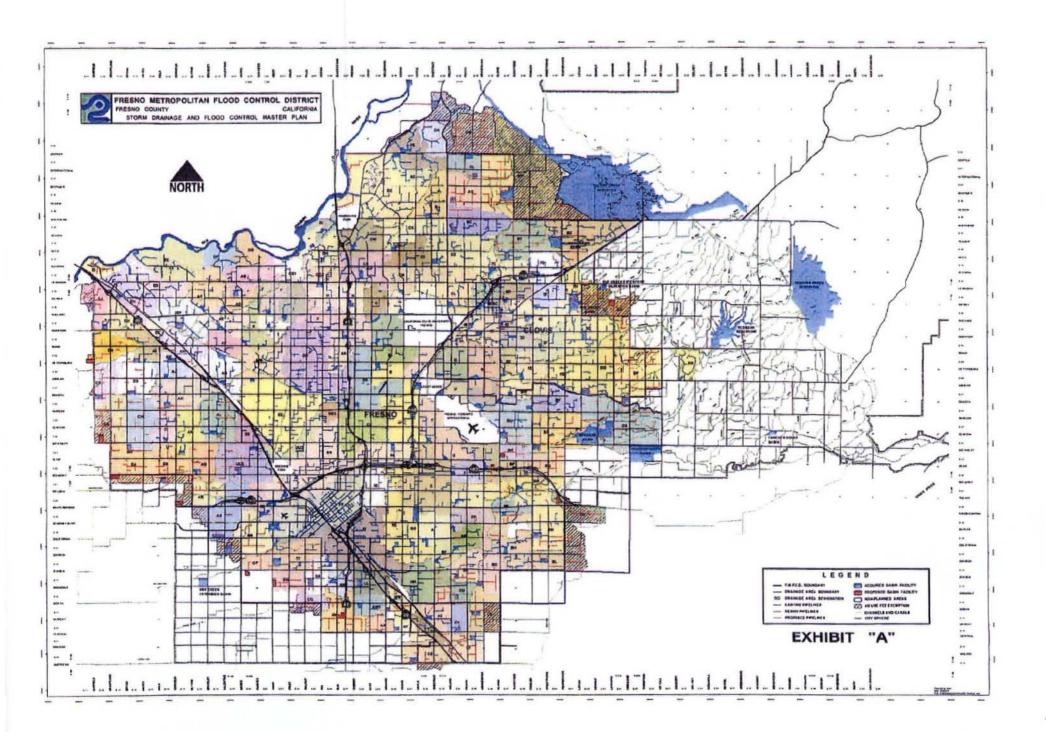
- 5. The District, pursuant to Chapter 7 of Title 8 of the Municipal Code, shall review the estimated cost of the described capital improvements for which this fee is charged, the continued or expanded need therefore, and the reasonable relationship between such facility needs and the varying types and development. The Manager shall report the findings to the City Council and recommend any adjustment to this fee or other action as may be needed.
- 6. Pursuant to California Government Code Section 66022, any judicial action or proceeding to attack, review, set aside, void or annul this Resolution shall be brought within 120 days of the effective date hereof, which shall be 60 days after the date of adoption hereof. Administrative appeal is a mandatory prerequisite to any such judicial action or proceeding. Such appeal shall be made in writing to the Director of Public Works of the City of Clovis. Such appeal must be made within 60 days after the effective date hereof. The Director shall set the matter for hearing, conduct the hearing and render a decision within 40 days after such appeal is filed.
- 7. The Ordinance of the City of Clovis has an administrative mechanism whereby a property owner who seeks to develop property within the boundaries of the City of Clovis and the Fresno Metropolitan Flood Control District can challenge the fees imposed thereunder only by first paying said fees under protest. Developers of property within the City of Clovis and the Fresno Metropolitan Flood Control District shall adhere to the applicable ordinance of the City of Clovis under which it is required that drainage fees must be paid before development is allowed, and that such fee may be paid under protest.

THE FOREGOING was introduced and adopted at a regular meeting of the City
Council of the City of Clovis held on the $6^{th}$ day of March, 2017, by the following vote, to wit;
AYES:
NOES:
ABSENT:
ABSTAIN:
DATED:

Mayor

City Clerk

Storm Drainage and Flood Control Master Plan Map



# City of Clovis

### 2017 DRAINAGE FEE SCHEDULE

EFFECTIVE DATE: March 1, 2017

## Fresno Metropolitan Flood Control District

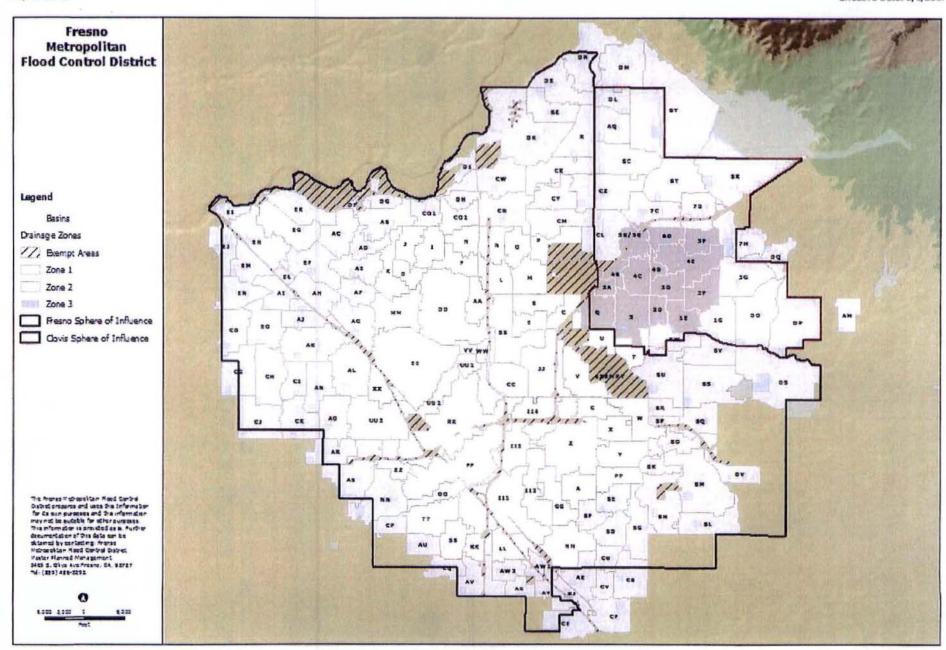


### 2017 DRAINAGE FEE SCHEDULE

City of Clovis

Effective Date: 3/1/2017

2017 FMFCD



City of Clovis

### DRAINAGE FEE SCHEDULE FOR ZONE 1: PLANNED LOCAL DRAINAGE AREAS

Area		AE-S, A-L, O	A1, A2, RR	R-1-E, R-1-EH, R-A	R-1-A, R-1-AH	R-1-B, R-1-C, RE	R-1 40%	R-1 45%	R-1 50%	R-2, M-H	R-3	R-4, T-P	M-1, M-2, M-3, C-R, M-1-P, S-L	C-P, C-M, R-P	C-1, C-2, C-3, C-4, C-5, C-6, C-1, P	Total Cost
Q	BASIN	\$1,750 \$3,670	\$1,750 \$3,670	\$2,200	\$2,630 \$5,300	\$3,070 \$5,750	\$3,290	\$3,450	\$3,620	\$3,620	\$4,050	\$4,930	\$7,170	\$7,680	\$8,230	\$2,482,069
	TOTAL	\$5,420	\$5,420	\$4,670 \$7,070	\$7,930	\$8,820	\$5,980 \$9,270	\$6,170 \$9,620	\$6,340 \$9,960	\$6,340 \$9,960	\$6,790 \$10,840	\$7,240 \$12,170	\$8,410 \$15,580	\$8,900 \$16,580	\$9,390 \$17,620	\$4,414,462 \$6,896,531
C	BASIN	\$1,610	\$1,830	\$2,300	\$2,750	\$3,220	\$3,440	\$3,620	\$3,800	\$3,800	\$4,250	\$5,170	\$7,520	\$8,050	\$8,630	\$4,386,809
	PIPE	\$2,620	\$2,960	\$3,930	\$4,270	\$4,630	\$4,820	\$4,970	\$5,100	\$5,100	\$5,470	\$5,840	\$6,780	\$7,170	\$7,570	\$5,620,988
	TOTAL	\$4,230	\$4,790	\$6,230	\$7,020	\$7,850	\$8,260	\$8,590	\$8,900	\$8,900	\$9,720	\$11,010	\$14,300	\$15,220	\$16,200	\$10,007,797
T	BASIN PIPE	\$1,900 \$3,120	\$2,170 \$3,530	\$2,720 \$4,680	\$3,260 \$5,090	\$3,810 \$5,530	\$4,070 \$5,750	\$4,280 \$5,930	\$4,490 \$6,090	\$4,490 \$6,090	\$5,030 \$6,530	\$6,110 \$6,960	\$8,890 \$8,090	\$9,520 \$8,560	\$10,210 \$9,030	\$4,056,840 \$5,874,790
	TOTAL	\$5,020	\$5,700	\$7,400	\$8,350	\$9,340	\$9,820	\$10,210	\$10,580	\$10,580	\$11,560	\$13,070	\$16,980	\$18,060	\$19,240	\$9,931,630
U	BASIN	\$380 \$1,310	\$430	\$540 \$1,960	\$640	\$750 \$2,310	\$810	\$850 \$2,480	\$890	\$890 \$2,550	\$1,000	\$1,210	\$1,760 \$3,390	\$1,890 \$3,580	\$2,020 \$3,780	\$1,695,740 \$3,445,930
	TOTAL	\$1,690	\$1,910	\$2,500	\$2,770	\$3,060	\$3,210	\$3,330	\$3,440	\$3,440	\$3,730	\$4,120	\$5,150	\$5,470	\$5,800	\$5,141,670
w	BASTN	\$970	\$1,110	\$1,390	\$1,660	\$1,940	\$2,080	\$2,190	\$2,300	\$2,300	\$2,570	\$3,120	\$4,540	\$4,860	\$5,210	\$1,211,930
***	PIPE	\$1,090	\$1,240	\$1,640	\$1,780	\$1,940	\$2,010	\$2,080	\$2,130	\$2,130	\$2,290	52,440	\$2,830	\$3,000	\$3,160	\$1,082,900
	TOTAL	\$2,060	\$2,350	\$3,030	\$3,440	\$3,880	\$4,090	\$4,270	\$4,430	\$4,430	\$4,850	\$5,560	\$7,370	\$7,860	\$8,370	\$2,294,830
×	BASIN	\$2,130	\$2,130	\$2,670	\$3,200	\$3,740	\$4,000	\$4,210	\$4,410	\$4,410	\$4,930	\$6,000	\$8,730	\$9,350	\$10,020	\$7,690,715
	PIPE	\$2,660	\$2,660	\$3,530	\$3,840	\$4,160	\$4,330	\$4,470	\$4,590	\$4,590	\$4,920	\$5,250	\$6,090	\$6,450	\$6,800	\$8,068,477
	TOTAL *Note:	\$4,790 A surcharge tes	\$4,790 is in effect in	\$6,200 n addition to the	\$7,040 rates per Board	\$7,900 Resolution No. 2	\$8,330 201-590 adopted	\$8,680 December 17, 201	\$9,000 s and Board Re	\$9,000 solution No. 2	\$9,850 2017-864 adop	\$11,250 ted January 2	\$14,820	\$15,800	\$16,820	\$15,759,192
SZ	BASIN	\$1,840	\$2,100	\$2,640	\$3,150	\$3,690	\$3,940	\$4,150	\$4,350	\$4,350	\$4,870	\$5,920	\$8,610	\$9,220	\$9,880	\$2,324,242
	PIPE	\$2,630	\$2,970 \$5,070	\$3,950 \$6,590	\$4,290 \$7,440	\$4,560 \$8,350	\$4,840 \$8,780	\$5,000	\$5,130 \$9,480	\$5,130 \$9,480	\$5,500 \$10,370	\$5,870 \$11,790	\$6,820 \$15,430	\$7,210 \$16,430	\$7,610 \$17,490	\$2,834,949 \$5,159,191
		*****	********	*****	.41114	******	********	******	**, ***	43,440	******	********	312,100	****	\$17,450	40,100,101
CL	BASIN	\$770	\$880 \$1,280	\$1,100	\$1,310 \$1,840	\$1,540	\$1,640	\$1,730	\$1,810	\$1,810 \$2,200	\$2,030 \$2,360	\$2,470 \$2,520	\$3,590 \$2,920	\$3,840 \$3,090	\$4,120 \$3,260	\$2,007,780 \$2,144,570
	TOTAL	\$1,900	\$2,150	\$2,790	\$3,150	\$3,540	\$3,720	\$3,880	\$4,010	\$4,010	\$4,390	\$4,990	\$6,510	\$6,930	\$7,380	\$4,152,350
Z	BASIN PIPE	\$520	\$590 \$1,300	\$740 \$1,720	\$880	\$1,030 \$2,030	\$1,110 \$2,110	\$1,160	\$1,220 \$2,240	\$1,220 \$2,240	\$1,370	\$1,660 \$2,560	\$2,420 \$2,970	\$2,590 \$3,140	\$2,770 \$3,310	\$1,440,920 \$2,555,610
	TOTAL	\$1,670	\$1,890	\$2,460	\$2,750	\$3,060	\$3,220	\$3,340	\$3,460	\$3,460	\$3,770	\$4,220	\$5,390	\$5,730	\$6,080	\$3,996,530
)L	BASIN	\$2,220	\$2,220	\$2,790	\$3,330	\$3,900	\$4,170	\$4,390	\$4,600	\$4,600	\$5,150	\$5,260	\$9,100	\$9,740	\$10,450	\$2,295,553
-	PIPE	\$3,090	\$3,090	\$4,100	\$4,450	\$4,840	\$5,030	\$5,190	\$5,330	\$5,330	\$5,710	\$6,090	\$7,080	\$7,480	\$7,890	\$2,766,492
	TOTAL	\$5,310	\$5,310	\$6,890	\$7,780	\$8,740	\$9,200	\$9,580	\$9,930	\$9,930	\$10,860	\$12,350	\$16,180	\$17,220	\$18,340	\$5,062,045
Н	BASIN PIPE	\$1,470	\$1,680	\$2,100	\$2,520 \$5,720	\$2,940	\$3,150	\$3,310	\$3,470	\$3,470	\$3,890	\$4,720	\$6,870	\$7,360	\$7,890	\$3,457,630
	TOTAL	\$3,510	\$3,960 \$5,640	\$5,260 \$7,360	\$8,240	\$6,210 \$9,150	\$5,450 \$9,600	\$6,660	\$6,840 \$10,310	\$6,840	\$7,330 \$11,220	\$7,820	\$9,080 \$15,950	\$9,610 \$16,970	\$10,140 \$18,030	\$6,978,600 \$10,436,230
															-	
00	PIPE	\$1,510	\$3,170	\$1,890	\$4,570	\$2,650 \$4,960	\$2,830 \$5,160	\$5,320	\$3,120 \$5,460	\$3,120 \$5,460	\$3,490 \$5,860	\$4,250 \$5,250	\$6,180 \$7,260	\$6,620 \$7,680	\$7,090 \$8,100	\$3,920,734 \$6,524,973
	TOTAL	\$4,680	\$4,680	\$6,090	\$6,830	\$7,610	\$7,990	\$8,300	\$8,580	\$8,580	\$9,350	\$10,500	\$13,440	\$14,300	\$15,190	\$10,445,707
	*Note:	A surcharge tee		n addition to the				December 10, 30				-		10000000	(III)	To the second se
P	PIPE	\$1,380 \$4,380	\$1,380 \$4,380	\$1,730 \$5,820	\$2,070 \$6,320	\$2,420 \$6,960	\$2,590 \$7,140	\$2,720 \$7,370	\$2,850 \$7,560	\$2,850 \$7,560	\$3,190 \$8,110	\$3,880 \$8,650	\$5,650 \$10,040	\$6,040 \$10,630	\$6,480 \$11,210	\$10,763,879
	TOTAL	\$5,760	\$5,760	\$7,550	\$8,390	\$9,280	\$9,730	\$10,090	\$10,410	\$10,410	\$11,300	\$12,530	\$15,690	\$16,670	\$17,690	\$15,274,379

Effective Date: 3/1/2017

### DRAINAGE FEE SCHEDULE FOR ZONE 1: PLANNED LOCAL DRAINAGE AREAS

		A1, A2, RR	R-1-E, R-1-EH, R-A	R-1-A, R-1-AH	R-1-B, R-1-C, RE	R-1 40%	R-1 45%	R-1 50%	R-2, M-H	R-3	R-4, T-P	M-1, M-2, M-3, C-R, M-1-P, S-L	C-P, C-M, R-P	C-1, C-2, C-3, C-4, C-5, C-6, C-L, P	Total Cost
BASIN PIPE	\$4,600 \$3,530	\$5,240 \$3,990	\$6,580 \$5,290	\$7,870 \$5,750	\$9,200 \$6,250	\$9,840 \$6,490	\$10,350 \$6,710	\$10,860 \$6,880	\$10,860 \$6,880	\$12,140 \$7,380	\$14,770 \$7,870	\$21,480 \$9,140	\$23,000 \$9,670	\$24,650 \$10,200	\$3,782,860 \$2,510,410
TOTAL	\$8,130	\$9,230	\$11,870	\$13,620	\$15,450	\$16,330	\$17,060	\$17,740	\$17,740	\$19,520	\$22,640	\$30,620	\$32,670	\$34,850	\$6,293,270
BASIN PIPE	\$1,330 \$1,380	\$1,330 \$1,380	\$1,670 \$1,830	\$1,990 \$1,980	\$2,330 \$2,150	\$2,500 \$2,240	\$2,620 \$2,310	\$2,750 \$2,370	\$2,750 \$2,370	\$3,080 \$2,540	\$3,740 \$2,710	\$5,450 \$3,150	\$5,830 \$3,330	\$6,250 \$3,520	\$1,660,870 \$1,541,159
TOTAL	\$2,710	\$2,710	\$3,500	\$3,970	\$4,480	\$4,740	\$4,930	\$5,120	\$5,120	\$5,620	\$6,450	\$8,600	\$9,160	\$9,770	\$3,202,029
BASIN PIPE	\$2,130 \$2,250	\$2,430 \$2,560	\$3,050 \$3,390	\$3,650 \$3,690	\$4,270 \$4,010	\$4,560 \$4,160	\$4,800 \$4,300	\$5,030 \$4,410	\$5,030 \$4,410	\$5,630 \$4,730	\$6,850 \$5,050	\$9,960 \$5,860	\$10,670 \$5,200	\$11,430 \$6,540	\$4,649,160 \$4,154,740
TOTAL	\$4,390	\$4,990	\$6,440	\$7,340	\$8,280	\$8,720	\$9,100	\$9,440	\$9,440	\$10,360	\$11,900	\$15,820	\$16,870	\$17,970	\$8,803,900
BASIN PIPE	\$1,810 \$1,820	\$1,810 \$1,820	\$2,260 \$2,410	\$2,710 \$2,620	\$3,170 \$2,850	\$3,390 \$2,960	\$3,560 \$3,060	\$3,740 \$3,140	\$3,740 \$3,140	\$4,180 \$3,360	\$5,080 \$3,590	\$7,400 \$4,170	\$7,920 \$4,410	\$8,490 \$4,650	\$3,220,692 \$2,323,081
TOTAL	\$3,630	\$3,630	\$4,670	\$5,330	\$6,020	\$6,350	\$6,620	\$6,880	\$6,880	\$7,540	\$8,670	\$11,570	\$12,330	\$13,140	\$5,543,973
BASIN PIPE	\$1,690 \$1,660	\$1,920 \$1,880	\$2,410 \$2,490	\$2,880 \$2,710	\$3,370 \$2,940	\$3,610 \$3,060	\$3,790 \$3,160	\$3,980 \$3,240	\$3,980 \$3,240	\$4,450 \$3,470	\$5,410 \$3,710	\$7,870 \$4,300	\$8,430 \$4,550	\$9,030 \$4,800	\$2,955,400 \$2,016,120
TOTAL	\$3,350	\$3,500	\$4,900	\$5,590	\$6,310	\$6,670	\$6,950	\$7,220	\$7,220	\$7,920	\$9,120	\$12,170	\$12,980	\$13,830	\$4,971,520
				Designation of the second					43.650	*****	64 030	47.730	67.760	40 300	43 643 636
PIPE	\$2,820	\$3,190	\$4,230	\$4,600	\$4,990	\$5,190	\$5,360	\$5,500	\$5,500	\$5,890	\$6,290	\$7,300	\$7,730	\$8,300	\$3,513,520 \$4,531,140
TOTAL	\$4,370	\$4,950	\$6,440	\$7,250	\$8,090	\$8,500	\$8,840	\$9,150	\$9,150	\$9,980	\$11,260	\$14,530	\$15,470	\$16,450	\$8,044,660
	PIPE TOTAL  BASIN PIPE TOTAL  TOTAL	PIPE \$3,530 TOTAL \$8,130  BASIN \$1,330 PIPE \$1,380 TOTAL \$2,710  BASIN \$2,710  BASIN \$2,130 PIPE \$2,250 TOTAL \$4,390  BASIN \$1,810 PIPE \$1,620 TOTAL \$3,630  BASIN \$1,690 PIPE \$1,660 TOTAL \$3,350 *Noce: A Buscharge fee BASIN \$1,550 PIPE \$2,820 TOTAL \$4,370	PIPE \$3,530 \$3,990 TOTAL \$8,130 \$9,230  BASIN \$1,330 \$1,330 PIPE \$1,390 \$1,380 TOTAL \$2,710 \$2,710  BASIN \$2,130 \$2,430 PIPE \$2,250 \$2,560 TOTAL \$4,390 \$4,990  BASIN \$1,810 \$1,810 PIPE \$1,620 \$1,620 TOTAL \$3,630 \$3,630  BASIN \$1,690 \$1,920 PIPE \$1,660 \$1,880 TOTAL \$3,350 \$3,800 *Noce: A BURCCharge fee in in effect in BASIN \$1,550 \$1,760 BASIN \$1,550 \$1,760 BASIN \$1,550 \$3,150 TOTAL \$4,370 \$4,950	PIPE         \$3,530         \$3,990         \$5,290           TOTAL         \$8,130         \$9,230         \$11,870           BASIN         \$1,330         \$1,330         \$1,670           PIPE         \$1,380         \$1,380         \$1,830           TOTAL         \$2,710         \$2,710         \$3,500           BASIN         \$2,100         \$2,430         \$3,050           PIPE         \$2,250         \$2,560         \$3,390           TOTAL         \$4,390         \$4,990         \$6,440           BASIN         \$1,810         \$1,810         \$2,260           PIPE         \$1,820         \$1,820         \$2,410           TOTAL         \$3,630         \$3,670           BASIN         \$1,600         \$1,920         \$2,410           PIPE         \$1,660         \$1,800         \$2,400           PIPE         \$1,660         \$1,800         \$2,400           TOTAL         \$3,350         \$3,800         \$4,900           *Note: A succharge fee is in effect in addition to the BASIN         \$1,550         \$1,760         \$2,210           PIPE         \$2,820         \$3,190         \$4,230         \$4,950         \$6,440	PIPE         \$3,530         \$3,990         \$5,290         \$5,750           TOTAL         \$8,130         \$9,230         \$11,870         \$13,620           BASIN         \$1,330         \$1,330         \$1,670         \$1,990           PIPE         \$1,380         \$1,380         \$1,830         \$1,980           TOTAL         \$2,710         \$2,710         \$3,500         \$3,970           BASIN         \$2,180         \$2,430         \$3,650         \$3,690           PIPE         \$2,250         \$2,560         \$3,390         \$3,690           TOTAL         \$4,390         \$4,990         \$6,440         \$7,340           BASIN         \$1,810         \$1,810         \$2,260         \$2,710           PIPE         \$1,600         \$1,820         \$2,410         \$2,620           TOTAL         \$3,630         \$3,630         \$4,670         \$5,330           BASIN         \$1,600         \$1,920         \$2,410         \$2,860           PIPE         \$1,600         \$1,800         \$2,490         \$2,710           TOTAL         \$3,350         \$3,800         \$4,900         \$5,590           *Note: A surcharge fee is in in effect in addition to the rates per Board         BAS	PIPE \$3,530 \$3,990 \$5,290 \$5,750 \$6,250  TOTAL \$8,130 \$9,230 \$11,870 \$13,620 \$15,450  BASIN \$1,330 \$1,330 \$1,330 \$1,830 \$1,830 \$1,980 \$2,330  PIPE \$1,380 \$1,380 \$1,380 \$1,830 \$1,980 \$2,150  TOTAL \$2,710 \$2,710 \$3,500 \$3,970 \$4,480  BASIN \$2,130 \$2,430 \$3,050 \$3,650 \$4,270  PIPE \$2,250 \$2,560 \$3,390 \$3,690 \$4,010  TOTAL \$4,390 \$4,990 \$6,440 \$7,340 \$8,280  BASIN \$1,810 \$1,820 \$2,410 \$2,260 \$2,710 \$3,170  PIPE \$1,620 \$1,620 \$2,410 \$2,410 \$2,600 \$2,600 \$2,850  TOTAL \$3,630 \$3,630 \$4,670 \$5,330 \$6,020  BASIN \$1,690 \$1,920 \$2,410 \$2,880 \$3,370  PIPE \$1,660 \$1,880 \$2,490 \$2,710 \$2,710 \$2,940  TOTAL \$3,350 \$3,630 \$4,670 \$5,330 \$6,020  TOTAL \$3,350 \$3,630 \$4,670 \$5,590 \$6,310  *Note: A surcharge fee is in effect in addition to the rates per Board Recolution No. 21  BASIN \$1,550 \$1,760 \$2,210 \$2,460 \$3,100  *Note: A surcharge fee is in effect in addition to the rates per Board Recolution No. 21  BASIN \$1,550 \$1,760 \$2,210 \$2,650 \$3,100  TOTAL \$4,370 \$4,550 \$6,440 \$7,250 \$4,000	PIPE \$3,530 \$3,990 \$5,290 \$5,750 \$6,250 \$6,490  TOTAL \$8,130 \$9,230 \$11,870 \$13,620 \$15,450 \$16,330  BASIN \$1,330 \$1,330 \$1,330 \$1,380 \$1,830 \$1,980 \$2,330 \$2,500  PIPE \$1,380 \$1,380 \$1,380 \$1,890 \$2,150 \$2,240  TOTAL \$2,710 \$2,710 \$3,500 \$3,970 \$4,480 \$4,740  BASIN \$2,130 \$2,430 \$3,050 \$3,650 \$4,270 \$4,560  PIPE \$2,250 \$2,560 \$3,390 \$3,690 \$4,010 \$4,160  TOTAL \$4,390 \$4,990 \$6,440 \$7,340 \$8,280 \$8,720  BASIN \$1,810 \$1,810 \$2,260 \$2,410 \$3,050 \$3,650 \$4,270 \$4,560  TOTAL \$4,390 \$4,990 \$6,440 \$7,340 \$8,280 \$8,720  BASIN \$1,810 \$1,820 \$2,410 \$2,260 \$2,110 \$3,170 \$3,990  PIPE \$1,620 \$1,620 \$2,410 \$2,600 \$2,600 \$4,260 \$4,260  TOTAL \$3,630 \$3,630 \$4,670 \$5,330 \$6,020 \$6,350  TOTAL \$3,350 \$3,630 \$4,670 \$5,330 \$6,020 \$6,350  TOTAL \$3,350 \$3,800 \$4,900 \$5,590 \$6,310 \$5,670  *Note: A surcharge fee is in effect in addition to the rates per Board Resolution No. 2005-410 adopted BASIN \$1,550 \$1,760 \$2,210 \$2,260 \$3,300 \$3,310 PIPE \$2,280 \$3,190 \$4,300 \$4,200 \$5,590 \$5,190 \$3,310 \$1,910 \$5,190	PIPE \$3,530 \$3,590 \$5,290 \$5,750 \$6,250 \$6,490 \$6,710 TOTAL \$8,130 \$9,230 \$11,870 \$13,620 \$15,450 \$16,330 \$17,060 \$17,060 \$18,300 \$1,330 \$1,330 \$1,870 \$13,800 \$2,330 \$2,500 \$2,620 \$19E \$1,390 \$1,380 \$1,830 \$1,830 \$1,980 \$2,150 \$2,240 \$2,310 \$10TAL \$2,710 \$2,710 \$33,500 \$33,970 \$4,480 \$4,740 \$4,930 \$10TAL \$2,710 \$2,710 \$3,350 \$3,360 \$4,270 \$4,560 \$4,800 \$10TAL \$4,390 \$2,560 \$3,390 \$3,690 \$4,010 \$4,160 \$4,300 \$10TAL \$4,390 \$4,990 \$6,440 \$7,340 \$8,280 \$8,720 \$19,100 \$10TAL \$4,390 \$1,820 \$2,240 \$2,240 \$2,310 \$1,830 \$1,	PIPE \$3,530 \$3,990 \$5,290 \$5,750 \$6,250 \$6,490 \$6,710 \$6,880  TOTAL \$8,130 \$9,230 \$11,870 \$13,620 \$15,450 \$16,330 \$17,060 \$17,740  BASIN \$1,330 \$1,330 \$1,330 \$1,830 \$1,830 \$1,830 \$2,150 \$2,240 \$2,310 \$2,370  TOTAL \$2,710 \$2,710 \$3,500 \$3,970 \$4,480 \$4,740 \$4,930 \$5,120  BASIN \$2,130 \$2,430 \$3,500 \$3,970 \$4,480 \$4,740 \$4,930 \$5,120  BASIN \$2,130 \$2,430 \$3,500 \$3,650 \$4,270 \$4,560 \$4,800 \$5,030 \$1,980 \$1,240 \$1,04	PIPE \$3,530 \$3,990 \$5,290 \$5,750 \$6,250 \$6,490 \$6,710 \$6,800 \$6,800 TOTAL \$8,130 \$9,230 \$11,870 \$13,470 \$13,470 \$15,450 \$16,330 \$17,060 \$17,74	PIPE \$3,530 \$3,990 \$5,290 \$1,870 \$6,250 \$6,250 \$6,490 \$6,710 \$6,880 \$6,880 \$7,380 \$1,000 \$1,000 \$11,00	PIPE \$3,530 \$3,990 \$5,200 \$1,870 \$6,250 \$6,400 \$6,710 \$6,800 \$6,880 \$7,380 \$7,670 TOTAL \$8,130 \$9,230 \$11,870 \$11,670 \$11,600 \$17,060 \$17,740 \$17,740 \$19,520 \$22,640 \$22,640 \$2,130 \$13,300 \$13,300 \$13,300 \$13,300 \$13,800 \$13,600 \$14,740 \$14,930 \$15,120 \$15,120 \$15,120 \$15,620 \$16,450 \$19,910 \$13,200 \$15,120 \$15,120 \$15,620 \$16,450 \$10,100 \$	PIPE \$3,530 \$3,990 \$5,290 \$1,870 \$6,250 \$6,250 \$16,490 \$6,710 \$46,880 \$6,880 \$7,380 \$7,870 \$9,140 \$107AL \$8,130 \$9,230 \$11,870 \$13,670 \$13,670 \$15,450 \$16,330 \$17,660 \$11,740 \$17,740 \$19,520 \$22,640 \$33,630 \$33,640 \$33,640 \$13,380 \$1,330 \$1,330 \$1,330 \$1,870 \$1,880 \$1,880 \$1,880 \$1,180 \$1	PIPE \$1,550 \$1,990 \$5,290 \$11,870 \$11,670 \$6,250 \$6,250 \$6,490 \$6,710 \$6,710 \$6,880 \$4,880 \$17,380 \$17,870 \$9,140 \$9,070 \$17,741 \$8,150 \$9,220 \$11,870 \$11,670	DASIN   \$4,000   \$5,240   \$6,580   \$7,870   \$9,200   \$9,840   \$10,350   \$10,860   \$11,860   \$12,140   \$14,770   \$21,460   \$22,000   \$24,650   \$10,770   \$1,570   \$1

### DRAINAGE FEE SCHEDULE FOR ZONE 2: PLANNED LOCAL DRAINAGE AREAS

Area	AE-5, A-L, O	A1, A2, RR	R-1-E, R-1-EH, R-A	R-1-A, R-1-AH	R-1-B, R-1-C, RE	R-1 40%	R-1 45%	R-1 50%	R-2, M-H	R-3	R-4, T-P	M-1, M-2, M-3, C-R, M-1-P, S-L	C-P, C-M, R-P	C-1, C-2, C-3, C-4, C-5, C-6, C-L, P	Total Cost
Zone 2 BASIN	\$540	\$610	\$770	\$920	\$1,080	\$1,150	\$1,210	\$1,270	\$1,270	\$1,420	\$1,730	\$2,520	\$2,700	\$2,890	\$60,724,734
PIPE	\$1,520	\$1,720	\$2,280	\$2,480	\$2,690	\$2,800	\$2,890	\$2,970	\$2,970	\$3,180	\$3,390	\$3,940	\$4,170	\$4,400	\$120,387,852
TOTAL	\$2,060	\$2,330	\$3,050	\$3,400	\$3,770	\$3,950	\$4,100	\$4,240	\$4,240	\$4,600	55,120	\$6,460	\$6,870	\$7,290	\$181,112,586

### Planned Local Drianage Areas: Zone 2

Area	Basin Cost	Pipe Cost	Total	Area	Basin Cost	Pipe Cost	Total	Area	Basin Cost	Pipe Cost	Total
A	\$1,488,719	\$988,954	\$2,477,673	×	\$1,427,257	\$462,865	\$1,890,122	00	\$1,137,169	\$717,043	\$1,854,212
В	\$773,535	\$154,237	\$927,772	Y	\$979,806	\$2,567,770	\$3,547,576	pp	\$1,106,726	\$1,073,988	\$2,180,714
c	\$476,939	\$328,013	\$804,952	2	\$1,104,507	\$2,577,440	\$3,681,947 **	RR	\$4,592,295	\$17,522,383	\$22,114,678
D	\$801,395	\$714,907	\$1,516,302	M	\$812,033	\$1,164,556	\$1,976,589	SS	\$2,223,582	\$1,957,328	\$4,180,910
E	\$538,451	\$231,815	\$770,266	BB	\$366,977	\$845,579	\$1,212,556	π	\$987,031	\$1,423,110	\$2,410,141
F	\$151,035	\$317,887	\$468,922	cc	\$322,497	\$2,024,178	\$2,346,675	UU1	\$474,282	\$740,124	\$1,214,406
G	\$1,030,559	\$160,580	\$1,191,139	CO2	\$771,938	\$1,448,883	\$2,220,821	UU2	\$1,353,912	\$1,334,792	\$2,688,704
н	\$99,858	\$227,413	\$327,271	DD	\$1,537,796	\$7,586,279	\$9,124,075	UU3	\$1,976,497	\$6,818,359	\$8,794,856
1	\$227,828	\$267,812	\$495,640	EE	\$754,118	\$3,428,181	\$4,182,299	w	\$34,124	\$124,304	\$158,428
1	\$1,298,664	\$347,598	\$1,646,262	FF	\$1,420,770	\$9,624,438	\$11,045,208	ww	\$18,653	\$370,165	\$388,818
к	\$559,981	\$693,953	\$1,253,934	GG	\$1,721,994	\$1,417,562	\$3,139,556	xx	\$939,379	\$2,195,568	\$3,134,947
L	\$427,819	\$\$08,064	\$935,883	нн	\$2,073,515	\$4,437,176	\$6,510,691	22	\$1,963,445	\$2,300,636	\$4,264,081
м	\$802,300	\$257,858	\$1,050,158	m	\$3,158,595	\$15,764,083	\$18,922,678				
N	\$305,303	\$449,163	\$754,466	112	\$3,339,655	\$1,252,905	\$4,592,560				
0	\$733,839	\$199,758	\$933,597	113	\$1,122,826	\$1,200,311	\$2,323,137				
P	\$655,502	\$245,602	\$901,104	114	\$1,604,306	\$1,115,895	\$2,720,201				
Ť	\$1,277,407	\$1,854,331	\$3,131,738	33	\$1,308,494	\$3,869,564	\$5,178,058				
U	\$750,910	\$659,165	\$1,410,075	KK	\$1,123,494	\$1,466,951	\$2,590,455				
v	\$527,903	\$1,747,829	\$2,275,732	u	\$1,351,675	\$2,629,158	\$3,980,833				
w	\$1,476,517	\$2,996,505	\$4,473,022	мм	\$400,811	\$991.519	\$1,392,330				

2 \*\* Note: A surcharge fee is in effect in addition to the rates per Board Resolution No. 1386 adopted October 13, 1987.

# DRAINAGE FEE SCHEDULE FOR ZONE 3: PLANNED LOCAL DRAINAGE AREAS

			and the second	THE PARTY OF THE P					A STATE OF THE PARTY OF T		THE PERSON NAMED IN				
Area	AE-5, A-L, O	A1, A2, RR	R-1-E, R-1-EH, R-A	R-1-A, R-1-AH	R-1-B, R-1-C, RE	R-1 40%	R-1 45%	R-1 50%	R-2, M-H	R-3	R-4, T-P	M-1, M-2, M-3, C-R, M-1-P, S-L	C-P, C-M, R-P	C-1, C-2, C-3, C-4, C-5, C-6,	Total Cost
Zone 3 BASIN	\$1,190	\$1,190	\$1,490	\$1,780	\$2,090	\$2,230	\$2,350	43.460	45.455	72.22				C-L, P	
PIPE	\$1,890	\$1,890	\$2,510	\$2,730	\$2,960	\$3,080	\$3,180	\$2,460 \$3,260	\$2,450 \$3,250	\$2,750 \$3,500	\$3,350 \$3,730	\$4,870	\$5,210	\$5,590	\$19,205,863
TOTAL	\$3,080	\$3,080	\$4,000	\$4,510	\$5,050	45.310			(50)		\$3,730	\$4,340	\$4,590	\$4,840	\$22,085,509
		224202	* 40000	-4510	45,050	\$5,310	\$5,530	\$5,720	\$5,720	\$6,250	\$7,080	\$9,210	\$9,800	\$10,430	\$41,291,372

Planned Local Drianage Areas: Zone 3

Area	Basin Cost	Pipe Cost	Total
Q	\$266,632	\$437,492	\$704,124
s	\$1,390,076	\$2,232,794	\$3,622,870
16	\$1,733,131	\$998,431	\$2,731,562
20	\$711,996	\$1,182,881	\$1,894,877
3A	\$982,664	\$1,087,453	\$2,070,117
30	\$995,797	\$1,383,177	\$2,378,974
3F	\$779,301	\$1,278,708	\$2,058,009
48	\$738,648	\$1,240,234	\$1,978,882
4C	\$1,003,330	\$2,330,848	\$3,334,178
4D	\$3,206,438	\$1,116,632	\$4,323,070
4E	\$2,198,682	\$2,226,968	\$4,425,650
SB/SC	\$2,959,056	\$3,051,446	\$6,010,502
SF	\$1,076,222	\$1,869,505	\$2,945,727
60	\$1,163,890	\$1,648,940	\$2,812,830



AGENDA ITEM NO: City Manager: (S

CC-G-1

# - CITY OF CLOVIS -REPORT TO THE CITY COUNCIL

TO:

Mayor and City Council

FROM:

Clovis Police Department

DATE:

March 6, 2017

SUBJECT: Monthly Report to Council, December 2016

#### CONFLICT OF INTEREST

None

#### RECOMMENDATION

Receive and file December 2016 Police Department Monthly Report to City Council.

#### **EXECUTIVE SUMMARY**

The Police Department provides monthly updates to City Council Members on department activities.

#### BACKGROUND

The Police Department Monthly Report contains statistical data along with timely articles.

## Clovis Police Department

## Monthly Report to Council, December 2016

# CLOVIS POLICE OFFICER/STAFF ACCOMPLISHMENTS

FBI Crime Index Statistics for December

Homicide	0	Burglary	25
Vehicle Theft	9	Forcible Rape	0
Robbery	3	Larceny Theft	236
Arson	1	Aggravated Assault	7

Clovis Police Department Statistics for December:

Calls for Service: Public: 4,694 Officer Initiated: 2,722 Total: 7,416

(Average Calls for Service per Day: 239.225)

Arrests: Adults: 314 Juveniles: 22 Total: 336

Traffic Accidents: Fatal: 1 Injury: 23 Non-Injury: 47 DUI: 6 Hit & Run: 17

DUI Arrests: 26 Traffic Cites: 327 Parking Cites: 115

Municipal Citations: 84 Priority One Response Time: 4.11 min.

Citizen Surveys of Service: Oct. Nov. Dec.
(Above average or excellent) 100% 100% 92%

Volunteer Hours for December (@ \$22.14 per hour)

78 volunteers donated 1006.3 hours for a monthly cost savings to our department of \$22,279.48

Explorer Hours for December (@ \$11.50 per hour):

Eighteen Explorers donated 128.8 hours for a monthly cost savings of \$1,481.20 Hours Served: 128.8 Hours Served Total Savings: \$877.45.

Pet Adoption Center Volunteers contributed 605 hours

Community Development Block Grant Stats for December: Warnings/Courtesy Notices: 39
Closed CRMs due to compliance: 39

News Releases Available online and on Facebook

Clovis Youth & Animal Services continued its Christmas tradition with participation in the Annual Clovis Children's Electric Christmas Parade. There were 95 entries this year! Old Town Clovis Kiwanis and Sierra Vista Mall were sponsors.



AGENDA ITEM NO: City Manager: CC-H-1



# CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO:

Mayor and City Council

FROM:

**Public Utilities Department** 

DATE:

March 6, 2017

SUBJECT: Receive and File - Public Utilities Monthly Report November 2016

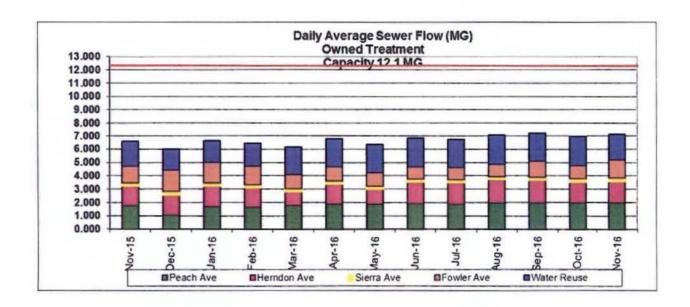
The Clovis Parks Division participated in this year's parks rodeo. The rodeo, sponsored by the California Parks and Recreation Society, was held at Chukchansi Stadium in Fresno. Participating cities included Porterville, Dinuba, Tulare, Fresno, Reedley, Visalia, and Clovis. Clovis employees finished first in the backpack blower competition, and second in both plant identification and irrigation valve repair. Other events included irrigation clock programming, 2-person crosscut saw, and the riding lawn mower obstacle course. Clovis had enough points to carry the team to an over-all third place, and a share of the podium.



(Back Row, Left to Right) Mitch Albertson, Eric Aller, Robert Peralta, Rickson Fisher, Rickey Coleman, Loaland Brittsan, Luis Valtierra. (Front Row, Left to Right) Cordey Madden, LeAndre Steele, Karyn Chilpigian

## WASTEWATER DISPOSAL SECTION

Sewer Flow	Total Flow MG In November				Treatment
	2016	2015	2016	2015	
Peach Avenue	59.390	52.630	1.980	1.754	3.0
Herndon Avenue	48.890	45.660	1.630	1.522	2.8
Sierra Avenue	6.306	6.055	0.210	0.202	0.5
Fowler Avenue	41.310	37.270	1.377	1.242	3.0
Water Reuse	57.894	55.810	1.930	1.860	2.8
TOTAL			7.127	6.580	12.1



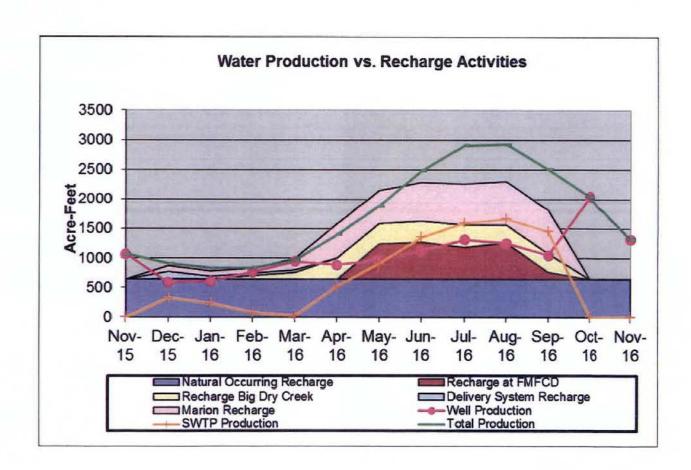
## Storm Drain Maintenance

Summary of Activities	November 2016	November 2015	November 2014
Number of storms this month	5	4	5
Total rainfall this month (inches)	1.38	1.74	0.40
Rainfall to date (inches)	2.05	2.78	1.09

## **WATER SECTION**

### **Water Production Unit**

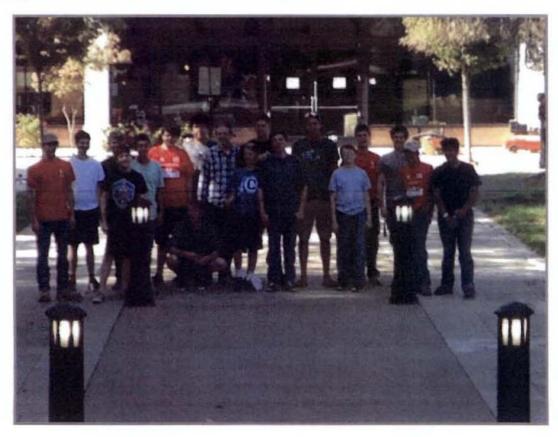
	This Month	Calendar Year to date
Recharge at FMFCD Basins (AF)	0	2,538
Recharge Upstream in Big Dry Creek (AF)	0	2,249
Marion Recharge per FID (AF)	0	4,323
Delivery System Recharge	0	128
Total Artificial Recharge (AF)	0	9,238
Natural Recharge	642	7,058
Total Well Production (AF)	1,312	12,274
Treatment Plant Production (AF)	0	7,826



Summary of Activities	2016	Year to Date	2015	Year to Date	2014	Year to Date
SWTP production (mg)	0	2550.072	0	2449.936	0	3057.552
Well production (mg)	427.382	3999.360	349.215	3779.807	467.311	4792.584
Total water production (mg)	427.382	6549.432	349.215	6229.743	467.311	7850.136
Daily average	14.246	19.551	11.641	18.596	15.075	23.433
Days between readings	30	335	30	335	31	335

### PARKS SECTION

Liberty Park, located between the San Joaquin College of Law and the Clovis Veterans Memorial Building, was the recipient of Mark Iknoian's Eagle Scout project this month. Organizing his project through the Parks Division, Mark cleaned and painted all of the numerous light bollards at the park, including the removal and washing of the lens and replacement of all light bulbs.



Mark Iknoian (far left) and his Eagle Scout team at Liberty Park

Jack Luong, a student at University High School, chose to earn his Eagle Scout badge working at the Hallowell Station Rest Stop along the Old Town Trail. The Hallowell Station Rest Stop is adjacent to Sierra Vista Mall. Jack and his team (pictured below) installed a trail map sign, painted the rest stop, and added several Pink Muhly grass plants to either side of the rest stop walkway. Jack's work completed the third trail rest stop to be refurbished this fall.



Jack Luong (2<sup>nd</sup> from right); Hallowell Station Rest Stop - Old Town Trail



AGENDA ITEM NO:

City Manager:

1-A

# CITY of CLOVIS

### REPORT TO THE CITY COUNCIL

TO:

Mayor Pro Tem and City Council

FROM:

General Services Department

DATE:

March 6, 2017

SUBJECT:

Consider Approval - Res. 17- , Amending the City's Master Administrative Fee

Schedule Pertaining to Parks and Community Service Fees

ATTACHMENTS:

(A) Resolution 17-

(B) Exhibit A - City of Clovis Master Administrative Fee Schedule

Including Proposed Revisions

#### CONFLICT OF INTEREST

None

#### RECOMMENDATION

For the City Council to approve a resolution amending the City's Master Administrative Fee Schedule pertaining to Parks and Community Service Fees.

#### **EXECUTIVE SUMMARY**

In order to provide adequate sports fields, turf, lighting, and picnic facilities, a portion of the maintenance and staff costs need to be recuperated through user fees. The proposed revisions to the Master Fee Schedule allow for moderate charges to users of these facilities and help to offset some of the costs of maintaining the facilities. The proposed fees for Bicentennial Park fields are new fees but allow for improved facilities and guarantee reserved facilities for sports teams and events. In addition, current fees for picnic sites are increased moderately but adequately cover the costs associated with cleaning, posting, and maintaining the picnic sites.

#### BACKGROUND

Field improvements are planned for Bicentennial Park fields in Spring 2017. The improvements include overall turf and baseball infield rehabilitation and an increase in the size of the baseball infield. In the past, these fields were reserved at no charge by groups for practice and games. Considering Bicentennial Park is one of the few parks with lighting, use of the fields is in high demand. In order to maintain the field on a consistent basis, a fee is being proposed for use of

the fields. To offer all segments of the community the opportunity to enjoy the fields, there will be both reserved field times and open field times. During open field times, the fields are available for use on a first come, first served basis. Recreation staff from the Community Services Division of the General Services Department will post each reservation at the fields and ensure that the fields are available for those with reservations.

Current field configuration includes two softball/baseball fields and a large open grass area often used for soccer, football or cricket. The open grass area is only lighted on the north half. The south half is difficult for regular play or practice due to inadequate lighting.

Recreation staff has applied for a state grant to further rehabilitate the two existing softball/baseball fields and the soccer field. If the grant is approved, a third softball/baseball field will be added to Bicentennial Park as well as new lighting on the south end of the park, and retrofitting existing lighting with directional LED lighting.

The proposed fees would provide funding for continual maintenance of the fields as well as cover staff costs for cleaning, set-up, scheduling and regular maintenance. The reservation fee allows for Recreation section field monitors who would ensure that the group reserving the field has access to the field and another group has not taken the field without authorization. Most sports teams are accustomed to paying for field space in other cities and we expect little feedback regarding this change.

If the event or activity has a direct benefit to the community, fees may be waived upon approval of the department head in accordance with policy. Groups who provide a service to the City (for example, a church group who cleans the park or paints restrooms) may receive a fee waiver at the discretion of the department head according to policy.

The proposed fees vary depending upon the residency of the renter. Since general fund dollars (funded by Clovis resident tax dollars) help maintain the park fields, reservation fees are higher for non-Clovis residents.

Program/Activity	Proposed Resident Rates Effective July 1, 2017	Proposed Non-Resident Rates Effective July 1, 2017
Softball/Baseball Field	\$25.00 per hour per field	\$35.00 per hour per field
Soccer Field	\$25.00 per hour	\$35.00 per hour
Field Lighting	\$15.00 per hour	\$15.00 per hour
Snack Bar Rental (In conjunction with park facility rental)	\$100.00	\$100.00

In addition to fee revisions for sports fields, Parks staff is proposing fee changes to picnic area rentals at all park sites. The last update to the picnic area rental fee was in April 2009. During the last update, each individual park and picnic site was listed. For simplicity and in the event new facilities are built, the fees are now categorized by the number of picnic tables at the site. Fees for Clovis residents and non-Clovis residents are equal; however, picnic area reservations for Clovis residents may be made 90 days in advance while reservations for non-Clovis residents may be made only 30 days in advance. The proposed fee schedule reflects approximately a 10% to 14% increase.

Half Day Reservations are for 6-7 hours, full day rentals are for 14 hours. Rentals are available 7 days a week.

	Half Day Rental		Full Day Rental	
Picnic Area Facility Size	Current Half Day Rental Fee	Proposed fee effective July 1, 2017	Current Full Day Rental Fee	Proposed fee effective July 1, 2017
Picnic Area Rental 4 or fewer tables	\$36.00	\$41.00	\$72.00	\$82.00
Picnic Area Rental 5 or more tables	\$48.00	\$53.00	\$96.00	\$106.00

#### FISCAL IMPACT

Increased revenue will help offset the costs of maintenance, staffing and cleaning of the fields and picnic sites. The revenue will also allow for long-term annual rehabilitation of the fields and turf and reduce dependency on the general fund.

#### REASON FOR RECOMMENDATION

In order to properly maintain fields and picnic facilities, user fees are needed to supplement the general fund allocation.

#### ACTIONS FOLLOWING APPROVAL

The City's Master Fee Schedule will be revised to include the proposed fees effective July 1, 2017. Revised fliers and website information will be updated accordingly.

Prepared by:

Shonna Halterman, General Services Director

Submitted by:

Shonna Halterman, General Services Director

#### **RESOLUTION 17-**

# A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS APPROVING CHANGES TO THE MASTER ADMINISTRATIVE FEE SCHEDULE

WHEREAS, it is necessary to establish fee schedules to appropriately fund programs and services provided in the Parks Division of the Public Utilities Department and Recreation Section of Community Services Division in the General Services Department; and,

WHEREAS, it has been determined that it is appropriate to create or adjust the fees for reserved use of sports fields, field lighting, the snack bar, and picnic areas; and,

WHEREAS, fees and fee adjustments are required properly maintain the facilities for the community.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Clovis does hereby authorize changes to the Master Administrative Fee Schedule as it relates to the Public Utilities and General Services Departments as described in the attached Exhibit "A".

The foregoing resolution was approved at the regularly scheduled meeting of the Clovis City Council on the 6 <sup>th</sup> day of March 2017, by the following vote to wit:
AYES:
NOES:
ABSENT:
ABSTAIN:
Dated: March 6, 2017

Mayor Pro Tem

City Clerk

## MASTER ADMINISTRATIVE FEE SCHEDULE Effective Date: July 1, 2017

Description Fee		
Standard Photocopying for Black and White (per page -		
Standard Photocopying for Color (per page-standard 8 ½	½ x 11)	\$.13
Blue Line Map		101528
24 x 36		
30 x 48		
Each successive sheet		
Map of Developable Areas		
Standard Specifications (per set)		
Research Fee (1/2 hr. minimum)		
Facility Use Permit		
Lobbyist Registration (annual)		25.00
Amendment to Lobbyist Registration		10.00
Annual Financial Report		20.00
Annual Budget		20.00
Copy of Fire Report (made immediately)		
Copy of Fire Reports (mailed within 5 days)		
Copy of Clovis Municipal Code (full copy)		
Copy of Clovis Municipal Code Supplements		
Video Tape Copy		
Reproduction of Photographs		
Standby Fireworks Fee (3 hr. minimum)		
Fire Permit		
Park Facility Reservation Fees		
	Half day rate	Full day rate
Picnic sites with 4 or fewer tables:		Free to \$82.00
Picnic sites with 5 or more tables:	Free to \$53.00	Free to \$106.00
Hydrant Water - Metered		
First 30 days, plus 5,000 gallons		20.00
Per 1,000 gallons over 5,000 gallons		1.00
Late Return Charge - Per day		
Lost or stolen meter		
Administrative Charge pertaining to Administrative Citati	ons	50.00
General Services Department		
Community Services Division		
Transit Section		
Stageline Service:		
General Public (age 6-64) (per one-way trip)		\$1.25
Seniors age 65 and over with I.D. (per one-way trip)		
Persons with disability with proof of disability (p		
Attendant to assist a person with a disability (one		
Children under age 6 with fare paying adult (up to		
10-ride pass		
Stageline/FAX Metro Pass - Valid 31-days from	m first use	\$48.00

Roundup Service (Disabled residents of Clovis):	
\$27.50 value smart card	
Trolley Fee Schedule:	
Non Holiday Hourly Rate (minimum of two	hours)125.00
Holiday Hourly Rate (all holidays recognized	d by the City of Clovis, minimum of two hours) 140.00
	ate\$75.00
Wait time (vehicle not in motion) after two h	nours at full rate\$50.00
Clean-up of any bodily fluid spills on a per in	ncident basis100.00
Senior Services Section	
	\$700.00 for first 5 hours; \$75.00 each additional hour
	\$375.00 for first 5 hours; \$50.00 each additional hour
	\$1.00 to \$5.00 per day per activity
	Free to \$35.00 per 8-week session
	\$15.00 per month
Ceramic Firing Fee (two or more classes)	\$20.00 per month
Senior Trips and Tours	\$5.00 administrative fee plus actual activity cost
Lifeline Service (City owned units)	\$30.00 per month
	\$35.00 per month
	\$5.00
Event Table Sponsorship	\$75.00 to \$150.00
Recreation Section	
	1.50-\$2.50 for 20 pitches, exclusive of special promotions
	Fee Range: Free to \$85.00 per program
	Fee Range: \$85.00 to \$125.00
	Fee Range: \$50.00 to \$500.00
	f building)Fee Range: \$40.00 to \$90.00
	f building)Fee Range: \$40.00 to \$90.00
	\$150.00 to \$2,000.00
Softball/baseball/soccer field at Bicentennial Park	Clovis Resident
Softball/baseball/soccer field at Bicentennial Park	: Non-Clovis Resident\$35.00 per hour per field
	acility rental)\$100.00
Police Department Fees	
Entertainment Permit Fees	
그래요 그는	\$500.00
Annual Permits	
	\$1,000.00 per year
	\$500.00 per year
	\$250.00 per year
	\$250.00
Appeal Fees:	9400900 NOO
30 6.5 7	
Light Use (per appeal)	
Other Fees:	

Copy of Police Report	\$5.00
Fingerprinting (Clovis residents or works in Clovis only), per card	10.00
ABC License Review	
ABC Permit - Special Event Alcohol Permit: Profit	
ABC Permit - Special Event Alcohol Permit: Non Profit	
Local Background Check.	
Audio Dispatch Recording (with case # and time of call)	
Audio/ Video Dispatch Recording (with name only) single camera view and time increment	68.00
Audio/ Video Dispatch Recording (involving staff time up to 1.5 hrs)	247.00
Audio or Video Dispatch Recording (involving staff time of 1.5 hrs+)	
Card Room Permit (includes fingerprinting)	
Card Room Permit Renewal (includes fingerprinting)	
Production of Records - Video Tapes, CD's, DVD's	
Reproduction of Photographs (Digital)	
Reproduction of Photographs (35 mm)	
Report - Discovery (Reports or Audio or Video)	
Second Hand Dealer License	
Vehicle Impound Release	
Per Tow Administration Fee	
Gun Storage - Clovis Resident \$55.00 First Gun \$35 Each Additional Gun	
Gun Storage - Non-Clovis Resident \$75.00 First Gun \$35 Each Additional Gun	
Massage Therapist Permit Application Fee	
Shopping Cart Pick Up Fee	
Shopping Cart Daily Storage Fee	
False Alarms:	
False Alarms, first 2 alarms	No Charge
False Alarms, 3 – 5 alarms	
False Alarms, 6 or more	
Animal Services Fees	
Dog License (Unaltered)	
One year	25.00
2 years	50.00
2 YOUS	
3 years	
3 years	
3 years	1.00
3 years	1.00
3 years	5.00

### Additional Animal Fees (see Table 1 below)

#### TABLE 1

IMPOUND FEES					
Type	1 <sup>st</sup> Time	2 <sup>nd</sup> Time	3 <sup>rd</sup> & Subsequent		
Altered dog with license	Free*	\$35.00*	\$65.00*		
Unaltered dog with license	Free* & \$35 State	\$60.00* & \$50 State	\$85.00* & \$100 State		
Altered dog - no license	\$35.00*	\$60.00*	\$85.00*		
Unaltered dog - no license	\$35.00* & \$35 State	\$60.00* & \$50 State	\$85.00* & \$100 State		
Altered Cat	Free *	\$30.00*	\$30*		
Unaltered Cat	Free* & \$35 State	\$25.00 * & \$50 State	\$35.00 * & \$100 State		

Other animals	Free*	\$30.00*	\$55.00*
Animal returned to owner by Field Officer	\$65.00*	65.00*	65.00*
* plus \$15.00 per day board			
OTHE	R ANIMAL SHELTER	R FEES	
Cat trap			\$60.00 deposit
Skunk trap			\$100.00 deposit
Large Animal Trap Deposit			\$100.00
Owner surrendered altered dog			\$20.00
Owner surrendered unaltered dog			\$ 30.00
Owner surrendered altered cat			\$15.00
Owner surrendered unaltered cat			\$20.00
Owner surrendered litter			\$25.00
Owner surrendered Pocket Pets (hamster, r guinea pig, etc)	nice		\$5.00
Dog/cat euthanasia			\$100.00
Dead animal disposal (under 10 pounds)			\$10.00
Dead animal disposal (over 10 pounds)			\$20.00
Pick-up fee (surrender fee separate)			\$65.00
Dog Adoption			\$150.00
Transfer Dog License			\$5.00
Dog License Late Fee			\$10.00
Cat Adoption			\$75.00
Quarantined Animals - Daily board			\$25.00
After Hour Service			\$50.00
Dangerous and Vicious Animal Registration			\$100.00
Spay and Neuter Deposit			\$100.00
Obedience Training Deposit			\$100.00

## Fire Department Fees

Front Counter Fees	Office Use	Rate
Incident Report	61000-46310	\$0
Records & Fee For Copies (20 pages - ¢5 per copy after)	61000-46310	\$0
Photographs/ Electronic Format / CD	61000-46310	\$0
WAV (Western Audio Format) File on CD	61000-43610	\$0
Fireworks Booth	62000-46001	\$300
Fire Investigation Report and Photos	62000-46310	\$159

Construction Permits	Office Use	Rate
Underground	62000-46001	\$372
Overhead (Up to 20 heads)	62000-46001	\$163
Overhead (21 – 50 heads)	62000-46001	\$297
Overhead (each additional 50 heads after 51+)	62000-46001	\$224
Fire Pump	62000-46001	\$290
Fire Standpipes (per standpipe)	62000-46001	\$114

Fire Alarm (Base Fee)	62000-46001	\$325
Fire Alarm (Per 25 Devices)	62000-46001	\$7
Fire Sprinkler System Alarms	62000-46001	\$163
5yr Sprinkler System Certification (Compliant)	62000-46001	\$0
5yr Sprinkler System Certification (non-Compliant)	62000-46001	\$363
Fire Suppression Hood System	62000-46001	\$363
LP Gas	62000-46001	\$172
Above Ground Tank Installation	62000-46001	\$297
Plan Review Re-submittal (Ea. Additional 1/2 hour)	62000-46001	\$66
Re- Inspection Fee (Ea. Additional 1/2 hour)	62000-46001	\$99
Expedited Plan Review	62000-46001	\$132
Investigation Fee for Work Started Without Permits is the Total Cost of the Construction Permit Fee Doubled.	62000-46001	\$661

Annual Occupancy Fire and Life Safety Inspections (3 <sup>rd</sup> Visit Non-Compliant)	Office Use	Rate
Annual Inspection - (Occupancy type: B, F, M, S) Factory/Industrial, Retail, Business/Office, except for combustible dust producing operations and repair garages.		
Up to 5,000 sq. ft.	62000-46001	\$161
5,001 - 40,000 sq. ft.	62000-46001	\$149
40,001 sq. ft. and Above	62000-46001	\$287

Annual Occupancy Fire and Life Safety Inspections (3 <sup>rd</sup> Visit Non-Compliant; Schools 1 <sup>st</sup> Visit)	Office Use	Rate
Annual Inspection - (Occupancy type: A, E) (Excludes R-1 apartments, hotels/motels), Assembly (Theatre, Churches, Auditorium, Restaurant), Education (any school), Excessive Hazardous Material - Welding, Open - flame, High Hazard Storage:		
Up to 5,000 sq. ft.	62000-46001	\$113
5,001 - 20,000 sq. ft.	62000-46001	\$218
20,001 sq. ft. and Above	62000-46001	\$357

Annual Occupancy Fire and Life Safety Inspections (3 <sup>rd</sup> Visit Non-Compliant)	Office Use	Rate	
Annual Inspection - (Occupancy type: H) Excessive Hazardous Material - Welding, Open - flame, High Hazard Storage:			
Up to 5,000 sq. ft.	62000-46001	\$297	
5,001+.	62000-46001	\$694	

Annual Occupancy Fire and Life Safety Inspections (Hospitals and Fire Clearances 1 <sup>st</sup> Visit)	Office Use	Rate
Annual Inspection - (Occupancy type: I)* Hospitals, nursing homes with medical care, prisons and mental facilities:		
Hospitals	62000-46001	\$3,998
Other I Occupancies	62000-46001	\$430

Fire Clearances	62000-46001	\$231
Annual Occupancy Fire and Life Safety Inspections (3 <sup>rd</sup> Visit Non-Compliant)	Office Use	New Rate
Annual Inspection / each per year - Occupancy type R-1 (Hotels/Motels)		
3 – 19 units	62000-46001	\$89
20 – 49 units	62000-46001	\$129
50 + units	62000-46001	\$169
Annual Occupancy Fire and Life Safety Inspections (3 <sup>rd</sup> Visit Non-Compliant)	Office Use	Rate
Annual Inspection / each per year - Occupancy type R-2 (Apartments)		
3 – 19 units	62000-46001	\$69
20 – 49 units	62000-46001	\$109
50 + units	62000-46001	\$129
Residential Care Facilities Pre-Inspection	Office Use	Rate
6 or less clients	62000-46001	\$109
7 or more clients	62000-46001	\$208
Fire Suppression Hood System - Existing	Office Use	Rate
Compliant	62000-46001	\$0
Non-Compliant (2 <sup>nd</sup> visit)	62000-46001	\$69
Operational Permits (1-Day Event)	Office Use	Rate
Base Fee for 1/2 hour Plan Review and One (1) Inspection	62000-46001	\$114
Each Additional Plan Review Per 1/2 hour	62000-46001	\$57
Each Additional Inspection Per 1/2 hour	62000-46001	\$57
False Alarm Response	Office Use	Hourly Rate
Prevention (1 unit)	62000-46001	\$165
Suppression (1 BC unit)	62000-46001	\$316
Fireworks Standby / Special Events Code Enforcement	Office Use	Hourly Rate
Prevention Staff (1 unit)	62000-46001	\$91

Inspection	62000-46001	\$66
Miscellaneous Fees	Office Use	Rate

Plan Review

Plan Review per 1/2 hours (1/2 hour minimum)

Rate

\$66

Office Use

62000-46001

City Council Report Amend Parks and Community Service Fees March 6, 2017

Emergency Response – Admin (plus equipment)	62000-46001	\$45
HazMat Response - Admin (plus equipment)	62000-46001	\$45
Electronic Gate	62000-46001	\$109
Firefighter Standby Fee	62000-46001	\$586



AGENDA ITEM NO: 1-B

City Manager:

# CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO:

Mayor and City Council

FROM:

Planning and Development Services

DATE:

March 6, 2017

SUBJECT:

Consider Introduction Ord. 17-\_\_\_, OA2017-01, A request to amend the Clovis

Development Code as a semi-annual cleanup to address typographical, grammatical, and content errors as a result of the 2014 Development Code Update.

City of Clovis, applicant.

ATTACHMENTS:

Attachment 1:

Draft Ordinance

Attachment 2:

Planning Commission Minutes

Attachment 3:

Summary of Modifications

Attachment 4:

**Text Modifications** 

#### CONFLICT OF INTEREST

None

#### RECOMMENDATION

Planning Commission and staff recommend that the City Council approve Ordinance Amendment OA2017-01, amending the Clovis Development Code per Attachments 3 and 4.

#### EXECUTIVE SUMMARY

The City of Clovis is processing an Ordinance Amendment to address modifications, inadvertent omissions, typographical, grammatical, and content errors to the Development Code discovered after its adoption in October 2014. In addition, text changes are needed to the Definitions section to clarify housing unit types and requirements. Modifications are summarized in this report.

#### BACKGROUND

The City's adopted 2014 Development Code, included a new format and amendments to the text. During adoption, staff informed the City Council that periodic updates would be necessary to address anticipated corrections as a result of the conversion from the old Code to the new format.

In February 2015, staff presented the first ordinance amendment to the Planning Commission to address changes to the *Group Housing* section of the Development Code and text corrections. The errors needing corrections included mislabeling footnotes and providing incorrect setbacks within specific zoning districts.

In March 2015, the City Council approved the recommended cleanup modifications identified under first ordinance amendment titled Ordinance Amendment OA2016-01.

#### PROPOSAL AND ANALYSIS

This second ordinance amendment titled Ordinance Amendment OA2017-01 recommends corrections, additions, modifications, and deletions to the 2014 Development Code.

#### **Summary of Modifications**

Various Residential & Non-Residential Land Use modifications are recommended to Table 2-2, Table 2-3, Table 2-4, and Table 2-6 of the Development Code, which address allowable uses and permit requirements for specific zoning districts. Attachment 2 identifies the specific code sections affected by the recommended modifications and Attachment 3 provides detail changes to the Development Code.

Staff identified contradicting building height requirements for Accessory Structures placed within the buildable area or rear yard setback area in Table 2-3 and Section 9.40.030 of the Development Code. The recommended modification removes the existing text from Table 2-3 and replaced with language directing the reader to Section 9.40.030 to review all requirements for Accessory Structures. Furthermore, the aforesaid modification would delete footnote number 9, pertaining to Accessory Structure height limitations.

Additionally, a new footnote under Table 2-3 is recommended to address street side setback requirements for placement of perimeter fencing on Reserve Corner lots within residential zoning districts, excluding the R-1-PRD and MHP Zone Districts.

Modifications are recommended to the Services and Residential sections of Table 2-6, which addresses the allowable Industrial Uses in the Development Code. The land use of Body Art was inadvertently omitted from the 2014 Development Code Update as an allowed use with an approved Conditional Use Permit in the C-M (Commercial – Light Manufacturing) Zone District.

Minor changes are recommended to the Vesting Tentative Tract Map expiration date and compliance requirements for Manufacturing Housing construction. The definition for a Mobile Home has been modified to include Modular Housing. Finally, a minor modification is recommended to the Single-Family housing definition of the Code.

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### Planning Commission Comments

The Planning Commission considered this Project on Thursday, January 26, 2017. The Commission approved Ordinance Amendment OA2017-01 with a vote of 4-0-1.

The Commission approved a modification to the *Street Side* setback to the R-1-MD Zone District. The modification changed the required setback to *10 feet* from the property line.

#### California Environmental Quality Act (CEQA)

The City of Clovis has completed an environmental review (an assessment of the project's impact on natural and manmade environments) of the proposed project, as required by the State of California. Staff finds the project in substantial conformance with the environmental analysis performed for the 2014 General Plan Update and 2014 Development Code Update. No major revisions will be required with the adopted Environmental Impact Report to accommodate the proposed project, therefore, subject to CEQA Sections 15162 and 15182 no further environmental review is required for this project.

The City published notice of this public hearing in *The Business Journal* on Wednesday, February 22, 2017.

#### FISCAL IMPACT

None.

#### REASON FOR RECOMMENDATION

The recommended modifications to the 2014 Development Code will address necessary corrections, including text changes to the *Definitions* section. Planning Commission and staff therefore recommend approval of Ordinance Amendment OA2017-01.

#### **ACTIONS FOLLOWING APPROVAL**

The second reading of the Ordinance will be heard by the City Council at its next regular meeting and if approved, will go into effect 30 days from its passage and adoption.

Prepared by:

George González, MPA, Associate Planner

Submitted by:

Dwight Kroll, AICP

Director of Planning and Development

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ORDINANCE

#### DRAFT ORDINANCE 17-\_\_\_

## AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLOVIS AMENDING THE DEVELOPMENT CODE, TITLE 9 OF THE CLOVIS MUNICIPAL CODE

WHEREAS, City's current Development Code was adopted by the Council on October 8, 2014; and

WHEREAS, Clovis Development Code has been in use for two years and several minor modifications and errors have been identified; and

WHEREAS, the Planning Commission held a noticed Public Hearing on January 26, 2017, to consider modifications to the Development Code; and

WHEREAS, Planning Commission reviewed the record of proceedings, including the staff reports and other written records presented to, or otherwise made available to, the Planning Commission on this matter, and considered all oral comments made during the public hearing; and

WHEREAS, the Planning Commission recommended that the Council approve Ordinance Amendment OA2017-01; and

WHEREAS, the City Council held a noticed public hearing on March 6 2017, to consider the approval of Ordinance Amendment OA2017-01; and

WHEREAS, the amendment to the Development Code amends the following sections:

- 9.10.020, Table 2-2
- 9.10.030, Table 2-3
- 9.12.020, Table 2-4
- 9.14.020, Table 2-6
- 9.102.110, (D)(4)(a)
- 9.120.020, "M" & "S"

WHEREAS, on March 6, 2017, the City Council considered testimony and information received at the public hearing and the oral and written reports from City staff, as well as other documents contained in the record of proceedings relating to Ordinance Amendment OA2017-01, which are maintained at the offices of the City of Clovis Planning and Development Services Department; and

WHEREAS, the City Council finds that the Development Code Amendment is consistent with the General Plan and applicable specific plans.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLOVIS DOES ORDAIN AS FOLLOWS:

SECTION 1: FINDINGS. The Council finds as follows:

Amend the Development Code per Attachments 2 and 3.

<u>SECTION 2</u>: The provisions of this Ordinance are hereby declared to be severable. If any provision, clause, word, sentence, or paragraph of this Ordinance or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions of this Ordinance.

SECTION 3: final passage				ll go int	o effect	and be	in full	force fr	om and	d after t	thirty (30) days after it
											Development Service an of record is the Cit
APPROVED	: Marc	h 6, 20	17								
					_						
	Ma	ayor						City	Clerk		
	*	*	*	*	*	*	*	*	*	*	
The foregoin and was add to wit:											neld on March 6, 2017 , by the following vote
AYES: NOES: ABSENT: ABSTAIN:											
DATED:											
								,	City	Clerk	

**PLANNING COMMISSION MINUTES** 

#### CLOVIS PLANNING COMMISSION MINUTES January 26, 2017

 Consider Approval, Res. 17-10, OA2017-01, A request to amend the Clovis Development Code as a semi-annual cleanup to address typographical, grammatical, and content errors as a result of the 2014 Development Code Update. City of Clovis, applicant.

George Gonzalez presented the staff report.

At this point the Chair opened the floor to those in favor.

None.

At this point the chair opened the floor to persons in opposition to the project.

None.

At this point a motion was made by Commissioner Antuna, seconded by Commissioner Hatcher to approve OA2017-01. The motion was approved by a vote of 4-0-1.

**SUMMARY OF MODIFICATIONS** 

### SUMMARY OF MODIFICATIONS

9.10.020	Table 2-2	Add "Medical Services – Extended Care" in the A, R-R, R-A, R-1, R-2, R-3, R-4, and MHP with a Conditional Use Permit (CUP).
9.10.020	Table 2-2	Add "Mobile Housing" in the MHP as a permitted use.
9.10.020	Table 2-2	Add "Modular Housing" in the MHP as a permitted use.
9.10.030	Table 2-3	Modify text for "Accessory Structure – Maximum Height" in the A, R-R, R-A, R-1-A, R-1-AH, R-1-B, R-1-C, R-1, R-1-MH, R-1-MD, R-1-PRD, and MHP.
9.10.030	Table 2-3	Remove footnote (9) from R-1-A, R-1-AH, R-1-B, R-1-C, R-1, R-1-MH, R-1-MD, R-1-PRD, and MHP.
9.10.030	Table 2-3	Add a footnote to address Reverse Corner Fencing in A, R-R, R-A, R-1-A, R-1-AH, R-1-B, R-1-C, R-1, R-1-MH, and R-1-MD.
9.12.020	Table 2-4	Add "Vehicle Body and Paint Shops" in the C-P, C-1, C-2, C-3, and C-R as a prohibited use.
9.12.020	Table 2-4	Add "Truck Repairing and Overhauling, within Completely Enclosed Structure" in the C-P, C-1, C-2, C-3, and C-R as a prohibited use.
9.14.020	Table 2-6	Add "Offices, Business & Offices, Professional" in the M-1 as a permitted use.
9.14.020	Table 2-6	Add "Body Art" in the C-M with a Conditional Use Permit (CUP).
9.14.020	Table 2-6	Add "Pet Crematorium" in the M-1 and M-2 as a permitted use.
9.102.110	-(D)(4)(a)-	Revise text regarding expiration of vesting tentative tract maps (see Attachment 3).
9.120.020	"M"	Modify definitions of "Manufacturing Housing" and "Mobile Home."
9.120.020	"S"	Modify definition of "Single-Family Housing."

**TEXT MODIFICATIONS** 

#### **TEXT MODIFICATIONS**

(Text modifications and additions are in **Bold** and **Highlighted**)
(Text removals are in *Italic*, Strikethrough and **Highlighted**)
(As approved by the Planning Commission – January 26, 2017)

#### 9.10.020 Residential district land uses and permit requirements.

- A. Allowed land uses. Table 2-2 identifies the uses of land allowed by this Development Code in each residential zoning district, and the land use permit required to establish each use, in compliance with Division 5 of this title (Land Use/Development Review Procedures).
- B. Prohibited land uses. Any table cell left blank shall mean that the listed land use is prohibited in that specific zoning district.
- C. Site plan review required. Any change of use and all construction activities (e.g., additions, alterations, new construction, reconstruction, or remodeling) shall be subject to site plan review approval as set forth in Chapter 56 of this title (Site Plan Review).
- D. Applicable sections. Where the last column in the tables ("See Section") includes a section number, the regulations in the referenced section apply to the use; however, provisions in other sections of this Development Code may also apply.
- E. Special review required. A conditional use permit (Chapter 64 of this title, Conditional Use Permits) shall be required for all R-1-PD applications.
- F. Annexation agreement. The uses in Table 2-2 can be modified as set forth in Section <u>2.1.35</u> using an annexation agreement approved by the City Council.

Land Use (1)	Permit Requirement by District								
	A	R-R	R-A	R-1 (2)	R-2	R-3	R-4	MHP (4)	See Section
Residential							0		
Accessory Residential Dwelling Units	Α	A	А	А					9.40.020
Accessory Uses and Structures	Р	Р	Р	Р	Р	Р	Р	Р	9.40.030

Land Use (1)		Permit Requirement by District										
	A	R-R	R-A	R-1 (2)	R-2	R-3	R-4	MHP (4)	See Section			
Alcohol and Drug Treatment, 6 or Fewer	Р	Р	Р	Р	Р	Р	Р	Р	9.40.100			
Alcohol and Drug Treatment, 7 or More						С			9.40.100			
Bed and Breakfast Inns	С	С	С	С	С	С	С		9.40.050			
Boarding Home						С						
Caretaker/ Employee Housing	Р	А	Α					А				
Community Apartments and Condominiums					С	С	С		9.106.030			
Convents and Rectories Connected to Religious Institutions/ Facilities	С	С	С	С	С	С	С		9.64.020(B)			
Day Care Home, Large Child and/or Adult		А	А	А	А	А	А		9.40.080			
Residential (Continued)		*										
Day Care Home, Small Child and/or Adult	Р	Р	Р	Р	Р	Р	Р	Р	9.40.080			
Density Bonuses	Р	Р	Р	Р	Р	Р	Р		9.26			
Domestic Violence Shelter, Small	Α	А	А	А	А	А	А	А	9.40.100			
Domestic Violence Shelter, Large	С	С	С	С	С	С	С	С	9.40.100			
Group Care Home, 6 or Fewer	Р	Р	Р	Р	Р	Р	Р	Р	9.40.100			

Land Use (1)	Permit Requirement by District										
	A	R-R	R-A	R-1 (2)	R-2	R-3	R-4	MHP (4)	See Section		
Group Care Home, 7 or More						С			9.40.100		
Home Occupations	Р	Р	Р	Р	Р	Р	Р	Р	9.58, <u>9.40.100</u>		
Homeless Emergency Shelter, 7 or More						С			9.40.100		
Household Pets	Р	Р	Р	Р	Р	Р	Р	Р			
Kennels, Private	С	С	С								
Manufactured Housing	Р	P	Р	Р	Р	Р	Р	Р			
Mobile Housing								P			
Mobile Home Parks								Р			
Modular Housing								P			
Multifamily Housing					Р	Р	Р		Dev. Stds.		
Parolee/Probationer Home						С			9.40.100		
Senior Congregate Care Facilities	С	С	С	С	С	С	С	С	9.64.020(B)		
Residential (Continued)											
Sober Living Homes, 6 or Fewer	Р	Р	Р	Р	Р	Р	Р	Р	9.40.100		
Sober Living Homes, 7 to 16						Р			9.40.100		
Sober Living Homes Greater Than 16						С			9.40.100		
Supportive Housing	Р	Р	Р	Р	Р	Р	Р	Р	9.40.100		

Land Use (1)	Permit Requirement by District											
	A	R-R	R-A	R-1 (2)	R-2	R-3	R-4	MHP (4)	See Section			
Transitional Housing	Р	Р	Р	Р	Р	Р	Р	Р	9.40.100			
Single-Family Housing	Р	Р	Р	Р	Р							
Temporary Uses	TUP	TUP	TUP	TUP	TUP	TUP	TUP	TUP	9.60.020			
Nonresidential												
Airports and Aircraft Landing Facilities	С	С							9.64.020(B)			
Broadcasting Studios		С	С									
Cemeteries	С	С	С	С	С	С	С	С	9.64.020(B)			
Medical Services – Hospitals	С	С	С	С	С	С	С	С	9.64.020(B)			
Medical Services – Extended Care	С	С	c	c	C	С	c	С	9.64.020(B)			
Mini-Storage Facilities	С	С	С	С	С	С	С	С	9.40.130			
Natural Gas and Electric Facilities	С	С	С	С	С	С	С	С	9.64.020(B)			
Public Utility Facilities	С	С	С	С	С	С	С	С				
Nonresidential (Continued)									3)			
Solar and Wind Generation Facilities	С	С	С	С	С	С	С	С	9.64.020(B)			
Swimming Schools			С									
Agricultural and Open Space Res	source	s	•									
Agricultural Uses	Р	Р	Р									

Land Use (1)		Permit Requirement by District										
	A	R-R	R-A	R-1 (2)	R-2	R-3	R-4	MHP (4)	See Section			
Agricultural Products, Sale of When Grown On Site	Α											
Animal Keeping (Farm) Including Apiaries	Р	А	А						9.40.040			
Community Gardens	Р	Р	А	А	А	А	А	А				
Open Space	Р	Р	Р	Р	Р	Р	Р	Р				
Plant Nurseries	Α	А	А									
Rifle, Pistol or Archery Ranges	С	С	С						9.64.020(B)			
Stables, Commercial	С	С										
Stables, Private	Р	Р	Р	P (2)					9.40.040(C)			
Education, Public Assembly, and	Recr	eation										
Assembly/Meeting Facilities	С	С	С	С	С	С	С	С				
Churches	С	С	С	С	С	С	С	С				
Golf Courses, Country Clubs	С	С	С	С	С	С	С	С	9.64.020(B)			
Libraries, Public				С	С	С	С					
Education, Public Assembly, and	Recr	eation	(Contin	nued)								
Parks and Public Playgrounds	Р	Р	Р	Р	Р	Р	Р	Р				
Schools, Private		С	С	С	С	С	С	С				
Schools, Public	Р	Р	Р	Р	Р	Р	Р	Р				
Stadia	С	С	С	С	С	С	С		9.64.020(B)			

Land Use (1)	Permit Requirement by District										
	A	R-R	R-A	R-1 (2)	R-2	R-3	R-4	MHP (4)	See Section		
Trails	Р	Р	Р	Р	Р	Р	Р	Р			
Communication Facilities											
Satellite Dish Antennas	А	А	А	А	А	А	А	А	9.42		
Radio and TV Antennas and Transmission	С	С	С	С	С	С	С	С	9.42, <u>9.64.020(B)</u>		
Wireless Telecommunication Facilities	Α	A	А	А	А	А	А	А	9.42		

#### **Key to Permit Requirements**

Symbol	Applicable Process	See Chapter 9.56	
Р	Permitted use (3) (5)		
Α	Administrative use permit required (5)	9.62	
С	Conditional use – Conditional use permit required (5)	9.64	
Blank	Use not allowed		

#### Notes:

- See Division 8 of this title for definitions of the land uses listed. See Section 9.08.030 (Allowable land uses and permit requirements).
- (2) This column combines all R-1 sub-zones because the allowable land uses are identical, except for the allowance for horses to be maintained in the R-1-AH District on parcels of eighteen thousand (18,000) square feet or larger.

- (3) A Director approved site plan review shall be required. See Chapter 56 of this title.
- (4) For purposes of Table 2-2, the MHP District also includes the R-1-MHP District when installed in compliance with State law (Government Code Section 65852.3).
- (5) If there is a conflict between Table 2-2 and any written description setting forth allowable uses and permit requirements elsewhere in this title, the written description shall supersede unless it is clearly evident from the record that the contrary was intended. Disputes shall be resolved pursuant to Chapter 2 of this title.
- (§ 2, Ord. 14-13, eff. October 8, 2014; § 1 (Atts. 1, 2), Ord. 16-07, eff. May 4, 2016)

#### 9.10.030 Residential district general development standards.

A. Compliance with Table 2-3 required. New land uses and structures, and alterations to existing land uses and structures, shall be designated, constructed, and/or established in compliance with the requirements in Table 2-3, in addition to the general development standards (e.g., landscaping, parking and loading, etc.) in Division 3 of this title (Development and Operational Standards).

TABLE 2-3
RESIDENTIAL ZONES GENERAL DEVELOPMENT STANDARDS
REQUIREMENTS BY INDIVIDUAL ZONING DISTRICT

Development Feature	A	R-R	R-A
Minimum Parcel Size	20 acres	2 acres	24,000 sq. ft.
Minimum Parcel Width	250 ft.	110 ft.	110 ft.
Minimum Corner Parcel Width	250 ft.	110 ft.	110 ft.
Minimum Reverse Corner Parcel Width	250 ft.	110 ft.	110 ft.
Minimum Parcel Depth	500 ft.	130 ft.	130 ft.
Maximum (Gross) Density	1 DU/20 acres	1 DU/2 acres	1 DU/24,000 sq. ft. (1.82 DU/1 acre)
Setbacks Required from the Property Line or	Adopted Plan Line (1	)	
Front	35 ft.	35 ft.	35 ft
Side (Each)	10 ft.		
Street Side	25 ft.		

#### TABLE 2-3 RESIDENTIAL ZONES GENERAL DEVELOPMENT STANDARDS REQUIREMENTS BY INDIVIDUAL ZONING DISTRICT

Development Feature	Α	R-R	R-A
Reversed Corner (Street Side)	25 ft.		
Rear	20 ft.		
Accessory Structures	See Section 9.40.030 (Accessory uses and structures)		uses and structures)
Maximum Parcel Coverage	30%		
Main Structure – Maximum Height (Whichever Is Less)	35 ft./2-1/2 stories		
Accessory Structure – Maximum Height (Whichever Is Less)	35 ft. in A and R. R. Districts, 25 ft. in R. A District See Section 9.40.030 (Accessory uses and structures)		
Antennas, Vertical	See Chapter 42 of this title (Wireless Telecommunication Facilities)		ss Telecommunication
Fences/Walls/Hedges	See Section 9.24.060 (Fences, walls and hedges)		walls and hedges)
Off-Street Parking	See Chapter 30 of this title (Parking and Loading Standards		and Loading Standards)
Satellite Antennas	See Chapter 42 of this title (Wireless Telecommunicat Facilities)		ss Telecommunication

- (1) No main structure shall be erected within fifty feet (50') of a railroad or freeway right-of-way. A garage or carport shall be located not less than twenty feet (20') from any street frontage where the garage door or carport opening faces the street.
- (2) A reverse corner lot may process an Administrative Use Permit (AUP) to construct side yard fencing at five feet (5') from property line. There shall be a ten foot (10') corner cut off for sight distance visibility.
- (25) A parcel siding a freeway right-of-way shall have a minimum width of one hundred feet (100'). A cul-de-sac parcel in the R-1-B District shall have a minimum street frontage width of sixty feet (60'). A cul-de-sac parcel in the R-1-AH District shall have a minimum street frontage width of eighty feet (80'). A cul-de-sac parcel in the R-1-A District shall have a minimum street frontage width of fifty feet (50').

TABLE 2-3
RESIDENTIAL ZONES GENERAL DEVELOPMENT STANDARDS
REQUIREMENTS BY INDIVIDUAL ZONING DISTRICT (Continued)

Development Feature	R-1-A, R-1- AH	R-1-B
Minimum Parcel Size	18,000 sq. ft. 12,000 sq. ft.	
Minimum Parcel Width	110 ft. (25)	80 ft. <b>(2)</b>
Minimum Corner Parcel Width	110 ft.	90 ft.
Minimum Reverse Corner Parcel Width	110 ft.	95 ft.
Minimum Parcel Depth	130 ft.	110 ft. <b>(4)</b>
Setbacks Required (1)	•	
Front	35 ft. (5)	
Side (Each)	10 ft.	5 ft. (with an aggregate side setback of 20 ft. minimum) (6)
Street Side	25 ft.	20 ft.
Reversed Corner (Street Side)	25 ft.	25 ft.
Rear	20 ft.	20 ft.
Accessory Structures	See Section 9.40.030 (Accessory uses and structures)	
Maximum Parcel Coverage (8)	30% 35%	
Main Structure – Maximum Height (Whichever Is Less)	35 ft./2-1/2 stories	
Accessory Structure - Maximum Height (Whichever Is Less)	25 ft./1 story 12 ft./1 story (9). See Section 9.40.030 (Acceutses and structures)	
	See Sect	ion 9.40.030 (Accessory uses and structures)
Antennas, Vertical	See Chapter 42 of this title (Wireless Telecommunication Facilities)	
Fences/Walls/Hedges	See Section 9.24.060 (Fences, walls, and hedges)	

# TABLE 2-3 RESIDENTIAL ZONES GENERAL DEVELOPMENT STANDARDS REQUIREMENTS BY INDIVIDUAL ZONING DISTRICT (Continued)

Development Feature	R-1-A, R-1- AH	R-1-B
Off-Street Parking	See Chapter 30 of this title (Parking and Loading Standards)	
Satellite Antennas	See Chapter 42 of this title (Wireless Telecommunication Facility	

- (1) No main structure shall be erected within fifty feet (50') of a railroad or freeway right-of-way. A garage or carport shall be located not less than twenty feet (20') from any street frontage where the garage door or carport opening faces the street.
- (2) A parcel siding a freeway right-of-way shall have a minimum width of one hundred feet (100'). A cul-de-sac parcel shall have a minimum street frontage width of sixty feet (60').
- (3) A parcel with a rear property line abutting a freeway right-of-way shall have a minimum parcel depth of one hundred fifty feet (150').
- (4) A parcel abutting a major or secondary highway shall have a minimum parcel depth of one hundred twenty feet (120').
- (5) A cul-de-sac parcel shall have a minimum front setback of twenty-five feet (25').
- (6) A parcel developed with a side setback of less than seven feet (7'), additions may be made at a side setback no less than five feet (5').
- (7) A corner parcel shall have a minimum street side setback of twenty feet (20'), and reverse corner parcel shall have a minimum street side setback of twenty-five feet (25').
- (8) In Single-Family Residential Districts, the Director, through a single-family residential site plan review application, may grant a bonus parcel coverage provision of up to forty-five percent (45%) in compliance with subsection B of this section (Bonus parcel coverage). A particular model home, existing home or subdivision may be granted bonus parcel coverage based upon the provision of amenities identified in subsection B of this section.

- (9) Accessory structures shall not exceed twelve feet (12') in everall height if encreaching within either a rear or side yard setback, regardless of parcel size. Accessory structures located within six feet (6') of the main structure shall meet all development standards of the main structure.
- (25) A parcel siding a freeway right-of-way shall have a minimum width of one hundred feet (100'). A cul-de-sac parcel in the R-1-B District shall have a minimum street frontage width of sixty feet (60'). A cul-de-sac parcel in the R-1-AH District shall have a minimum street frontage width of eighty feet (80'). A cul-de-sac parcel in the R-1-A District shall have a minimum street frontage width of fifty feet (50').
- (26) A reverse corner lot may process an Administrative Use Permit (AUP) to construct side yard fencing at five feet (5') from property line. There shall be a ten foot (10') corner cut off for sight distance visibility.

TABLE 2-3
RESIDENTIAL ZONES GENERAL DEVELOPMENT STANDARDS
REQUIREMENTS BY INDIVIDUAL ZONING DISTRICT (Continued)

Development Feature	R-1-C	R-1 (13)
Minimum Parcel Size	9,000 sq. ft.	6,000 sq. ft.
Minimum Parcel Width	70 ft. (10)	60 ft. (2)(24)
Minimum Corner Parcel Width	80 ft.	65 ft.
Minimum Reverse Corner Parcel Width	85 ft.	70 ft.
Minimum Parcel Depth	110 ft. (11)	100 ft. (4)
Setbacks Required (1)		
Front	25 ft. 20 ft. (reverse corner parcels)	20 ft.
Side (Each)	5 ft. (with an aggregate side setback of 14 ft. minimum) (6)	15% of the lot with total combined setback, 5 ft. each side
Street Side	15 ft. (7)(12)	10 ft. (12)
Reversed Corner (Street Side)	20 ft. (12)	15 ft. (12)
Rear	20 ft.	
Accessory Structures	See Section 9.40.030 (Accessory uses and structures)	

TABLE 2-3
RESIDENTIAL ZONES GENERAL DEVELOPMENT STANDARDS
REQUIREMENTS BY INDIVIDUAL ZONING DISTRICT (Continued)

Development Feature	R-1-C	R-1 (13)
Maximum Parcel Coverage (8)	40%	40%
Main Structure – Maximum Height (Whichever Is Less)	35 ft./2	-1/2 stories
Accessory Structure – Maximum Height (Whichever Is Less)	12-ft./1 story (9) See Section 9.40.030 (Accessory uses and structures)	
Antennas, Vertical	See Chapter 42 of this title (Wireless Telecommunication Facilities	
Fences/Walls/Hedges	See Section 9.24.060 (Fences, walls and hedges)	
Off-Street Parking	See Chapter 32 of this title (Parking and Loading Standards)	
Satellite Antennas	See Chapter 42 of this title (Wireless Telecommunication Facilities)	

- (1) No main structure shall be erected within fifty feet (50') of a railroad or freeway right-of-way. A garage or carport shall be located not less than twenty feet (20') from any street frontage where the garage door or carport opening faces the street.
- (2) A parcel siding a freeway right-of-way shall have a minimum width of one hundred feet (100'). A cul-de-sac parcel shall have a minimum street frontage width of fifty feet (50').
- (3) A parcel with a rear property line abutting a freeway right-of-way shall have a minimum parcel depth of one hundred fifty feet (150').
- (4) A parcel abutting a major or secondary highway shall have a minimum parcel depth of one hundred twenty feet (120').
- (5) A cul-de-sac parcel shall have a minimum front setback of twenty-five feet (25').
- (6) A parcel developed with a side setback of less than seven feet (7'), additions may be made at a side setback no less than five feet (5').

- (7) A corner parcel shall have a minimum street side setback of twenty feet (20'), and reverse corner parcel garages shall have a minimum street side setback of twenty-five feet (25').
- (8) In Single-Family Residential Districts, the Director, through a single-family residential site plan review application, may grant a bonus parcel coverage provision of up to forty-five percent (45%) in compliance with subsection B of this section (Bonus parcel coverage). A particular model home, existing home or subdivision may be granted bonus parcel coverage based upon the provision of amenities identified in subsection B of this section.
- (9) Accessory structures shall not exceed twelve feet (12') in overall height if encroaching within either a rear or side yard setback, regardless of parcel size. Accessory structures located within six feet (6') of the main structure shall meet all development standards of the main structure.
- (10) A parcel siding a freeway right-of-way shall have a minimum width of ninety feet (90'). A cul-de-sac parcel shall have a minimum street frontage width of sixty feet (60').
- (11) A parcel abutting a major or secondary highway shall have a minimum parcel depth of one hundred twenty feet (120'). A parcel with a rear property line abutting a freeway right-of-way shall have a minimum parcel depth of one hundred thirty feet (130').
- (12) Private garages located in the side yard area and facing the street shall be set back at least twenty feet (20') from the property line on the side street and not less than five feet (5') from the rear property line of a reversed corner lot.
- (13) The minimum parcel area shall be designated on the Zone Map for each R-1 parcel, as follows: R-1-24,000 sq. ft.; R-1-18,000 sq. ft.; R-1-9,500 sq. ft.; R-1-7,500 sq. ft.; R-1-6,000 sq. ft.
- (24) No lot shall have a maximum lot width to depth ratio exceeding two and one-half (2-1/2) to one.
- (25) A parcel siding a freeway right-of-way shall have a minimum width of one hundred feet (100'). A cul-de-sac parcel in the R-1-B District shall have a minimum street frontage width of sixty feet (60'). A cul-de-sac parcel in the R-1-AH District shall have a minimum street frontage width of eighty feet (80'). A cul-de-sac parcel in the R-1-A District shall have a minimum street frontage width of fifty feet (50').
- (26) A reverse corner lot may process an Administrative Use Permit (AUP) to construct side yard fencing at five feet (5') from property line. There shall be a ten foot (10') corner cut off for sight distance visibility.

TABLE 2-3
RESIDENTIAL ZONES GENERAL DEVELOPMENT STANDARDS
REQUIREMENTS BY INDIVIDUAL ZONING DISTRICT (Continued)

Development Feature	R-1-MH	R-1-MD
Minimum Parcel Size	Determined by sub-zone classification	4,500 sq. ft.
Minimum Parcel Width	60 ft. (14)	50 ft.
Minimum Corner Parcel Width	65 ft.	50 ft.
Minimum Reverse Corner Parcel Width	70 ft	50 ft.
Minimum Parcel Depth	100 ft.	90 ft.
Setbacks Required (1)		
Front	20 ft.	15 ft. (20 ft. to face of garage door)
Side (Each)	5 ft.	5 ft.
Street Side	10 ft.	<del>15</del> 10 ft.
Reversed Corner (Street Side)	15 ft. (12) (26)	15 ft. (12) (26)
Rear	20 ft.	15 ft.
Accessory structures	See Section 9.40.030 (Access	sory uses and structures)
Maximum Parcel Coverage	40% (8)	45%
Main Structure - Maximum Height (Whichever Is Less)	35 ft./2-1/2 stories	
Accessory Structure – Maximum Height	12 ft./1 story (9)	12 ft./1 story (9)
(Whichever Is Less)	See Section 9.40.030 (Access	ory uses and structures)
Antennas, Vertical	See Chapter 42 of this title (Wireless Telecommunication Facilities)	
Fences/Walls/Hedges	See Section 9.24.060 (Fences, walls, and hedges)	

#### TABLE 2-3 RESIDENTIAL ZONES GENERAL DEVELOPMENT STANDARDS REQUIREMENTS BY INDIVIDUAL ZONING DISTRICT (Continued)

Development Feature	R-1-MH	R-1-MD
Off-Street Parking	See Chapter 30 of this title (Parking and Loading Standards)	
Satellite Antennas	See Chapter 42 of this title (Wireless Telecommunica Facilities)	

- (1) No main structure shall be erected within fifty feet (50') of a railroad or freeway right-of-way. A garage or carport shall be located not less than twenty feet (20') from any street frontage where the garage door or carport opening faces the street.
- (8) In Single-Family Residential Districts, the Director, through a single-family residential site plan review application, may grant a bonus parcel coverage provision of up to forty-five percent (45%) in compliance with subsection B of this section (Bonus parcel coverage). A particular model home, existing home or subdivision may be granted bonus parcel coverage based upon the provision of amenities identified in subsection B of this section.
- (9) Accessory structures shall not exceed twolve feet (12') in overall height if encroaching within either a rear or side yard setback, regardless of parcel size. Accessory structures located within six feet (6') of the main structure shall meet all development standards of the main structure.
- (12) Private garages located in the side yard area shall be set back at least twenty feet (20') from the property line on the side street and not less than five feet (5') from the rear property line of a reversed corner lot.
- (14) A parcel siding a freeway right-of-way shall have a minimum width of eighty feet (80').
- (25) A parcel siding a freeway right-of-way shall have a minimum width of one hundred feet (100'). A cul-de-sac parcel in the R-1-B District shall have a minimum street frontage width of sixty feet (60'). A cul-de-sac parcel in the R-1-AH District shall have a minimum street frontage width of eighty feet (80'). A cul-de-sac parcel in the R-1-A District shall have a minimum street frontage width of fifty feet (50').
- (26) A reverse corner lot may process an Administrative Use Permit (AUP) to construct side yard fencing at five feet (5') from property line. There shall be a ten foot (10') corner cut off for sight distance visibility.

TABLE 2-3
RESIDENTIAL ZONES GENERAL DEVELOPMENT STANDARDS
REQUIREMENTS BY INDIVIDUAL ZONING DISTRICT (Continued)

Development Feature	R-1-PRD (15)	MHP
Minimum Parcel Size	Determined during PD approval	3 acres
Minimum Parcel Width	Determined during PD approval	110 ft.
Minimum Corner Parcel Width	Determined during PD approval	110 ft.
Minimum Reverse Corner Parcel Width	Determined during PD approval	110 ft.
Minimum Parcel Depth	Determined during PD approval	130 ft.
Maximum Density	15 DU/acre	15 DU/acre
Setbacks Required		
Front	Determined during PD approval	15 ft.
Side (Each)	Determined during PD approval	5 ft.
Street Side	Determined during PD approval	10 ft.
Reversed Corner (Street Side)	Determined during PD approval	15 ft.
Rear	Determined during PD approval	10 ft.
Accessory Structures	See Section 9.40.030 (Accessory uses and structures)	
Maximum Parcel Coverage	Determined during PD approval	45%
Main Structure – Maximum Height (Whichever Is Less)	35 ft./2-1/2 stories	35 ft./2-1/2 stories
Accessory Structure - Maximum Height	12 ft./story (9)	12 ft./1 story (9)
(Whichever Is Less)	See Section 9.40.030 (Accessory uses and structure: Determined during PD approval	
Antennas, Vertical	See Chapter 42 of this title (Wireless Telecommunication Facilitie	
Fences/Walls/Hedges	See Section 9.24.060 (Fences	s, walls, and hedges)

TABLE 2-3
RESIDENTIAL ZONES GENERAL DEVELOPMENT STANDARDS
REQUIREMENTS BY INDIVIDUAL ZONING DISTRICT (Continued)

Development Feature	R-1-PRD (15) MHP	
Off-Street Parking	See Chapter 30 of this title (Parking and Loading Standards)	
Satellite Antennas	See Chapter 42 of this title (Wireless Telecommunication Facilit	

- (9) Accessory structures shall not exceed twelve feet (12') in overall height if encreaching within either a rear or side yard setback, regardless of parcel size. Accessory structures located within six feet (6') of the main structure shall meet all development standards of the main structure.
- (15) An R-1 planned residential development shall require the processing and approval of a planned development permit. See Chapter 66 of this title (Planned Development Permits).
- (25) A parcel siding a freeway right-of-way shall have a minimum width of one hundred feet (100'). A cul-de-sac parcel in the R-1-B District shall have a minimum street frontage width of sixty feet (60'). A cul-de-sac parcel in the R-1-AH District shall have a minimum street frontage width of eighty feet (80'). A cul-de-sac parcel in the R-1-A District shall have a minimum street frontage width of fifty feet (50').

TABLE 2-3
RESIDENTIAL ZONES GENERAL DEVELOPMENT STANDARDS
REQUIREMENTS BY INDIVIDUAL ZONING DISTRICT (Continued)

Development Feature	R-2, R-2-A	R-3, R-3-A
Minimum Parcel Size	7,200 sq. ft.	8,500 sq. ft.
Minimum Parcel Width	60 ft. (16)	60 ft. (17)
Minimum Corner Parcel Width	65 ft.	65 ft.
Minimum Reverse Corner Width	70 ft.	70 ft.
Minimum Parcel Depth	120 ft. (3)	120 ft. (3)
Maximum (Gross) Density	14.52 DU/acre	21.78 DU/acre
	(1 DU/3,000 sq. ft.)	(1 DU/2,000 sq. ft.)

TABLE 2-3
RESIDENTIAL ZONES GENERAL DEVELOPMENT STANDARDS
REQUIREMENTS BY INDIVIDUAL ZONING DISTRICT (Continued)

Development Feature	R-2, R-2-A	R-3, R-3-A
Setbacks Required		
Front	20 ft.	15 ft.
Side (Each)	5 ft.	5 ft.
Street Side	15 ft. (18) 15 ft. (reverse corner parcel)	10 ft. (18) 15 ft. (reverse corner parcel)
Rear	20 ft.	15 ft.
Accessory Structures	See Section 9.40.030 (Accessory uses and structures)	
Maximum Parcel Coverage	45%	
Main Structure – Maximum Height (Whichever Is Less)	35 ft./2 stories (19)(20)	
Accessory Structure – Maximum Height (Whichever Is Less)	12 ft./1 story	
Antennas, Vertical	See Chapter 42 of this title (Wireless Telecommunication Facilities)	
Fences/Walls/Hedges	See Section 9.24.060 (Fences, walls, and hedges)	
Off-Street Parking	See Chapter 30 of this title (Parking and Loading Standards	
Satellite Antennas	See Chapter 42 of this title (Wireless Telecommunication Facilities)	

- (3) A parcel with a rear property line abutting a freeway right-of-way shall have a minimum parcel depth of one hundred fifty feet (150').
- (16) A parcel siding a freeway right-of-way shall have a minimum width of eighty feet (80'). A cul-de-sac parcel shall have a minimum street frontage width of forty feet (40').

- (17) A parcel siding a freeway right-of-way shall have a minimum width of one hundred ten feet (110'). A culde-sac parcel shall have a minimum street frontage width of forty-five feet (45').
- (18) A reverse corner parcel shall have a minimum street side setback of fifteen feet (15'), with a minimum of twenty feet (20') to the face of the garage door.
- (19) In the R-2-A and R-3-A Districts, no main structure erected shall exceed one story or twenty feet (20') in height.
- (20) In the R-2 and R-3 Districts, greater main structure height may be granted under a conditional use permit, not to exceed three (3) stories or fifty feet (50') in the R-2 District or sixty feet (60') in the R-3 District.
- (25) A parcel siding a freeway right-of-way shall have a minimum width of one hundred feet (100'). A cul-de-sac parcel in the R-1-B District shall have a minimum street frontage width of sixty feet (60'). A cul-de-sac parcel in the R-1-AH District shall have a minimum street frontage width of eighty feet (80'). A cul-de-sac parcel in the R-1-A District shall have a minimum street frontage width of fifty feet (50').

TABLE 2-3
RESIDENTIAL ZONES GENERAL DEVELOPMENT STANDARDS
REQUIREMENTS BY INDIVIDUAL ZONING DISTRICT (Continued)

Development Feature	R-4
Minimum Parcel Size	10,000 sq. ft.
Minimum Parcel Width	65 ft. (110 ft. if siding a freeway)
Minimum Corner Parcel Width	75 ft.
Minimum Reverse Corner Parcel Width	80 ft.
Minimum Parcel Depth	110 ft. (3)(4)
Maximum (Gross) Density	25 DU/acre except where the General Plan allows higher – then 43.00 DU/acre (1 DU/1,000 sq. ft.) (23)
Setbacks Required	
Front	15 ft.
Side (Each)	5 ft.
Street Side	15 ft. <b>(21)</b>
Rear	15 ft. (21)

#### TABLE 2-3 RESIDENTIAL ZONES GENERAL DEVELOPMENT STANDARDS REQUIREMENTS BY INDIVIDUAL ZONING DISTRICT (Continued)

Development Feature	R-4
Accessory Structures	See Section 9,40,030 (Accessory uses and structures)
Maximum Parcel Coverage	60%
Main Structure – Maximum Height (Whichever Is Less)	50 ft./4 stories (22)(23)
Accessory Structure – Maximum Height (Whichever Is Less)	12 ft./1 story
Antennas, Vertical	See Chapter 42 of this title (Wireless Telecommunication Facilities)
Fences/Walls/Hedges	See Section 9.24.060 (Fences, walls, and hedges)
Off-Street Parking	See Chapter 30 of this title (Parking and Loading Standards)
Satellite Antennas	See Chapter 42 of this title (Wireless Telecommunication Facilities)

- (3) A parcel with a rear property line abutting a freeway right-of-way shall have a minimum parcel depth of one hundred fifty feet (150').
- (4) A parcel abutting a major or secondary highway shall have a minimum parcel depth of one hundred twenty feet (120').
- (21) For a structure exceeding thirty-five feet (35') or two and one-half (2-1/2) stories, the required side and rear setbacks, and distances between structures, shall be increased at the rate of three inches (3") for each foot of height increase.
- (22) Additional height/stories may be allowed, in compliance with Chapter 64 of this title (Conditional Use Permits).
- (23) Where specifically allowed by the Mixed Use Table in the General Plan or by a specific plan, the maximum density shall be as specified in those documents.
- (25) A parcel siding a freeway right-of-way shall have a minimum width of one hundred feet (100'). A cul-de-sac parcel in the R-1-B District shall have a minimum street frontage width of sixty feet (60'). A cul-de-sac

parcel in the R-1-AH District shall have a minimum street frontage width of eighty feet (80'). A cul-de-sac parcel in the R-1-A District shall have a minimum street frontage width of fifty feet (50').

#### 9.12.020 Commercial district land uses and permit requirements.

- A. Allowed land uses. Table 2-4 identifies the uses of land allowed by this Development Code in each commercial zoning district, and the land use permit required to establish each use, in compliance with Division 5 of this title (Land Use/Development Review Procedures).
- B. Prohibited land uses. Any table cell left blank in Table 2-4 means that the listed land use is prohibited in that specific zoning district.
- C. Site plan review required. Any change of use and all construction activities (e.g., additions, alterations, construction, reconstruction, or remodeling) shall be subject to site plan review approval in compliance with Chapter 56 of this title (Site Plan Review).
- D. U-C and P-C-C Districts. The specific uses of land allowed or conditionally allowed within the U-C and P-C-C Districts shall be limited to those uses identified during the applicable Zoning Map amendment process in compliance with Chapter 86 of this title. Applications shall be processed in accordance with Chapter 74 of this title (Urban Center) or Chapter 76 of this title (Planned Commercial Center).
- E. Applicable sections. Where the last column in the tables ("See Section") includes a section number, the regulations in the referenced section apply to the use; however, provisions in other sections of this Development Code may also apply.
- F. Determination of use. Any use not listed in the table for a zone district may be reviewed by the Director for a determination that the use is similar in characteristics to a listed use. Unless otherwise determined to be similar, a use which is not listed shall be prohibited.

TABLE 2-4
ALLOWABLE USES AND PERMIT REQUIREMENTS
FOR COMMERCIAL ZONING DISTRICTS

Land Use (1)(2)(4)	Permit Requirement by District						
	C-P	C-1 (6)	C-2 (5, 6)	C-3 (6)	C-R	See Section	
Education, Public Assembly, and Recreation							
Education, Public Assembly, and Recreation  Assembly/Meeting Facilities	С	С	С	С	С		

Land Use (1)(2)(4)		Per	mit Requi	rement	by Dis	trict
	С-Р	C-1 (6)	C-2 (5,	C-3 (6)	C-R	See Section
Billiard Parlors			С	С		
Bowling Alleys			Р	С		
Card Rooms, Subject to Chapter 6 of Title 5			Р	Р		
Community/Cultural Centers		С	С	С	С	
Golf Course and Driving Ranges	С	С	С		С	9.64.020(B)
Golf Courses, Miniature			Р			
Fairgrounds					А	
Health/Fitness Facilities	С	С	С	С		
Health Studios	Р	Р	Р	Р		
Indoor Amusement/Arcade/ Entertainment Centers			С	С		
Libraries and Museums	Α	А	А	Р	Р	
Membership Organization Facilities	С	С	С	Р		
Nightclubs, with or without Food Service			С	С		
Outdoor Recreation, Commercial			С		С	
Reading Rooms	Р	Р	Р	Р		
Rodeo Grounds					Р	
Schools, Private	Α	А	А	С		
Schools, Specialized Education and Training	А		А	С		

Land Use (1)(2)(4)		Per	mit Requi	rement	by Dis	trict
	C-P	C-1 (6)	C-2 (5, 6)	C-3 (6)	C-R	See Section
Sports Arenas/Stadia			С		С	9.64.020(B)
Education, Public Assembly, and Recreation (Continued	4)					
Studios - Art, Dance, Martial Arts, Music, Photography, etc.	Α	А	А	А		
Swap Meet					С	
Theaters, Live, Non-Motion-Picture			С	С		
Theaters, Family Type Motion Picture, Not to Exceed 500 Seats			С	С		
Manufacturing and Processing						
Recycling Facilities – Small Collection Facility		А	А			9.40.160
Recycling Facilities – Reverse Vending Machines		А	А	А	А	9.40.160
Motor Vehicle Retail Trade and Services						
Motor Vehicle Muffler Shops			С	С		
Motor Vehicle Parts, Service and Sales		Α	А	Α		
Motor Vehicle - Batteries, Tires, and Accessory Parts			С	С		
Vehicle Body and Paint Shops						
Motor Vehicle Renting and Leasing			С			
Motor Vehicle Repair and Maintenance, within an Enclosed Structure			С	С		
Motor Vehicle Sales			С			

Land Use (1)(2)(4)		Per	mit Requi	rement	by Dist	trict
	C-P	C-1 (6)	C-2 (5,	C-3 (6)	C-R	See Section
Motor Vehicle Service Stations		С	С	С		
Motor Vehicle Wash, All		С	С	С		
Truck Repairing and Overhauling, within Completely Enclosed Structure						
Retail Trade						
Accessory Retail Uses	Р	Р	Р	Р	Р	9.120.020
Appliance Stores			Р	Р		
Retail Trade (Continued)						
Art, Antiques, Collectibles, and Gifts		Р	P	Р		
Bakeries, Retail	А	Р	Р	Р		
Bars and Alcoholic Beverage Drinking Places, On-Site Consumption	С	С	Р	С		
Beauty, Barber Shops	Р	Р	Р	Р		
Bookstores		Р	Р	Р		
Bicycle Shops		Р	Р	Р		
Cafeterias	С	Р	Р	Р		
Carpet Sales, Retail Only	С	Р	Р	Р		
Cleaning and Dyeing Shops (Retail Only, Dry Cleaning Clothes in Enclosed Machines, Using Nonflammable Cleaning Compounds)		Р	Р	Р		
Clothing Stores		Р	Р	Р		

Land Use (1)(2)(4)		Per	mit Requi	rement	by Dist	rict
	C-P	C-1 (6)	C-2 (5, 6)	C-3 (6)	C-R	See Section
Coffee - Specialty Sales	А	Р	Р	Р		
Confectionery Stores		Р	Р	Р		
Convenience Stores		С	С	С		
Dairy Products		Р	Р	Р		
Delicatessens		Р	Р	Р		
Department Stores			Р	Р		
Drive-In, Drive-Through Uses		С	С	С		9.40.090
Drugstores		Р	Р	Р		
Drugstores, Super		Р	Р			
Dry Goods		Р	Р	Р		
Eating Establishment	А	Р	Р	Р		
Feed and Fuel Stores			Р	А		
Retail Trade (Continued)						
Fish Markets		Р	Р	Р		
Florist Shops		Р	Р	Р		
Fruit and Vegetable Stores		Р	Р	Р		
Furniture Stores		Р	Р	Р		
Furniture Upholstery Shops			А	Р		
Garden Supply Stores		Р	Р	Р		

Land Use (1)(2)(4)		Per	mit Requi	rement	by Dist	rict
	C-P	C-1 (6)	C-2 (5,	C-3 (6)	C-R	See Section
Garden Supply Stores, with Ancillary Equipment Sales, without Service			Р	Р		
Garden Supply Stores, with Ancillary Equipment Sales, with Service			А	Α		
Glass and Chinaware, Retail Only			Р	Р		
Grocery Stores		Р	Р	Р		
Hardware Stores		Р	Р	Р		
Health Food Stores		Р	Р	Р		
Hobby Shops		Р	Р	Р		
Home Furnishings			Р	Р		
Ice Cream Sales		Р	Р	Р		
Leather Goods and Luggage Stores			Р	Р		
Liquor Stores, Off-Site Consumption		С	С	С		
Mattress Stores			Р	Р		
Meat Markets		Р	Р	Р		
Millinery Stores			Р	Р		
Music Stores		Р	Р	Р		
Neighborhood Food Markets		С	С	С		
Outdoor Activities	Α	А	A (5)	А	А	9.40.140
Outdoor Retail Sales (Permanent)		Α	А	А		9.40.150

Land Use (1)(2)(4)	Permit Requirement by District							
	С-Р	C-1 (6)	C-2 (5,	C-3 (6)	C-R	See Section		
Retail Trade (Continued)								
Pet Stores		Р	Р	Р				
Photographic Studios	Р	Р	Р	Р				
Plant Nurseries		Р	Р	Р				
Pottery Sales		Р	Р	Р				
Print Shops		Р	Р	Р				
Radio and Television Sales and Service			Р	Р				
Restaurants Including Beer and Wine with Meals	С	Р	Р	Р				
Restaurants Serving Hard Liquor			Р	С				
Retail Stores, General Merchandise		Р	Р	Р				
Secondhand Stores, within Completely Enclosed Structure			Р	Р				
Shoe Stores		Р	Р	Р				
Shopping Centers		Р	Р					
Slot Car Racing		А	А					
Soft Drink Fountains		Р	Р	Р				
Unlicensed Motorized Recreational Vehicles (Snowmobiles/Jet Skis) Sales Only			С					
Sporting Goods Stores		Р	Р	Р				
Stamp and Coin Brokers		Р	Р	Р				

Land Use (1)(2)(4)		Perr	nit Requi	irement	by Distr	rict
	C-P	C-1 (6)	C-2 (5,	C-3 (6)	C-R	See Section
Supermarkets		Р	Р			
Swimming Pool Sales			А			
Tasting Rooms				А		
Taxidermists				Р		
Retail Trade (Continued)						
Temporary Uses	TUP	TUP	TUP	TUP	TUP	
Retail Trade (Continued)						
Tobacco Shops		Р	Р	Р		
Tropical Fish Sales		Α	А	А		
Variety and Notion Shops		Р	Р	Р		
Vending Machines, Food and Dairy Products, Ice (Walk- In, Reach-In), On-Premises Sales (Located Outside of a Structure)	А	А	А		A	
Warehouse Retail Stores			Р			
24-Hour Retail Uses	С	С	С	С		
Services						
Animal Hospital/Veterinary Clinics within a Completely Enclosed Building			С			
Automated Teller Machines	Р	Р	Р	Р	Р	
Banks and Financial Services	Р	Р	Р	Р		

Land Use (1)(2)(4)		Per	mit Requi	rement	by Dis	trict
	C-P	C-1 (6)	C-2 (5, 6)	C-3 (6)	C-R	See Section
Beauty Colleges			А	А		
Bed and Breakfast Inns	С	С	С	С		9.64.020(B)
Boarding Home	С		С			9.40.100
Body Art			С			
Business Support Services	Р	Р	Р	Р		
Catering Services			А	А		
Cemeteries	С	С	С	С	С	9.64.020(B)
Day Care Centers – Child and/or Adult	С	С	С	С		9.64.020(B)
Churches	С	С	С	С	С	
Copy Services	А	А	Р	Α		
Services (Continued)						
Drive-In, Drive-Through Uses	С	С	С	С		9.40.090
Employee Credit Unions	Р	Р	Р	Р		
Fortune-Telling			С			
Hotels/Motels	С		С	С		
Laboratories	С		Р	С		
Laundry and Dry Cleaning, Drop-Off/Pick-Up Only		Р	Р	Р		
Laundries and Dry Cleaning				С		
Medical Services – Extended Care	С		С			

Land Use (1)(2)(4)		Per	mit Requi	rement	by Dis	trict
	C-P	C-1 (6)	C-2 (5,	C-3 (6)	C-R	See Section
24-Hour Service Uses	С	С	С	С		
Medical Services – Ambulance Service	С		С	С		
Medical Services – Clinics and Laboratories	Α	А	Р	А		
Medical Services – Extended Care	С		С	С		
Medical Services – Hospitals	С		С	С		9.64.020(B)
Medical Services – Surgery Centers	С		С	С		
Mini-Storage Facilities	С	С	С	С	С	
Mortuaries and Funeral Parlors			С	С		
Offices	Р	Р	Р	Р		
Personal Services (No Adult Businesses)		Р	Р	Р		
Pet Grooming		А	А	Α		
Pharmacies, Prescription	А	Р	Р	Р		
Post Office	А	Р	Р	Р		
Services (Continued)						
Repair and Maintenance, Consumer Products		А	Р	Р		
Shoe Repair Shops		Р	Р	Р		
Unlicensed Motorized Recreational Vehicles (Snowmobiles/Jet Skis) Enclosed, Incidental Service, Rental, and Repair			С			
Supply Rentals, Party, Sickroom and Health		Р	Р	Р		

Land Use (1)(2)(4)		Per	mit Requi	rement	by Dis	trict
	С-Р	C-1 (6)	C-2 (5,	C-3 (6)	C-R	See Section
Tattoo Parlors (Body Art)			С			
Transportation and Telecommunication Facilities						
Airports and Aircraft Landing Facilities	С	С	С	С	С	9.64.020(B)
Alternative Fuels and Recharging Facilities	Α	А	А	А		
Broadcast and Recording Studios and/or Film Studios	С		Р	Α		
Parking Lots/Garages	С		С	С	С	
Public Utility Facilities	С	С	С	С	С	9.40.160
Satellite Dishes/Antennas	С	С	С	С	С	9.42
Telephone Booths, Permanent or Temporary	Α	А	А	Α	А	
Transit Stations and Terminals			С	С		
Wireless Telecommunications Facilities	А	А	А	А	С	9.42
Residential						
Alcohol and Drug Treatment, 7 or More			С			9.40.100
Caretaker/Employee Housing	Α	А	А	А	А	
Convents and Rectories Connected to Religious Institutions/Facilities	С	С	С	С		9.64.020(B)
Group Care Homes, 7 or More			С			9.40.100
Home Occupations	Р		Р	Р		9.58
Homeless Emergency Shelters			Р			

Land Use (1)(2)(4)	Permit Requirement by District								
	C-P	C-1 (6)	C-2 (5,	C-3 (6)	C-R	See Section			
Live/Work Units				С					
Mixed Use				С					
Senior Congregate Care Facilities	С	С	С	С	С	9.64.020(B)			
Sober Living Homes, Greater Than 6 and Less Than 17				Р		9.40.100			
Sober Living Homes, Greater Than 16			С	С					
Supportive Housing, 16 or Less				Р		9.40.100			
Supportive Housing, 17 or More			С	С					
Residential, Second Story and Above				С					
Transitional Housing, 16 or Less				Р		9.40.100			
Transitional Housing, More Than 16			С	С					

#### **Key to Permit Requirements**

Symbol	Applicable Process	See Chapter
Р	Permitted use (3)	9.56
Α	Administrative use permit required	9.62
С	Conditional use – Conditional use permit required	9.64
Blank	Use not allowed	

<sup>(1)</sup> See Section 9.08.030 (Allowable land uses and permit requirements).

- (2) See Division 8 of this title for definitions of the land uses listed.
- (3) A Director approved site plan review permit shall be required. See Chapter 56 of this title.
- (4) In existing conforming structures, land uses allowed with a site plan review permit may be considered a permitted (P) use.
- (5) Any use allowed in the C-2 District not conducted entirely within an enclosed structure shall require a Director approved administrative use permit or a conditional use permit where listed.
- (6) A conversion of a residential structure to an allowed nonresidential use involving any exterior change to the structure shall require the approval of an administrative use permit in compliance with Chapter 62 of this title.
- (7) If there is a conflict between Table 2-4 and any written description setting forth allowable uses and permit requirements elsewhere in this title, the written description shall supersede unless it is clearly evident from the record that the contrary was intended. Disputes shall be resolved pursuant to Chapter 2 of this title.
- (§ 2, Ord. 14-13, eff. October 8, 2014; § 2, Ord. 15-06, eff. March 4, 2015; § 1 (Att. 1), Ord. 16-07, eff. May 4, 2016)

#### 9.14.020 Industrial district land uses and permit requirements.

- A. Allowed land uses. Table 2-6 identifies the uses of land allowed by this Development Code in each industrial zoning district, and the land use permit required to establish each use, in compliance with Division 5 of this title (Land Use/Development Review Procedures).
- B. Prohibited land uses. Any table cell left blank means that the listed land use is prohibited in that specific zoning district.
- C. Site plan review required. Any change of use and all construction activities (e.g., additions, alterations, construction, reconstruction, or remodeling) shall be subject to site plan review approval in compliance with Chapter 56 of this title (Site Plan Review).
- D. Applicable sections. Where the last column in the tables ("See Section") includes a section number, the regulations in the referenced section apply to the use; however, provisions in other sections of this Development Code may also apply.

Land Use (1)(2)(3)(5)		Pern	nit Requ	uiremen	t by Dis	strict
	С-М	M-P	M-1	M-2	R-T	See Section
Education, Public Assembly, and Recreation						
Assembly/Meeting Facilities	С	С	С	С	С	
Adult Businesses			Р	Р		5.19
Auction Houses	А					
Community/Cultural Centers	С		С	С	С	
Churches	С		С			9.64.020(B)
Day Care Centers and Nursery Schools	С		С	С		9.40.090
Health/Fitness Facilities	С	С	А	А	С	
Health Studios	Р					
Membership Organization Facilities	С	С	С	С	С	
Education, Public Assembly, and Recreation (Continued	1)					
Schools, Specialized Education and Training	Α	А	А	А	А	
Sports and Recreational Facilities	А	Α	А	Α	А	
Rifle and Pistol Ranges, Skeet Fields, Archery and Other Similar Places	С	С	С	С		9.64.020(B)
Stadia	С	С	С	С		9.64.020(B)
Manufacturing and Assembly						
Accessory Uses	Р	Р	Р	Р	Р	9.40.030
Agricultural Technology	Р	Р	Р	Р	Р	

Land Use (1)(2)(3)(5)		Pern	nit Requ	iiremen	t by Dist	trict
	С-М	M-P	M-1	M-2	R-T	See Section
Bio-Technology	Р	Р	Р		Р	
Biomedical Technology	Р	Р	Р	Р	Р	
Boat Building and Repairing			Р	Р		
Computer Integrated System Design	Р	Р	Р	Р	Р	
Data Processing and Preparations	Р	P	Р	Р	Р	
Dental Equipment and Supply Manufacturing	Р	Р	Р	Р	Р	
Electrical Equipment Manufacturing	Р	Р	Р	Р	Р	
Electronic Component Manufacturing	Р	Р	Р	Р	Р	
Engine Rebuilding/Reconditioning	А		Р	Р		
Health and Beauty Product Research and Development	Р	Р	Р	Р	Р	
Jewelry Manufacturing	Р		Р	Р		
Leather Products			Р	Р		
Marking Device Manufacturing	Р	Р	Р	Р	Р	
Motor Vehicle Manufacturing			Р	Р		
Paint Manufacturing	Р		Р	Р		
Research and Development (R&D)	Р	Р	Р	Р	Р	
Software Manufacturing	Р	Р	Р	Р	Р	
Manufacturing and Assembly (Continued)						
Surgical Appliance and Supply Manufacturing	Р	Р	Р	Р	Р	

Land Use (1)(2)(3)(5)		Pern	nit Requ	uiremen	t by Dist	trict
	С-М	M-P	M-1	M-2	R-T	See Section
Surgical and Medical Instrument Manufacturing	Р	Р	Р	Р	Р	
Telecommunication Component Manufacturing	Р	Р	Р	Р	Р	
Textile Products			Р	Р		
Tire Recapping, Retreading, and Rebuilding			С	С		
Warehousing (Only as an Accessory Use to Main R-T Use)					Р	
Warehousing and Wholesaling	Α		Р	Р		
Welding	А		Р	Р		
Manufacturing and Processing						
Beverage Production	Р		Р	Р		
Blacksmiths			Р	Р		
Chemical Products Manufacturing			С	С		
Clothing Products	Р		Р	Р		
Concrete and Cement Products			С	С		
Cosmetic Products	Р		Р	Р		
Dry Cleaning Plants	А		А	А		
Electronic Motor Rebuilding			Р	Р		
Fabric Product Manufacturing	Р		Р	Р		
Food and Beverage Manufacturing	Р		Р	Р		
Furniture/Fixture/Cabinet Shops	А		Р	Р		

Land Use (1)(2)(3)(5)	Permit Requirement by District								
	с-м	M-P	M-1	M-2	R-T	See Section			
Glass Products	Р		Р	Р					
Manufacturing and Processing (Continued)				•					
Grain Elevators			А	А					
Laundries	Р		Р	Р					
Lumber and Wood Products	Р		Р	Р					
Lumber and Wood Products, Including Planing Mill			Р	Р					
Machinery Manufacturing, No Punch Presses or Drop Hammers Over 20 Tons	Р		Р						
Machinery Manufacturing, with Punch Presses or Drop Hammers Over 20 Tons			С	С					
Manufacturing, Heavy				С					
Meat Packing and Processing, No On-Site Animal Slaughtering			С	Р					
Meat Packing and Processing, with On-Site Animal Slaughtering				С					
Metal Products Fabrication			Р	Р					
Monument and Tombstone Works	Р		Р	Р					
Paper Products Manufacturing			Р	Р					
Petroleum Bulk Plants			С	С					
Pharmaceutical Manufacturing	Р		Р	Р					
Plastics and Rubber Products	С		Р	Р					

Land Use (1)(2)(3)(5)		Pern	nit Requ	uiremen	t by Dis	trict
	с-м	M-P	M-1	M-2	R-T	See Section
Printing and Publishing	Р		Р	Р		
Recycling Facilities – Small Collection Facility	А	А	А	А	Α	9.40.160
Recycling Facilities – Large Collection Facility			С	С		9.40.160
Manufacturing and Processing (Continued)						
Recycling Facilities – Processing Facility, Light			С	С		9.40.160
Recycling Facilities – Processing Facility, Heavy				С		9.40,160
Recycling Facilities - Reverse Vending Machines	А	А	А	А	А	9.40,160
Structural Clay and Pottery Products	Р		Р	Р		
Motor Vehicle Retail Trade and Services						
Vehicle Muffler Shops	С		Р	Р		
Vehicle Parts and Sales	С					
Vehicle – Batteries, Tires, and Accessory Parts	С		С	С		
Vehicle Body and Paint Shops	Р		Р	Р		
Vehicle Renting and Leasing	С		С	С		
Vehicle Repair and Maintenance, within an Enclosed Structure	Р		Р	Р		
Vehicle Sales (On Site)	Α		Р	Р		
Vehicle Service Stations	С	С	С	С	С	9.40.190
Vehicle Wash, All	С	С	С	С	С	

Land Use (1)(2)(3)(5)	Permit Requirement by District								
	с-м	M-P	M-1	M-2	R-T	See Section			
Truck Repairing and Overhauling, within Completely Enclosed Structure			Р	Р					
Retail Trade									
24-Hour Retail Uses	С	С	С						
Accessory Retail Uses - Only Ancillary to an Industrial Use	Р	Р	Р	Р		9.40.030			
Bars and Alcohol Drinking	С		С	С					
Building Material Stores	Р		Р	Р					
Retail Trade (Continued)									
Cleaning and Dyeing Shops, (Retail Only, Dry Cleaning Clothes in Enclosed Machines, Using Nonflammable Cleaning Compounds)	Р		Р	Р					
Coffee – Specialty Sales	С	Р	С	С	Р				
Commercial Blood Banks	С								
Convenience Stores	С	С	С	С	С				
Drive-In, Drive-Through Uses	С	С	С	С	С	9.40.090			
Electric Supply Houses	Р		Р	Р					
Equipment Rental/Sales Establishment (No Outside Sales/Storage)	Р		Р	Р					
Equipment Rental/Sales with Outside Storage	А		Р	Р					
Farm Equipment and Supply Sales, with Incidental Repairs	Р								
Frozen Food Lockers	Р		Р	Р					

Land Use (1)(2)(3)(5)		Pern	nit Requ	uiremen	t by Dist	rict
	С-М	M-P	M-1	M-2	R-T	See Section
Glass Products, Retail Only	Р					
Ice Storage	Р		Р	Р		
Monument and Tombstone, Sales	Р					
Office Supply Stores	Р	Р			Р	
Pawn Shop	Р					
Plant Nurseries	Р		Р	Р		
Plumbing Supplies, within a Completely Enclosed Structure or Sound Wall	Р		Р	Р		
Eating Establishment	Р		С			
Restaurants	С	С	С		С	
Retail Trade (Continued)						
Restaurants, with On-Site Consumption of Alcohol		С			С	
Retail Stores, General Merchandise (under 5,000 Square Feet)					P (6)	
Secondhand Stores, within Completely Enclosed Structure	Р					
Sporting Goods					P (6)	
Taxidermists	Р					
Temporary Uses	TUP	TUP	TUP	TUP	TUP	9.60
Vending Machines, Food and Dairy Products (Walk-In, Reach-In), On-Premises Sales (Located Inside of a Structure)	Р		Р	Р	Р	

Land Use (1)(2)(3)(5)		Pern	nit Requ	uiremen	t by Dis	strict
	С-М	M-P	M-1	M-2	R-T	See Section
Vending Machines, Food and Dairy Products (Walk-In, Reach-In), On-Premises Sales (Located Outside of a Structure)	А		A	А		
Services						
Animal Hospitals/Veterinary Clinics	С		С	С		
Auction Houses	А					
Automated Teller Machines (ATMs), Drive-Up	С	С	С	С	С	
Automated Teller Machines (ATMs), Walk-Up	Р	Р	Р	Р	Р	
Banks and Financial Services	Р	Р			Р	
Body Art	c					
Business Support Services	Р	Р	Р	Р	Р	
Cemeteries	С	С	С	С		9.64.020(B)
Services (Continued)						
Day Care Centers	С	С			С	
Copy Services	Р	Р			Р	
Farm Equipment Services	Р		Р	Р		
Golf Courses and Driving Ranges	С	С	С	С		9.64.020(B)
Government Facilities	С	С	С	С	С	9.64.020(B)
Hotels/Motels					С	
Kennels	С		С	С		

Land Use (1)(2)(3)(5)		Pern	nit Requ	uiremen	t by Dis	strict
	С-М	M-P	M-1	M-2	R-T	See Section
Laboratories	Р	Р	Р	Р	Р	
Laundry and Dry Cleaning, Drop-Off/Pick-Up Only	Р	Р			Р	
Medical Services – Clinics and Laboratories	Р	Р			Р	
Medical Services – Ambulance Services	С	С	С	С		9.64.020(B)
Medical Services – Extended Care	С		С			
Medical Services – Hospitals	С	С	С		С	9.64.020(B)
Mini-Storage Facilities	С	С	С	С	С	9.40.130
Mortuaries and Funeral Parlors	С					
Offices, Business	Р	Р	P		Р	
Offices, Corporate		Р			Р	
Offices, Incidental to Industrial Use			Р	Р		
Offices, Professional	Р	С	P		Р	
Personal Services (No Adult Businesses)	Р	Р			Р	=
Pet Crematorium			P	P		
Sign Painting	Р		Р	Р		
Services (Continued)						
Unlicensed Motorized Recreational Vehicles (Snowmobiles, Quad Runners and Jet Skis) Enclosed, Incidental Service and Repair	Р					
Storage Yards	Р		Р	Р		

## TABLE 2-6 ALLOWABLE USES AND PERMIT REQUIREMENTS FOR INDUSTRIAL ZONING DISTRICTS

Land Use (1)(2)(3)(5)		Permit Requirement by District					
	с-м	M-P	M-1	M-2	R-T	See Section	
Vehicle and Freight Terminals			Р	Р			
Transportation and Telecommunication Facilities							
Airports and Aircraft Landing Facilities	С	С	С	С	С	9.64.020(B)	
Alternative Fuels and Recharging Facilities	А	А	А	А	А		
Broadcast, Recording and/or Film Studios	Р	Р	Р	Р	Р		
Parking Lots/Garages	Р	Α	Р	Р	А		
Pipeline, Pumping Facilities and Tank Farms	С		С	С		9.64.020(B)	
Public Utility Facilities	А	С	А	А	С	9.40.160	
Satellite Dishes/Antennas, Ground or Surface Mounted	Р	Р	Р	Р	Р	9.42	
Satellite Dishes/Antennas, Mast or Tower Mounted		А	А	А	А	9.42	
Telephone Booths, Permanent or Temporary	А	А	А	А	А		
Transit Stations and Terminals		С			С		
Wireless Telecommunications Facilities, Ground or Surface Mounted	Р	Р	Р	Р	Р	9.42	
Wireless Telecommunications Facilities, Mast or Tower Mounted	А	А	А	А	A	9.42	
Residential							
Caretaker/Employee Housing	С		С	С			
Convents and Rectories When Connected with Other Religious Institutions	С		С			9.64.020(B)	

## TABLE 2-6 ALLOWABLE USES AND PERMIT REQUIREMENTS FOR INDUSTRIAL ZONING DISTRICTS

Land Use (1)(2)(3)(5)	Permit Requirement by District					
	С-М	M-P	M-1	M-2	R-T	See Section
Senior Congregate Care Facilities	С	С	С	С		9.64.020(B)

#### Key to Permit Requirements

Symbol	Applicable Process	See Chapter
P	Permitted use (4)	9.56
Α	Administrative use permit required	9.62
С	Conditional use – Conditional use permit required	9.64
Blank	Use not allowed	

#### Notes:

- (1) See Section 9.08.030 (Allowable land uses and permit requirements).
- (2) See Division 8 of this title for definitions of the land uses listed.
- (3) See Section 9.02.020 regarding land uses not listed.
- (4) A Director approved site plan review shall be required. See Chapter 56 of this title.
- (5) When an AUP or a CUP is required for the primary use then the accessory use shall require the same level of review.
- (6) Permitted only in M-U Area 36 of the General Plan.

(§ 2, Ord. 14-13, eff. October 8, 2014; § 1 (Att. 1), Ord. 16-07, eff. May 4, 2016)

#### 9.102.110 Vesting tentative maps.

The preparation, filing, processing, and approval or disapproval of a vesting tentative map shall comply with Map Act Sections 66452 and 66498.1 et seq. and the provisions of this section.

- Filing criteria for vesting tentative maps.
- Whenever a provision of the Map Act, as implemented and supplemented by this chapter, requires
  the filing of a tentative or parcel map for a residential development, a vesting tentative map may be filed
  instead in compliance with this section.
- If a subdivider does not seek the rights conferred by the vesting tentative map statute, the filing of a vesting tentative map shall not be a prerequisite to any approval for any proposed permit for construction, or work preparatory to construction.
- B. Content of application. The content and form of vesting tentative maps shall be governed by the provisions of this subsection.
- 1. At the time a vesting tentative map is filed, it shall have printed conspicuously on its face the words "Vesting Tentative Map."
- A vesting tentative map shall be filed in the same form and have the same contents, accompanying data, and reports as specified in Section 9.102.020 (Tentative map preparation, application contents), except as specified in this section.
- C. Procedures. A vesting tentative map shall be processed and reviewed using the same procedures as specified in this chapter for a tentative map in compliance with Sections <u>9.102.030</u> (Tentative map filing, initial processing) and <u>9.102.050</u> (Review and decision), except as specified in this section.
- 1. Before filing a vesting tentative map, the subdivider shall have a pre-application conference with the Director to determine if any additional information should be filed with the vesting tentative map application. The applicant shall submit to the Director, before the pre-application conference, all information that is required of a tentative map application. This information shall be reviewed by the Director and the Director may require additional information based upon site conditions and/or the design of the map to be submitted with the vesting tentative map application.
- 2. An approving action on a vesting tentative map shall not occur before the effective date of approval of the associated discretionary permit(s) or action(s).
- Upon filing a vesting tentative map, the subdivider shall pay the fees required in compliance with the City's Fee Schedule for the filing and processing of a vesting tentative map.

- 4. The approval or conditional approval of a vesting tentative map shall expire at the end of the same time period, and shall be subject to the same extensions established by this chapter for the expiration of the approval or conditional approval of a tentative map in compliance with Section 9.102.120 (Tentative map time limits and expiration).
- 5. At any time before the expiration of a vesting tentative map, the subdivider may apply for an amendment to the vesting tentative map in compliance with Section 9.102.090 (Changes to approved tentative map or conditions). No application for amendment shall be required when the review authority first finds that the amendment is a minor modification that is in substantial compliance with the original approval and no new conditions of approval are required.
- 6. For a subdivision whose intended development is inconsistent with the land use zoning district or any applicable specific plan in existence at that time, that inconsistency shall be noted on the map. The review authority may disapprove a vesting tentative map or approve it conditioned on the subdivider first obtaining the necessary change in the land use zoning district or applicable specific plan to eliminate the inconsistency. If the change in the pertinent ordinance is obtained, the approved or conditionally approved vesting tentative map shall confer the right to proceed with the development as approved or conditionally approved.
- 7. Fees for development permits (e.g., Building and Grading Permits) filed in compliance with an approved vesting tentative map or a recorded vesting final/parcel map shall be the fees in effect at the time of issuance of the permit.
- D. Development rights of vesting tentative maps.
- 1. When the review authority approves or conditionally approves a vesting tentative map, that approval shall confer a vested right to proceed with the development in substantial compliance with the ordinances, policies, and standards in effect on the date the application for the subdivision has been determined to be complete in compliance with Map Act Section 66474.2. If Section 66474.2 is repealed, that approval shall confer a vested right to proceed with development in substantial compliance with the ordinances, policies, and standards in effect at the time the vesting tentative map is approved or conditionally approved.
- Notwithstanding subsection (D)(1) of this section, the review authority may condition or disapprove a
  permit, approval, extension, entitlement, or require an amendment to the map if it first determines any of
  the following:
- a. A failure to do so would place the residents of the subdivision or the immediate community, or both, in a condition dangerous to their health or safety, or both.
- b. The condition or disapproval is required in order to comply with State or Federal law.

- The review authority may alter any condition of a vesting tentative map through an amendment in compliance with Section 9.102.090 (Changes to approved tentative map or conditions) in order to protect against conditions dangerous to public health and safety or to comply with State or Federal law.
- 4. The rights conferred by this section shall expire if a final or parcel map is not recorded before the expiration of the vesting tentative map in compliance with Section <u>9.102.120</u> (Tentative map time limits and expiration). If the final or parcel map is recorded, these rights shall last for the following periods of time:
- a. An initial time period of twenty-four (24) thirty-six (36) months. Where several final maps are recorded on various phases of a project covered by a single vesting tentative map, this initial time period shall begin for each phase when the final map for that phase is recorded.
- b. The initial time period specified in subsection (D)(4)(a) of this section shall be automatically extended by any time used for processing a complete application for a Grading Permit or for design or architectural review, if processing exceeds thirty (30) days from the date a complete application is filed.
- c. A subdivider may apply for one twelve (12) month extension at any time before the initial time period specified in subsection (D)(4)(a) of this section expires. If the extension is disapproved, the subdivider may appeal that disapproval to the Council in compliance with Chapter 90 of this title (Appeals) and Map Act Section 66452.5 within fifteen (15) days.
- Additional extensions may be granted in compliance with Map Act Section 66452.6(a).
- e. If the subdivider submits a complete application for a building permit during the periods of time specified in this subsection, the rights referred to in this subsection shall continue until the expiration of that permit, or any extension of that permit. (§ 2, Ord. 14-13, eff. October 8, 2014).

#### 9.120.020 Definitions of land uses, specialized terms, and phrases.

The following definitions are in alphabetical order:

M. Definitions, "M."

Machinery manufacturing. The manufacturing of machinery and equipment for purposes and products including the following:

Construction

Conveyors

Die casting

Dies

Dredging

Engines and turbines
Farm and garden
Food products manufacturing
Gear cutting
Heating, ventilation, air conditioning
Industrial molds
Laundry and dry cleaning
Materials handling
Mining
Paper manufacturing
Passenger and freight elevators
Pistons

Major fraction. Fifty percent (50%) or more of any substance or quantity.

Major street or major highway. A highway with intersections at grade and on which partial control of access and geometric design and traffic control measures are used to expedite the safe movement of through traffic. Major streets or major highways shall be designed in the Circulation Element of the Clovis General Plan.

Manufactured housing. A housing unit that is either wholly or partially constructed or assembled off the site in compliance with California Health and Safety Code Section 18551, and certified under the National Manufactured Housing Construction and Safety Standards Act of 1974 (42 U.S.C. Section 5401 et seq.), and CBC (California Building Code), CRC (California Residential Code).

Manufacturing, heavy. Indoor or outdoor establishments engaged in the manufacturing of heavy machinery and equipment or the processing of gases and other chemicals for purposes and products including the following:

Abrasives

Printing Pumps

Refrigeration equipment
Textile manufacturing

Acids

Aircraft

Carbon black and lampblack

Charcoal

Chemical (e.g., ammonia, bleaching powder, or chlorine)

Coal and coke ovens

Gas (e.g., acetylene)

Graphite

Insecticides (flammable type)

Iron, steel, brass, or copper

Machine shops, no limitation

Meat packing and processing, with on-site animal

slaughtering

Metals extraction and smelting

Paper pulp and cellulose

Stock feed lots and stockyards

Tannery

Turpentine

Wax and wax products

Wool pulling or scouring

Marking device manufacturing. Establishments engaged in manufacturing equipment and supplies used for marking. Illustrative examples include:

Dies, hand seal

Hand stamps and stencils

Inking pads

Metal stencils

Printing dies

Marquee. A permanent roofed structure attached to and supported by the building and projecting over public property.

Master Development Plan. A plan document and accompanying maps which identify the proposed location and size of development parcels, land uses, and underlying zoning designations; transportation/circulation; open space and community facilities; and the development standards of the proposed M-P-C Overlay District development. The Master Development Plan shall be consistent with the intent of the General Plan and any applicable specific plan(s).

Mattress shops. See "furniture stores, furnishings, and equipment stores."

Meat markets. See "retail stores, general merchandise."

Meat packing and processing, no on-site slaughtering. See "food and beverage manufacturing."

Meat packing and processing, with on-site slaughtering. See "manufacturing, heavy."

Medical clinic or dental clinic. The same as "medical office."

Medical office. Any building, or portion of a building, used, or intended to be used, as an office for the practice of any type of medicine, including chiropractics, dentistry, or optometry. "Medical office" shall also include clinics of a medical or dental nature.

Medical services – ambulance services. Commercial facilities where ambulances are stored, and from which ambulances and emergency personnel are dispatched to emergencies or patient transport.

Medical services – clinics and laboratories. Facilities primarily engaged in furnishing out-patient medical, mental health, surgical, and other personal health services. These include: medical, dental and psychiatric offices (counseling services by other than medical doctors or psychiatrists are included under "offices"); medical and dental laboratories; out-patient care facilities; emergency room services; and allied health services. Associations or groups primarily engaged in providing medical or other health services to members are included.

Medical services – extended care. Residential facilities providing nursing and health-related care as a principal use with in-patient beds, including: skilled nursing facilities (facilities allowing care for physically or mentally disabled persons, where care is less than that provided by an acute care facility); board and care homes; convalescent and rest homes; and extended care facilities. Long-term personal care facilities that do not emphasize medical treatment are classified in "group housing – residential care home/facility."

Medical services – hospitals. Facilities primarily providing diagnostic services, extensive medical treatment including surgical and other hospital services; these establishments have an organized medical staff, in-patient beds, and equipment and facilities to provide complete health care. May include accessory retail uses (see the separate definition of "accessory retail uses").

Medical services – surgery centers. A medical facility designed and equipped to handle surgery, pain management, and certain diagnostic procedures that do not require overnight hospitalization. The centers may be part of a community general hospital, a specialty hospital, or an independent medical facility with prearranged hospital support. The centers are staffed with health professionals as in conventional surgery departments.

Membership organization facilities. Permanent, headquarters-type and meeting facilities for organizations operating on a membership basis for the promotion of the interests of the members, including facilities for:

business associations; civic and social organizations; labor unions and similar organizations; lodges; political organizations; and professional membership organizations. Does not include country clubs, which are included in the definition of "golf courses, country clubs."

Metal products fabrication. The assembly of metal parts, including blacksmith and welding shops, boiler shops, machine shops, and sheet metal shops that produce cabinets and enclosures, metal doors and gates, metal ductwork, tanks, towers, and similar products.

Millinery stores. See "retail stores, general merchandise."

Mini-storage. A space, area, or related group of structures designed and used for the purpose of renting and leasing individual spaces for storing personal property, stock in trade, materials, equipment, automobiles, boats, and recreational vehicles, for the retail sale of items appurtenant to the on-site rental of those storage spaces, and for the conducting of lien sales of goods stored in those spaces, in compliance with the California Business and Professions Code. Also includes personal storage and self storage.

Mixed use. The combination of commercial (e.g., retail, office, etc.) and residential uses, where the residential component is normally above the commercial, although the combination of uses may be horizontal.

Mobile/ Modular home. A structure transportable in one or more sections which is over eight feet (8') in width and forty feet (40') in length, with or without a permanent foundation and not including recreational vehicle, commercial coach, or factory-built housing.

Mobile home park. Any site that is planned and improved to accommodate two (2) or more mobile homes used for residential purposes, or on which two (2) or more mobile home lots are rented, leased, or held out for rent or lease, or were formerly held out for rent or lease and later converted to a subdivision, cooperative, condominium, or other form of resident ownership, to accommodate mobile homes used for residential purposes.

Monument and tombstone works. See "stone and cut stone products."

Motels. See "hotels or motels."

Motor vehicle manufacturing. The manufacturing and assembly of motor vehicles (e.g., automobiles, boats, campers, golf carts, mobile homes, motorcycles, motorized farm equipment, recreational and utility trailers, trucks, snowmobiles, jet skis, quad runners, and vans) and parts and components directly related to the manufacturing and assembly of motor vehicles.

Motor vehicle parts sales. Stores selling new automobile parts, tires, and accessories. Does not include motor vehicle repair and major maintenance, motor vehicle service, or tire recapping establishments, which are separately defined.

Motor vehicle renting and leasing. See "motor vehicle sales."

Motor vehicle repair and major maintenance. This use includes major and minor categories. Generally, the use includes the alteration, cleaning (including self-service and attended car washes), finishing of automobiles, boats, motorcycles, recreational vehicles, trucks, and other vehicles as a principal use, painting, repair, restoration, or towing, including the incidental wholesale and retail sale of vehicle parts as an accessory use. Also includes truck repairing and overhauling. Major vehicle repair facilities deal with entire vehicles; minor facilities specialize in limited aspects of repair (e.g., quick-lube, and muffler and radiator shops). Does not include: scrap and dismantling yards, which are included under "recycling facilities"; automobile parking (see "vehicle storage facilities – long-term"); repair shops that are part of a vehicle dealership on the same site, which are included under "motor vehicle sales"; service stations, which are separately defined under "stations, service"; or tire recapping establishments, which are included under "plastics and rubber products."

Motor vehicle sales. Retail establishments selling and/or renting new and/or used automobiles, boats, campers, golf carts, mobile homes, motorcycles, motorized farm equipment, recreational and utility trailers, trucks, snowmobiles, jet skis, quad runners, and vans (except bicycles and mopeds, which are included under "retail stores, general merchandise"). Includes parts sales or repair shops only when part of a dealership selling new vehicles on the same site. Does not include "service stations," which are separately defined.

Motor vehicle service. Minor facilities specializing in limited aspects of service and maintenance (e.g., muffler and radiator shops, quick-lube, etc.) of motor vehicles (e.g., automobiles, boats, campers, golf carts, mobile homes, motorcycles, recreational and utility trailers, snowmobiles, jet skis, quad runners, and vans) other than motorized farm equipment and large trucks and recreational vehicles. Does not include motor vehicle repair and major maintenance or tire recapping establishments, which are separately defined.

Motor vehicle washes. Permanent, self-service and/or attended motor vehicle washing establishments, including fully mechanized facilities. May include detailing services. Temporary car washes are fundraising activities, typically conducted at a service station or other automotive-related business, where volunteers wash vehicles by hand, and the duration of the event is limited. See Chapter 60 of this title (Temporary Use Permits).

Mortuaries and funeral parlors. Establishment where deceased are prepared for burial or cremation, and funeral services may be conducted. Includes funeral homes, funeral parlors, and crematoriums.

Multifamily housing. Includes a structure or a portion of a structure used and/or designed as residences for two (2) or more families living independently of each other. Includes: duplexes; triplexes and fourplexes (individual structures containing three (3) and four (4) housing units, respectively); apartments (five (5) or more units under one ownership in a single structure); apartment hotels (second floor or above a commercial mixed use structure); townhouse development (three (3) or more attached single-family

dwellings where no unit is located over another unit); senior citizen multifamily housing; and single- and common-ownership attached-unit projects (e.g., condominiums).

Municipal Code. The City of Clovis Municipal Code (CMC), as it may be amended from time to time by the Council, referred to in this Development Code as the "Municipal Code."

#### S. Definitions, "S."

Satellite dish/antenna. An antenna for the reception of data, television, and other telecommunications broadcast from orbiting satellites which is greater than one meter (39.37 inches) in diameter.

Sanitarium. A health station or retreat or other place where patients are housed and where medical or surgical treatment is given. "Sanitarium" shall not include mental institutions or places for the treatment of narcotic addicts. (See "medical services.")

Schools – K to twelve (12). Public and private elementary, middle, junior high, and high schools serving kindergarten through twelfth-grade students, including denominational and sectarian, boarding schools, and military academies. Preschools and child day care are included under the definitions of "child day care facilities."

Schools – colleges and universities. Includes community colleges, public or private colleges, universities, and professional schools granting associate arts degrees, certificates, undergraduate and graduate degrees, and requiring for admission at least a high school diploma or equivalent general academic training.

Schools specialized education and training. Business, professional, secretarial schools, and vocational/trade schools offering specialized trade and commercial courses. Includes specialized non-degree-granting schools offering subjects including: art, ballet and other dance, drama, driver education, language, and music. Also includes seminaries and other facilities exclusively engaged in training for religious ministries; and establishments furnishing educational courses by mail. Facilities, institutions, and conference centers are included that offer specialized programs in personal growth and development (e.g., arts, communications, fitness, environmental awareness, and management).

Screening. Solid fencing, gates, walls, and/or landscaping which provide a solid barrier and are installed and maintained architecturally compatible with the adjacent structure and/or existing surrounding conditions. For purposes of this definition, screening shall not consist of bamboo type curtains, chain link (with or without slats), reflective surfaces, or similar transparent or semi-transparent materials.

Secondhand stores. Retail establishments that sell used merchandise. Also see "pawn shop."

Security brokers, dealers, and flotation companies. Establishments primarily engaged in the purchase, sale, and brokerage of securities, and those generally known as investment bankers, primarily engaged in originating, underwriting, and distributing issues of securities.

Senior citizen congregate care housing. (See "group care home.") A structure serving as a residence for a group of senior citizens with available centralized services, where the emphasis of the facility remains residential.

Separate ownership. Ownership of a parcel of land by a person who does not own any of the land abutting such parcel.

Service station. The same as "automobile service station."

Setbacks. The distance by which a structure or other development feature shall be separated from a lot line. In planned development projects, setbacks are determined during the project review process. On corner parcels, the shortest street frontage shall be the front yard. See also "yard."

- Front yard. The line which defines the depth of the required front yard. Such setback line shall be parallel with the right-of-way line or highway setback line when one has been established.
- 2. Highway. The same as "highway setback line."
- Rear yard or side yard. The line which defines the width or depth of the required rear or side yard. Such setback line shall be parallel with the property line, removed therefrom by the perpendicular distance prescribed for the yard in the district.

Shoe repair shops. See "repair and maintenance - consumer products."

Shoe stores. See "retail store, general merchandise."

Shopping centers. A group of commercial establishments, planned, generally constructed, and managed as a total entity with employee and customer parking provided on site under common control or shared under a reciprocal agreement. Shopping centers are further defined as regional (fifty (50) or more acres), community (fifteen (15) to forty-nine (49) acres), and neighborhood (up to ten (10) acres). For signs, commercial developments shall be classified as shopping centers rather than business centers when comprised of at least ten (10) businesses and contain a minimum floor area of twenty-five thousand (25,000) square feet.

Sign. Any figure, character, outline, delineation, announcement, declaration, demonstration, illustration, emblem, words, numerals, or letters of attention-attracting displays or devices painted, illuminated, posted, or affixed on any surface or in a manner used to attract attention to the premises or to advertise or promote the interest of any person, activity, business, or enterprise when the same is placed so that it is clearly visible to the general public from an out-of-doors position; provided, however, noncommercial natural floral and plant displays shall not be considered signs in computing the number or area of signs permitted.

"Sign" shall not include the official flags of the United States of America, the State, or the County, or official notices authorized by a court, public body, or public officer, or directional, warning, or information signs authorized by Federal, State, County, or municipal authority for public safety, or the official emblem or insignia of a government or public school.

Signs. See Section 9.34.030 (Signs).

Sign making. See "business support services."

Single-family housing. A structure designed for and/or occupied exclusively by one family. Also includes factory-built housing (*modular* manufacturing housing) units (does not include mobile homes in a mobile home park), constructed in compliance with the California Building Code (CBC).

Site. A parcel or adjoining parcels under single ownership or single control, considered a unit for the purposes of development or other use.

Site or parcel coverage. The percentage of total site area occupied by structures. Structure/building coverage includes the primary structure, and all allowable accessory structures. Structure/building coverage is measured from exterior wall to exterior wall.

Site plan. A plan, prepared to scale, showing accurately and with complete dimensioning all of the uses proposed for a specific parcel of land. See Chapter 56 of this title for requirements.

Site plan review. The review of development projects in compliance with Chapter 56 of this title (Site Plan Review). The review shall determine if the proposed development is in full compliance with the General Plan, any applicable specific plan, applicable City guidelines, and the provisions and standards identified in this Development Code.

Slope. A natural or artificial incline, as a hillside or terrace. Slope is usually expressed as a ratio. For example, a horizontal distance of one hundred feet (100') with a rise of fifty feet (50') would be expressed as a 2:1 slope. (Also see "grade" and "top and toe of slope.")

Slot car/radio controlled racing. Establishments providing indoor amusement and entertainment services for a fee or admission charge that contain customary facilities for slot car/radio controlled racing, including appropriate accommodations for spectators. May also include limited associated commercial operations (e.g., car equipment sales, food and/or beverage service, etc.).

Small day care homes. See "child day care facilities."

Snowmobile/jet skis sales. Retail establishments selling and/or renting new and/or used snowmobiles, jet skis, quad runners, and directly related equipment. Includes parts sales and/or service repair shops only when part of a dealership selling new snowmobiles, jet skis, and related equipment on the same site.

Sober living home. See "group housing - residential care home/facility" and Section 9.40.100, Group housing.

Soft drink fountains. See "retail store, general merchandise."

Software manufacturing. Establishments engaged in the design, development, engineering, packing, production, and testing of computer software products.

Solar access. The airspace over a parcel that provides access for a solar energy system to absorb energy from the sun.

Sorority. A building or structure housing a group of women associated for their common interests. Such group may eat, sleep, and otherwise use such facilities as are provided on the premises.

Specific plan. As provided by Government Code Section <u>65450</u> et seq., a detailed plan for the systematic implementation of the General Plan for all or part of the area covered by the General Plan.

Sporting goods stores. See "retail store, general merchandise."

Sports and recreational facilities. Public and private indoor and/or outdoor facilities providing sports and recreational opportunities (e.g., basketball or tennis courts, batting cages, driving ranges, skateboard parks, sport fields, etc.). May also include limited associated commercial operations (e.g., sports equipment sales, food and/or beverage service, etc.).

Sports arenas. Indoor and outdoor facilities for spectator oriented sports, and other public assembly facilities for concerts, events, and outdoor theater, which include: amphitheaters, arenas, fairgrounds, field houses, stadiums and coliseums, and facilities for other sports that are considered commercial, including rodeos.

Stables, commercial. A structure for the keeping of horses, mules, or ponies which are rented, used, or boarded for compensation.

Stables, private. An accessory structure for the keeping of horses or ponies for the use of occupants of the premises, in compliance with Section <u>9.40.040</u> (Animal keeping).

Stables, public. A stable other than a private stable.

Stamp and coin brokers. See "retail store, general merchandise."

Stand, temporary. The same as "structure, temporary."

Stations, fueling. Retail establishments engaged in the business of selling gasoline and/or other motor vehicle fuels. May also provide retail sales (consuming less than four hundred (400) square feet of total floor area), but which is clearly secondary and incidental to the fuel sales. May be a standalone facility or

part of a larger retail outlet (e.g., department store or supermarket). Does not include any vehicle maintenance and repair services, or other operations of a similar nature.

Stations, service. Retail establishments engaged in the business of selling gasoline and/or other motor vehicle fuels. May also provide minor vehicle maintenance and repair services and/or retail sales (consuming less than four hundred (400) square feet of total floor area), all of which is clearly secondary and incidental to the fuel sales. May also include: a fully enclosed automated self-service washing facility, accessory towing, and trailer rental services, but not the repair, sale, or storage of wrecked or abandoned motor vehicles, the rental of vehicle storage or parking spaces, or motor vehicle body, fender, painting, or other similar work.

Stone and cut stone products. Manufacturing establishments primarily engaged in cutting, shaping, and finishing granite, marble, slate, and other stone for building and miscellaneous uses. Also includes establishments primarily engaged in buying or selling partly finished monuments and tombstones.

Storage, indoor. The storage of various materials entirely within an enclosed structure, as the primary use of the structure. The storage of materials, supplies, and products clearly secondary and incidental to a primary use is not considered a land use separate from the primary or main use.

Storage, outdoor. The storage of various materials outside of a structure, other than permanently installed fencing, either as an accessory or primary use, including feed and fuel yards, petroleum bulk plants, and transit storage.

Storage, self-service, personal storage facilities. A structure or group of structures containing generally small, individual, compartmentalized stalls or lockers rented as individual storage spaces and characterized by low parking demand. Also known as "mini-storage."

Storage yards. See "storage, outdoor."

Story. That portion of a structure included between the surface of any floor and the surface of the floor next above it, or if these is no floor above it, then the space between the floor and the ceiling next above it.

Story, one-half (1/2). The same as "half-story."

Street. A public thoroughfare accepted by the City, which affords principal means of vehicular access to abutting property, including avenue, boulevard, drive, highway, lane, place, road, way, and any other vehicular thoroughfare except an alley. See "subdivision terms."

Street centerline. The center line of a street right-of-way as established by official surveys.

Street line. The boundary line between the street right-of-way and abutting property.

Street, local. Any street, dedicated as such, serving as the principal means of access to property which is not shown as a major or secondary highway or major traffic street on the General Plan of the City.

Street side. That street bounding a corner or reversed corner lot and which street extends in the same general direction as the line determining the depth of the lot.

Structural alteration. Any change in the supporting members of a building, such as in a bearing wall, column, beam or girder, floor or ceiling joint, roof rafter, roof diaphragm, foundation, pile, or retaining wall, or similar components. Anything constructed or erected, the use of which requires attachment to the ground or attachment to something located on the ground. For the purposes of this Development Code, the term "structure" includes "buildings."

Structural clay and pottery products. Manufacturing establishments primarily producing brick and structural clay products, including china plumbing fixtures, vitreous china articles, fine earthenware, porcelain electrical supplies and parts, and pipe. Artist/craftsman uses are included in "handcraft industries, small scale manufacturing."

Structure. Anything constructed or erected, the use of which requires attachment to the ground or attachment to something located on the ground. For the purpose of this Development Code, the term "structure" includes "buildings."

Structure – temporary. Shall mean a structure which is readily movable and used, or intended to be used, for a period not to exceed ninety (90) consecutive days, or a period consistent with an approved temporary use under Chapter 60 of this title, Temporary Use Permits.

Studios, art, dance, music, and photography. Small scale facilities with one classroom/instruction space, typically accommodating one group of students at a time, in no more than one instructional space. These include facilities for: individual and group instruction and training in the arts; production rehearsal; photography, and the processing of photographs produced only by users of the studio facilities; martial arts training studios; gymnastics instruction, and gymnastics studios with no other fitness facilities or equipment; yoga; and pilates. Larger facilities (e.g., multi-classrooms) are included under the definition of "schools – specialized education and training."

Subdivision terms used in Division 7 of this title (Subdivisions).

- Alley. Shall mean any dedicated way intended for vehicular service to the rear or side of property served by a street.
- Arterial street. Arterial streets are identified in the Circulation Element of the General Plan.
- Block. A parcel of subdivided or unsubdivided land set apart and bounded by public streets.

- Cul-de-sac street. A street having only one outlet for vehicular traffic and which is not intended to be extended or continued to serve future subdivisions on adjacent lands.
- Easement. A space on a parcel of land, and so indicated on a subdivision map or in a deed restriction, reserved for and/or used for public utilities, and/or private or public purposes.
- 6. Final map. A map showing a subdivision for which a tentative and final map is required by State law (Government Code Section 66426), prepared in compliance with the provisions of this Development Code and the Subdivision Map Act and designed to be recorded with the County Recorder.
- 7. Frontage street. A minor street which is parallel to and adjacent to a major street, limited access highway, or freeway and which provides access to abutting properties while relieving them of the effects of heavy volumes of fast, through traffic.
- Freeway. Shall mean a highway for through traffic, with full control of access, and generally with grade separations at intersections.
- Improvement plans. The plans, profiles, cross sections, and specifications of all proposed improvements, including the information required by Chapters 110 (Subdivision Design and Improvement Requirements) and 112 (Improvement Plans, Installation, and Security) of this title.
- 10. Major street. An arterial or limited access expressway designated in the Circulation Element of the General Plan which, because of its design and location with respect to other streets and other sources of traffic, is used or designed to carry relatively heavy volumes of traffic through an urban area, or between urban areas, or as an approach to a highway or a freeway.
- 11. Map Act. See "Subdivision Map Act or Map Act."
- Mini parks. Generally one acre in size, centrally located within the quarter sections of residential subdivisions. See also "neighborhood parks."
- 13. Minor street. A local street because of its design and location with respect to other streets is used primarily for access to the abutting properties. Minor street intersections within subdivisions shall generally be designed as "T" intersections. See also "frontage street."
- 14. Neighborhood parks. An open space area of variable size, including lawn area, trees, shrubbery, walks, benches, playground area, and other related uses deemed appropriate by the review authority.
- 15. Nonaccess strip. A strip adjoining the property line within a street right-of-way, which is intended to prevent access to abutting properties from the street, and may be planted with trees or otherwise landscaped.

- 16. Outlot. (See definition "lot or parcel," subsection 7, "outlot.")
- 17. Parcel. See "lot or parcel."
- 18. Parcel map. The subdivision map described by Map Act, Article 3, Chapter 2, which is required to complete a subdivision of four (4) or fewer lots.
- Pedestrian way. A public way designed for use by pedestrians not intended either for use by motor vehicles nor located within a street right-of-way.
- 20. Planting strip. A strip located between the sidewalk and the property line, or between the curb and sidewalk within a street right-of-way (parkway), or between the pavement of a frontage street and the major street, limited access highway, or freeway it parallels and which is intended to be planted with trees or otherwise landscaped.
- 21. Secondary street. A street designated as a collector street in the Circulation Element of the General Plan which, because of its location with respect to other streets and other sources of traffic, is used or designed to carry moderately heavy volumes of traffic between portions of urban areas or between major streets.
- Soil. The top layer of the earth's surface, consisting of rock and mineral particles mixed with organic matter.
- Soils engineer (geotechnical engineer). An engineer experienced and knowledgeable in the practice of soils (geotechnical) engineering.
- 24. Soils engineering. The application of the principles of soils mechanics in the investigation, evaluation, and design of civil works involving the use of earth materials and the inspection or testing of the resulting construction.
- Standard specifications. The "Standard Specifications of the City," as may be amended from time to time.
- 26. Storm drain system. Publicly owned facilities operated by the City, or the Fresno Metropolitan Flood Control District, by which storm water is collected and/or conveyed, including any curbs, gutters, inlets, municipal streets, piped storm drains, pumping facilities, natural and human-made or altered drainage channels, reservoirs, retention and detention basins, roads with drainage systems, and other drainage structures which are within the City.
- 27. Storm water. Any surface flow, runoff, and drainage consisting entirely of water from rainstorm events.

- 28. Stubbed street. A street having only one outlet for vehicular traffic and which is intended to be extended or continued to serve future subdivisions on adjacent lands.
- 29. Subdivision. The division, by any subdivider, of any unit or portion of land shown on the latest equalized Fresno County assessment rolls as a unit or contiguous units, for the purpose of sale, lease, or financing, whether immediate or future. Property shall be considered as contiguous units, even if it is separated by roads, streets, utility easements, or railroad rights-of-way. Subdivision includes the following, as defined in Civil Code Section 1715: a condominium project, a community apartment project, or the conversion of five (5) or more existing dwelling units to a stock cooperative.
- 30. Subdivision improvements. Subdivision improvements include but are not limited to electric and gas lines, sanitary sewers, storm drainage facilities, streets, and water supply facilities.
- 31. Subdivision Map Act or Map Act. Division 2, Title 7 of the California Government Code, commencing with Section 66410 as presently constituted, and as it may be amended from time to time.
- 32. Tentative map. A map prepared for the purpose of showing the design and improvement of a proposed subdivision, including the existing conditions both in and around the subject property, and need not be based upon an accurate or detailed final map or survey.
- 33. Vesting tentative map. A map which meets the requirements of Map Act Section 66452, and if approved, expressly confers a vested right to proceed with the development in substantial compliance with the ordinances, policies, and standards in effect at the time the application for approval of the vesting tentative map is determined complete, in compliance with Map Act Section 66498.1.

Supermarkets. Retail establishments, including groceries and grocery stores, having fifteen thousand (15,000) or more square feet of floor area, devoted principally to the sale of food.

Supply rentals (health, party, and sickroom). Establishments engaged in the rental of health, party, and sickroom equipment and related supplies.

Supportive housing. See Section 9.40.100, Group housing.

Surgical appliance and supply manufacturing. Establishments engaged in manufacturing surgical appliances and supplies.

Surgical and medical instrument manufacturing. Establishments engaged in manufacturing medical, ophthalmic, surgical, and veterinary instruments and apparatus (except electromedical, electrotherapeutic, and irradiation apparatus).

Swimming pools. Shall mean any permanent structure containing water more than eighteen inches (18") deep intended for recreational purposes.

Swimming pools sales. Retail establishments engaged in the sale, installation, and service of swimming pools, spas, and related equipment. May also include the sale, installation, and service of outdoor patio furniture and cooking and heating equipment. See also "outdoor retail sales and activities."

Swimming schools. Establishments offering specialized training in swimming, diving, and other waterrelated activities (e.g., scuba diving). May also include limited associated commercial operations (e.g., swimming clothing and equipment sales, food and/or beverage service, etc.).



AGENDA ITEM NO:

City Manager:

1-C

### CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO:

Mayor and City Council

FROM:

Planning and Development Services

DATE:

March 6, 2017

SUBJECT:

Consider items associated with approximately 7.76 acres of property located at the southwest corner of Santa Ana Avenue and Sierra Vista Parkway. LandValue 37, LLC., owner; BN Micro, L.P., applicant; Harbour & Associates, representative.

- a. Consider Approval Res. 17-\_\_\_\_, CUP2016-09, A request to approve a conditional use permit for an 83-lot single-family gated planned residential development (PRD) with private streets, reduced setbacks, reduced lot sizes, and increased lot coverage.
- Consider Approval Res. 17-\_\_\_, TM6170, A request to approve a vesting tentative tract map for an 83-lot single-family planned residential development.

#### ATTACHMENTS:

Figure 1: Location Map

Exhibit "A:" CUP2016-09 & TM6170 Conditions of Approval

Attachment 1: Draft Resolutions

Attachment 2: Planning Commission Minutes

Attachment 3: Applicant's Development Standards

Attachment 4: Correspondence from Commenting Agencies

Exhibit "B:" Vesting Tentative Tract Map TM6170

Exhibit "C:" Floor & Elevation Plans Exhibit "D:" Amenity Center Concept

#### CONFLICT OF INTEREST

None.

#### RECOMMENDATION

Planning Commission and staff recommend that the City Council:

- Approve Conditional Use Permit CUP2016-09, subject to the conditions of approval listed as Exhibit "A;" and
- Approve Vesting Tentative Tract Map TM6170, subject to the conditions of approval listed as Exhibit "A:" and
- Make a finding of consistency that the dedication toward public right-of-way is proportionate to the development being requested.

#### **EXECUTIVE SUMMARY**

The applicant is requesting a conditional use permit and vesting tentative tract map approval for an 83-lot single-family gated planned residential development with private streets, reduced setbacks, reduced lot sizes, and increased lot coverage, and a Homeowners Association. Approval of this Project would allow the developer to continue processing a residential site plan review and development drawings.

#### BACKGROUND

General Plan Designation: General Commercial

Specific Plan Designation: Shaw Avenue Specific Plan (Major Department

Stores, Specialty Stores, Support Facilities, Multi-Family Residential, and Single-Family Residential)

Existing Zoning: P-C-C (Planned Commercial Center)

Lot Size: 7.76 acres
 Current Land Use: Vacant

Adjacent Land Uses: North: Sierra Vista Mall

South: Multi-Family Residential East: Single-Family Residential

West: Vacant/ Multi-Family Residential

Previous Entitlements: GPA2016-08 (Allow Single-Family Residential)

R2016-09 (Allow Residential Uses)

#### PROPOSAL AND ANALYSIS

#### Conditional Use Permit

The applicant is requesting a conditional use permit for an 83-lot single-family planned residential development. The Development Code allows planned residential developments

within any residential zone district subject to a conditional use permit to encourage innovative developments which are difficult under a standard zone district or are located on a challenging site due to location, size or shape.

The applicant is requesting approval of a gated detached single-family residential project with private streets. In addition, the request includes reduced setbacks, reduced lot sizes and increased lot coverage. The applicant is proposing a Homeowner's Association with this project.

#### Development Standards

The project will follow the standards of the R-1 Zone District as well as the Planned Residential Development Standards. The Code permits the applicant to propose their own project specific setbacks and lot coverage standards. The applicant has provided a list of standards as follows (see Attachment 3):

Setbacks Front (Ga	arage)	Front (house)	Garage Side	Corner Street Sides	Rear
Plan 1 (two-story)	5'	5'	5'	3'	5'
Plan 2 (two-story)	5'	5'	5'	3'	5'
Plan 3 (two-story)	5'	5'	5'	3'	5'
Plan 4 (two-story)	5'	5'	5'	3'	5'
Plan 5 (three-story)	5'	5'	5'	3'	5'

Lot Coverage:	65% Max
Maximum Height:	3-stories not to exceed 35 feet
Minimum Lot Size:	1,855 square feet
Minimum Parcel Width:	35 feet
Minimum Curved Parcel Width:	35 feet
Minimum Corner Parcel Width:	35 feet
Minimum Parcel Depth:	53 feet
Reversed Corner Street Side Setback:	3 feet
Garages:	12'x20' interior (1-car)
	18'x20'-4" interior (2-car)

Lots within TM6170 will not provide the opportunity for vehicles to park in driveways, since the front yard setback is being proposed at 5-feet from the front property line. However, in addition to the ability to park on the street, the proposed models will include a 2-car garage.

#### Sewer and Water Impacts

The Project's impacts to water and sewer facilities were analyzed during the California Environmental Quality Act (CEQA) review for General Plan Amendment GPA2016-08, Rezone R2016-09 and Site Plan Review SPR2016-05. Provost and Pritchard provided a summary of water impacts and concluded that the City has capacity to serve the proposed project and the infrastructure can accommodate the Project upon completion of the

recommended connections. The City Engineer completed a sewer analysis and concluded that the City has capacity to accommodate the Project.

The project lies inside the Fresno Irrigation District boundary and therefore eligible to utilize entitled surface water from the Kings River. However, this project will pay fees to acquire additional water supplies necessary for the project demands.

#### Homeowners Association

The Project includes private streets, private open space, and entry gates. A Homeowners Association (HOA) is also proposed to maintain the open space areas and provide enforcement for illegally parked vehicles.

#### **Vesting Tentative Map**

The project includes a Vesting Tentative Map TM6170. The map includes 83 lots and is consistent with the requirements of the Subdivision Map Act.

#### Circulation and Lot Sizes

The project is accessible from one main entry along the Sierra Vista Parkway frontage. A second access is also proposed along the Santa Ana Avenue frontage for emergency vehicles to enter the subdivision. The secondary access will allow residents to exit the planned unit development. The project includes 35-foot wide and 37-foot wide private streets with no sidewalks.

The applicant proposes to utilize the reduced street width policy within the tract. The adopted reduced street width policy, permits street right-of-way of 36 feet from face-of-curb to face-of-curb for residential subdivisions, when such streets are within 1,000 feet of a standard city residential street (40 feet from face-of-curb to face-of-curb or greater), and that such street not be longer than 500 feet without a second point of access. The reduced street should service low volumes of traffic, less than 400 ADT (average daily trips). An average home generates 10 ADT. This means it would be expected that a reduced width street should not service more than 40 homes. The proposed subdivision meets the reduced street width policy.

#### <u>Models</u>

The applicant is proposing five models with three exterior options for each. The models include four (4) two-story and one (1) three-story homes. The lot sizes range from 1,855 square feet to 3,044 square feet.

The Cottage Model Home (Plan 5) does not conform with the Development Code's requirement of a 2-1/2 story maximum for single-family residential homes. The applicant has

submitted a Variance to the maximum height requirement to be considered by the Planning Commission on March 23, 2017.

The applicant's proposed interior dimensions for the 2-car garage space do not conform to the minimum requirements of the Planned Residential Development Standards. Per the PRD standards, 2-car garages shall have a minimum inside dimension of 20'x20.'

The applicant would need to revise the proposed 2-car model floor plans to reflect the minimum dimensions prior to the Residential Site Plan Review submittal. The applicant may request reduced parking standards with the Planned Residential Development process. The Code allows the Planning Commission and City Council to reduce standards if the proposed parking meets the intent of the Code.

A reduction in parking standards in this Project includes the 2-car garage size and a 1-car option floor plan. The Council can make a finding that the parking meets the intent if the determination is made that adequate parking is provided, or the development is located in an area where services and jobs are within walking or alternate method of transportation. Additionally, the Council recognized that incentives may be necessary to promote infill development with methods such as reduced fees in the core area of the City and reduced development standards.

The Planning Commission approved the reduced garage sizes making the finding that the development is gated, in-fill, within walking distance to schools, commercial services and employment.

#### **Driveway Standards**

The Project includes five-foot deep driveways at most models. There has been significant discussion about driveway lengths with both the Commission and Council. It has been Council's practice to permit driveways of 18-foot deep or longer (depending on the situation), and/or eight feet or shorter. The thought being that if the driveway is less than eight feet, a driver would not park the vehicle on the driveway, rather in front of the garage parallel to the curb (which is legal on a private street). Examples of the short driveways can be found in Harland Ranch and Elevations projects.

#### <u>Amenities</u>

The applicant provided an amenity conceptual plan for the planned residential development. The concept plan includes a pool, restroom facility, outdoor shower, cabana/ pergola, and lawn chairs. Specific amenity details will be reviewed during the residential plan review process (see Exhibit "C").

#### Landscape Setbacks

The Shaw Avenue Specific Plan adopted specific street section designs for various streets. Santa Ana Avenue is proposed to have a 30-foot landscape/pedestrian setback, with a 5-foot sidewalk and a 25-foot landscape setback. Sierra Vista Parkway is proposed to have a 30-foot landscape/pedestrian setback, with an 8-foot sidewalk and a 22-foot landscape setback. The 8-foot sidewalk shall meander along the Sierra Vista Parkway frontage. The walls for the Project along the Santa Ana Avenue and Sierra Vista Parkway frontages shall be a 6-foot split face masonry wall from the highest side.

Specific locations and type of trees to be utilized along Santa Ana Avenue and Sierra Vista Parkway shall be reviewed during the residential site plan review process.

#### Residential Site Plan Review

The applicant will be required to submit a Residential Site Plan Review in order to allow staff to review landscaping, open space, architecture, elevations, amenities, and specific plot plans.

#### Public Comments

A public notice was sent to area residents within 600 feet of the property boundaries. Staff has not received comments or concerns from the public upon finalization of this report.

#### Review and Comments from Agencies

The Project was distributed to all City Divisions as well as outside agencies, including Cal Trans, Clovis Unified School District, Fresno Irrigation District, Fresno Metropolitan Flood Control District, AT&T, PG&E, San Joaquin Valley Air Pollution Control District, and the State Department of Fish and Game.

Comments received are attached only if the agency has provided concerns, conditions, or mitigation measures. Routine responses and comment letters are placed in the administrative record and provided to the applicant for their records.

#### Planning Commission Comments

The Planning Commission considered this Project on Thursday, January 26, 2017. The Commission approved Conditional Use Permit CUP2016-09 with a vote of 3-1-1. The Commission also approved Vesting Tentative Tract Map TM6170 with a vote of 3-1-1.

The Commission modified five conditions of approval to the Project to address the garage sizes and approved locations for the Tustan Model Home (1-car garage).

#### Consistency with General Plan Goals and Policies

Staff has evaluated the Project in light of the General Plan Land Use goals and policies. The following goals and policies reflect Clovis' desire to maintain Clovis' tradition of responsible planning and well managed growth to preserve the quality of life in existing neighborhoods and ensure the development of new neighborhoods with an equal quality of life. The goals and policies seek to foster more compact development patterns that can reduce the number, length, and duration of auto trips.

- Goal 3: Orderly and sustainable outward growth into three Urban Centers with neighborhoods that provide a balanced mix of land uses and development types to support a community lifestyle and small town character.
- Policy 3.5 **Fiscal sustainability.** The City shall require establishment of community facility districts, lighting and landscaping maintenance districts, special districts, and other special funding or financing tools in conjunction with or as a condition of development, building or permit approval, or annexation or sphere of influence amendments when necessary to ensure that new development is fiscally neutral or beneficial.
- Policy 3.6 Mix of housing types and sizes. Development is encouraged to provide a mix of housing types, unit sizes, and densities at the block level. To accomplish this, individual projects five acres or larger may be developed at densities equivalent to one designation higher or lower than the assigned designation, provided that the density across an individual project remains consistent with the General Plan.
- Goal 5: A city with housing, employment, and lifestyle opportunities for all ages and incomes of residents.
- Policy 5.1 Housing variety in developments. The Clovis General Plan has been planned to provide a variety of housing product types suitable to each stage of a person's life. Each development should contribute to a diversity of housing sizes and types within the standards appropriate to the land use designation. This policy does not apply to projects smaller than five acres.
- Policy 5.2 **Ownership and rental.** Encourage a mixture of both ownership and rental options to meet varied preferences and income affordability needs.
- Policy 5.6 **Workforce housing.** Encourage the development of workforce housing that serves the needs of those working in Clovis.
- Goal 6: A city that grows and develops in a manner that implements its vision, sustains the integrity of its guiding principles, and requires few and infrequent amendments to the General Plan.

Policy 6.2: Smart growth. The city is committed to the following smart growth goals.

- · Create a range of housing opportunities and choices.
- Create walkable neighborhoods.
- Foster distinctive, attractive communities with a strong sense of place.
- Mix land uses.
- Strengthen and direct development toward existing communities.
- Take advantage of compact building design.

#### California Environmental Quality Act (CEQA)

The City of Clovis has completed an environmental review (an assessment of the project's impact on natural and manmade environments) of the proposed project, as required by the State of California. Staff finds the project in substantial conformance with the environmental analysis performed for General Plan Amendment GPA2016-08, Rezone R2016-09 & Site Plan Review SPR2016-05. No major revisions will be required with the adopted Mitigated Negative Declaration to accommodate the proposed project, therefore, subject to CEQA Sections 15162 and 15182 no further environmental review is required for this project.

The City published notice of this public hearing in *The Business Journal* on Wednesday, February 22, 2017.

#### FISCAL IMPACT

None.

#### REASON FOR RECOMMENDATION

The proposed conditional use permit and vesting tentative tract map are consistent with the goals and policies of the General Plan, Shaw Avenue Specific Plan and Development Code. Planning Commission and staff therefore recommend approval of CUP2016-09 and TM6170, subject to the conditions of approval attached as Exhibit "A."

The findings to consider when making a decision on a conditional use permit application include:

- The Planned Development Permit would:
  - Be allowed within the subject base zoning district;
  - Be consistent with the purpose, intent, goals, policies, actions, and land use designations of the General Plan and any applicable specific plan;
  - c. Be generally in compliance with all of the applicable provisions of this Development Code relating to both on and off-site improvements that are necessary to accommodate flexibility in site planning and property development and to carry out the purpose, intent, and requirements of this Division and the subject base zoning district, including prescribed development standards and applicable design guidelines; and

- Ensure compatibility of property uses within the zoning district and general neighborhood of the proposed development.
- 2. The proposed project would produce a comprehensive development that provides an appropriate variety of structure placement and orientation opportunities, appropriate mix of structure sizes, high quality architectural design, increased amounts of landscaping and open space, improved solutions to the design and placement of parking facilities, incorporation of a program of enhanced amenities, etc. than which might otherwise occur from more traditional development applications;
- Proper standards and conditions have been imposed to ensure the protection of the public health, safety, and welfare;
- 4. Proper on-site traffic circulation and control is designed into the development to ensure protection for fire suppression and police surveillance equal to or better than what would normally be created by compliance with the minimum setback and parcel width standards identified in Article 2 (Zoning Districts, Allowable Land Uses, and Zone Specific Standards);
- The subject parcel is adequate in terms of size, shape, topography, and circumstances to accommodate the proposed development; and
- The design, location, operating characteristics, and size of the proposed development would be compatible with the existing and future land uses in the vicinity, in terms of aesthetic values, character, scale, and view protection.

The findings to consider when making a decision on a tentative subdivision map application are as follows:

- The proposed map is consistent with applicable general and specific plans; and
- The design or improvement of the proposed subdivision is consistent with applicable general and specific plans; and
- 3. The site is physically suitable for the type of development; and
- The site is physically suitable for the proposed density of development; and
- The design of the subdivision or the type of improvements are not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat; and
- The design of the subdivision or the type of improvements is not likely to cause serious public health problems; and
- The design of the subdivision or the type of improvements will not conflict with easements acquired by the public at large for access through the use of property within the proposed subdivision; and
- The discharge of sewage from the proposed subdivision into the community sewer system will not result in violation of existing requirements prescribed by the California Regional Water Quality Control Board; and
- The design of the subdivision provides, to the extent feasible, passive or natural heating and cooling opportunities; and

 The proposed subdivision, its design, density, and type of development and improvements conforms to the regulations of this Development Code and the regulations of any public agency having jurisdiction by law.

In light of court decisions, it is appropriate for the City to make findings of consistency between the required dedications and the proposed development. Every dedication condition needs to be evaluated to confirm that there is a rough proportionality, or that a required degree of connection exists between the dedication imposed and the proposed development. The City of Clovis has made a finding that the dedication of property for this project satisfies the development's proportionate contribution to the City's circulation system. The circulation system directly benefits the subject property by providing access and transportation routes that service the site. Further, the circulation system also enhances the property's value.

#### ACTIONS FOLLOWING APPROVAL

None.

#### NOTICE OF HEARING

Property Owners within 600 feet notified: 89
Interested individuals notified: 10

Prepared by: George González, MPA, Associate Planner

Submitted by: Dwight Kroll, AICP

Director of Planning and Development

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### FIGURE 1 PROJECT LOCATION MAP

# CUP2016-09 & TM6170 Shaw ш Santa Ana City Limits Ш 田 H



## EXHIBIT "A" Conditions of Approval – CUP2016-09 & TM6170 (As approved and modified by the Planning Commission – January 26, 2017)

#### **Planning Division Conditions**

(George González, MPA, Associate Planner – (559) 324-2383)

- Development of this site shall be consistent with the General Plan, Shaw Avenue Specific Plan, General Plan Amendment GPA2016-08 and Rezone R2016-09.
- The applicant shall obtain City approval in advance of temporary and permanent subdivision signs through separate sign review, consistent with the development criteria of the Clovis Municipal Code Sign Ordinance.
- All transformers shall be located underground. Pad mounted transformers may be considered through an Administrative Use Permit.
- 4. Santa Ana Avenue shall have a 30-foot landscape/pedestrian setback, with a 5-foot sidewalk and a 25-foot landscape setback.
- Sierra Vista Parkway shall have a 30-foot landscape/pedestrian setback, with an 8-foot sidewalk and a 22-foot landscape setback. The 8-foot sidewalk shall be meandering along the Sierra Vista Parkway frontage.
- All landscaping (open space and private yards) shall conform the City of Clovis Water Efficient Landscape Ordinance.
- 7. The developer shall construct a minimum six-foot high solid split face masonry wall along the Santa Ana Avenue and Sierra Vista Parkway frontages.
- 8. Each home shall provide a minimum of two covered parking spaces per unit in a garage with a minimum inside dimension of 2018'x20'-4".
- Setbacks shall be measured to the exterior face of the framing of the structure. Exceptions to the setbacks are identified in §9.24.100, of the Clovis Development Code.
- The project requires the submittal and approval of a residential site plan review. Specific color and materials of the models, amenities, walls, fencing, and landscaping will be evaluated.
- The project is permitted a double side monument sign on each entrance with a total of 12 square feet each side and maximum height of 6 feet.
- 12. Maximum building (main structure) height shall not exceed thirty-five (35) feet.

#### 13. All setbacks shall be as follows:

Se	etbacks Front (Garage)	Front (house)	Garage Side	Corner Street Sides	Rear
•	Plan 1 (two-story) 5'	5'	5'	3'	5'
•	Plan 2 (two-story) 5'	5'	5'	3'	5'
	Plan 3 (two-story) 5'	5'	5'	3'	5'
•	Plan 4 (two-story) 5'	5'	5'	3'	5'
•	Plan 5 (three-story) 5'	5'	5'	3'	5'

Lot Coverage:	65% Max
Maximum Height:	3-stories not to exceed 35 feet
Minimum Lot Size:	1,855 square feet
Minimum Parcel Width:	35 feet
Minimum Curved Parcel Width:	35 feet
Minimum Corner Parcel Width:	35 feet
Minimum Parcel Depth:	53 feet
Reversed Corner Street Side Setback:	3 feet
Garages:	1012'x20' interior (1-car)
	2018'x20'-4" interior (2-car)

- 14. The 2-car garages shall have a 2018'x20'-4" interior dimension.
- 15. The 1-car garages shall have a 4012'x20' interior dimension.
- The Cottage Model Home Plan 5 (3 stories) does not comply with the maximum height of 2-1/2 stories for residential single-family homes. Therefore, this model is not approved with this Project.
- 17. The Tuscan Model Home Plan 1 (1-car garage) shall have a minimum driveway depth of 18 feet from property line to garage door frame. shall be limited to ten (10) lots located directly across the open parking stalls.
- 18. The developer shall construct 45 degree angle walls at tract entrances.
- 19. Upon final recordation of this tentative tract map, it shall be the applicant's responsibility to furnish to the Planning Department an electronic (PDF) copy of the original map obtained from the Fresno County Recorder's Office.
- The applicant shall relay all conditions of approval for Tentative Tract Map TM6170 to all subsequent purchasers of individual lots, if applicable, and/or to subsequent purchasers of this entire tract map development.

- The applicant shall record a Notice of Nonconformance dealing with any structure used for model homes where the garage is converted for the use as a sales office.
- 22. Open parking stalls shall be a minimum of 10'x20'.

## POLICE DEPARTMENT CONDITIONS (Curtis Shurtliff, Department Representative - 324-2400)

- 23. Construction work shall be limited to the hours set forth in the Clovis Municipal Code. (CMC § 5.18.15.)
- It shall be the responsibility of the property owner to maintain the structures and adjoining fences to the project free of graffiti. All forms of graffiti shall be removed within 72 hours. (CMC §§ 5.18.02(r), 5.18.06 (b).)
- 25. Emergency phone numbers for responsible parties shall be kept current during the building phase of the project.
- 26. All construction materials shall be located within a secured area or monitored by security staff during non-construction hours.

## FIRE DEPARTMENT CONDITIONS (Gary Sawhill, Department Representative - 324-2224)

- 27. Street Width: Fire apparatus access width shall be determined by measuring from "base of curb" to "base of curb" for roadways that have curbs. When roadways do not have curbs, the measurements shall be from the edge of the roadway surface (approved all weather surface).
- 28. Street Width for Single Family Residences: Shall comply with Clovis Fire Standard #1.1.
- 29. Fire Lane: The fire lane curbs shall be painted red as per Clovis Fire Department Standard #1.1 and identified on striping and signage plan.
- Turning Radius: All access way roads constructed shall be designed with a minimum outside turning radius of forty-five feet (45').
- Security Gates: All security gates shall comply with Clovis Fire Department Gates Standard #1.5. Plans shall be submitted for review and permits issued by Fire Department prior to installation.
- Temporary Street Signs: The applicant shall install temporary street signs that meet City Temporary Street Sign Standard #1.9 prior to issuance of building permits within a subdivision.

- All Weather Access &Water Supply: The applicant shall provide all weather access to the site during all phases of construction to the satisfaction of the approved Clovis Fire Department Standard #1.2 or #1.3.
- 34. Two Points of Access: Any development to this parcel will require a minimum of two (2) points of access to be reviewed and approved by the Clovis Fire Department. All required access drives shall remain accessible during all phases of construction which includes paving, concrete work, underground work, landscaping, perimeter walls.
- 35. Residential Fire Hydrant: The applicant shall install \_4\_ 4 ½" x 2 ½" approved Residential Type fire hydrant(s) and "Blue Dot" hydrant locators, paint fire hydrant(s) yellow with blue top and caps, and paint the curb red as specified by the adopted Clovis Fire Department Standard #1.4. Plans shall be submitted to the Clovis Fire Department for review and approval prior to installation. The hydrant(s) shall be charged and in operation prior to any framing or combustible material being brought onto the site.
- 36. Looped Water Main: The applicant shall install approved looped water main capable of the necessary flow of water for adequate fire protection and approved by the Clovis Fire Department.
- This project was reviewed by the fire department <u>only</u> for requirements related to water supply, fire hydrants, and fire apparatus access to the building(s) on site.
- 38. Provide a copy of the approved stamped site plan from the Planning Division. Site Plan shall include all fire department notes to verify compliance with requirements. Site plans included with this plan submittal are subject to the conditions on the Planning Division approved set.

## CLOVIS UNIFIED SCHOOL DISTRICT CONDITIONS (Steve Ward, CUSD Representative – 559-327-9000)

The development of this project is subject to the Clovis Unified School District impact fee.
 See the attached letter.

## FRESNO METROPOLITAN FLOOD CONTROL DISTRICT CONDITIONS (Neda Shakeri, FMFCD Representative - 456-3292)

40. The Applicant shall refer to the attached FMFCD requirements. If the list is not attached, please contact the District for the list of requirements.

## FRESNO IRRIGATION DISTRICT CONDITIONS (Laurence Kimura, FID Representative - 233-7161)

41. The Applicant shall refer to the attached FID correspondence. If the list is not attached, please contact the District for the list of requirements.

## COUNTY OF FRESNO COMMENTS (Steve Farmer, County of Fresno Representative - 488-2892)

42. The Applicant shall pay the County of Fresno's facilities impact fees set forth in the applicable Schedule of Fees adopted by the County Board of Supervisors, in County Ordinance, Chapter 17.90.

ENGINEERING / UTILITIES / SOLID WASTE DIVISION CONDITIONS
(Sean Smith, Engineering Division Representative – 324-2363)
(Lisa Koehn, Department Representative – 324-2607)
(Luke Serpa, Solid Waste Division Representative – 324-2614)

#### Maps and Plans

- 43. The applicant shall have a final tract map prepared, in the form prescribed by the Subdivision Map Act and City of Clovis Municipal Code. The final tract map shall be submitted to the City of Clovis Engineering Division, and should include, but not be limited to, final tract map, the current filing fee, closure calculations, current preliminary title report, legal descriptions and drawings of required dedications.
- 44. The applicant shall submit to the City of Clovis Engineering Division, a set of construction plans on 24" x 36" sheets with City standard title block for all required improvements. These plans shall be prepared by a registered civil engineer, and shall include a site grading and drainage plan and an overall site utility plan showing locations and sizes of sewer, water, irrigation, and storm drain mains, laterals, manholes, meters, valves, hydrants, other facilities, etc. Plan check and inspection fees per City of Clovis Resolution No. 03-152 shall be paid with the first submittal of said plans. All plans shall be approved by the City and all other involved agencies prior to the release of any development permits.
- 45. Prior to the initial submittal of the improvement plans, the applicant shall contact Sean Smith at (559) 324-2363 to setup a coordination meeting (Pre-submittal Meeting).
- 46. Upon approval of improvement plans, the applicant shall provide the City with the appropriate number of copies. After all improvements have been constructed and accepted by the City, the applicant shall submit to the City of Clovis Engineering Division one bond copy of the approved set of construction plans revised to accurately reflect all field conditions and revisions and marked "AS-BUILT" for review and approval. Upon approval of the AS-BUILTs by the City the applicant shall provide (1) reproducible and (3) copies of the AS-BUILTs to the City.

#### General

47. Applicant shall pay all applicable development fees at the rate in effect at the time of payment and prior to final map approval by Council or have the fees payable directly to the City through a separate escrow account at the time of recordation of the map

- 48. For any sewer or water main, or undergrounding of utilities, or major street to be installed by the applicant and eligible for reimbursement from future developments, the applicant shall submit to the City of Clovis, all reimbursement requests in accordance with the current version of the "Developer Reimbursement Procedures"; a copy can be obtained at the City Engineer's Office.
- 49. The applicant shall submit a soils report or a waiver of soils report to the City of Clovis Engineering Division for approval by the City Engineer.
- 50. The applicant shall address all the requirements of the local utility, telephone, and cable companies. It shall be the responsibility of the applicant to notify the local utility, telephone, and cable companies for the removal or relocation of utility poles where necessary. The City shall not accept first submittals without proof that the applicant has provided the improvement plans and documents showing all proposed work to the utility, telephone, and cable companies. All utility vaults in which lids cannot be sloped to match proposed finished grading, local utilities have 5% max slope, shall be located in sidewalk areas with pedestrian lids so the lid slope matches sidewalk cross slope.
- 51. The applicant shall contact and address all requirements of the United States Postal Service - Clovis Office for the location and type of mailboxes to be installed. The location of the facilities shall be approved by the City Engineer prior to approval of improvement plans or any construction.
- 52. The applicant shall contact and address Caltrans requirements.
- 53. The applicant shall address all conditions, and be responsible for obtaining encroachment permits from the City of Clovis for all work performed within the City's right-of-way and easements.
- 54. The applicant shall install all improvements within public right-of-way and easements in accordance with the City of Clovis standards, specifications, master plans, and record drawings in effect at the time of improvement plan approval.
- 55. The applicant shall provide and pay for any compaction tests in recompacted areas as a result of failure to pass an original compaction test. Original compaction tests shall be provided and paid for by the City and their locations designated by the City Engineer.
- 56. All existing overhead and new utility facilities located on-site, within alleys, or within the street right-of-way along the streets adjacent to this tract shall be undergrounded unless otherwise approved by the City Engineer.

## **Dedications and Street Improvements**

- 57. The applicant shall provide right-of-way acquisition or dedicate free and clear of all encumbrances and/or improve the following streets to City standards. The street improvements shall be in accordance with the City's specific plans and shall match existing improvements. The applicant's engineer shall be responsible for verifying the type, location, and grades of existing improvements.
- Santa Ana Avenue improve with sidewalk and street lights.
- Santa Ana Avenue along development frontage, left turns out of the project site shall not be allowed.
- 60. Santa Ana Avenue along development frontage, median island openings shall not be allowed without the approval of the City Engineer.
- 61. Sierra Vista Parkway along development frontage, improve with sidewalk, street lights, landscaping and irrigation.
- Santa Ana Avenue and Sierra Vista Parkway intersection Upgrade the existing southwest curb return ramp to current ADA and City standards.
- 63. For gated developments, the applicant shall provide ample vehicle stacking area outside the travel lanes of Sierra Vista Parkway that will allow vehicles to wait as vehicles are accessing the control panel to open the security gates. The applicant shall design a turna-round to allow vehicles that cannot enter the complex to return to the street without backing the vehicle up. The applicant shall provide the Solid Waste Division with remote controls that will allow access for all solid waste and recycling vehicles.
- 64. Interior streets dedicate to provide for 54' right-of-way and improve with curb, gutter, sidewalk, drive approaches, curb return ramps, streetlights, 36' permanent paving except in cul de sac, and all transitional paving as needed.
- 65. If the applicant chooses the Narrow Residential Street Policy, the applicant shall dedicate to provide for 50' right-of-way and improve with curb, gutter, sidewalk, drive approaches, curb return ramps, streetlights, 32' permanent paving except in cul de sac, and all transitional paving as needed. The maximum distance for a narrow 50' wide street is 1000' to 54' wide or wider street.
- 66. If Interior streets are private, the applicant shall provide, for two-way traffic with no parking on both sides the minimum travel width shall be 25' with a clear width of 30', for two-way traffic with parking on one side the minimum travel width shall be 32', and for two-way traffic with parking on both sides the minimum travel width shall be 36'.

- The applicant shall provide for solid waste garbage covenant for lots 1, 2, 3, 15-18, 26-28, 39-42, and 47.
- 68. The applicant shall remove and replace all broken or damaged concrete improvements, such as but not limited to removing the excess asphalt covering the curb along Sierra Vista Parkway, located just north of the south property line.
- Applicant shall provide a dedication for a 10' public utility easement, where applicable, along all frontages or alternate widths approved by the utilities companies.
- 70. Applicant shall provide preliminary title report, legal description and drawings for all dedications required which are not on the site. All contact with owners, appraisers, etc. of the adjacent properties where dedication is needed shall be made only by the City. The City will prepare an estimate of acquisition costs including but not limited to appraised value, appraisal costs, legal costs, negotiation costs, and administrative costs. The applicant shall pay such estimated costs as soon as they are determined by the City.

## Sewer

- 71. The applicant shall identify and abandon all septic systems to City standards.
- 72. The applicant shall install sanitary sewer mains of the size and in the locations indicated below, prior to occupancy. The sewer improvements shall be in accordance with the City's master plans and shall match existing improvements. The applicant's engineer shall be responsible for verifying the size, location, and elevations of existing improvements. Any alternative routing of the mains will require approval of the City Engineer and must be supported by appropriate calculations.
  - Connect to the existing 12" main on the Santa Ana Avenue alignment just north of the project, within the Sierra Vista Mall parking lot.
- 73. The applicant shall provide dedication of a 15' wide utility easement for all on-site and off-site sewer mains, not located in otherwise dedicated rights-of-way.
- 74. The applicant shall install one (I) 4" sewer service house branch to each lot within the tentative tract.

## Water

- 75. The applicant shall identify and abandon all water wells to City standards.
- 76. The applicant shall install water mains of the sizes and in the locations indicated below, and provide an adequately looped water system prior to occupancy. The water improvements shall be in accordance with the City's master plans and shall match existing improvements. The applicant's engineer shall be responsible for verifying the size.

location, and elevations of existing improvements. Any alternative routing of the mains will require approval of the City Engineer and must be supported by appropriate calculations.

- Two different alignments of the mains may be considered to satisfy the required connections:
  - Alignment 1:
    - Two points of connection to the existing 12" main on the Santa Ana Avenue alignment just north of the Project within the Sierra Vista Mall parking lot.
  - Alignment 2:
    - Santa Ana Avenue install 12" main along property frontage.
    - Santa Ana Avenue install 12 main between the western project limit and the west property line of SPR 2016-05.
- Interior streets install 8" mains.
- 77. The applicant shall provide dedication of 15-foot wide utility easements for all on-site and off-site water mains, hydrants, blow-offs, and water meters not located in otherwise dedicated rights-of-way.
- 78. The applicant shall install a City standard water service to each lot of the proposed subdivision. Water services shall be grouped at property lines to accommodate automatic meter reading system, including installation of connecting conduit.
- 79. Prior to recording a final map of any phase, the applicant shall demonstrate to the satisfaction of the City Fire Chief and City Engineer that there is adequate water pressure to serve the units to be constructed. The applicant shall work with the City Engineer to determine the adequacy of water supply/pressure for the proposed development.

## Grading and Drainage

- 80. The applicant shall contact the Fresno Metropolitan Flood Control District (FMFCD) and address all requirements, pay all applicable fees required, obtain any required NPDES permit, and implement Best Available Technology Economically Achievable and Best Conventional Pollutant Control Technology to reduce or eliminate storm water pollution. Plans for these requirements shall be included in the previously required set of construction plans, and shall be submitted to and approved by FMFCD prior to the release of any development permits.
- 81. Grade differentials between lots and adjacent properties shall be adequately shown on the grading plan and shall be treated in a manner in conformance with City of Clovis Standard Drawing No. M-4 as modified by the City Council. Any retaining walls required on-site or in public right of way shall be masonry construction. All retaining walls shall be designed by a registered civil engineer.

## Irrigation and Landscaping Facilities

- 82. The applicant, as a portion of the required tract improvements, shall provide landscaping and irrigation as required herein. The landscaping and irrigation shall be installed in public right-of-way and the area reserved for landscaping. The irrigation and landscape improvements shall be in accordance with the City's master plans and shall match existing improvements. The applicant's engineer shall be responsible for verifying the size, location, and elevations of existing improvements. Plans for the required landscaping and irrigation systems shall be prepared by an appropriately registered professional at the applicant's expense and shall be approved by the City of Clovis Planning and Development Services Department and Public Utilities Department prior to the beginning of construction or the recording of the final tract map, whichever occurs first. Landscape and irrigation facilities that the City Landscape Maintenance District shall maintain: the landscape strips along Sierra Vista Parkway. The landscape strip around the planned unit development within Outlots B, C and K shall be maintained by a perpetual maintenance covenant.
- 83. All landscape improvements shall be installed, accepted for maintenance by the City prior to issuance of 40% of the Tract's building permits. If the landscape improvements are not constructed on the Outlots for any reason within two (2) years of the recordation of the final map of Tract, City shall have the right to request from surety and receive upon City's demand, sufficient funding to complete the construction of improvements. The two year period may be extended at City's sole option and discretion and upon such conditions as City shall determine.
- 84. The owner shall request annexation to and provide a covenant for the Landscape Maintenance District. The property owner acknowledges and agrees that such request serves as a petition pursuant to California State Proposition 218 and no further election will be required for the establishment of the initial assessment. The assessment for each lot must be obtained from the City for the tax year following the recordation of the final map. The estimated annual assessment per average sized lot is \$20.70, which is subject to change prior to issuance of building permit or final tract map approval and is subject to an annual change in the range of the assessment in the amount of the Consumer Price Index, U.S. City Average, All Urban Consumers (CPI Index), plus two percent (2%). The owner/developer shall notify all potential lot buyers before they actually purchase a lot that this tract is a part of a Landscape Maintenance District and shall inform potential buyers of the assessment amount. Said notification shall be in a manner approved by the City. The owner/developer shall supply all pertinent materials for the Landscape Maintenance District.
- 85. The applicant shall comply with the City of Clovis Water Efficient Landscape Requirements Ordinance.
- 86. The applicant shall contact and address all requirements of the Fresno Irrigation District (FID). This may include dedicating easements, piping or relocating any existing FID

canals and ditches, replacing any existing irrigation piping, concrete lining or improving any existing canals, construction or reconstruction of any canals, culverts, and bridge crossings. Plans for these requirements and improvements shall be included as in the previously required set of construction plans, and shall be submitted to and approved by FID prior to the release of any development permits or recording of the final tract map. If a FID or private irrigation line is to be abandoned, the applicant shall provide waivers from all downstream users.

- 87. The applicant shall indicate on construction drawings the depth, location and type of material of any existing Fresno Irrigation District's irrigation line along the proposed or existing street rights-of-way or onsite. Any existing canals shall be piped. The material of the existing pipe shall be upgraded to the proper class of rubber gasket pipe at all locations unless otherwise approved by the City Engineer.
- 88. All existing agricultural irrigation systems either on-site or in public right of way, whether FID or privately owned, shall be identified prior to any construction activity on the site. Service to all downstream users of irrigation water shall be maintained at all times through preservation of existing facilities or, if the existing facilities are required to be relocated, the relocation and replacement of the existing facilities. It is the intent that downstream users not bear any burden as a result of development of the site. Therefore, the applicant shall pay all costs related to modification, relocation, or repair of any existing irrigation facilities resulting from or necessitated by the development of the site. The applicant shall identify on site plans and construction plans, all existing irrigation systems and their disposition (abandonment, repair, relocation, and/or piping). The applicant shall consult with the Fresno Irrigation District for any additional requirements for lines to be abandoned, relocated, or piped. The applicant shall provide waivers from all users in order to abandon or modify any irrigation pipelines or for any service interruptions resulting from development activities.
- 89. This applicant shall provide a perimeter wall perpetual maintenance covenant on all properties that have a perimeter wall that is installed on private property. A recordable covenant must be submitted to and approved by the City of Clovis City Engineer prior to final map approval.

## Miscellaneous

- 90. The applicant shall provide a toter plan for review and approval by the Solid Waste Manager and the City Engineer. The applicant shall modify the site as necessary to accommodate the placement of the toters. The applicant shall provide to the City for recording a Green Waste Waiver Covenant and a Toter Placement Covenant upon approval of the toter plan.
- 91. The applicant shall install street lights on metal poles to local utility provider's standards at the locations designated by the City Engineer. Street light locations shall be shown on the utility plans submitted with the final map for approval. Street lights shall be owned and

maintained by local utility providers. Proof of local utility provider's approval shall be provided.

- 92. All existing section corner or property corner monuments damaged by this development shall be reset to the satisfaction of the City Engineer. A licensed land surveyor or civil engineer licensed to perform land surveying shall certify the placement of all required monumentation prior to final acceptance. Brass caps required for installation of new monuments or replacement of existing monuments shall be provided by the contractor/applicant and approved by City prior to installation. Within five days after the final setting of all monuments has been completed, the engineer or surveyor shall give written notice to the City Engineer that the final monuments have been set. Upon payment to the engineer or surveyor for setting the final monuments, the applicant shall present to the City Engineer evidence of the payment and receipt thereof by the engineer or surveyor.
- A deferment, modification, or waiver of any engineering conditions will require the express written approval of the City Engineer.
- 94. The conditions given herein are for the entire development. Additional requirements for individual phases may be necessary pending review by the City Engineer.

RESOLUTIONS

## DRAFT RESOLUTION 17-\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL FOR APPROVAL OF A CONDITIONAL USE PERMIT FOR AN 83-LOT SINGLE-FAMILY GATED PLANNED RESIDENTIAL DEVELOPMENT, PRIVATE STREETS, REDUCED SETBACKS, REDUCED LOT SIZES, AND INCREASED LOT COVERAGE FOR PROPERTY LOCATED AT THE SOUTHWEST CORNER OF SANTA ANA AVENUE AND SIERRA VISTA PARKWAY

The City Council of the City of Clovis resolves as follows:

LEGAL DESCRIPTION:

See Exhibit "One," which is on file with the City Clerk's office.

WHEREAS, BN Micro, L.P., 7030 N. Fruit Avenue, #101, Fresno, CA 93711, has applied for a Conditional Use Permit CUP2016-09; and

WHEREAS, this is a request to approve a conditional use permit to allow for an 83-lot single-family gated planned residential development with private streets, reduced setbacks, reduced lot sizes, and increased lot coverage for property located at the southwest corner of Santa Ana Avenue and Sierra Vista Parkway, in the City of Clovis; and

WHEREAS, a public notice was sent out to area residents within 600 feet of said property boundaries ten days prior to said hearing; and

WHEREAS, the proposed Conditional Use Permit CUP2016-09, was assessed under the provisions of the California Environmental Quality Act (CEQA) and the potential effects on the environment were considered by the City Council, together with comments received and public comments, and the entire public record was reviewed; and

WHEREAS, staff does find the Project in substantial conformance with the environmental analysis performed for General Plan Amendment GPA2016-08, Rezone R2016-09 & Site Plan Review SPR2016-05. No major revisions will be required with the adopted Mitigated Negative Declaration to accommodate the proposed project, therefore, subject to CEQA Sections 15162 and 15182 no further environmental review is required for this project; and

WHEREAS, on March 6, 2017, after hearing evidence gathered by itself and on its behalf and after making the following findings, namely:

- That the site for the proposed use is adequate in size and shape to properly accommodate such use.
- That the street plan in the neighborhood is adequate to handle the traffic generated by the proposed use.
- That the proposed use will have no adverse effect on abutting properties and the permitted use thereon.
- That the conditions of approval stated in this resolution are deemed necessary to protect the public health, safety, and general welfare.
- That, based upon the Initial Study and comments received, there is no substantial evidence that the project will have a significant effect on the environment.

 That the project in substantial conformance with the environmental analysis performed for General Plan Amendment GPA2016-08, Rezone R2016-09 & Site Plan Review SPR2016-05.

WHEREAS, on March 6, 2017, Council considered said application and after hearing and receipt of testimony relative thereto and consideration thereof finds and determines that said conditional use permit should be approved on the conditions hereafter provided.

## NOW, THEREFORE, BE IT RESOLVED:

- Conditional Use Permit application CUP2016-09 is hereby approved.
- Said approval and conditional use permit are conditioned on the compliance by the applicant with each and all of the conditions set forth in Exhibit "A," which is on file with the City Clerk's office.
- City Council makes a finding of consistency that the dedication toward public right-of-way is proportionate to the development being requested.

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on March 6, 2017, by the following vote, to wit:

Mayor	City Clerk
DATED: March 6, 2017	
100 // W.	
ABSTAIN:	
ABSENT:	
NOES:	
AYES:	

## DRAFT RESOLUTION 17-

# A RESOLUTION OF THE CITY COUNCIL APPROVING TM6170, CONSISTING OF 83 LOTS TO BE LOCATED ON 7.76 ACRES OF PROPERTY LOCATED AT THE SOUTHWEST CORNER OF SANTA ANA AVENUE AND SIERRA VISTA PARKWAY AND CONFIRMING ENVIRONMENTAL FINDINGS

The City Council of the City of Clovis resolves as follows:

WHEREAS, a vesting tentative subdivision map of Subdivision Tract No. TM6170 has been filed with and considered by the City Council of the City of Clovis; and

WHEREAS, the proposed Project was assessed under the provisions of the California Environmental Quality Act (CEQA) and the potential effects on the environment were considered by the City Council, together with comments received and public comments, and the entire public record was reviewed; and

WHEREAS, the Planning Commission has considered said map on January 26, 2017, and adopted its Resolution No. 17-07, approving said tentative map; and

WHEREAS, the City Council does find the project in substantial conformance with the environmental analysis performed for General Plan Amendment GPA2016-08, Rezone R2016-09 & Site Plan Review SPR2016-05.

WHEREAS, this Council finds and determines that approval of said map should be conditioned on all conditions recommended by the City staff, as set forth in Exhibit "A" which is on file with the City Clerk's office.

## NOW, THEREFORE, BE IT RESOLVED as follows:

- The vesting tentative map of Subdivision Tract No. TM6170 is hereby approved, subject to the following conditions:
  - (a) Compliance of subdivider with the Subdivision Map Act of the State of California;
  - Compliance with applicable provisions of Chapter 2 of Title 9 of the Clovis Municipal Code and all conditions of rezoning;
  - (c) Compliance with all conditions set forth in Exhibit "A," which is on file with the City Clerk's office.
- This Council determines that discharge of waste from the proposed subdivision would not result in violation of existing requirements prescribed by the California Regional Water Quality Control Board.
- This Council further finds that the proposed subdivision, together with the provisions for its design and improvement, are consistent with applicable General and Special Plans of the City.

- The dedication toward public right-of-way for said tract map is proportionate to the development being requested.
- A copy of the vesting tentative map of said subdivision, Exhibit "B," is on file in the Planning Division.
- The Project is in substantial conformance with the environmental analysis performed for General Plan Amendment GPA2016-08, Rezone R2016-09 & Site Plan Review SPR2016-05.

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on March 6, 2017, by the following vote, to wit:

Mayor	City Clerk	_
DATED: March 6, 2017		
ABSTAIN:		
ABSENT:		
NOES:		
AYES:		

PLANNING COMMISSION MINUTES

## CLOVIS PLANNING COMMISSION MINUTES January 26, 2017

- Consider items associated with approximately 7.76 acres of property located at the southwest corner of Santa Ana Avenue and Sierra Vista Parkway. LandValue 37, LLC., owner; BN Micro, L.P., applicant; Harbour & Associates, representative.
  - a. Consider Approval, Res. 17-\_06, CUP2016-09, A request to approve a conditional use permit for an 83-lot single-family gated planned residential development (PRD) with private streets, reduced setbacks, reduced lot sizes, and increased lot coverage.
  - Consider Approval, Res. 17-07, TM6170, A request to approve a vesting tentative tract map for an 83-lot single-family planned residential development.

George Gonzalez presented the staff report.

Commissioners asked questions to clarify parking and circulation.

At this point the Chair opened the floor to the applicant.

John Bonadelle Jr., Bonadelle Homes, spoke on behalf of the Project and provided information regarding the request for reduced garage sizes.

Lorren Smith, Harbour & Associates, provided clarification on project standards.

At this point the Chair opened the floor to those in favor.

None.

At this point the chair opened the floor to persons in opposition to the project.

None.

At this point the Chair closed the public portion.

Commissioner Cunningham expressed concerns regarding the Fire Service circulation as well as the garage sizes and driveways.

At this point a motion was made by Commissioner Hatcher, seconded by Chair Pro Tem to approve CUP2016-09 with modifications to the conditions to limit a maximum of ten single-car garage models to be placed across from parking facilities, adjust garage sizes to 18'x20'-4" for double car garages, 12'x20' for single car garages. The motion was approved by a vote of 3-1-1 with Cunningham opposed.

At this point a motion was made by Commissioner Hatcher, seconded by Commissioner Pawlowski to approve TM6170. The motion was approved by a vote of 3-1-1 with Cunningham opposed.

**APPLICANT'S DEVELOPMENT STANDARDS** 

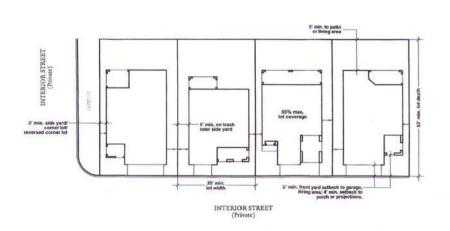
## TRACT 6170

SWC SIERRA VISTA & SANTA ANA

TRACT 6170 -

## lopment Standards

LAND USE		DE VELOPMENT STANDARDS
SINGLE-FAMILY RESIDENTIAL	STANDARD	NOTES
DESIGNATION		
Zone District	P-C-C	
GP Density Range	15.1 - 25.0 du/ac	High Density Residential
Dwelling Units	83	
BUILDING BITENSITY		
Minimum Lot Area	1,855 sq ft	
Minimum Lot Width	35	
Minimum Lot Depth	53"	
Maximum Coverage	65%	
Maximum Height	35'	2 and 3 story homes
Curved, Cul-de-sae or Corner Lot	35' min/53' min	For street frontage/For lot depth
BUILDING SETBACKS		All setbacks measured from PL.
Front Yard	5' min/4' min	To garage, living area/purch or projections
Side Yard	5' min/3' min	5' min one side/3' min other side
Corner/Reversed Corner	3' min	
Rear Yard	5° min	
GARAGES/STREETS/PARKI	NG	
Garages	1-car 11-car	9'-4"x20' min 17'-11"x20' min
Streets (Interior)	36' wide 34' wide	Curb-to-curb with parking on both sides Curb-to-curb with parking on one side
Parking	s space/unit	Lots 2-11, 26, 29-23, 25-39 (adjacent to perpendicular perking stalls) All other lots
ACCESSORY USES	11 000 000 000 000 000 000 000 000 000	General list of requirements and restrictions.
Walls/Fences	6' min - 8' high mass	The second secon
Trellises	12' high max	
Covered Structures	22' high max	Covered structures and building additions are allowed subject to review by HOA committee
Accessory Buildings		and permitting by the City of Clovis, provided that lot coverage standards are not exceeded and that a rosr yard encroachment permit is obtained if encroachment into rear yard occurs



NOTE: Construction of more than two of the same plan type in a row or more than three 2-car garage models in a row (excepting tandem garage units) shall be addressed through the Residential Site Plan Review process.

The imagery conveys samples of the architectural character intended for these neighborhoods.

NO TO SCALE

CORRESPONDENCE



# **County of Fresno**

LU0018724

2604

# DEPARTMENT OF PUBLIC HEALTH DAVID POMAVILLE, DIRECTOR DR. KEN BIRD, HEALTH OFFICER

October 28, 2016

Lily Cha, Associate Planner City of Clovis Planning and Development Services Dept. 1033 Fifth St., Clovis, CA 93612

Dear Ms. Cha:

PROJECT NUMBER: DRC2016-35

DRC2016-35, proposes an 83-lot SFR neighborhood with recreational activities.

APN: 499-540-12

ADDRESS: SWC of Santa Ana Avenue and Sierra Vista Parkway

Recommended Conditions of Approval:

- Construction permits for development should be subject to assurance of sewer capacity of the Regional Wastewater Treatment Facility. Concurrence should be obtained from the California Regional Water Quality Control Board (RWQCB). For more information, contact staff at (559) 445-5116.
- Construction permits for the development should be subject to assurance that the City of Clovis
  community water system has the capacity and quality to serve this project. Concurrence should be
  obtained from the State Water Resources Control Board, Division of Drinking Water-Southern Branch.
  For more information call (559) 447-3300.
- Due to the proximity of the proposed residential uses to an existing thoroughfare, consideration should be given to conformance with the Noise Element of the City of Clovis General Plan. A noise study should be conducted in order to identify the potential noise impacts and offer mitigation alternatives.
- The proposed construction project has the potential to expose nearby residents to elevated noise levels. Consideration should be given to your City's municipal code.
- Should the applicant propose a recreational pool/spa, prior to the issuance of building permits, the
  applicant shall submit complete pool/spa facility plans and specifications to the Fresno County
  Department of Public Health, Environmental Health Division, for review and approval. Contact the
  Recreational Health Program at (559) 600-3357 for more information.
- Should the applicant propose a recreational pool/spa, prior to operation, the applicant shall apply for and obtain a permit to operate a public swimming pool/spa from the Fresno County Department of Public Health, Environmental Health Division. A permit, once issued, is nontransferable. Contact the Recreational Health Program at (559) 600-3357 for more information.
- Any construction materials identified as deemed hazardous must be characterized and disposed of in accordance with current federal, state, and local requirements.

Promotion, preservation and protection of the community's health

1221 Fulton Mall / P.O. Box 11867 / Fresno, California 93775 / Phone (559) 600-3271 / FAX (559) 455-4646

Email: EnvironmentalHealth@co.fresno.ca.us \* www.co.fresno.ca.us \* www.fcdph.org

Equal Employment Opportunity \* Affirmative Action \* Disabled Employer

Lily Cha October 28, 2016 DRC2016-35 Page 2 of 2

 As a measure to protect ground water, all water wells and/or septic systems that exist or have been abandoned within the project area should be properly destroyed by an appropriately licensed contractor.

Prior to destruction of agricultural wells, a sample of the upper most fluid in the water well column should be sampled for lubricating oil. The presence of oil staining around the water well may indicate the use of lubricating oil to maintain the well pump. Should lubricating oil be found in the well, the oil should be removed from the well prior to placement of fill material for destruction. The "oily water" removed from the well must be handled in accordance with federal, state and local government requirements.

 Should any underground storage tank(s) be found during the project, the applicant shall apply for and secure an Underground Storage Tank Removal Permit from the Fresno County Department of Public Health, Environmental Health Division. Contact the Certified Unified Program Agency at (559) 600-3271 for more information.

REVIEWED BY:

Kevin

Digitally signed by Kevin Tsuda DN: cnnKevin Tsuda, onFresno County Department of Public Hoalth, oun Environment at Health Division, omail-ksuda (Ico fremo.caue, c-US

Tsuda omati-ktruda Oute: 2016.10 Kevin Tsuda, R.E.H.S.

Environmental Health Specialist II

(559) 600-3271

kt

CC:

Baruti & Kalugin- Environmental Health Division (CT. 58.01) Lorren Smith- Applicant (Jorrens@harbour-engineering.com)



December 15, 2016

SUBJECT:

Tract Map No. 6170

Dear Mr. Gonzalez:

The purpose of this letter is to provide school district information relative to the above-referenced subdivision and to comply with Business and Professions Code section 11010, subdivision (b)(11)(A) regarding the provision of school-related information to the subdivider/owner and the State Department of Real Estate.

Governing Board

Steven G. Fogg, M.D. Brian D. Heryford Ginny L. Hovseplan

Elizabeth J. Sandoval Jim Van Volkinburg, D.D.S.

Administration

Janet L. Young, Ed.D.
SuperIntendent
Norm Anderson

Associate Superintendent Barry S. Jager, Jr.

Associate Superintendent

Michael Johnston Associate Superintendent

Sandra A. Bengel Christopher Casado

## Elementary School Information:

(a) The subject land is presently within the attendance area of the elementary school (grades K-6) listed below:

School Name:

Jefferson Elementary

Address:

1880 Fowler Ave

Telephone:

(559) 327-700

Capacity:

734

Enrollment:

604

- (b) Because of projected growth in the District and the District's plans for construction of new school facilities, it is possible that (1) adjustment of school attendance areas could occur in the future such that students residing in the project area may be required to attend an elementary school other than the school listed above, and (2) students residing in the project area may attend more than one elementary school within the District during their elementary school years.
- Intermediate School Information:

School Name:

Clark Intermediate

Address:

902 5th St Clovis, CA 93612

Telephone:

(559) 327-1500

Capacity:

1500

Enrollment:

1540

3. High School Information:

School Name:

Clovis High School

Address:

1055 Fowler Ave Clovis, CA 93611

Telephone:

(559) 327-1000

Capacity:

3000

Enrollment:

2903

- 4. Bus transportation is currently provided for grades K-6 students residing further than one mile from school and for grades 7-12 students residing further than two and one-half miles from school. Transportation will be available for students attending the above-identified elementary, intermediate and high schools in accordance with District standards in effect at the time of enrollment.
- The District currently levies a school facilities fee of \$4.22 per square foot for residential development. The
  fee is adjusted periodically in accordance with law. New development on the subject property will be
  subject to the fee in place at the time fee certificates are obtained.

The District hereby requests that the information in this letter be provided by the owner/subdivider to all prospective purchasers of property within the project.

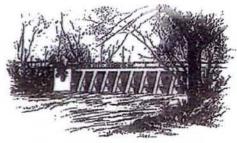
Thank you for the opportunity to comment on the project. Please contact me if you have any questions regarding this letter.

Sincerely,

Michael Johnston

Associate Superintendent

Administrative Services





Liresno Lirreation District

> TELEPHONE (559) 233-7161 FAX (559) 233-8227 2907 S. MAPLE AVENUE FRESNO, CALIFORNIA 93725-2208

December 14, 2016

George Gonzalez Planning Division City of Clovis 1033 Fifth Street Clovis, CA 93612

RE: Vesting Tentative Tract Map No. 6170

N/E Clovis and Gettysburg avenues

Dear Mr. Gonzalez:

The Fresno Irrigation District (FID) has reviewed the Tentative Parcel Map No. 6170 for which the applicant request approval for an 83 lot single family planned development, APN: 499-540-12. This request is being processed concurrently with CUP2016-09 FID has the following comments:

 This site was previously reviewed and commented on by FID on June 24, 2016 as document SPR 2016-05. Those comments and conditions still apply and a copy is attached for your reference.

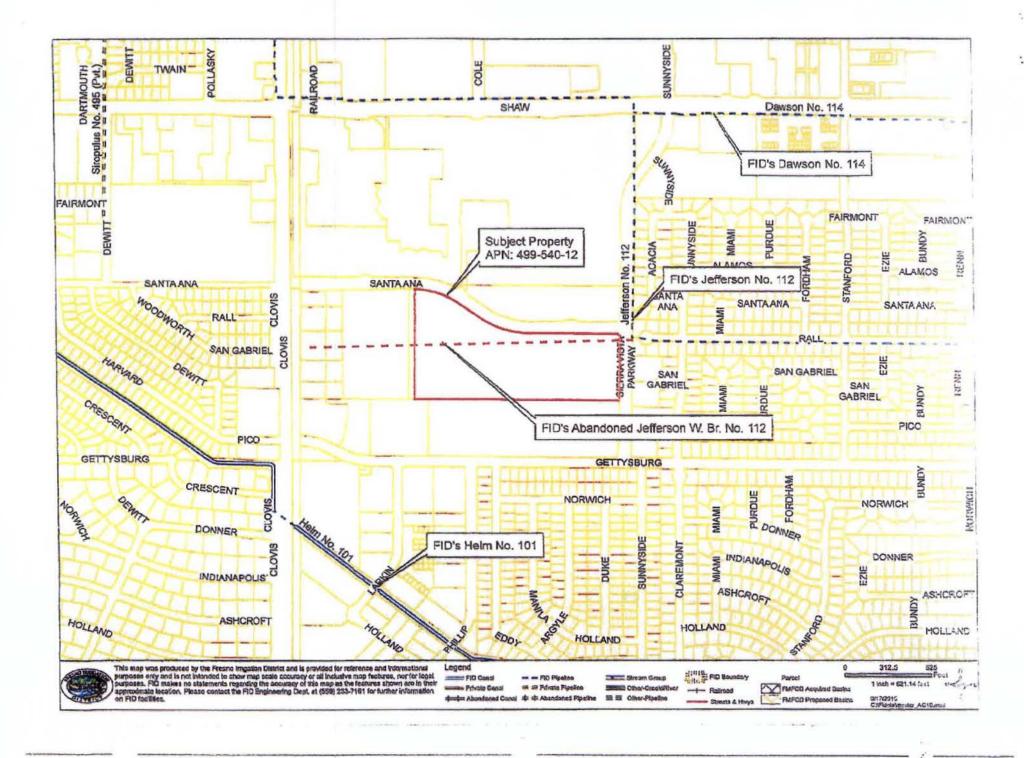
Thank you for submitting the proposed project for our review. We appreciate the opportunity to review and comment on the subject documents for this project. If you have any questions please feel free to contact Jeremy Landrith at (559) 233-7161 extension 7407 or <a href="mailto:JLandrith@fresnoirrigation.com">JLandrith@fresnoirrigation.com</a>.

Sincerely,

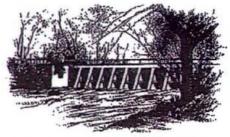
Laurence Kimura, P.E.

Chief Engineer

Attachment



OFFICE OF



YOUR MOST VALUABLE RESOURCE - WATER June 24, 2016

TELEPHONE (569) 233-7161 FAX (869) 233-8227 2907 8. MAPLE AVENUE FRESNO, CALIFORNIA 93725-2208

George Gonzalez Planning and Development Services Dept. City of Clovis 1033 Fifth Street Clovis, CA 93612

Site Plan Review Application No. 2016-05, R2016-09, GPA2016-08

N/E Gettysburg and Clovis avenues

Dear Mr. Gonzalez:

The Fresno Irrigation District (FID) has reviewed the Site Plan Review Application No.2016-05, R2016-09, and GPA2016-08 for which the applicant request to approve a site plan review for a 216-unit multi-family residential development, amend P-C-C to accommodate additional residential uses, and also amend the General Plan and Area #1 of the Shaw Avenue Specific Plan to allow multi-family and single-family residential, APN: 499-540-12. These requests are being processed concurrently. FID has the following comments:

- 1. FID does not own, operate or maintain any facilities located on the subject property as shown on the attached FID exhibit map.
- 2. For informational purposes, active Jefferson No. 112 Pipeline runs northerly along the east side of Sierra Vista Parkway approximately 100 feet east of the subject project property as shown on the attached FID exhibit map. Should this project include any street and or utility improvements along Sierra Vista Parkway or in the vicinity of this pipeline, FID requires it review and approve all plans.
- 3. For informational purposes, FID's active Dawson No. 114 Pipeline runs westerly along the south side of Shaw Avenue and crosses Sierra Vista Parkway approximately 1,650 feet north of the subject property as shown on the attached FID exhibit map. Should this project include any street and or utility improvements along Shaw Avenue or in the vicinity of this pipeline, FID requires it review and approve all plans.

G:\Agencies\Clovis\Site Plan Review\SPR2016-05.doc

George Gonzalez SPR2016-05, R2016-09, & GPA2016-08 June 20, 2016 Page 2 of 2

- 4. For informational purposes, FID's active Helm No. 101 Canal runs westerly and crosses Clovis Avenue approximately 1,300 feet southwest of the subject property as shown on the attached FID exhibit map. Should this project include any street and or utility improvements along Clovis Avenue or in the vicinity of this pipeline, FID requires it review and approve all plans.
- For informational purposes, an abandoned FID pipeline known as the Jefferson W. Br. No. 112 traverses the subject property at the approximate location shown on the attached FID exhibit map. Should this pipeline be encountered during development, know that it is abandoned.

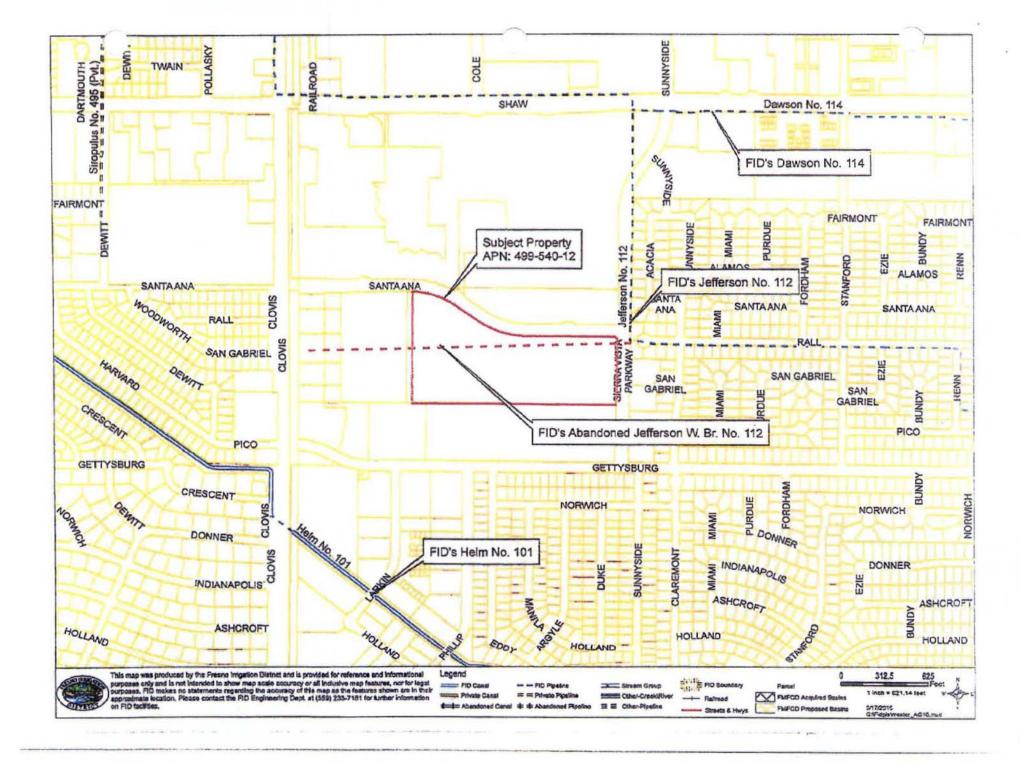
Thank you for submitting the proposed project for our review. We appreciate the opportunity to review and comment on the subject documents for this project. If you have any questions please feel free to contact Chris Lundeen at (559) 233-7161 extension 7410 or <a href="mailto:clundeen@fresnoirrigation.com">clundeen@fresnoirrigation.com</a>.

Sincerely,

Laurence Kimura, P.E.

Chief Engineer

Attachment



# CL TRACT No. 6170

## FRESNO METROPOLITAN FLOOD CONTROL DISTRICT NOTICE OF REQUIREMENTS

Page 1 of 4

## PUBLIC AGENCY

GEORGE GONZALEZ
PLANNING AND DEVELOPMENT SERVICES
CITY OF CLOVIS
1033 FIFTH STREET
CLOVIS, CA 936112

## DEVELOPER

JOHN BONADELLE, BN MICRO, LP 7030 N. FRUIT AVE., SUITE 101 FRESNO, CA 93711

PROJECT NO: 6170

ADDRESS:

SWC SANTA ANA AND SIERRA VISTA AVE.

APN:

499-540-12

SENT: 12/28/16

Drainage Area(s)	Preliminary Fee(s)	Development Review Service Charge(s)	Fee(s)	
2D	\$88,866.00	NOR Review *	\$366.00	To be paid prior to release of District comments to Public Agency and Developer.
		Grading Plan Review *	\$1,022.00	Amount to be submitted with first grading plan submittal

	Total Drainage Fee:	\$88,866.00	Total Service Charge:	\$1,388.00	
* The Development Review :	Service Charge shown	above is associate	d with CL CUP 2016-009		

and is currently proposed to develop in conjunction with this permit. Payment for this entitlement shall satisfy the amount due on the associated permits,

The proposed development will generate storm runoff which produces potentially significant environmental impacts and which must be properly discharged and mitigated pursuant to the California Environmental Quality Act and the National Environmental Policy Act. The District in cooperation with the City and County has developed and adopted the Storm Drainage and Flood Control Master Plan. Compliance with and implementation of this Master Plan by this development project will satisfy the drainage related CEQA/NEPA impact of the project mitigation requirements.

Pursuant to the District's Development Review Fee Policy, the subject project shall pay review fees for issuance of this Notice of Requirements (NOR) and any plan submittals requiring the District's reviews. The NOR fee shall be paid to the District by Developer before the Notice of Requirement will be submitted to the City. The Grading Plan fee shall be paid upon first submittal. The Storm Drain Plan fee shall be paid prior to return/pick up of first submittal.

The proposed development shall pay drainage fees pursuant to the Drainage Fee Ordinance prior to issuance of a building permit at the rates in effect at the time of such issuance. The fee indicated above is valid through 2/28/17 based on the site plan submitted to the District on 12/08/16 Contact FMFCD for a revised fee in cases where changes are made in the proposed site plan which materially alter the proposed impervious area.

Considerations which may affect the fee obligation(s) or the timing or form of fee payment:

- a.) Fees related to undeveloped or phased portions of the project may be deferrable.
- Fees may be calculated based on the actual percentage of runoff if different than that typical for the zone district under b.) which the development is being undertaken and if permanent provisions are made to assure that the site remains in that configuration.
- c.) Master Plan storm drainage facilities may be constructed, or required to be constructed in lieu of paying fees.
- d.) The actual cost incurred in constructing Master Plan drainage system facilities is credited against the drainage fee obligation.
- e.) When the actual costs incurred in constructing Master Plan facilities exceeds the drainage fee obligation, reimbursement will be made for the excess costs from future fees collected by the District from other development.
- Any request for a drainage fee refund requires the entitlement cancellation and a written request addressed to the f.) General Manager of the District within 60 days from payment of the fee. A non refundable \$300 Administration fee or 5% of the refund whichever is less will be retained without fee credit.

Page 2 of 4

Approval of this development shall be conditioned upon compliance with these District Requirements.

1.	_X a.	Drainage from the site shall BE DIRECTED TO SANTA ANA AVENUE AND/OR SIERRA VISTA PARKWAY.
	b.	Grading and drainage patterns shall be as identified on Exhibit No.
	— c.	The grading and drainage patterns shown on the site plan conform to the adopted Storm Drainage and Flood Control Master Plan.
2.		sed development shall construct and/or dedicate Storm Drainage and Flood Control Master Plan facilities thin the development or necessitated by any off-site improvements required by the approving agency:
		Developer shall construct facilities as shown on Exhibit No. 1 as "MASTER PLAN FACILITIES TO BE CONSTRUCTED BY DEVELOPER".
	_x_	None required.
3.		wing final improvement plans and information shall be submitted to the District for review prior to final ent approval:
	_X_	Grading Plan
		Street Plan
		Storm Drain Plan
		Water & Sewer Plan
	_X_	Final Map
		Drainage Report (to be submitted with tentative map)
		Other
	-	None Required
4.	Availabili	ty of drainage facilities:
	_X_ a.	Permanent drainage service is available provided the developer can verify to the satisfaction of the City that runoff can be safely conveyed to the Master Plan inlet(s).
	b.	The construction of facilities required by Paragraph No. 2 hereof will provide permanent drainage service.
	— с.	Permanent drainage service will not be available. The District recommends temporary facilities until permanent service is available.
	d.	See Exhibit No. 2.
5.	The propo	osed development:
	-	Appears to be located within a 100 year flood prone area as designated on the latest Flood Insurance Rate Maps available to the District, necessitating appropriate floodplain management action. (See attached Floodplain Policy.)
	_X_	Does not appear to be located within a flood prone area.
6.	_	The subject site contains a portion of a canal or pipeline that is used to manage recharge, storm water, and/or flood flows. The existing capacity must be preserved as part of site development. Additionally, site development may not interfere with the ability to operate and maintain the canal or nineline.

Page 3 of 4

- 7. The Federal Clean Water Act and the State General Permits for Storm Water Discharges Associated with Construction and Industrial Activities (State General Permits) require developers of construction projects disturbing one or more acres, and discharges associated with industrial activity not otherwise exempt from National Pollutant Discharge Elimination System (NPDES) permitting, to implement controls to reduce pollutants, prohibit the discharge of waters other than storm water to the municipal storm drain system, and meet water quality standards. These requirements apply both to pollutants generated during construction, and to those which may be generated by operations at the development after construction.
  - a. State General Permit for Storm Water Discharges Associated with Construction Activities, effective July 1, 2010, as amended. A State General Construction Permit is required for all clearing, grading, and disturbances to the ground that result in soil disturbance of at least one acre (or less than one acre) if part of a larger common plan of development or sale). Permittees are required to: submit a Notice of Intent and Permit Registration Documents to be covered and must pay a permit fee to the State Water Resources Control Board (State Board), develop and implement a storm water pollution prevention plan, eliminate non-storm water discharges, conduct routine site inspections, train employees in permit compliance, and complete an annual certification of compliance.
  - b. State General Permit for Storm Water Discharges Associated with Industrial Activities, April, 2014 (available at the District Office). A State General Industrial Permit is required for specific types of industries described in the NPDES regulations or by Standard Industrial Classification (SIC) code. The following categories of industries are generally required to secure an industrial permit: manufacturing; trucking; recycling; and waste and hazardous waste management. Specific exemptions exist for manufacturing activities which occur entirely indoors. Permittees are required to: submit a Notice of Intent to be covered and must pay a permit fee to the State Water Resources Control Board, develop and implement a storm water pollution prevention plan, eliminate non-storm water discharges, conduct routine site inspections, train employees in permit compliance, sample storm water runoff and test it for pollutant indicators, and annually submit a report to the State Board.
  - c. The proposed development is encouraged to select and implement storm water quality controls recommended in the Fresno-Clovis Storm Water Quality Management Construction and Post-Construction Guidelines (available at the District Office) to meet the requirements of the State General Permits, eliminate the potential for non-storm water to enter the municipal storm drain system, and where possible minimize contact with materials which may contaminate storm water runoff.
- 8. A requirement of the District may be appealed by filing a written notice of appeal with the Secretary of the District within ten days of the date of this Notice of Requirements.
- 9. The District reserves the right to modify, reduce or add to these requirements, or revise fees, as necessary to accommodate changes made in the proposed development by the developer or requirements made by other agencies.

See Exhibit No. 2 for additional comments, recommendations and requirements.

ri Campbell

Debbie Campbell

Design Engineer

Robert Villalobos

Project Engineer

Page 4 of 4

CC:
LORREN SMITH, HARBOUR & ASSOCIATES
389 CLOVIS AVE., SUITE 300

CLOVIS, CA 93612

CL TRACT No. 6170

## OTHER REQUIREMENTS EXHIBIT NO. 2

The existing Master Plan facilities which serve the area of Tract 6170 were constructed to accommodate runoff generated from commercial development, consistent with the current zoning. The cost of the Master Plan facilities are to be paid for through the collection of drainage fees calculated at a commercial rate. Therefore, as a condition of approval of the Rezone or General Plan Amendment the higher commercial density drainage fee rate has been assessed.

Development No. Tract 6170

# CUP No. 2016-009

## FRESNO METROPOLITAN FLOOD CONTROL DISTRICT NOTICE OF REQUIREMENTS

Page I of 4

### PUBLIC AGENCY

GEORGE GONZALEZ PLANNING AND DEVELOPMENT SERVICES CITY OF CLOVIS 1033 FIFTH STREET CLOVIS, CA 936112

## DEVELOPER

JOHN BONADELLE, BN MICRO, LP 7030 N. FRUIT AVE., SUITE 101 FRESNO, CA 93711

PROJECT NO: 2016-009

ADDRESS:

SWC SANTA ANA AND SIERRA VISTA AVE.

APN:

499-540-12

Preliminary Fee(s)

Total Designers For 900 966 An

Development Review Service Charge(s)

Fee(s)

To be paid prior to release of District comments to Public

Drainage Area(s) 2D

\$88,866.00 NOR Review \*

\$366.00 Agency and Developer

\$1,022.00

Amount to be submitted with first grading plan submittal

		and the same of			
-					_
Daviene Con	Jan Characterist		CI TRACT 6170		

Grading Plan Review \*

The proposed development will generate storm runoff which produces potentially significant environmental impacts and which must be properly discharged and mitigated pursuant to the California Environmental Quality Act and the National Environmental Policy Act. The District in cooperation with the City and County has developed and adopted the Storm Drainage and Flood Control Master Plan. Compliance with and implementation of this Master Plan by this development project will satisfy the drainage related CEQA/NEPA impact of the project mitigation requirements.

Total Service Charge: \$1 388 00

Pursuant to the District's Development Review Fee Policy, the subject project shall pay review fees for issuance of this Notice of Requirements (NOR) and any plan submittals requiring the District's reviews. The NOR fee shall be paid to the District by Developer before the Notice of Requirement will be submitted to the City. The Grading Plan fee shall be paid upon first submittal. The Storm Drain Plan fee shall be paid prior to return/pick up of first submittal.

The proposed development shall pay drainage fees pursuant to the Drainage Fee Ordinance prior to issuance of a building permit at the rates in effect at the time of such issuance. The fee indicated above is valid through 2/28/17 based on the site plan submitted to the District on 12/08/16 Contact FMFCD for a revised fee in cases where changes are made in the proposed site plan which materially alter the proposed impervious area.

Considerations which may affect the fee obligation(s) or the timing or form of fee payment:

- Fees related to undeveloped or phased portions of the project may be deferrable. a.)
- Fees may be calculated based on the actual percentage of runoff if different than that typical for the zone district under b.) which the development is being undertaken and if permanent provisions are made to assure that the site remains in that configuration.
- Master Plan storm drainage facilities may be constructed, or required to be constructed in lieu of paying fees.
- The actual cost incurred in constructing Master Plan drainage system facilities is credited against the drainage fee d.) obligation.
- When the actual costs incurred in constructing Master Plan facilities exceeds the drainage fee obligation, e.) reimbursement will be made for the excess costs from future fees collected by the District from other development.
- Any request for a drainage fee refund requires the entitlement cancellation and a written request addressed to the General Manager of the District within 60 days from payment of the fee. A non refundable \$300 Administration fee or f.) 5% of the refund whichever is less will be retained without fee credit.

<sup>\*</sup> The Development Revi w Service Charge shown at and is currently proposed to develop in conjunction with this permit. Payment for this entitlement shall satisfy the amount due on the associated permits.

Page 2 of 4

CL CUP No. 2016-009

Approval of this development shall be conditioned upon compliance with these District Requirements.					
1.	X	Drainage from the site shall BE DIRECTED TO SANTA ANA AVENUE AND/OR SIERRA VISTA			

	a.	PARKWAY.
	b.	Grading and drainage patterns shall be as identified on Exhibit No.
	— е.	The grading and drainage patterns shown on the site plan conform to the adopted Storm Drainage and Flood Control Master Plan.
	T1.	
2.		osed development shall construct and/or dedicate Storm Drainage and Flood Control Master Plan facilities ithin the development or necessitated by any off-site improvements required by the approving agency:
	_	Developer shall construct facilities as shown on Exhibit No. 1 as "MASTER PLAN FACILITIES TO BE CONSTRUCTED BY DEVELOPER".
	_X_	None required.
3.		wing final improvement plans and information shall be submitted to the District for review prior to final ent approval:
	_x_	Grading Plan
	_	Street Plan
		Storm Drain Plan
	_	Water & Sewer Plan
		Final Map
		Drainage Report (to be submitted with tentative map)
	-	Other
	_	None Required
4.	Availabili	ty of drainage facilities:
	_X_ a.	Permanent drainage service is available provided the developer can verify to the satisfaction of the City that runoff can be safely conveyed to the Master Plan inlet(s).
	b.	The construction of facilities required by Paragraph No. 2 hereof will provide permanent drainage service,
	— е.	Permanent drainage service will not be available. The District recommends temporary facilities until permanent service is available.
	d.	See Exhibit No. 2.
5.	The propo	osed development:
	_	Appears to be located within a 100 year flood prone area as designated on the latest Flood Insurance Rate Maps available to the District, necessitating appropriate floodplain management action. (See attached Floodplain Policy.)
	_X_	Does not appear to be located within a flood prone area.
6.		The subject site contains a portion of a canal or pipeline that is used to manage recharge, storm water, and/or flood flows. The existing capacity must be preserved as part of site development. Additionally, site development may not interfere with the ability to operate and maintain the canal or pipeline.

Page 3 of 4

- The Federal Clean Water Act and the State General Permits for Storm Water Discharges Associated with Construction and Industrial Activities (State General Permits) require developers of construction projects disturbing one or more acres, and discharges associated with industrial activity not otherwise exempt from National Pollutant Discharge Elimination System (NPDES) permitting, to implement controls to reduce pollutants, prohibit the discharge of waters other than storm water to the municipal storm drain system, and meet water quality standards. These requirements apply both to pollutants generated during construction, and to those which may be generated by operations at the development after construction.
  - a. State General Permit for Storm Water Discharges Associated with Construction Activities, effective July 1, 2010, as amended. A State General Construction Permit is required for all clearing, grading, and disturbances to the ground that result in soil disturbance of at least one acre (or less than one acre) if part of a larger common plan of development or sale). Permittees are required to: submit a Notice of Intent and Permit Registration Documents to be covered and must pay a permit fee to the State Water Resources Control Board (State Board), develop and implement a storm water pollution prevention plan, eliminate non-storm water discharges, conduct routine site inspections, train employees in permit compliance, and complete an annual certification of compliance.
  - b. State General Permit for Storm Water Discharges Associated with Industrial Activities, April, 2014 (available at the District Office). A State General Industrial Permit is required for specific types of industries described in the NPDES regulations or by Standard Industrial Classification (SIC) code. The following categories of industries are generally required to secure an industrial permit: manufacturing; trucking; recycling; and waste and hazardous waste management. Specific exemptions exist for manufacturing activities which occur entirely indoors. Permittees are required to: submit a Notice of Intent to be covered and must pay a permit fee to the State Water Resources Control Board, develop and implement a storm water pollution prevention plan, eliminate non-storm water discharges, conduct routine site inspections, train employees in permit compliance, sample storm water runoff and test it for pollutant indicators, and annually submit a report to the State Board.
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- A requirement of the District may be appealed by filing a written notice of appeal with the Secretary of the District within ten days of the date of this Notice of Requirements.
- The District reserves the right to modify, reduce or add to these requirements, or revise fees, as necessary to
  accommodate changes made in the proposed development by the developer or requirements made by other agencies.
- 10. X See Exhibit No. 2 for additional comments, recommendations and requirements.

En Carpbell

Debbie Campbell

Design Engineer

Robert Villalobos

Project Engineer

Page 4 of 4

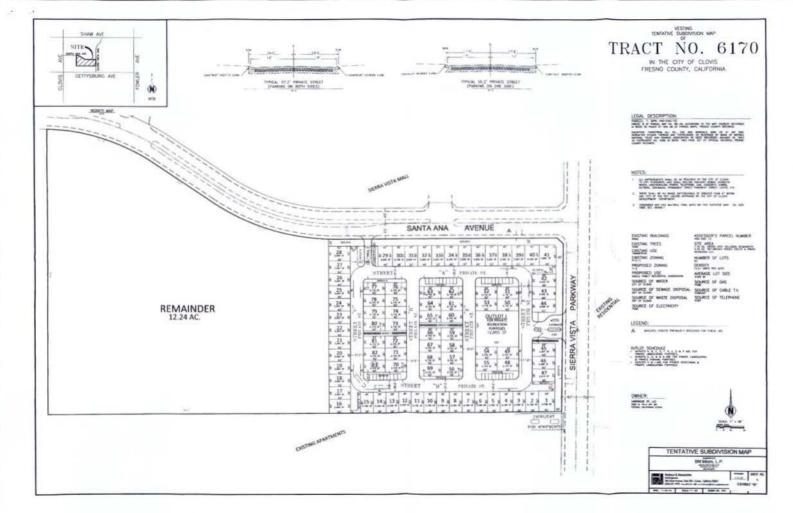
CC	
LORREN SMITH, HARBOUR & ASSOCIATES	
389 CLOVIS AVE., SUITE 300	
CLOVIS, CA 93612	

CL CUP No. 2016-009

## OTHER REQUIREMENTS EXHIBIT NO. 2

The existing Master Plan facilities which serve the area of Clovis CUP 2016-009 were constructed to accommodate runoff generated from commercial development, consistent with the current zoning. The cost of the Master Plan facilities are to be paid for through the collection of drainage fees calculated at a commercial rate. Therefore, as a condition of approval of the Rezone or General Plan Amendment the higher commercial density drainage fee rate has been assessed.

Development No. \_ Clovis CUP 2016-009



FLOOR & ELEVATION PLANS



PLAN 2 COTTAGE PLAN 3 MONTEREY PLAN I TUSCAN PLAN 5 COTTAGE PLAN 4 SPANISH

Bassenian | Lagoni

STREET SCENE

TRACT 6130

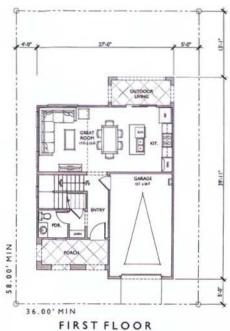
Fresno . Ca

584,16030

04.08.14



SECOND FLOOR



3 BEDROOMS / 2.5 BATHS I - CAR GARAGE

FLOOR AREA TABLE	
IST FLOOR	552 SQ. FT.
2ND FLOOR	671 SQ. FT.
TOTAL	1,223 SQ. FT.
- CAR GARAGE	264 SQ. FT.
OUTDOOR LIVING	72 SQ. FT.
PORCH	64 SQ. FT.

Bassenian | Lagoni

Freino , Ca

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PLAN I Reflects Tuscan Elevation

TRACT 6130

04.08.16





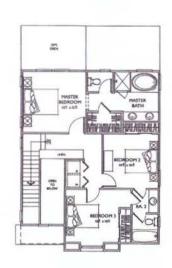


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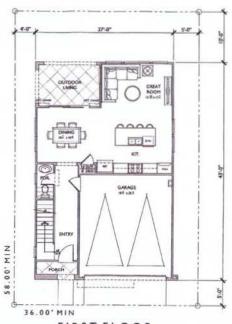
PLAN I TRACT 6130 Fresno , Ca 1 1 1 584.16030

04.08.16





SECOND FLOOR



FIRST FLOOR

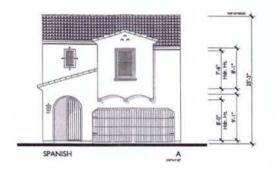
#### 3 BEDROOMS / 2.5 BATHS 2 - CAR GARAGE

FLOOR AREA TABLE	
IST FLOOR	639 SQ. FT.
2ND FLOOR	762 SQ. FT.
TOTAL	1,401 SQ. FT.
2 - CAR GARAGE	381 SQ. FT.
OUTDOOR LIVING	110 SQ. FT.
PORCH	31 SQ. FT.

Bassenian | Lagoni

PLAN 2 Reflects Cottage Elevation TRACT 6130

Fresno , Ca 1 584.16030 04.08.16



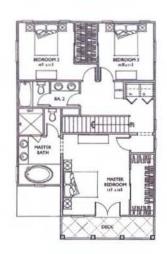




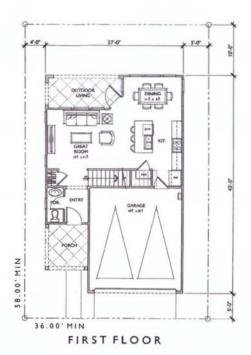
Bassenian Lagoni

PLAN 2 Front Elevations TRACT 6 | 3 0 Fresno , Ca

04.08.14



SECOND FLOOR



3 BEDROOMS / 2.5 BATHS 2 - CAR GARAGE

FLOOR AREA TABLE	
IST FLOOR	568 SQ. FT
2ND FLOOR	947 SQ. FT
TOTAL	1,515 SQ. FT
2 - CAR GARAGE	384 SQ. FT
OUTDOOR LIVING	94 5Q. FT
DECK	84 SQ. FT
PORCH	77 SQ. FT

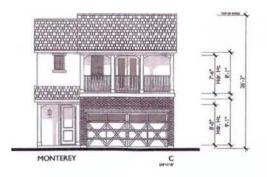
Bassenian | Lagoni accenteres - PLASSES - INTERIOR Copyright Security Interior PLAN 3
Reflects Monterey Elevation
TRACT 6130
Fresno , Ca

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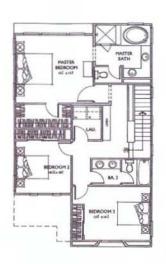
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PLAN 3 Front Elevations TRACT 6130

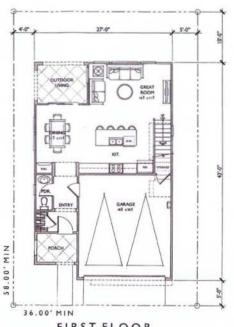
Fresno, Ca

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SECOND FLOOR



FIRST FLOOR

3 BEDROOMS / 2.5 BATHS 2 - CAR GARAGE

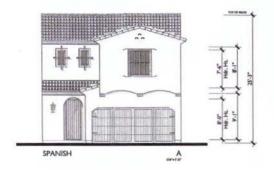
FLOOR AREA TABLE	
IST FLOOR	616 SQ. FT
2ND FLOOR	965 SQ. FT
TOTAL	1,581 SQ. FT
2 - CAR GARAGE	383 SQ. FT
OUTDOOR LIVING	85 SQ. FT
PORCH	52 SQ. FT

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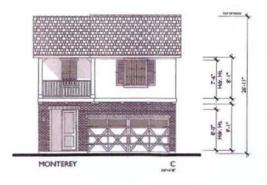
PLAN 4 Reflects Spanish Elevation TRACT 6130 Freino . Ca

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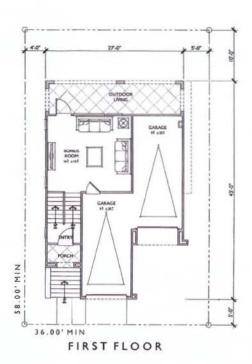
PLAN 4 TRACT 6130 LLL | 584,16030

BONADELLE

04.08.14



SECOND FLOOR



3 BEDROOMS / 3 BATHS / BONUS ROOM 2 - CAR GARAGE

FLOOR AREA TABLE	
IST FLOOR	339 SQ. FT.
2ND FLOOR	761 SQ. FT.
3RD FLOOR	571 SQ. FT.
TOTAL	1,663 SQ. FT.
2 - CAR GARAGE	438 SQ. FT.
OUTDOOR LIVING	178 SQ. FT.
DECK	98 SQ. FT.
PORCH	31 SQ. FT.

Bassenian | Lagoni

PLAN 5 Reflects Cottage Elevation TRACT 6130

Fresno , Ca

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04.08.16

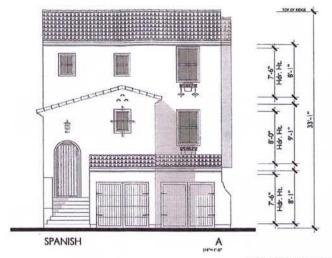


THIRD FLOOR

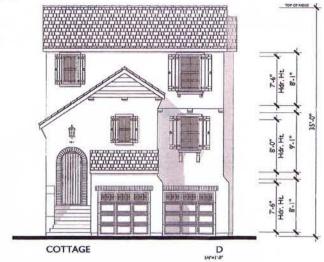
PLAN 5 Reflects Cottage Elevation Bassenian | Lagoni

TRACT 6130 LL 584.16030

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Bassenian | Lagoni

PLAN 5 Front Elevations TRACT 6130

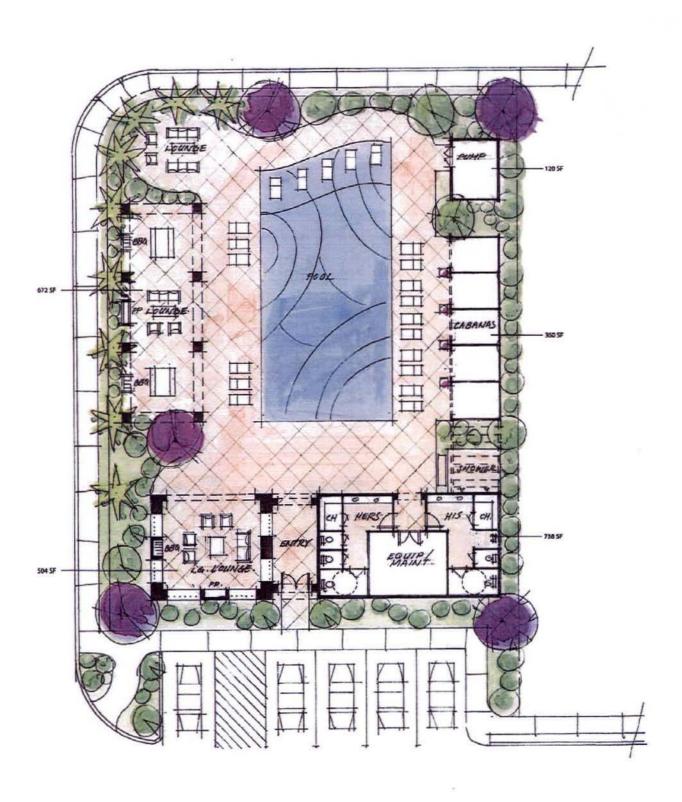
Fresno, Ca

1 584.16030

04.08.16

BONADELLE BUILDING VALUE FOR

**AMENITY CENTER CONCEPT** 



Bassenian | Lagoni

AMENITY CENTER CONCEPT

fresno , Ca

**11111** 384.16030

09.01.16



AGENDA ITEM NO:

City Manager:

1-D

# CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO:

Mayor and City Council

FROM:

Planning and Development Services

DATE:

March 6, 2017

SUBJECT:

Consider items associated with approximately 18.09 acres of property located at the southeast corner of Gettysburg (alignment) and Highland Avenues. Cressey River, LLC., owner; Fagundes Bros. Dairy, applicant; Yamabe & Horn Engineering, Inc., representative.

- Consider Introduction Ord. 17-\_\_\_\_, R2016-14, A request to approve a prezone from the County AE-20 Zone District to the Clovis R-1 (Single Family Residential – 6,000 Sq. Ft.) Zone District.
- Consider Approval Res. 17-\_\_\_\_, CUP2016-07, A request to approve a conditional use permit for an 86-lot single-family planned residential development with public streets and reduced front yard setbacks.
- Consider Approval Res. 17-\_\_\_, TM6166, A request to approve a vesting tentative tract map for an 86-lot single-family planned residential development.

#### ATTACHMENTS:

Figure 1:

Location Map

Exhibit "A:"

CUP2016-07 & TM6166 Conditions of Approval

Attachment 1: Attachment 2: Draft Ordinance & Resolution Planning Commission Minutes

Attachment 3:

Correspondence from Commenting Agencies

Exhibit "B:"

Vesting Tentative Tract Map TM6166

Exhibit "C:"

Proposed Modification to the Gettysburg Ashlan Master

Planned Community Plan

Exhibit "D:"

Gettysburg Ashlan Master Planned Community Plan

#### CONFLICT OF INTEREST

None.

#### RECOMMENDATION

Planning Commission and staff recommend that the City Council:

- Approve Prezone R2016-14; and
- Approve Conditional Use Permit CUP2016-07, subject to the conditions of approval listed as Exhibit "A;" and
- Approve Vesting Tentative Tract Map TM6166, subject to the conditions of approval listed as Exhibit "A:" and
- Make a finding of consistency that the dedication toward public right-of-way is proportionate to the development being requested.

#### **EXECUTIVE SUMMARY**

The applicant is requesting to prezone approximately 18.09 acres of property from the County AE-20 Zone District to the Clovis R-1 (Single-Family Residential – 6,000 Sq. Ft.) Zone District. Additionally, the application is requesting a conditional use permit and vesting tentative tract map approval for an 86-lot non-gated single-family planned residential development with public streets and reduced front yard setbacks. The applicant is not proposing a Homeowner's Association with this project. Approval of this Project would allow the developer to continue processing a residential site plan review and development drawings.

#### BACKGROUND

• General Plan Designation: Low Den. Res. (2.1 to 4.0 units per acre)

• Specific Plan Designation: Loma Vista Specific Plan (MPC - Gettysburg Ashlan

Master Planned Community)

Existing Zoning: County AE-20

Lot Size: Total Area 18.09 acres

Current Land Use: Rural Residential

 Adjacent Land Uses: North: Rural Residential/ Agricultural South: Rural Residential/ Agricultural

East: Rural Residential West: Urban Residential

#### PROPOSAL AND ANALYSIS

The applicant is requesting to prezone approximately 18.09 acres of property from the County AE-20 Zone District to the Clovis R-1 (Single-Family Residential – 6,000 Sq. Ft.) Zone District. The project area's land use designation of Gettysburg Ashlan Master Planned

Community (Maximum of 4.8 DU/Ac) in the Loma Vista Specific Plan is consistent with the proposed prezone.

#### Conditional Use Permit

The applicant is requesting a conditional use permit for an 86-lot non-gated single-family planned residential development. The Development Code allows planned residential developments within any residential zone district subject to a conditional use permit to encourage innovative developments which are difficult under a standard zone district or are located on a challenging site due to location, size or shape.

The applicant is requesting approval of a non-gated detached single-family residential project with public streets and reduced front yard setbacks. The applicant is not proposing a Homeowner's Association with this project.

# Development Standards

The project will follow the standards of the R-1 Zone District as well as the Planned Residential Development Standards. The Code permits the applicant to propose their own project specific setbacks and lot coverage standards. The applicant is proposing the following front yard setbacks:

Front Yard Setback to Garage: 20 Feet
 Front Yard Setback to Living Area: 15 Feet

Where subdivisions have public streets with sidewalks, it is important to require a 20-foot setback to the face of the garage. The R-1 Zone District requires 20 feet for the front setback. With the applicant's request, the garages would meet the 20-foot driveway setback requirement. However, staff recommends that the setback is conditioned to be measured from the back of the sidewalk or property line (whichever provides a minimum 20-foot driveway). This is important because in some cases, the sidewalk is up to two feet inside of the property line.

### **Amenities**

The Ordinance requires a program of amenities which are proportionate to the benefit of the planned residential development. In this project, the applicant is not seeking a density increase but is asking to reduce setbacks and increase lot coverage. In return, staff recommends that the developer maintain all heritage/legacy trees along the trail south of the tract. There are some existing mature trees, some of which appear to be Valley Oaks which should be incorporated into the trail. Additionally, the developer shall provide trail amenities such as seating and trash receptacles at key entries from the subdivision. Specific details will be evaluated with the residential site plan review.

# **Vesting Tentative Map**

The project includes a Vesting Tentative Map TM6166. The map includes 86 lots and is consistent with the requirements of the Subdivision Map Act.

# Circulation and Lot Sizes

The project is accessible from two main entries along the Gettysburg Avenue frontage. The project includes 50-foot wide and 61-foot wide public streets with standard city sidewalks. The lot sizes range from 5,000 square feet to 7,992 square feet.

The applicant proposes to utilize the reduced street width policy within the tract. The adopted reduced street width policy, permits street right-of-way of 36 feet from face-of-curb to face-of-curb for residential subdivisions, when such streets are within 1,000 feet of a standard city residential street (40 feet from face-of-curb to face-of-curb or greater), and that such street not be longer than 500 feet without a second point of access. The reduced street should service low volumes of traffic, less than 400 ADT (average daily trips). An average home generates 10 ADT. This means it would be expected that a reduced width street should not service more than 40 homes. The proposed subdivision meets the reduced street width policy.

### Open Space and Trails

The applicant will be required to contribute a proportionate share towards the development of a "paseo" system within this project area as required by the General Plan and Loma Vista Specific Plan.

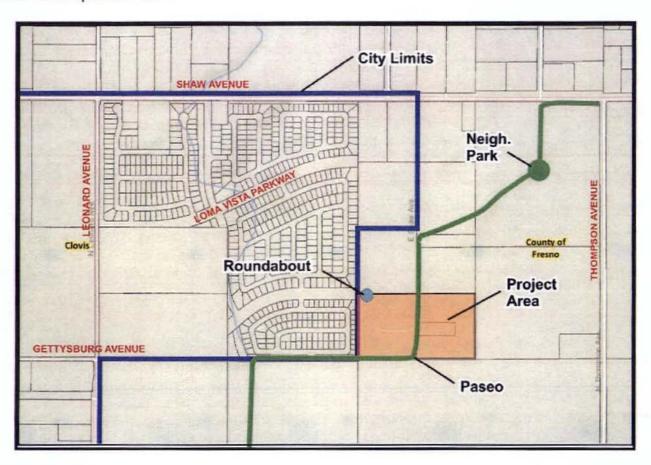
The specific plan identifies an open space Community Collector Trail system along the Gettysburg Avenue alignment where tentative tract map TM6166 is being proposed. The applicant will install a portion of the paseo system through their development as part of their contribution. The paseo is proposed adjacent to the side yards of lots 1, 54, 55, & 72 and adjacent to the rear yards of lots 24, 25, 26, 27, 28, & 29 along the center portion of the project area.

#### Park

The applicant is required per the Loma Vista Specific Plan to contribute a proportionate share towards improvement of the neighborhood park. Each project within the quarter-section contributes a proportionate share either in land or improvements to develop the neighborhood park site at one-acre of park for each 1,000 residents assuming occupancy of 2.7 people per household. Using the formula mentioned above the applicant would be required to contribute 0.23 acres or 10,019 square feet toward the neighborhood park.

The proposed tentative tract map is located southwest of the area identified for a neighborhood park. The paseo system is proposed along the central area and south side of

the tract and provides connection to future developments (see Figure A below). The concept submitted provides adequate access from the future neighborhood park as identified in the Loma Vista Specific Plan.



# Existing Features

Two natural streams (Dog Creek Tributary 1 and Dog Creek Tributary 4) run through the project. These streams feed Dog Creek to the west and are required to be maintained or realigned with any new development. The applicant will need to work directly with Fresno Metropolitan Flood Control District on specific requirements. If the developer realigns or reconstructs the channel, permitting from the State of California Fish and Wildlife, Regional Water Quality Control Board, and US Army Corps of Engineers may be necessary.

# Landscape Setbacks

The Loma Vista Specific Plan adopted specific street section designs for each street. Gettysburg Avenue is proposed to have a 23-foot landscape/pedestrian setback, with an 11-foot parkway, 8-foot sidewalk, and 4-foot landscape setback. The wall along the Gettysburg Avenue frontage shall be a 6-foot masonry wall.

Specific locations and type of trees to be utilized along Gettysburg Avenue shall be reviewed during the residential site plan review process.

# Gettysburg Ashlan Master Planned Community

The Project site is located within the Gettysburg Ashlan Master Planned Community, which includes approximately 358 acres of property (see Exhibit "D"). The Loma Vista Specific Plan envisions a planned residential community with multi-purpose trails, open space, water features, and commercial uses. The specific plan allows a maximum residential density of 4.8 dwelling units per acre within this planned community. The applicant is proposing to modify the approved master planned community illustration per the attached Exhibit "C."

# Residential Site Plan Review

The applicant will not be developing the project site. Therefore, the applicant is unable to provide project design information at this time, such as proposed models, garages and lot sizes. A subsequent Residential Site Plan Review will follow this application by a separate developer in order to allow staff to review specific models, landscaping, open space, architecture, elevations, and specific plot plans.

### Thematic Elements

Branding of the Loma Vista Specific Plan with specific elements is essential to create a community and sense of place. Staff is looking to establish a "Craftsman" theme throughout this plan area, utilizing natural materials such as cobblestones, rocks, brick, and wood-like elements in subdivision entries, monuments, surface treatments for pedestrian crossings, median surface treatments, walls, fences, and architectural elements. Thematic lighting, benches, trash receptacles, walkway treatment, and drinking fountains have also been established for the Loma Vista Specific Plan Area. Exact number and locations of these items shall be reviewed during the residential site plan review process.

#### Public Comments

A public notice was sent to area residents within 2,500 feet of the property boundaries. Staff has not received comments or concerns from the public upon finalization of this report.

# Review and Comments from Agencies

The Project was distributed to all City Divisions as well as outside agencies, including Cal Trans, Clovis Unified School District, Fresno Irrigation District, Fresno Metropolitan Flood Control District, AT&T, PG&E, San Joaquin Valley Air Pollution Control District, State Department of Fish and Wildlife, LAFCo, and the County of Fresno.

Comments received are attached only if the agency has provided concerns, conditions, or mitigation measures. Routine responses and comment letters are placed in the administrative record and provided to the applicant for their records.

# Planning Commission Comments

The Planning Commission considered this Project on Thursday, January 26, 2017. The Commission approved Prezone R2016-14 with a vote of 4-0-1. The Commission also approved Conditional Use Permit and Vesting Tentative Tract Map TM6166 with a vote of 4-0-1.

The Commission added one condition of approval to the Project to address security fencing along the northern property line of Tentative Tract Map TM6166.

# Community Facilities District

The fiscal analysis of the Southeast Urban Center Specific Plan identified possible long-term funding shortfalls in the City's operating and maintenance costs. To address this issue the City of Clovis is implementing a Community Facilities District. Community Facilities Districts (CFD's) are a means of providing additional funding for the provision of public facilities and services for public safety, parks and recreation services, and other important municipal services in newly developing areas of the community where the city would not otherwise be able to afford to continue to provide an adequate level of service as the City continues to grow. The use of CFD's is fairly common among cities in California experiencing high rates of growth during this past decade, such as Clovis, due to significant losses of local revenue from tax shifts authorized by the State of California and the need to continue to provide an adequate level of service as growth occurs.

A condition of approval has been added to this tentative map requiring participation of this tentative map in the CFD.

# Consistency with General Plan Goals and Policies

Staff has evaluated the Project in light of the General Plan Land Use goals and policies. The following goals and policies reflect Clovis' desire to maintain Clovis' tradition of responsible planning and well managed growth to preserve the quality of life in existing neighborhoods and ensure the development of new neighborhoods with an equal quality of life. The goals and policies seek to foster more compact development patterns that can reduce the number, length, and duration of auto trips.

Goal 3: Orderly and sustainable outward growth into three Urban Centers with neighborhoods that provide a balanced mix of land uses and development types to support a community lifestyle and small town character.

- Policy 3.2 Individual development project. When projects are proposed in an Urban Center, require a conceptual master plan to show how a proposed project could relate to possible future development of adjacent and nearby properties. The conceptual master plan should generally cover about 160 acres or the adjacent area bounded by major arterials, canals, or other major geographical features. The conceptual master plan should address:
  - A. Compliance with the comprehensive design document
  - B. A consistent design theme
  - C. A mix of housing types
  - D. Adequate supply and distribution of neighborhood parks
  - Safe and direct pedestrian and bicycle linkages between residential areas and school sites, parks, and community activity centers
- Policy 3.3 Completion of Loma Vista. The City prioritizes the completion of Loma Vista while allowing growth to proceed elsewhere in the Clovis Planning Area in accordance with agreements with the County of Fresno and LAFCo policies.
- Policy 3.5 **Fiscal sustainability.** The City shall require establishment of community facility districts, lighting and landscaping maintenance districts, special districts, and other special funding or financing tools in conjunction with or as a condition of development, building or permit approval, or annexation or sphere of influence amendments when necessary to ensure that new development is fiscally neutral or beneficial.
- Goal 6: A city that grows and develops in a manner that implements its vision, sustains the integrity of its guiding principles, and requires few and infrequent amendments to the General Plan.
- Policy 6.1: Amendment criteria. The City Council may approve amendments to the General Plan when the City Council is satisfied that the following conditions are met:
  - The proposed change is and will be fiscally neutral or positive.
  - The proposed change can be adequately served by public facilities and would not negatively impact service on existing development or the ability to service future development.
- Policy 6.2: Smart growth. The city is committed to the following smart growth goals.
  - Create a range of housing opportunities and choices
  - · Create walkable neighborhoods.
  - · Foster distinctive, attractive communities with a strong sense of place.
  - Mix land uses.
  - Strengthen and direct development toward existing communities.
  - Take advantage of compact building design.

# California Environmental Quality Act (CEQA)

The City of Clovis has completed an environmental review (an assessment of the project's impact on natural and manmade environments) of the proposed project, as required by the State of California. Staff finds the project consistent with the EIR certified for the Loma Vista Specific Plan. Per Section 15182 of CEQA, this project is not subject to an EIR or negative declaration because an EIR was certified with the Loma Vista Specific Plan after January 1, 1980, and meets all standards of this Special Situation.

The City published notice of this public hearing in *The Business Journal* on Wednesday, February 22, 2017.

#### FISCAL IMPACT

None.

#### REASON FOR RECOMMENDATION

The propose prezoning is consistent with the vision of the Loma Vista Specific Plan by providing an attractive, quality residential environment to accommodate a variety of lifestyles. The proposed conditional use permit and vesting tentative tract map are consistent with the goals and policies of the General Plan, Loma Vista Specific Plan and Development Code. Planning Commission and staff therefore recommend approval of R2016-14, CUP2016-07 and TM6166, subject to the conditions of approval attached as Exhibit "A."

The findings to consider when making a decision on a prezone application include:

- 1. The prezoning is in keeping with the intent and purpose of the Zoning Ordinance.
- 2. The prezoning is compatible with the surrounding properties.
- 3. The prezoning is consistent with the Clovis General Plan.
- That the Project is consistent with the EIR certified for the Loma Vista Specific Plan.
- That the dedication toward public right-of-way is proportionate to the development being requested.

The findings to consider when making a decision on a conditional use permit application include:

- 1. The Planned Development Permit would:
  - Be allowed within the subject base zoning district;
  - Be consistent with the purpose, intent, goals, policies, actions, and land use designations of the General Plan and any applicable specific plan;
  - c. Be generally in compliance with all of the applicable provisions of this Development Code relating to both on and off-site improvements that are

necessary to accommodate flexibility in site planning and property development and to carry out the purpose, intent, and requirements of this Division and the subject base zoning district, including prescribed development standards and applicable design guidelines; and

 Ensure compatibility of property uses within the zoning district and general neighborhood of the proposed development.

- 2. The proposed project would produce a comprehensive development that provides an appropriate variety of structure placement and orientation opportunities, appropriate mix of structure sizes, high quality architectural design, increased amounts of landscaping and open space, improved solutions to the design and placement of parking facilities, incorporation of a program of enhanced amenities, etc. than might otherwise occur from more traditional development applications;
- Proper standards and conditions have been imposed to ensure the protection of the public health, safety, and welfare;
- 4. Proper on-site traffic circulation and control is designed into the development to ensure protection for fire suppression and police surveillance equal to or better than what would normally be created by compliance with the minimum setback and parcel width standards identified in Article 2 (Zoning Districts, Allowable Land Uses, and Zone Specific Standards);
- The subject parcel is adequate in terms of size, shape, topography, and circumstances to accommodate the proposed development; and
- The design, location, operating characteristics, and size of the proposed development would be compatible with the existing and future land uses in the vicinity, in terms of aesthetic values, character, scale, and view protection.

The findings to consider when making a decision on a tentative subdivision map application are as follows:

- 1. The proposed map is consistent with applicable general and specific plans; and
- The design or improvement of the proposed subdivision is consistent with applicable general and specific plans; and
- 3. The site is physically suitable for the type of development; and
- 4. The site is physically suitable for the proposed density of development; and
- The design of the subdivision or the type of improvements are not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat; and
- The design of the subdivision or the type of improvements is not likely to cause serious public health problems; and
- The design of the subdivision or the type of improvements will not conflict with easements acquired by the public at large for access through the use of property within the proposed subdivision; and
- The discharge of sewage from the proposed subdivision into the community sewer system will not result in violation of existing requirements prescribed by the California Regional Water Quality Control Board; and

9. The design of the subdivision provides, to the extent feasible, passive or natural heating and cooling opportunities; and

10. The proposed subdivision, its design, density, and type of development and improvements conforms to the regulations of this Development Code and the regulations of any public agency having jurisdiction by law.

In light of court decisions, it is appropriate for the City to make findings of consistency between the required dedications and the proposed development. Every dedication condition needs to be evaluated to confirm that there is a rough proportionality, or that a required degree of connection exists between the dedication imposed and the proposed development. The City of Clovis has made a finding that the dedication of property for this project satisfies the development's proportionate contribution to the City's circulation system. The circulation system directly benefits the subject property by providing access and transportation routes that service the site. Further, the circulation system also enhances the property's value.

#### ACTIONS FOLLOWING APPROVAL

The second reading of the Prezone Ordinance will be heard by the City Council at its next regular meeting and if approved, will go into effect 30 days from its passage and adoption.

#### NOTICE OF HEARING

Submitted by:

Property Owners within 2,500 feet notified: 95 Interested individuals notified: 10

George González, MPA, Associate Planner Prepared by:

Dwight Kroll, AICP

Director of Planning and Development

O:\Planning Projects\Rezone\R 2016\R2016-14 (Fagundas)\Documents\PDS - CC Staff Report R2016-14, CUP2016-07 & TM6166 030617.doc

FIGURE 1
PROJECT LOCATION MAP



# EXHIBIT "A" Conditions of Approval – CUP2016-07 & TM6166 (As approved and modified by the Planning Commission – January 26, 2017)

### **Planning Division Conditions**

(George González, MPA, Associate Planner – (559) 324-2383)

- Prezone R2016-14 approves an R-1 Zoning permitting the development of a single-family product. Density shall be consistent with the Gettysburg Ashlan Master Planned Community and Loma Vista Specific Plan and not exceed 4.8 dwelling units per acre.
- The Project requires the submittal and approval of a residential site plan review. Specific models, color and materials of the models, garages, landscaping, walls, and fencing will be evaluated.
- 3. This implementation of the "Craftsman" thematic elements, residential design guidelines and standards, design of landscaped areas and of walls and fences and street improvements, shall be reviewed during a residential site plan review application to be submitted for approval prior to the plan check phase.
- The developer shall enter into a Covenant Agreement regarding a "right to farm." Such agreement shall be disclosed to all future home buyers.
- Setbacks shall be measured to the exterior face of the framing of the structure.
   Exceptions to the setbacks are identified in §9.24.100, of the Clovis Development Code.
- Maximum lot coverage is 40% unless specifically approved through a residential site plan review or variance.
- 7. Maximum building (main structure) height shall not exceed thirty-five (35) feet.
- The applicant shall notify all property owners along streets where new water and sewer utilities will be constructed to determine if they wish to purchase a lateral connection per City policy.
- 9. This Project is subject to the development standards of the Loma Vista Specific Plan.
- Front yard setbacks shall be as follows:

Front Yard Setback to Garage:

20 Feet (from property line or back of

sidewalk whichever closest to garage

face).

Front Yard Setback to Living Area:

15 Feet

11. The garages shall have a 20'x20' interior dimension.

- 12. The applicant shall obtain City approval in advance of temporary and permanent subdivision signs through separate sign review, consistent with the development criteria of the Clovis Municipal Code Sign Ordinance.
- All signs, both on-site and off-site shall comply with the Subdivision Sign Section of the Clovis Development Code.
- All transformers for this subdivision shall be located underground. Pad mounted transformers may be considered through an Administrative Use Permit.
- The developer shall construct a minimum six-foot high solid masonry wall adjacent to trails and open space (reduced wall heights in front setback areas).
- The developer shall construct a minimum six-foot high solid masonry wall along the Gettysburg Avenue frontage.
- 17. Gettysburg Avenue shall have a 23-foot landscape/pedestrian setback, with an 11-foot parkway, 8-foot sidewalk, and 4-foot landscape setback.
- 18. The applicant shall relay all conditions of approval for Tentative Tract Map TM6166 to all subsequent purchasers of individual lots, if applicable, and/or to subsequent purchasers of this entire tract map development.
- The applicant shall record a Notice of Nonconformance dealing with any structure used for model homes where the garage is converted for the use as a sales office.
- 20. The applicant shall contribute a proportionate share towards the development of a "paseo" system in this quarter section as required by the General Plan land use diagram and Loma Vista Specific Plan.
- 21. The developer shall provide enhanced pedestrian crossings at all points where a trail system crosses a road. A minimum standard includes a change in surface treatment. Modified curbs with bump-out are required.
- 22. Directional pedestrian/bike ramps shall be utilized at paseo crossings wherever possible.
- 23. The landscaping (open space and private yards) shall conform the City of Clovis Water Efficient Landscape Ordinance.
- This tentative map is approved per the attached Exhibit "B" of this report.
- The developer shall construct 45 degree angle walls at tract entrances.

- 26. Upon final recordation of this tentative tract map, it shall be the applicant's responsibility to furnish to the Planning Department an electronic (PDF) copy of the original map obtained from the Fresno County Recorder's Office.
- 27. The developer shall provide a four-foot-tall security fence adjacent to the north property line of Tentative Tract Map TM6166. The fence shall be comprised of 6-foot "T" posts on 8-foot centers and three 10 gage, class 1 coating wire strands spaced at 12-inches from the ground and 12-inches apart. Each strand shall be securely fastened to each "T" post. All corner posts shall be braced to resist deflection in excess of 2 inches from vertical. The specific type of fence shall be constructed at a minimum of 3-feet behind Asphalt Concrete Dyke on the north side of Gettysburg Avenue. Prior to the construction of the fence, the developer shall coordinate with the adjacent property owners. Substitutions may be allowed at the sole discretion of the owners of the northern property.
- 28. The developer shall maintain all heritage/legacy trees on the site and incorporate into the trail design. Additionally the developer shall provide amenities including bench seating and trash receptacles at trail entries. Details to be evaluated with the residential site plan review.

# FIRE DEPARTMENT CONDITIONS (Gary Sawhill, Department Representative - 324-2224)

- 29. Street Width: Fire apparatus access width shall be determined by measuring from "base of curb" to "base of curb" for roadways that have curbs. When roadways do not have curbs, the measurements shall be from the edge of the roadway surface (approved all weather surface).
- 30. Street Width for Single Family Residences: Shall comply with Clovis Fire Standard #1.1.
- 31. Turning Radius: All access way roads constructed shall be designed with a minimum outside turning radius of forty-five feet (45').
- 32. Two Points of Access: Any development to this parcel will require a minimum of two (2) points of access to be reviewed and approved by the Clovis Fire Department. All required access drives shall remain accessible during all phases of construction which includes paving, concrete work, underground work, landscaping, perimeter walls.
- 33. Residential Fire Hydrant: The applicant shall install \_7\_ 4 ½" x 2 ½" approved Residential Type fire hydrant(s) and "Blue Dot" hydrant locators, paint fire hydrant(s) yellow with blue top and caps, and paint the curb red as specified by the adopted Clovis Fire Department Standard #1.4. Plans shall be submitted to the Clovis Fire Department for review and approval prior to installation. The hydrant(s) shall be charged and in operation prior to any framing or combustible material being brought onto the site.

34. Looped Water Main: The applicant shall install approved looped water main capable of the necessary flow of water for adequate fire protection and approved by the Clovis Fire Department.

# FRESNO METROPOLITAN FLOOD CONTROL DISTRICT CONDITIONS (Neda Shakeri, FMFCD Representative - 456-3292)

35. The Applicant shall refer to the attached FMFCD requirements. If the list is not attached, please contact the District for the list of requirements.

# FRESNO IRRIGATION DISTRICT CONDITIONS (Laurence Kimura, FID Representative - 233-7161)

36. The Applicant shall refer to the attached FID correspondence. If the list is not attached, please contact the District for the list of requirements.

# COUNTY OF FRESNO COMMENTS (Steve Farmer, County of Fresno Representative - 488-2892)

 The Applicant shall pay the County of Fresno's facilities impact fees set forth in the applicable Schedule of Fees adopted by the County Board of Supervisors, in County Ordinance, Chapter 17.90.

# **ENGINEERING / UTILITIES / SOLID WASTE DIVISION CONDITIONS**

(Sean Smith, Engineering Division Representative – 324-2363) (Lisa Koehn, Department Representative – 324-2607) (Luke Serpa, Solid Waste Division Representative – 324-2614)

# Maps and Plans

- 38. The conditions of this tract map are written under the assumption that all dedications and improvements have been completed by the adjacent TM 6034 development, and that these dedications and improvements have been accepted by the City. Additional conditions shall be required at the discretion of the City Engineer, if the improvements and dedications by TM 6034 have not been accepted by the City.
- 39. The applicant shall have a final tract map prepared, in the form prescribed by the Subdivision Map Act and City of Clovis Municipal Code. The final tract map shall be submitted to the City of Clovis Engineering Division, and should include, but not be limited to, final tract map, the current filing fee, closure calculations, current preliminary title report, legal descriptions and drawings of required dedications.
- 40. The applicant shall submit to the City of Clovis Engineering Division a set of construction plans on 24" x 36" sheets with City standard title block for all required improvements.

These plans shall be prepared by a registered civil engineer, and shall include a site grading and drainage plan and an overall site utility plan showing locations and sizes of sewer, water, irrigation, and storm drain mains, laterals, manholes, meters, valves, hydrants, other facilities, etc. Plan check and inspection fees per City of Clovis Resolution No. 03-152 shall be paid with the first submittal of said plans. All plans shall be approved by the City and all other involved agencies prior to the release of any development permits.

- Prior to the initial submittal of the improvement plans, the applicant shall contact Sean Smith at (559) 324-2363 to setup a coordination meeting (Pre-submittal Meeting).
- 42. Upon approval of improvement plans, the applicant shall provide the City with the appropriate number of copies. After all improvements have been constructed and accepted by the City, the applicant shall submit to the City of Clovis Engineering Division one bond copy of the approved set of construction plans revised to accurately reflect all field conditions and revisions and marked "AS-BUILT" for review and approval. Upon approval of the AS-BUILTs by the City, the applicant shall provide (1) reproducible and (3) copies of the AS-BUILTs to the City.

### General

- 43. Applicant shall pay all applicable development fees at the rate in effect at the time of payment and prior to final map approval by Council or have the fees payable directly to the City through a separate escrow account at the time of recordation of the map.
- 44. For any sewer or water main, or undergrounding of utilities, or major street to be installed by the applicant and eligible for reimbursement from future developments, the applicant shall submit to the City of Clovis all reimbursement requests in accordance with the current version of the "Developer Reimbursement Procedures"; a copy can be obtained at the City Engineer's Office.
- 45. The applicant shall submit a soils report or a waiver of soils report to the City of Clovis Engineering Division for approval by the City Engineer.
- 46. The applicant shall address all the requirements of the local utility, telephone, and cable companies. It shall be the responsibility of the applicant to notify the local utility, telephone, and cable companies for the removal or relocation of utility poles where necessary. The City shall not accept first submittals without proof that the applicant has provided the improvement plans and documents showing all proposed work to the utility, telephone, and cable companies. All utility vaults in which lids cannot be sloped to match proposed finished grading, local utilities have 5% max slope, shall be located in sidewalk areas with pedestrian lids so the lid slope matches sidewalk cross slope.
- The applicant shall contact and address all requirements of the United States Postal Service - Clovis Office for the location and type of mailboxes to be installed. The location

of the facilities shall be approved by the City Engineer prior to approval of improvement plans or any construction.

- 48. The applicant shall contact and address Caltrans requirements.
- 49. The applicant shall address all conditions and be responsible for obtaining encroachment permits from the City of Clovis for all work performed within the City's right-of-way and easements.
- 50. The applicant shall install all improvements within public right-of-way and easements in accordance with the City of Clovis standards, specifications, master plans, and record drawings in effect at the time of improvement plan approval.
- 51. The applicant shall provide and pay for any compaction tests in recompacted areas as a result of failure to pass an original compaction test. Original compaction tests shall be provided and paid for by the City and their locations designated by the City Engineer.
- 52. All existing overhead and new utility facilities located on-site, within alleys, or within the street right-of-way along the streets adjacent to this tract shall be undergrounded unless otherwise approved by the City Engineer.

# Dedications and Street Improvements

- 53. The applicant shall provide right-of-way acquisition or dedicate free and clear of all encumbrances and/or improve the following streets to City standards. The street improvements shall be in accordance with the City's specific plans and shall match existing improvements. The applicant's engineer shall be responsible for verifying the type, location, and grades of existing improvements.
- 54. Gettysburg Avenue along development frontage, provide right-of-way acquisition for 61' (exist 0') south and 26' (exist 0') north of the centerline and improve with curb, gutter, sidewalk, curb return ramps, street lights, temporary cul-de-sac at the east end of the street, landscaping, irrigation, 58' (36+22) of permanent paving, 3' paved swale, and all transitional paving as required.
- Gettysburg Avenue at Highland Avenue intersection Dedicate to provide for right-of- way and install round-a-bout.
- 56. Highland Avenue Improve with a temporary cul-de-sac at the south end of the street.
- 57. Highland Avenue Between the north property line and Shaw Avenue, provide right-of-way acquisition for 20' east and 20' west (exist 0') of the centerline for a second point of access and improve with 32' (16+16) of permanent paving, including 2-3' paved swales and all transitional paving as required, or another City approved alternate route.

- 58. Shaw Avenue For non-adjacent major street requirements, between Highland and the eastern property of TM 6086 along the Shaw Avenue, provide right-of-way acquisition for 28' (exist 20') south and north of the centerline and improve with 32' (16+16) of permanent paving, including median island, landscaping, irrigation, 2-3' paved swales, and all transitional paving as required, or another City approved alternate route.
- 59. Interior streets dedicate to provide for 54' right-of-way and improve with curb, gutter, sidewalk, drive approaches, curb return ramps, streetlights, 36' permanent paving except in cul de sac, and all transitional paving as needed.
- 60. If the applicant chooses the Narrow Residential Street Policy, the applicant shall dedicate to provide for 50' right-of-way and improve with curb, gutter, sidewalk, drive approaches, curb return ramps, streetlights, 32' permanent paving except in cul de sac, and all transitional paving as needed. The maximum distance for a narrow 50' wide street is 1000' to 54' wide or wider street.
- 61. The applicant shall dedicated and provide for a Paseo along the proposed development.
- Round-a-bouts dedicate and improve to Federal Highway Administration guidelines and approval of the City Engineer.
- Cul de sac bulb dedicate to provide for 52' radius and improve with curb, gutter, sidewalk, street lights, 43' permanent paving and all transitional paving as needed.
- 64. Temporary cul de sac bulb dedicate to provide for a 48' radius and improve with a 45' radius of temporary or combination permanent paving and 3' paved swale.
- 65. The applicant shall relinquish all vehicular access to Gettysburg Avenue for all the lots backing or with sideyards onto this street.
- 66. Applicant shall provide a dedication for a 10' public utility easement, where applicable, along all frontages or alternate widths approved by the utilities companies.
- 67. Applicant shall provide preliminary title report, legal description and drawings for all dedications required which are not on the site. All contact with owners, appraisers, etc. of the adjacent properties where dedication is needed shall be made only by the City. The City will prepare an estimate of acquisition costs including but not limited to appraised value, appraisal costs, legal costs, negotiation costs, and administrative costs. The applicant shall pay such estimated costs as soon as they are determined by the City.
- The sideyard side of all corner lots shall have full width sidewalk except where planter strips or meandering sidewalk is proposed.

- 69. The applicant shall obtain "R Value" tests in quantity sufficient to represent all street areas, and have street structural sections designed by a registered civil engineer based on these "R Value" tests.
- 70. The applicant shall, at the ends of any permanent pavement abutting undeveloped property, install 2" x 6" redwood header boards that shall be placed prior to the street surfacing.
- 71. Standard barricades with reflectors shall be installed at ends of streets abutting undeveloped property and any other locations to be specified by the City Engineer.

### Sewer

- 72. The applicant shall identify and abandon all septic systems to City standards.
- 73. The applicant shall install sanitary sewer mains of the size and in the locations indicated below, prior to occupancy. The sewer improvements shall be in accordance with the City's master plans and shall match existing improvements. The applicant's engineer shall be responsible for verifying the size, location, and elevations of existing improvements. Any alternative routing of the mains will require approval of the City Engineer and must be supported by appropriate calculations.
- Gettysburg Avenue install 15" main along frontage.
- Highland Avenue install 15" main between Gettysburg Avenue and the Ashlan Avenue in accordance with the alignment shown on the Master Plan, or as approved by the City Engineer.
- Ashlan Avenue install 24" main between the old Highland Avenue alignment and Pump Station 'F'
- Interior streets install 8" mains.
- 74. Alternate sewer alignment will require the approval of the City Engineer and shall be supported by a sewer study prepared at the developer's expense.
- 75. The applicant shall provide dedication of a 15' wide utility easement for all on-site and offsite sewer mains, not located in otherwise dedicated rights-of-way.
- The applicant shall install one (I) 4" sewer service house branch to each lot within the tentative tract.
- 77. The applicant shall notify all property owners annexed to the City and along streets where a new sewer main will be constructed to determine if they wish to be connected to City sewer. Property owners shall work directly with the applicant regarding costs and location. The applicant shall notify property owners that sewer connection fees are required if they choose to connect.

# Water

- 78. The applicant shall identify and abandon all water wells to City standards.
- 79. The applicant shall install water mains of the sizes and in the locations indicated below, and provide an adequately looped water system prior to occupancy. The water improvements shall be in accordance with the City's master plans and shall match existing improvements. The applicant's engineer shall be responsible for verifying the size, location, and elevations of existing improvements. Any alternative routing of the mains will require approval of the City Engineer and must be supported by appropriate calculations.
- Highland Avenue install 12" main between the south property line and Gettysburg Avenue.
- Gettysburg Avenue install 12" main between the east property line and the east property line of TM 6034.
- Old Highland Avenue alignment install 12" main between the Gettysburg Avenue and Shaw Avenue.
- Shaw Avenue install 18" main between Old Highland Avenue alignment and the east property line of TM6107.
- Interior streets install 8" mains.
- 80. Alternate Water alignments will require the approval of the City Engineer and shall be supported by a water study prepared at the developer's expense.
- 81. The applicant shall provide dedication of 15-foot wide utility easements for all on-site and off-site water mains, hydrants, blow-offs, and water meters not located in otherwise dedicated rights-of-way.
- 82. The applicant shall install a City standard water service to each lot of the proposed subdivision. Water services shall be grouped at property lines to accommodate automatic meter reading system, including installation of connecting conduit.
- 83. The applicant shall notify all property owners' annexed to the City and along streets where a new water main will be constructed to determine if they wish to be connected to City water. Property owners shall work directly with the applicant regarding costs and location. The applicant shall notify property owners that water connection fees are required if they choose to connect.
- 84. Prior to recording a final map of any phase, the applicant shall demonstrate to the satisfaction of the City Fire Chief and City Engineer that there is adequate water pressure to serve the units to be constructed. The applicant shall work with the City Engineer to determine the adequacy of water supply/pressure for the proposed development.

# Recycled Water

- 85. The applicant shall install recycled water mains of the sizes and in the locations indicated below. The recycled water improvements shall be in accordance with the City's master plans and shall match existing improvements. All areas utilizing recycle water for irrigation shall be clearly marked on the improvement plans. The applicant's engineer shall be responsible for verifying the size, location, and elevations of existing improvements. Any alternative routing of the mains will require approval of the City Engineer and may require appropriate calculations.
- Gettysburg Avenue install 12" main between the east property line and the east property line of TM 6034.
- Highland Avenue install 8" main between Gettysburg Avenue and the south property line.
- Paseo

  install mains as necessary to serve the paseos.

# Grading and Drainage

- 86. The applicant shall contact the Fresno Metropolitan Flood Control District (FMFCD) and address all requirements, pay all applicable fees required, obtain any required NPDES permit, and implement Best Available Technology Economically Achievable and Best Conventional Pollutant Control Technology to reduce or eliminate storm water pollution. Plans for these requirements shall be included in the previously required set of construction plans, and shall be submitted to and approved by FMFCD prior to the release of any development permits.
- 87. Grade differentials between lots and adjacent properties shall be adequately shown on the grading plan and shall be treated in a manner in conformance with City of Clovis Standard Drawing No. M-4 as modified by the City Council. Any retaining walls required on-site or in public right of way shall be masonry construction. All retaining walls shall be designed by a registered civil engineer.

# Irrigation and Landscaping Facilities

88. The applicant, as a portion of the required tract improvements, shall provide landscaping and irrigation as required herein. The landscaping and irrigation shall be installed in public right-of-way and the area reserved for landscaping. The irrigation and landscape improvements shall be in accordance with the City's master plans and shall match existing improvements. The applicant's engineer shall be responsible for verifying the size, location, and elevations of existing improvements. Plans for the required landscaping and irrigation systems shall be prepared by an appropriately registered professional at the applicant's expense and shall be approved by the City of Clovis Planning and Development Services Department and Public Utilities Department prior to the beginning of construction or the recording of the final tract map, whichever occurs first. Landscape and irrigation facilities that the City Landscape Maintenance District shall maintain: the paseos, round-a-bouts, landscape strips along Gettysburg Avenue.

- 89. All landscape improvements shall be installed, accepted for maintenance by the City prior to issuance of 40% of the Tract's building permits. If the landscape improvements are not constructed for any reason within two (2) years of the recordation of the final map of Tract, City shall have the right to request from surety and receive upon City's demand, sufficient funding to complete the landscape improvements. The two year period may be extended at City's sole option and discretion and upon such conditions as City shall determine.
- 90. The owner shall request annexation to and provide a covenant for the Landscape Maintenance District. The property owner acknowledges and agrees that such request serves as a petition pursuant to California State Proposition 218 and no further election will be required for the establishment of the initial assessment. The assessment for each lot must be obtained from the City for the tax year following the recordation of the final map. The estimated annual assessment per average sized lot is \$431, which is subject to change prior to issuance of building permit or final tract map approval and is subject to an annual change in the range of the assessment in the amount of the Consumer Price Index, U.S. City Average, All Urban Consumers (CPI Index), plus two percent (2%). The owner/developer shall notify all potential lot buyers before they actually purchase a lot that this tract is a part of a Landscape Maintenance District and shall inform potential buyers of the assessment amount. Said notification shall be in a manner approved by the City. The owner/developer shall supply all pertinent materials for the Landscape Maintenance District.
- 91. The applicant shall comply with the City of Clovis Water Efficient Landscape Requirements Ordinance.
- 92. The applicant shall contact and address all requirements of the Fresno Irrigation District (FID). This may include dedicating easements, piping or relocating any existing FID canals and ditches, replacing any existing irrigation piping, concrete lining or improving any existing canals, construction or reconstruction of any canals, culverts, and bridge crossings. Plans for these requirements and improvements shall be included as in the previously required set of construction plans, and shall be submitted to and approved by FID prior to the release of any development permits or recording of the final tract map. If a FID or private irrigation line is to be abandoned, the applicant shall provide waivers from all downstream users.
- 93. The applicant shall indicate on construction drawings the depth, location and type of material of any existing Fresno Irrigation District's irrigation line along the proposed or existing street rights-of-way or onsite. Any existing canals shall be piped. The material of the existing pipe shall be upgraded to the proper class of rubber gasket pipe at all locations unless otherwise approved by the City Engineer.
- 94. The applicant shall apply to the Fresno Irrigation District (FID) for transfer of irrigation water rights to the City of Clovis, if the property has not already been removed from FID and transferred to the City. The applicant shall execute a "Request for Change of Relative

Value" that can be obtained and processed through FID. The applicant shall provide a copy of the completed form to the City.

- 95. All existing agricultural irrigation systems either on-site or in public right of way, whether FID or privately owned, shall be identified prior to any construction activity on the site. Service to all downstream users of irrigation water shall be maintained at all times through preservation of existing facilities or, if the existing facilities are required to be relocated, the relocation and replacement of the existing facilities. It is the intent that downstream users not bear any burden as a result of development of the site. Therefore, the applicant shall pay all costs related to modification, relocation, or repair of any existing irrigation facilities resulting from or necessitated by the development of the site. The applicant shall identify on site plans and construction plans, all existing irrigation systems and their disposition (abandonment, repair, relocation, and/or piping). The applicant shall consult with the Fresno Irrigation District for any additional requirements for lines to be abandoned, relocated, or piped. The applicant shall provide waivers from all users in order to abandon or modify any irrigation pipelines or for any service interruptions resulting from development activities.
- 96. The applicant shall provide a perimeter wall perpetual maintenance covenant on all properties that have a perimeter wall that is installed on private property. A recordable covenant must be submitted to and approved by the City of Clovis City Engineer prior to final map approval.

# Miscellaneous

- 97. The applicant shall install street lights streets on metal poles to local utility provider's standards at the locations designated by the City Engineer. Street light locations shall be shown on the utility plans submitted with the final map for approval. Street lights shall be owned and maintained by local utility providers. Proof of local utility provider's approval shall be provided.
- 98. All existing section corner or property corner monuments damaged by this development shall be reset to the satisfaction of the City Engineer. A licensed land surveyor or civil engineer licensed to perform land surveying shall certify the placement of all required monumentation prior to final acceptance. Brass caps required for installation of new monuments or replacement of existing monuments shall be provided by the contractor/applicant and approved by City prior to installation. Within five days after the final setting of all monuments has been completed, the engineer or surveyor shall give written notice to the City Engineer that the final monuments have been set. Upon payment to the engineer or surveyor for setting the final monuments, the applicant shall present to the City Engineer evidence of the payment and receipt thereof by the engineer or surveyor.
- 99. A deferment, modification, or waiver of any engineering conditions will require the express written approval of the City Engineer.

100. The conditions given herein are for the entire development. Additional requirements for individual phases may be necessary pending review by the City Engineer.

# Administration Department Conditions

(John Holt, Department Representative - (559) 324-2111)

- 101. Prior to approval, recordation or filing of an annexation, final map, or site plan, the property covered by the Project shall be included within or annexed to a Community Facilities District (CFD), established by the City for the provision of public facilities and services, for which proceedings have been consummated, and shall be subject to the special tax approved with the formation or annexation to the CFD. The CFD applies only to residential projects.
- 102. The applicant and the property owner acknowledge and agree that if the Project were not part of a CFD, the City might lack the financial resources to operate facilities and provide public services, such as police protection, fire protection, emergency medical services, park and recreation services, street maintenance and public transit. Absent the requirement for inclusion of the Project within a CFD, the City might not be able to make the finding that the Project is consistent with the General Plan and relevant specific plans and might not be able to make the findings supporting approval of the Project as required by the Subdivision Map Act and the California Environmental Quality Act, and the City might be required to deny the application for the Project.
- 103. The owner/developer shall notify all potential lot buyers prior to sale that this Project is a part of a Community Facilities District and shall inform potential buyers of the special tax amount. Said notification shall be in a manner approved by the City. This requirement may be waived at the discretion of the City Council if, at the time of the approval, recordation or filing of the Project, the City Council has determined that it is not necessary that the Project be included in the CFD.
- 104. The applicants shall reimburse the City for any expense associated with the transition agreement for fire services with the Fresno County Fire Protection District that would apply to this proposal.

**ORDINANCE & RESOLUTION** 

**ATTACHMENT 1** 

# DRAFT ORDINANCE 17-

AN ORDINANCE AMENDING AND CHANGING THE OFFICIAL ZONE MAP OF THE CITY OF CLOVIS IN ACCORDANCE WITH SECTIONS 9.08.020 AND 9.86.010 OF THE CLOVIS MUNICIPAL CODE TO RECLASSIFY LAND LOCATED AT THE SOUTHEAST CORNER OF GETTYSBURG (ALIGNMENT) AND HIGHLAND AVENUES AND CONFIRMING ENVIRONMENTAL FINDINGS

# LEGAL DESCRIPTION:

See the attached Exhibit "One."

WHEREAS, Fagundes Bros. Dairy, 1978 Business Park Way, Merced, CA 95348, has applied for a Prezone R2016-14; and

WHEREAS, this is a request to prezone approximately 18.09 acres from the County AE-20 Zone District to the Clovis R-1 (Single Family Residential – 6,000 Sq. Ft.) Zone District for property located at the southeast corner of Gettysburg (alignment) and Highland Avenues, in the County of Fresno, California; and

WHEREAS, the Planning Commission held a noticed Public Hearing on January 26, 2017, to consider the Project Approval, at which time interested persons were given opportunity to comment on the Project: and

WHEREAS, the Planning Commission recommended that the Council approve Prezone R2016-14; and

WHEREAS, the Planning Commission's recommendations were forwarded to the City Council for consideration; and

WHEREAS, the City published Notice of a City Council Public Hearing for March 6, 2017, to consider Prezone R2016-14. A copy of the Notice was delivered to interested parties within 2,500 feet of the project boundaries and published in The Business Journal; and

WHEREAS, the City Council held a noticed public hearing on March 6 2017, to consider the approval of Prezone R2016-14; and

WHEREAS, on March 6, 2017, the City Council considered testimony and information received at the public hearing and the oral and written reports from City staff, as well as other documents contained in the record of proceedings relating to Prezone R2016-14, which are maintained at the offices of the City of Clovis Planning and Development Services Department; and

WHEREAS, the City Council has evaluated and considered all comments, written and oral, received from persons who reviewed Prezone R2016-14, or otherwise commented on the Project; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CLOVIS DOES ORDAIN AS FOLLOWS:

# SECTION 1: FINDINGS. The Council finds as follows:

- That the recitals set forth herein are true and correct.
- 2. General Plan Consistency Finding. That the prezoning is consistent with the General Plan of

the City of Clovis.

- Zoning Ordinance Consistency Finding. That the prezoning is in keeping with the intent and purpose of the Zoning Ordinance and is compatible with surrounding properties.
- CEQA Finding. That the Project is consistent with the EIR certified for the Loma Vista Specific Plan.

SECTION 2: The Official Map of the City is amended in accordance with Sections 9.8.020 and 9.86.010 of the Clovis Municipal Code by reclassification of certain land in the County of Fresno, State of California, to wit:

From Classification County AE-20 to Classifications R-1 (Single-Family Residential - 6,000 Sq. Ft.)

The property so reclassified is located at the southeast corner of Gettysburg (alignment) and Highland Avenues in the County of Fresno, California, and is more particularly described as shown in "Exhibit One."

SECTION 3: This Ordinance shall go into effect and be in full force from and after thirty (30) days after its final passage and adoption.

SECTION 4: The record of proceedings is contained in the Planning and Development Services Department, located at 1033 Fifth Street, Clovis, California 93612, and the custodian of record is the City Planner.

	Ma	ayor			City Clerk						
	•	*	*	*	*	*	*	*	*		
										eld on March by the follow	
AYES: NOES: ABSENT: ABSTAIN:											
DATED:											
						-		City	Clerk		

# DRAFT RESOLUTION 17-

A RESOLUTION OF THE CITY COUNCIL FOR APPROVAL OF A CONDITIONAL USE PERMIT FOR AN 86-LOT SINGLE-FAMILY PLANNED RESIDENTIAL DEVELOPMENT, PUBLIC STREETS AND REDUCED SETBACKS FOR PROPERTIES LOCATED AT THE SOUTHEAST CORNER GETTYSBURG (ALIGNMENT) AND HIGHLAND AVENUES

The City Council of the City of Clovis resolves as follows:

LEGAL DESCRIPTION:

See Exhibit "One," which is on file with the City Clerk's office.

WHEREAS, Fagundes Bros. Dairy, 1978 Business Park Way, Merced, CA 95348, has applied for a Conditional Use Permit CUP2016-07; and

WHEREAS, this is a request to approve a conditional use permit to allow for an 86-lot Single-Family Planned Residential Development with public streets and reduced front yard setbacks for properties located at the southeast corner of Gettysburg (alignment) and Highland Avenues, in the County of Fresno; and

WHEREAS, a public notice was sent out to area residents within 2,500 feet of said property boundaries ten days prior to said hearing; and

WHEREAS, the proposed Conditional Use Permit CUP2016-07, was assessed under the provisions of the California Environmental Quality Act (CEQA) and the potential effects on the environment were considered by the City Council, together with comments received and public comments, and the entire public record was reviewed; and

WHEREAS, staff does find the Project consistent with the EIR certified for the Loma Vista Specific Plan; and

WHEREAS, on March 6, 2017, after hearing evidence gathered by itself and on its behalf and after making the following findings, namely:

- That the site for the proposed use is adequate in size and shape to properly accommodate such use.
- That the street plan in the neighborhood is adequate to handle the traffic generated by the proposed use.
- That the proposed use will have no adverse effect on abutting properties and the permitted use thereon.
- That the conditions of approval stated in this resolution are deemed necessary to protect the public health, safety, and general welfare.
- That, based upon the Initial Study and comments received, there is no substantial evidence that the project will have a significant effect on the environment.
- 6. That the Project consistent with the EIR certified for the Loma Vista Specific Plan.

WHEREAS, on March 6, 2017, Council considered said application and after hearing and receipt of testimony relative thereto and consideration thereof finds and determines that said conditional use permit should be approved on the conditions hereafter provided.

# NOW, THEREFORE, BE IT RESOLVED:

- Conditional Use Permit application CUP2016-07 is hereby approved.
- Said approval and conditional use permit are conditioned on the compliance by the applicant with each and all of the conditions set forth in Exhibit "A," which is on file with the City Clerk's office.
- City Council makes a finding of consistency that the dedication toward public right-of-way is proportionate to the development being requested.

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on March 6, 2017, by the following vote, to wit:

AYES:

Mayor	City Clerk
DATED: March 6, 2017	
ABSTAIN:	
ABSENT:	
NOES:	

# DRAFT RESOLUTION 17-

A RESOLUTION OF THE CITY COUNCIL APPROVING TM6166, CONSISTING OF 86 LOTS TO BE LOCATED ON 18.09 ACRES OF PROPERTY LOCATED AT THE SOUTHEAST CORNER OF GETTYSBURG (ALIGNMENT) AND HIGHLAND AVENUES AND CONFIRMING ENVIRONMENTAL FINDINGS

The City Council of the City of Clovis resolves as follows:

WHEREAS, a vesting tentative subdivision map of Subdivision Tract No. TM6166 has been filed with and considered by the City Council of the City of Clovis; and

WHEREAS, the proposed Project was assessed under the provisions of the California Environmental Quality Act (CEQA) and the potential effects on the environment were considered by the City Council, together with comments received and public comments, and the entire public record was reviewed; and

WHEREAS, the Planning Commission has considered said map on January 26, 2017, and adopted its Resolution No. 17-05, approving said tentative map; and

WHEREAS, the City Council does find the Project consistent with the EIR certified for the Loma Vista Specific Plan.

WHEREAS, this Council finds and determines that approval of said map should be conditioned on all conditions recommended by the City staff, as set forth in Exhibit "A" which is on file with the City Clerk's office.

# NOW, THEREFORE, BE IT RESOLVED as follows:

- The vesting tentative map of Subdivision Tract No. TM6166 is hereby approved, subject to the following conditions:
  - (a) Compliance of subdivider with the Subdivision Map Act of the State of California;
  - (b) Compliance with applicable provisions of Chapter 2 of Title 9 of the Clovis Municipal Code and all conditions of rezoning;
  - (c) Compliance with all conditions set forth in Exhibit "A," which is on file with the City Clerk's office.
- This Council determines that discharge of waste from the proposed subdivision would not result in violation of existing requirements prescribed by the California Regional Water Quality Control Board.
- This Council further finds that the proposed subdivision, together with the provisions for its design and improvement, are consistent with applicable General and Special Plans of the City.

- The dedication toward public right-of-way for said tract map is proportionate to the development being requested.
- A copy of the vesting tentative map of said subdivision, Exhibit "B," is on file in the Planning Division.
- The Project is consistent with the EIR certified for the Loma Vista Specific Plan.

0.	The Project is	consistent with	the EIR Certine	d for the Lonia	a vista specific Plan.	
		*				
City Counc	The foregoing				regular meeting of the rote, to wit:	9
AYES: NOES: ABSENT: ABSTAIN:						
DATED: M	March 6, 2017					
,	Mayor		(	City Clerk		

PLANNING COMMISSION MINUTES

# CLOVIS PLANNING COMMISSION MINUTES January 26, 2017

- Consider items associated with approximately 18.09 acres of property located at the southeast corner of Gettysburg (alignment) and Highland Avenues. Cressey River, LLC., owner; Fagundes Bros. Dairy, applicant; Yamabe & Horn Engineering, Inc., representative.
  - a. Consider Approval, Res. 17-03, R2016-14, A request to approve a prezone from the County AE-20 Zone District to the Clovis R-1 (Single Family Residential – 6,000 Sq. Ft.) Zone District.
  - a. Consider Approval, Res. 17-04, CUP2016-07, A request to approve a conditional use permit for an 86-lot single-family planned residential development with public streets and reduced front yard setbacks.
  - Consider Approval, Res. 17-05, TM6166, A request to approve a vesting tentative tract map for an 86-lot single-family planned residential development.

George Gonzalez presented the staff report.

At this point the Chair opened the floor to the applicant.

Chris Kliewer, Yamabe and Horn, representing the applicant spoke on behalf of the Project.

At this point the Chair opened the floor to those in favor.

Alan Weaver, spoke in favor and requested the addition of a condition of approval regarding fencing.

At this point the chair opened the floor to persons in opposition to the project.

None.

At this point a motion was made by Commissioner Hatcher, seconded by Commissioner Antuna to approve R2016-04. The motion was approved by a vote of 4-0-1.

At this point a motion was made by Commissioner Hatcher, seconded by Commissioner Antuna to approve CUP2016-07. The motion was approved by a vote of 4-0-1.

At this point a motion was made by Commissioner Hatcher, seconded by Commissioner Antuna to approve TM6166 with an addition to the Conditions to address security fencing of adjacent property. The motion was approved by a vote of 4-0-1.

CORRESPONDENCE



# **County of Fresno**

# DEPARTMENT OF PUBLIC HEALTH DAVID POMAVILLE, DIRECTOR DR. KEN BIRD, HEALTH OFFICER

October 31, 2016

George González, Associate Planner City of Clovis Planning and Development Services Dept. 1033 Fifth St., Clovis, CA 93612 LU0018728 2604

Dear Mr. González:

PROJECT NUMBER: CUP2016-07, R2016-14 & TM6166

CUP2016-07, A request to approve a conditional use permit for a 88-lot single-family planned residential development with public streets and reduced front yard setbacks for property located at the southeast corner of Gettysburg (alignment) and Highland Avenues. R2016-14, A request to approve a prezone of approximately 18.09 acres of land located at the southeast corner of Gettysburg (alignment) and Highland Avenues from the County AE-20 Zone District to the Clovis R-1 (Single Family Residential - 6,000 Sq. Ft.) Zone District. TM6166, A request to approve a vesting tentative tract map for a 88-lot single-family planned residential development for property located at the southeast corner of Gettysburg (alignment) and Highland Avenues. Cressey River, LLC., owner; Fagundes Bros. Dairy, applicant; Yamabe & Horn Engineering, Inc., representative.

APN: 571-010-14S, 15S, 16S

ADDRESS: SEC of Gettysburg & Highland Avenues

Recommended Conditions of Approval:

- Construction permits for development should be subject to assurance of sewer capacity of the Regional Wastewater Treatment Facility. Concurrence should be obtained from the California Regional Water Quality Control Board (RWQCB). For more information, contact staff at (559) 445-5116.
- Construction permits for the development should be subject to assurance that the City of Clovis
  community water system has the capacity and quality to serve this project. Concurrence should be
  obtained from the State Water Resources Control Board, Division of Drinking Water-Southern Branch.
  For more information call (559) 447-3300.
- Due to the proximity of the proposed residential uses to an existing thoroughfare, consideration should be given to conformance with the Noise Element of the City of Clovis General Plan. A noise study should be conducted in order to identify the potential noise impacts and offer mitigation alternatives.
- The proposed construction project has the potential to expose nearby residents to elevated noise levels. Consideration should be given to your City's municipal code.
- As a measure to protect ground water, all water wells and/or septic systems that exist or have been abandoned within the project area should be properly destroyed by an appropriately licensed contractor.

George González October 31 2016 CUP2016-07, R2016-14, TM6166 Page 2 of 2

Prior to destruction of agricultural wells, a sample of the upper most fluid in the water well column should be sampled for lubricating oil. The presence of oil staining around the water well may indicate the use of lubricating oil to maintain the well pump. Should lubricating oil be found in the well, the oil should be removed from the well prior to placement of fill material for destruction. The "oily water" removed from the well must be handled in accordance with federal, state and local government requirements.

 Should any underground storage tank(s) be found during the project, the applicant shall apply for and secure an Underground Storage Tank Removal Permit from the Fresno County Department of Public Health, Environmental Health Division. Contact the Certified Unified Program Agency at (559) 600-3271 for more information.

The following comments pertain to the demolition of existing structure(s) if present:

- Should the structure(s) have an active rodent or insect infestation, the infestation should be abated
  prior to demolition of the structure in order to prevent the spread of vectors to adjacent properties.
- In the process of demolishing the existing structure(s), the contractor may encounter asbestos
  containing construction materials and materials coated with lead based paints.
- If asbestos containing materials are encountered, contact the San Joaquin Valley Air Pollution Control District at (559) 230-6000 for more information.
- If the structure(s) were constructed prior to 1979 or if lead-based paint is suspected to have been used in these structures, then prior to demolition and/or remodel work the contractor should contact the following agencies for current regulations and requirements:
  - California Department of Public Health, Childhood Lead Poisoning Prevention Branch, at (510) 620-5600.
  - United States Environmental Protection Agency, Region 9, at (415) 947-8000.
  - State of California, Industrial Relations Department, Division of Occupational Safety and Health, Consultation Service (CAL-OSHA) at (559) 454-5302.
- Any construction materials deemed hazardous as identified in the demolition process must be characterized and disposed of in accordance with current federal, state, and local requirements.

REVIEWED BY:

Kevin

Digitally signed by Kevin Tsuda DN: cn=Kevin Tsuda, o=Fresno County Department of Public Health, ou=Environmental Health Division, email-ktruda@co.fresno.ca.us, c=US DN=2074-10.33.105521.00000

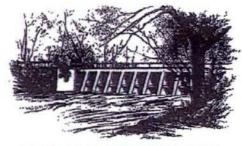
Tsuda

Kevin Tsuda, R.E.H.S. Environmental Health Specialist II

(559) 600-3271

cc: Glenn Allen- Environmental Health Division (CT. 55.04)
John Peterson- Applicant (john@irpetersonassoc.com)

OFFICE OF





Tresno Irremon District

> TELEPHONE (659) 233-7161 FAX (559) 233-8227 2907 S. MAPLE AVENUE FRESNO, CALIFORNIA 93725-2208

November 8, 2016

George Gonzalez
Department of Planning and Development Services
City of Clovis
1033 Fifth Street
Clovis, CA 93612

RE: Tentative Tract Map No. TM6166, CUP2016-07, and R2016-14 S/W Shaw and Thompson avenues

Dear Mr. Gonzalez:

The Fresno Irrigation District (FID) has reviewed Tentative Tract Map No. TM6166, Conditional Use Permit 2016-07 and Rezone 2016-14 for which the applicant request approval for an 88-lot single-family planned residential development property, APNs: 571-010-14, 15, 16. FID has the following comments:

- FID does not own, operate or maintain any facilities located on the subject property as shown on the attached FID exhibit map.
- For informational purposes, the private McFarlane E. Br. Pipeline No. 468 runs southerly and crosses Gettysburg Avenue approximately 2,600 feet west of the subject property as shown on the attached FID exhibit map. FID's records indicate that this pipeline is active and should remain as such.
- 3. For informational purposes, FID's active Redbanks Pipeline No. 388 runs westerly and crosses Thompson Avenue approximately 2,200 feet southeast of the subject property as shown on the attached FID exhibit map. Should this project include any street and/or utility improvements along Thompson Avenue or in the vicinity of this pipeline, FID will require it review and approve all plans.

George Gonzalez RE: TM6166, CUP2016-07, R2016-14 November 8, 2016 Page 2 of 2

4. The proposed land use (or change in land use) should be such that the need for water is minimized and/or reduced so that groundwater impacts to the proposed project area and any surrounding areas are eliminated. The "demand" side of water consumed needs to be evaluated or scrutinized as much as the "supply" side of the water supply. FID is concerned that the proposed development may negatively impact local groundwater supplies including those areas adjacent to or neighboring the proposed development area. The area is currently open land with little to no water demand. Under current circumstances the project area is experiencing a modest but continuing groundwater overdraft. Should the proposed development result in a significant increase in dependence on groundwater, this deficit will increase. FID recommends the City of Clovis require the proposed development balance anticipated groundwater use with sufficient recharge of imported surface water in order to preclude increasing the area's existing groundwater overdraft problem.

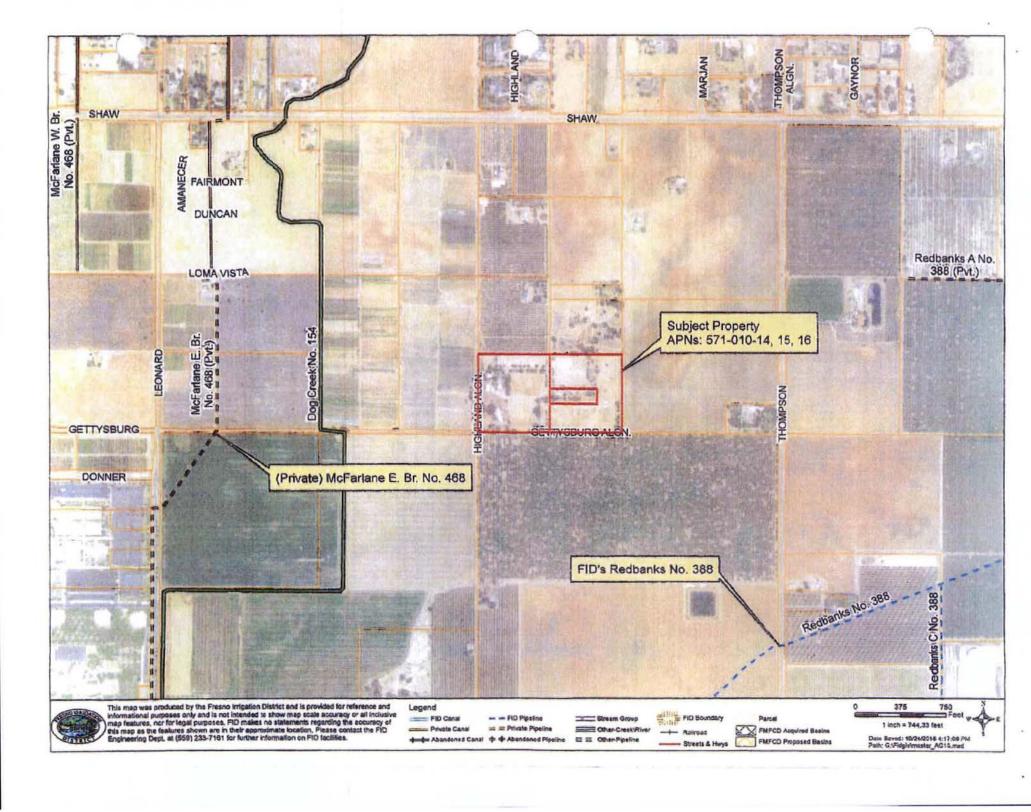
Thank you for submitting the proposed project for our review. We appreciate the opportunity to review and comment on the subject documents for this project. If you have any questions please feel free to contact Chris Lundeen at (559) 233-7161 extension 7410 or <a href="mailto:clundeen@fresnoirrigation.com">clundeen@fresnoirrigation.com</a>.

Sincerely,

Laurence Kimura, P.E.

Chief Engineer

Attachment



# **RACT No. 6166**

# FRESNO METROPOLITAN FLOOD CONTROL DISTRICT NOTICE OF REQUIREMENTS

Page 1 of 5

PUBLIC AGENCY

GEORGE GONZALEZ
PLANNING AND DEVELOPMENT SERVICES
CITY OF CLOVIS
1033 FIFTH STREET
CLOVIS, CA 936112

### DEVELOPER

JOHN PETERSON, FAGUNDES BROS. DAIRY 1978 BUSINESS PARK WAY MERCED, CA 95348 S

PROJECT NO: 6166

ADDRESS:

SEC OF GETTYSBURG (ALIGNMENT) & HIGHLAND

AVENUES

APN:

571-010-148, 158, 168

SENT:

11/18/16

Drainage Area(s)	Preliminary l	Fee(s)	Development Review Service Charge(s)	Fee(s)	
DP	A. 14	\$188,415.00	NOR Review *	\$778.00	To be paid prior to release of District comments to Public Agency and Developer.
			Grading Plan Review *	\$2,172.00	Amount to be submitted with first grading plan submittal.
			Storm Drain Plan Review *		f fee, refer to www.fresnofloodcontrol.org for form to fill out ith first storm drain plan submittal (blank copy attached).
	Total Drainage Fee:	\$188,415.00	Total Service Charge:	\$2,950.00	

<sup>\*</sup> The Development Review Service Charge shown above is associated with CL CUP 2016-007 and is currently proposed to develop in conjunction with this permit. Payment for this entitlement shall satisfy the amount due on the associated permits.

The proposed development will generate storm runoff which produces potentially significant environmental impacts and which must be properly discharged and mitigated pursuant to the California Environmental Quality Act and the National Environmental Policy Act. The District in cooperation with the City and County has developed and adopted the Storm Drainage and Flood Control Master Plan. Compliance with and implementation of this Master Plan by this development project will satisfy the drainage related CEQA/NEPA impact of the project mitigation requirements.

Pursuant to the District's Development Review Fee Policy, the subject project shall pay review fees for issuance of this Notice of Requirements (NOR) and any plan submittals requiring the District's reviews. The NOR fee shall be paid to the District by Developer before the Notice of Requirement will be submitted to the City. The Grading Plan fee shall be paid upon first submittal. The Storm Drain Plan fee shall be paid prior to return/pick up of first submittal.

The proposed development shall pay drainage fees pursuant to the Drainage Fee Ordinance prior to issuance of a building permit at the rates in effect at the time of such issuance. The fee indicated above is valid through 2/28/17 based on the site plan submitted to the District on 10/28/16 Contact FMFCD for a revised fee in cases where changes are made in the proposed site plan which materially alter the proposed impervious area.

Considerations which may affect the fee obligation(s) or the timing or form of fee payment:

- Fees related to undeveloped or phased portions of the project may be deferrable.
- Fees may be calculated based on the actual percentage of runoff if different than that typical for the zone district under
   b.) which the development is being undertaken and if permanent provisions are made to assure that the site remains in that configuration.
- c.) Master Plan storm drainage facilities may be constructed, or required to be constructed in lieu of paying fees.
- The actual cost incurred in constructing Master Plan drainage system facilities is credited against the drainage fee obligation.
- e.) When the actual costs incurred in constructing Master Plan facilities exceeds the drainage fee obligation, reimbursement will be made for the excess costs from future fees collected by the District from other development.
- Any request for a drainage fee refund requires the entitlement cancellation and a written request addressed to the

  f.) General Manager of the District within 60 days from payment of the fee. A non refundable \$300 Administration fee or

  5% of the refund whichever is less will be retained without fee credit.

# FRESNO METROPOLITAN FLOOD CONTROL DISTRICT NOTICE OF REQUIREMENTS

Page 2 of 5

Appro	val of this	dev	relopment shall be conditioned upon compliance with these District Requirements.								
1.	-	a.	Drainage from the site shall BE DIRECTED TO								
	_X_	b.	Grading and drainage patterns shall be as identified on Exhibit No. 1								
		c.	The grading and drainage patterns shown on the site plan conform to the adopted Storm Drainage and Flood Control Master Plan.								
2.			sed development shall construct and/or dedicate Storm Drainage and Flood Control Master Plan facilities thin the development or necessitated by any off-site improvements required by the approving agency:								
	_x_		Developer shall construct facilities as shown on Exhibit No. 1 as "MASTER PLAN FACILITIES TO BE CONSTRUCTED BY DEVELOPER".								
			None required.								
3.		The following final improvement plans and information shall be submitted to the District for review prior to final development approval:									
	_X_		Grading Plan								
	_x_		Street Plan								
	_x_		Storm Drain Plan								
	_x_		Water & Sewer Plan								
	_x_		Final Map								
	_X_		Drainage Report (to be submitted with tentative map)								
			Other								
	_		None Required								
1.	Availa	Availability of drainage facilities:									
	_	a.	Permanent drainage service is available provided the developer can verify to the satisfaction of the City that runoff can be safely conveyed to the Master Plan inlet(s).								
		b.	The construction of facilities required by Paragraph No. 2 hereof will provide permanent drainage service.								
	<u>x</u>	c.	Permanent drainage service will not be available. The District recommends temporary facilities until permanent service is available.								
		d.	See Exhibit No. 2.								
5.	The pr	The proposed development:									
	-		Appears to be located within a 100 year flood prone area as designated on the latest Flood Insurance Rate Maps available to the District, necessitating appropriate floodplain management action. (See attached Floodplain Policy.)								
	<u>x</u>		Does not appear to be located within a flood prone area.								
6.	_X_		The subject site contains a portion of a canal or pipeline that is used to manage recharge, storm water, and/or flood flows. The existing capacity must be preserved as part of site development. Additionally, site development may not interfere with the ability to operate and maintain the canal or pipeline.								

# FRESNO METROPOLITAN FLOOD CONTROL DISTRICT NOTICE OF REQUIREMENTS

Page 3 of 5

- 7. The Federal Clean Water Act and the State General Permits for Storm Water Discharges Associated with Construction and Industrial Activities (State General Permits) require developers of construction projects disturbing one or more acres, and discharges associated with industrial activity not otherwise exempt from National Pollutant Discharge Elimination System (NPDES) permitting, to implement controls to reduce pollutants, prohibit the discharge of waters other than storm water to the municipal storm drain system, and meet water quality standards. These requirements apply both to pollutants generated during construction, and to those which may be generated by operations at the development after construction.
  - a. State General Permit for Storm Water Discharges Associated with Construction Activities, effective July 1, 2010, as amended. A State General Construction Permit is required for all clearing, grading, and disturbances to the ground that result in soil disturbance of at least one acre (or less than one acre) if part of a larger common plan of development or sale). Permittees are required to: submit a Notice of Intent and Permit Registration Documents to be covered and must pay a permit fee to the State Water Resources Control Board (State Board), develop and implement a storm water pollution prevention plan, eliminate non-storm water discharges, conduct routine site inspections, train employees in permit compliance, and complete an annual certification of compliance.
  - b. State General Permit for Storm Water Discharges Associated with Industrial Activities, April, 1997 (available at the District Office). A State General Industrial Permit is required for specific types of industries described in the NPDES regulations or by Standard Industrial Classification (SIC) code. The following categories of industries are generally required to secure an industrial permit: manufacturing; trucking; recycling; and waste and hazardous waste management. Specific exemptions exist for manufacturing activities which occur entirely indoors. Permittees are required to: submit a Notice of Intent to be covered and must pay a permit fee to the State Water Resources Control Board, develop and implement a storm water pollution prevention plan, eliminate non-storm water discharges, conduct routine site inspections, train employees in permit compliance, sample storm water runoff and test it for pollutant indicators, and annually submit a report to the State Board.
  - c. The proposed development is encouraged to select and implement storm water quality controls recommended in the Fresno-Clovis Storm Water Quality Management Construction and Post-Construction Guidelines (available at the District Office) to meet the requirements of the State General Permits, eliminate the potential for non-storm water to enter the municipal storm drain system, and where possible minimize contact with materials which may contaminate storm water runoff.
- A requirement of the District may be appealed by filing a written notice of appeal with the Secretary of the District within ten days of the date of this Notice of Requirements.
- 9. The District reserves the right to modify, reduce or add to these requirements, or revise fees, as necessary to accommodate changes made in the proposed development by the developer or requirements made by other agencies.

10. \_X\_ See Exhibit No. 2 for additional comments, recommendations and requirements.

Peter Sanchez

District Engineer

Bob Notley

Project Engineer

# FRESNO METROPOLITAN FLOOD CONTROL DISTRICT NOTICE OF REQUIREMENTS

Page 4 of 5

CC

CHRIS KLJEWER, YAMABE & HORN ENGINEERING, INC.
2985 N. BURL AVENUE, #101
FRESNO, CA 93727

- TRACT No. 6166

# FRESNO METROPOLITAN FLOOD CONTROL DISTRICT NOTICE OF REQUIREMENTS

Page 5 of 5

OT TO 1 OT (1//

Pursuant to the District's Development Review Fee Policy, the subject project shall pay review fees in the amount identified below for Storm Drain Review. The fee shall be paid to the District by Developer with first plan submittal. Checks shall be made out to Fresno Metropolitan Flood Control District.

. . . . .

	Application No.	CLIKA	CI 0100	-	
Name / Business J	OHN PETERSON, FAGI	UNDES BRO	S. DAIRY		
Project Address S	EC OF GETTYSBURG	ALIGNMEN	T) & HIGH	ILAND AVEN	NUES
roject APN(s)	571-010-14S, 15S, 16S				
roject Acres (gross)	18.10				
irst plan submittal. If you l	or of proposed storm drain facilities to have any questions or concerns regar District at 559-456-3292.	o be constructed widing the construction	vith this develops ion of facilities l	ment and return com ist, you can contact	pleted form with the Fresno
D	escription	Qty	Unit	Price	Amount
			Estimated Con	struction Cost	
		Fcc equa	als lesser of		

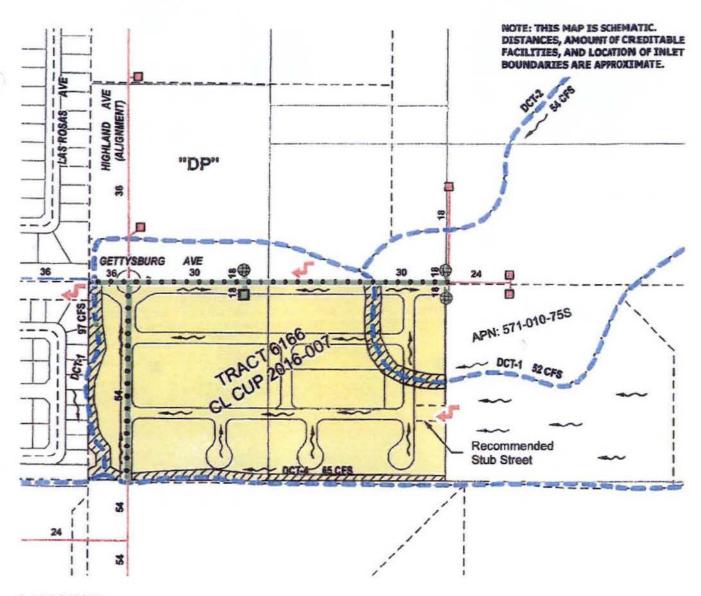
### Storm Drain Facilities Cost Sheet

- 15" Concrete Pipes \$63 WLF
- 18<sup>th</sup> Concrete Pipes \$67.00 LF
- 24" Concrete Pipes \$75.00 LF
- 30° Concrete Pipes 589 00 LF
- 36" Concrete Pipes \$104 00 LF
- 42" Concrete Pipes \$121 00 LF
- 48" Concrete Pipes \$142.00 LF
- 54" Concrete Papes \$172.00 LF
- 60° Concrete Pipes \$202.00 LF
- 66" Concrete Pipes \$232.00 LF
- 72" Concrete Pipes \$276.00 LJ
- 84" Concrete Prpes \$308.00 LF
- 96" Concrete Pipes \$333.00 LF
- 15" Jacked Pipes SS25 00 LF
- 18" Jacked Pipes 3575 00 LI
- 24" Jacked Pspes \$650 0017
- 30" Jacked Pipes \$725.00 LF
- 16" Jacked Pipes 5800 00 LF 42" Jacked Pipes 5850 00 LF
- 48" Jacked Piper S900 00 LF
- 54" Jacked Pipes 5975.00 LF
- 60" Jacked Piper \$1,050 00 LJ
- 66" Jacked Pipes \$1,150,00 EJ 72" Jacked Pipes \$1,300,00 EF
- 84" facked Pipes S1,450 00 LF
- Manholes \$3,750.00 EA
- Inlets & Laterals \$4,450 00 EA
- Outfalls \$8,500:00 EA
- Canal Outfalls 59,000:00 EA
- Bern Essestion \$0.75 CY

### IMPROVEMENTS ADJACENT TO BASEN

- Fence, Pad, and Gate \$20.00 LF
- Movetup \$1750 LF
- Amenal Paving \$62.00 LF
- Local Paving 541 50 LF
- Curb and Gutter \$18 25 LF
- Sidewalk 136 00 LF
- Sever Line \$21 00 LF
- Water Line \$24.00 LF
- Street Lights \$21 00 L3
- Pump Station/Intake \$375 000 to EA

Amount Due



# LEGEND

Creditable Facilities (Master Plan Facilities To Be Constructed By Developer) - Pipeline (Size Shown) & Inlets

Non-Master Plan Facilities To Be Constructed By Developer - Pipeline (Size Shown) & Temporary Inlets (Not Eligible For Fee Credit)

Existing Master Plan Facilities

Future Master Plan Facilities

Existing Stream Course

Dog Creek Tributary Channel Easement - To Be Dedicated And Improved By Developer To Pass The CFS As Shown

Inlet Boundary

Direction of Drainage

Major Storm Breakover



1"=300"

TRACT 6166 CL CUP 2016-007 DRAINAGE AREA "DP"



FRESNO METROPOLITAN FLOOD CONTROL DISTRICT

Prepared by: ketth Date: 11/15/2016

Path: K:\Autocad\DWGS\0EXHIBIT\TRACTS\6166.mxd

# OTHER REQUIREMENTS EXHIBIT NO. 2

The cost of construction of Master Plan facilities, excluding dedication of storm drainage easements, is eligible for credit against the drainage fee of the drainage area served by the facilities. A Development Agreement shall be executed with the District to effect such credit. Reimbursement provisions, in accordance with the Drainage Fee Ordinance, will be included to the extent that developer's Master Plan costs for an individual drainage area exceed the fee of said area. Should the facilities cost for such individual area total less than the fee of said area, the difference shall be paid upon demand to the City/County or District.

The Master Plan system has been designed such that during a two-year event flow will not exceed the height of the 6-inch curb. Should wedge curb (4.5 inches height) be used the same criteria shall apply whereby flow remains below the top of curb. Any extensions or pipe size increases due to meeting the requirement listed above shall be at the developer's expense.

Lot coverage must be provided to the District prior to submittal of improvement plans. The final drainage fee will be calculated commensurate with the lot coverage provided by the developer. If the lot coverage indicates a density higher than Master Planned, mitigation may be required. The lot coverage calculated by the District includes the front yard walkway, sidewalk walkway and the rear yard patio equaling an additional 6% of impervious area in addition to the City's typical lot coverage calculation.

The District recommends a stub street to the east of the proposed development as shown on Exhibit No. 1. This is necessary to provide surface drainage from APN No. 571-010-758 to the Master Plan inlet and a pathway for major storm flows. If the stub street is not constructed a channel will be necessary to convey the major storm flow and a non-fee creditable pipe extension will be required for surface drainage.

The proposed development historically receives runoff from a large area north of the project during a major storm event. Major storm flows can break west on Gettysburg Avenue then into the Dog Creek Channel. The developer must identify what streets will pass the major storm draining from the area north of the tract and provide calculations that show structures will have adequate flood protection. The developer should be aware that based on historical drainage patterns some of the streets located within the tract may need to be resized to pass larger event storms. District approval is not extended to street configuration. The developer shall include information in the drainage report indicating the path of the major storm flow and calculations confirming there is adequate protection of finished floors.

Development No. Tract 6166

# OTHER REQUIREMENTS EXHIBIT NO. 2

Two tributaries to Dog Creek, known as Dog Creek Tributary (DCT) No. 1 and No. 4, are natural stream courses traversing the northeasterly, southerly and westerly portion of the proposed development. These stream courses are shown on the Storm Drainage and Flood Control Master Plan (see Exhibit No. 1). Should the developer choose to modify or relocate any of the channels, the developer must contact all agencies that may have an interest in these channels, and comply with their regulations regarding the channels. These agencies may include State of California Fish and Wildlife, State of California Regional Water Quality Control Board (Section 401 of Clean Water Act), and the U.S. Army Corps of Engineers (USACE) (Section 404 of Clean Water Act). Furthermore, if a USACE Clean Water Act Section 404 permit application package is prepared, the District requests an opportunity to review the application prior to submittal.

These channels must be protected and improved in their current location or an accepted relocation plan must be provided. The protection and improvement of these channels is necessary to convey upland surface runoff through the proposed development without adversely affecting other property owners and also to provide safe conveyance through the proposed development. The plans to retain or relocate these channels must be addressed in a drainage report prepared by the developer's engineer and submitted to the District for the project and include a study of any affect to the hydraulic performance of these channels.

The proposed development, as currently submitted, does not address the protection and improvement or relocation of the channels. If the developer proposes to relocate the channels, he must identify a plan that is acceptable to the District and perhaps state and federal agencies identified above. However, the developer may elect to revise the plan to accommodate the channels' existing locations. Wherever the developer proposes the channels, adequate easement widths shall be dedicated to the District prior to approval of the Final Map. The easements shall be of sufficient width to accommodate the Master Plan flow rate and also provide adequate maintenance access. Development within the easements While accepting the channel easements to assure their protection, the maintenance of the channels will remain with the property owner. dedication documents will require reimbursement of costs should the District need to intervene in order to perform maintenance and/or otherwise preserve the channels. The District would prefer that you establish a homeowners association to maintain the channels, but if that is not feasible, each parcel owner along the channels will be burdened with the maintenance of the channel within their property and fences will not be permitted across the channel.

Development No. Tract 6166

# OTHER REQUIREMENTS EXHIBIT NO. 2

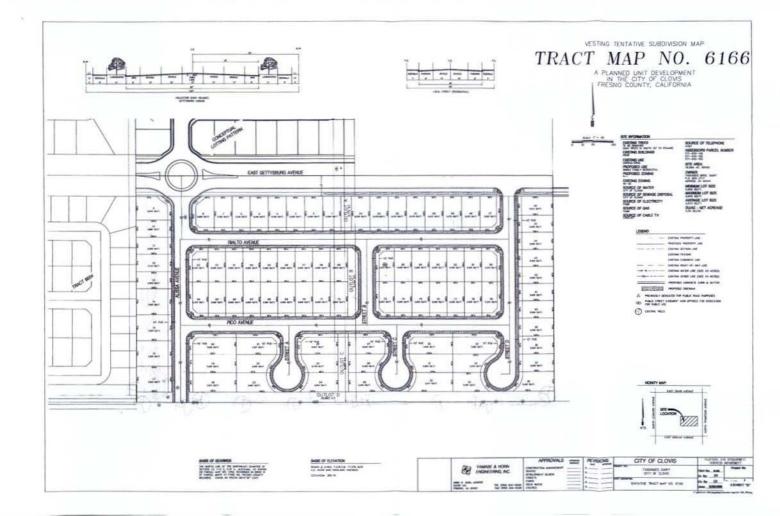
Some thought needs to be put into both private and public channel crossings. Preferably, channel crossings will be kept to a minimum and each crossing will require an encroachment agreement identifying the applicant as responsible for the long term maintenance and potential removal of the encroachment.

As channel design and construction will affect the lot pattern and configuration, the District will review the work of the developer's engineer to determine easement limits at the time of dedication. The channel designs must be completed prior to tentative map approval to ensure the easement area is known and adequate space is allotted for the channels. It is in the developer's interest to identify the channel designs as early as possible so that appropriate lot configurations are selected. The hydraulic study must reflect culverts where roads and driveways cross the channels. Easement areas must be adequate to convey the design flows.

The standard geometry parameters are a minimum 4-foot wide bottom, 2:1 side slopes, and maintenance access provisions. The channels must be designed and constructed to accommodate the flow rates as identified in the Master Plan. The channel designs must include hydraulic modeling using the HEC-RAS computer program. Channel designs and hydraulic study must also consider the attenuation currently provided by the developer's property and not reduce the attenuation or otherwise increase conveyance to downstream properties.

The District will accept the easement dedications for the channels following completion of construction, including any mitigation obligations, and acceptance under required permits. Any proposed landscaping within the channel easement shall require (i) review and approval by the District, and (ii) maintenance by the property owner.

Development No. Tract 6166

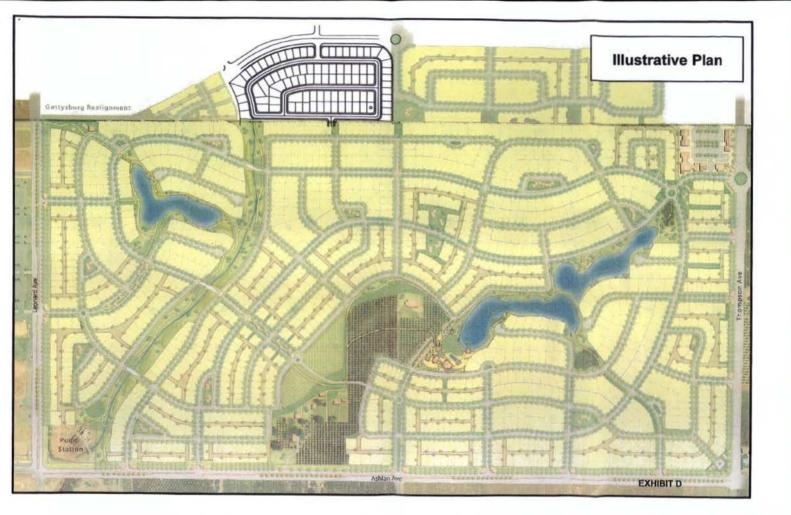


# PROPOSED MODIFICATION TO THE GETTYSBURG ASHLAN MASTER PLANNED COMMUNITY PLAN





**GETTYSBURG ASHLAN MASTER PLANNED COMMUNITY PLAN** 





AGENDA ITEM NO: \_
City Manager:

1-E

# CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO:

Mayor and City Council

FROM:

Planning and Development Services

DATE:

March 6, 2017

SUBJECT:

Consider Approval Res. 17-\_\_\_, RO292, A resolution of Application for the Annexation of the Territory known as the Gettysburg-Highland Northeast Reorganization located at the northeast corner of Gettysburg (alignment) and Highland Avenues. Manny & Thida Penn Trs, Cressey River, LLC., owners; Fagundes Bros. Dairy, applicant; Yamabe & Horn Engineering, Inc.,

representative.

# ATTACHMENTS:

Exhibit "A:"

Legal and Map Description

Exhibit "B:"

Draft Resolution of Application

Exhibit "C:"

Project Area Map

# CONFLICT OF INTEREST

None.

# RECOMMENDATION

Staff recommends the City Council approve a Resolution of Application for the Annexation of the Territory known as the Gettysburg-Highland Northeast Reorganization, accepting applications and requesting the Local Agency Formation Commission to proceed with reorganization.

### EXECUTIVE SUMMARY

The total area of the annexation is approximately 27.14 acres located at the northeast corner of Gettysburg (alignment) and Highland Avenues. The northern 9.04 acres includes an approved Tentative Tract Map TM6102, for a 69-lot single-family residential development. Additionally, the southern 18.09 acres includes an approved Tentative Tract Map TM6166,

for an 86-lot single-family planned residential development. The northern section of the project area has been previously prezoned to the R-1 Zone District under Prezone R2014-04, consistent with the General Plan and Loma Vista Specific Plan.

# BACKGROUND

Property Owners:

Manny & Thida Penn Trustees and Cressey River,

LLC.

Owners Consenting to Annexation: 3 (100%)

Registered Voters: 1

Acreage: 27.14 acres

Standard Conditions of Annexation:

In response to the standard conditions which the City requires of properties to be annexed, there are several conditions recommended for this annexation which respond to the requirements agreed to by the tax sharing agreement and to the timing of public services to the site.

The conditions recommended for this application are as follows:

- 1. The regular assessment roll shall be utilized.
- Each new development will be required to demonstrate adequate water availability and, if necessary, will be required to drill and test a well, and to connect it to the city water system.
- Each new development will be required to obtain sewage capacity from the trunk sewer specified by the City Engineer.
- 4. The provisions of Article II, Annexation by City, as agreed between the City of Clovis and the County of Fresno pursuant to the August 21, 1990 Memorandum of Understanding, as amended from time to time, regarding tax sharing shall apply.
- The applicants shall reimburse the City for any expense associated with the transition agreement for fire services with the Fresno County Fire Protection District that would apply to this proposal.
- A "Right-to-Farm" covenant shall be recorded for each tract map or made a condition of each tract map.

- Pursuant to Government Code Section 56663, the City shall consent to the annexation and waive its rights to a hearing.
- 8. Prior to approval, recordation or filing of an annexation, tentative map, final map, parcel map, or site plan (Project), the property covered by the Project shall be included within or annexed to a Community Facilities District (CFD), established by the City for the provision of public facilities and services, for which proceedings have been consummated, and shall be subject to the special tax approved with the formation or annexation to the CFD.

The applicant and the property owner acknowledge and agree that if the Project were not part of a CFD, the City might lack the financial resources to operate facilities and provide public services, such as police protection, fire protection, emergency medical services, parks and recreation services, street maintenance, and public transit. Absent the requirement for inclusion of the Project within a CFD, the City might not be able to make the finding that the Project is consistent with the General Plan and relevant specific plans and might not be able to make the findings supporting approval of the Project as required by the Subdivision Map Act and the California Environmental Quality Act, and the City might be required to deny the application for the Project.

The owner/developer shall notify all potential lot buyers prior to sale that this Project is a part of a Community Facilities District and shall inform potential buyers of the special tax amount. Said notification shall be in a manner approved by the City.

This requirement may be waived at the discretion of the City Council if, at the time of the approval, recordation, or filing of the Project, the City Council has determined that it is not necessary that the Project be included in the CFD.

 Pursuant to Government Code Section 51243 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, the City of Clovis shall succeed to Land Conservation Contract Number AP-136.

#### FISCAL IMPACT

Assessed Value:

Land only: \$ 524,801 Improvements: \$ 435,769

Ratio of Improvements to Land 0.83:1 (Undeveloped)

Estimated Tax Share:

<u>Before</u> <u>After</u> County: \$ 3,179 \$ 2,685

City:	\$ 0	\$ 1,577
FCFPD:	\$ 1,035	\$ 0
(Fresno County Fire Protection District)	ELIMPROCESSORT	
KRCD:	\$ 47	\$ 0
(Kings River Conservation District)		

Note: the County will also receive the cash equivalent of 8% of the City's sales/use tax for this area.

### California Environmental Quality Act (CEQA)

An Addendum to a Mitigated Negative Declaration was prepared for this project, pursuant to Section 15164 of CEQA.

The City published notice of this public hearing in *The Business Journal* on Wednesday, February 22, 2017.

### REASON FOR RECOMMENDATION

The annexation proposed is within the City's adopted sphere of influence, and is consistent with the City of Clovis' general plan land use diagram and Loma Vista Specific Plan. Also, the proposed annexation is intended for urban development, as is evidenced by the approved Tentative Tract Maps TM6102 and TM6166 covering 100 percent of the developable area.

### ACTIONS FOLLOWING APPROVAL

The annexation application will be prepared and submitted to LAFCo after all materials have been submitted by the applicant, sufficient to meet the conditions for the application.

### NOTICE OF HEARING

Property Owners within 2,000 feet notified: 73
Interested individuals notified: 10

Prepared by: George González, MPA, Associate Planner

Submitted by: Dwight Kroll, AICP

Director of Planning and Development

O:\Planning Projects\Annexation\RO292, Gettysburg-Highland NE Reorganization\CC Mar. 6, 2017\PDS - CC Staff Report RO292 030617.doc

**LEGAL & MAP DESCRIPTION** 

### SHAW - HIGHLAND SOUTHEAST REORGANIZATION

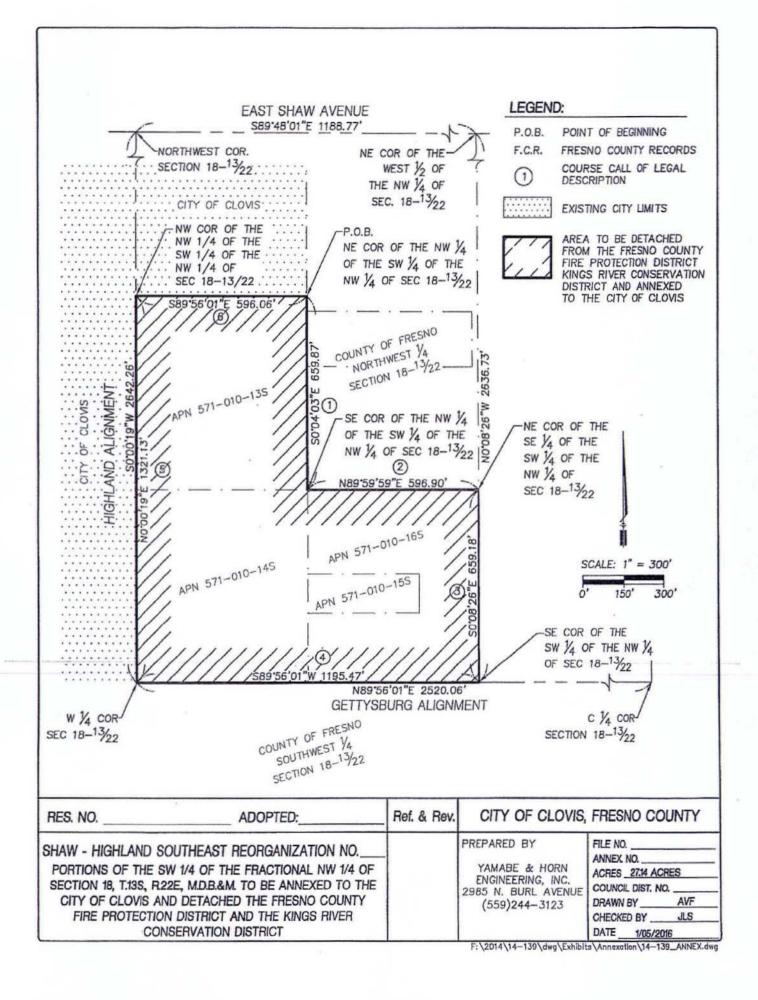
Area to be detached from the Fresno County Fire Protection District and the Kings River Conservation District and Annexed to the City of Clovis.

All that portion of the Southwest quarter of the fractional Northwest quarter of Section 18, Township 13 South, Range 22 East, Mount Diablo Base and Meridian, according to the Official United States Government Township Plat thereof, described as follows:

**BEGINNING** at a point on the existing City Limits of the City of Clovis, said point being the Northeast corner of the Northwest quarter of the Southwest quarter of the fractional Northwest quarter of said Section 18;

- thence, leaving the existing City Limits of the City of Clovis, South 0°04'03" East, 659.87 feet along the East line of the Northwest quarter of the Southwest quarter of the fractional Northwest quarter of said Section 18 to the Northwest corner of the Southeast quarter of the Southwest quarter of the fractional Northwest quarter of said Section 18; thence
- 2) North 89°59'59" East, 596.90 feet along the North line of the Southeast quarter of the Southwest quarter of the fractional Northwest quarter of said Section 18 to the Northeast corner of the Southeast quarter of the Southwest quarter of the fractional Northwest quarter of said Section 18; thence
- 3) South 0°08'26" East, 659.18 feet along the East line of the Southeast quarter of the Southwest quarter of the fractional Northwest quarter of said Section 18 to the Southeast corner of the Southeast quarter of the Southwest quarter of the fractional Northwest quarter of said Section 18; thence
- 4) South 89°56'01" West, 1195.47 feet along the South line of the fractional Northwest quarter of said Section 18 to a point on the existing City Limits of the City of Clovis, said point also being the West quarter corner of said Section 18; thence
- 5) North 0°00'19" East, 1321.13 feet along the existing City Limits of the City of Clovis and along the West line of the fractional Northwest quarter of said Section 18 to the Northwest corner of the Northwest quarter of the Southwest quarter of the fractional Northwest quarter of said Section 18; thence
- 6) South 89°56'01" East, 596.06 feet along the existing City Limits of the City of Clovis and along the North line of the Northwest quarter of the Southwest quarter of the fractional Northwest quarter of said Section 18 to the POINT OF BEGINNING.

Containing an area of 27.14 acres, more or less.



RESOLUTION

### DRAFT RESOLUTION 17-\_\_\_

# A RESOLUTION OF APPLICATION BY THE CITY OF CLOVIS REQUESTING THE LOCAL AGENCY FORMATION COMMISSION TO TAKE PROCEEDINGS FOR THE GETTYSBURG-HIGHLAND NORTHEAST REORGANIZATION

WHEREAS, the City of Clovis desires to initiate proceedings pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, Division 3, commencing with Section 56000 of the California Government Code, for the reorganization; and

WHEREAS, the specific changes of organization requested are annexation to the City of Clovis and detachment from the Fresno County Fire Protection District and the Kings River Conservation District; and

WHEREAS, the territory proposed to be reorganized is uninhabited, and on this day contains 1 voter, according to information received from the County Election Officer; and

WHEREAS, a description of the boundaries of the territory is set forth in Exhibit "A" attached hereto and by this reference incorporated herein; and

WHEREAS, this proposal is consistent with the sphere of influence of the affected city; and

WHEREAS, this proposal complies with the terms and standards of the tax sharing agreement between the City of Clovis and the County of Fresno; and

WHEREAS, it is desired to provide that the proposed Gettysburg-Highland Northeast Reorganization be subject to the following terms and conditions:

- The regular assessment roll shall be utilized.
- Each new development will be required to demonstrate adequate water availability and, if necessary, will be required to drill and test a well, and to connect it to the city water system.
- Each new development will be required to obtain sewage capacity from the trunk sewer specified by the City Engineer.
- 4. The provisions of Article II, Annexation by City, as agreed between the City of Clovis and the County of Fresno pursuant to the August 21, 1990, Memorandum of Understanding, as amended from time to time, regarding tax sharing shall apply.
- The applicants shall reimburse the City for any expense associated with the transition agreement for fire services with the Fresno County Fire Protection District that would apply to this proposal.
- A "Right-to-Farm" covenant shall be recorded for each tract map or made a condition of each tract map.
- Pursuant to Government Code Section 56663, the City shall consent to the annexation and waive its rights to a hearing.
- Prior to approval, recordation or filing of an annexation, tentative map, final map, parcel map, or site plan (Project), the property covered by the Project shall be included within

or annexed to a Community Facilities District (CFD), established by the City for the provision of public facilities and services, for which proceedings have been consummated, and shall be subject to the special tax approved with the formation or annexation to the CFD.

The applicant and the property owner acknowledge and agree that if the Project was not part of a CFD, the City might lack the financial resources to operate facilities and provide public services, such as police protection, fire protection, emergency medical services, parks and recreation services, street maintenance, and public transit. Absent the requirement for inclusion of the Project within a CFD, the City might not be able to make the finding that the Project is consistent with the General Plan and relevant specific plans, and might not be able to make the findings supporting approval of the Project as required by the Subdivision Map Act and the California Environmental Quality Act, and the City might be required to deny the application for the Project.

The owner/developer shall notify all potential lot buyers prior to sale that this Project is a part of a Community Facilities District and shall inform potential buyers of the special tax amount. Said notification shall be in a manner approved by the City.

This requirement may be waived in the discretion of the City Council if, at the time of the approval, recordation, or filing of the Project, the City Council has determined that it is not necessary that the Project be included in the CFD.

 Pursuant to Government Code Section 51243 of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000, the City of Clovis shall succeed to Land Conservation Contract Number AP-136.

WHEREAS, the terms and conditions above are the sole responsibility of the City of Clovis to monitor and enforce. The Fresno Local Agency Formation Commission will not be required to enforce the aforesaid terms and conditions as a responsible agency; and

WHEREAS, the reason for this proposed reorganization is to provide municipal services, local controls, and logical growth to the unincorporated area of the County that is remote from County services and undergoing urban development; and

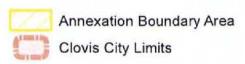
WHEREAS, an Addendum to a Mitigated Negative Declaration was prepared for this Project, pursuant to Section 15164 of CEQA.

WHEREAS, the City Council has reviewed and approved the master service plan for the subject change of organization.

NOW, THEREFORE, BE IT RESOLVED: that this Resolution of Application is hereby adopted and approved by the City Council of the City of Clovis, and the Fresno Local Agency Formation Commission is hereby requested to take proceedings for the reorganization of the territory as described in Exhibit "A," according to the terms and conditions stated above and in the manner provided by the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000.

The foregoing resolution was introduced and		City Council o	f
the City of Clovis held on March 6, 2017, by the foll-	owing vote, to wit:		
AVEC			
AYES:			
NOES:			
ABSENT:			
ABSTAIN:			
DATED: March 6, 2017			
Mayor	City Clerk	-	
,			





Gettysburg-Highland NE Reorganization Project Area Map Exhibit "C"



AGENDA ITEM NO:

City Manager: \_\_\_\_\_\_

2-A-1

## CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO:

Mayor and City Council

FROM:

Finance Department and City Manager's Office

DATE:

March 6, 2017

SUBJECT:

Consider Review of the 2017 Five-Year Financial Forecast for the City of

Clovis through Fiscal Year 2021-22 and discuss options for budget

preparation for 2017-2018.

ATTACHMENTS:

(A) Five-Year Forecast Through Fiscal Year 2021-22

### CONFLICT OF INTEREST

None

### RECOMMENDATION

That the City Council receives, provides comment, and files.

### **EXECUTIVE SUMMARY**

The Five-Year Financial Forecast is a management tool that is updated and prepared each year to provide the City Council and City management with information on trends for the City's long-term financial condition. The Forecast represents a continuing effort to analyze the City's fiscal condition based upon a reasonable set of economic and operational assumptions. It is a very important management tool for identifying fiscal trends and issues which must be addressed early in order to assure continued financial success. This forecast shows a structural balance through 2021-22 maintaining the current level of service. This report will serve as an opportunity to review the information in context with guidance for providing for the City's core services in a sustainable manner.

#### BACKGROUND

The Five-Year Financial Forecast is a tool intended to be utilized in identifying financial issues confronting the City. The Five-Year Financial Forecast represents a continuing effort to analyze the City's long term fiscal condition based upon a reasonable set of economic and operational assumptions. As such, any change in any one of the assumptions will necessarily affect the forecast.

The document is presented in several sections that include Introduction, Budget Issues, Analysis of Funds, Alternatives and Recommendations, and Exhibits.

The report presents Exhibits that are the financial forecast spreadsheets and assumptions. This provides a quick review of the revenues, expenditures, and fund balances for operations of the General Fund as well as operations of the public utility enterprises, planning and development services and transit. Throughout the document selected tables and graphs have been paired with narrative descriptions to help illustrate forecasted. City revenue collections or expenditures. The Alternatives and Recommendations Section provides a discussion of the options that should be considered to position the City for financial sustainability in the long term.

Based on current growth figures, the City of Clovis is expected to reach 120,000 in population over the next five years. This number is slightly higher than last year's number as a result of the projected residential unit growth exceeding the ten year average. The General Fund receives very close attention in our analysis because it is the source of funds for the day-to-day operations and services of the City including police, fire, parks, recreation, senior services, and some street maintenance. The General Fund is also the most vulnerable to fluctuations in economy as Sales and Property Taxes represent 67% of the total revenue and are most impacted as the economy varies.

The economy plays a critical role in any forecast. As noted, the Forecast is based on a set of assumptions which are a snap shot in time looking at past performance and using that data to forecast over the five years. Based on this methodology, year one of the forecast is the best estimate over the five year term, year five the weakest, as by year five the assumptions will have been changed four times. For this forecast, most economic experts are cautiously optimistic for 2017. In 2016, the State of California performed more strongly than nationally, and the Central Valley normally trails the State on economic trends. This Forecast projects that the City will see modest sustained annual revenue growth over the cost of providing services at the current level during the five-year forecast.

The General Fund Forecast shows revenues greater than expenditures (structurally balanced) in all years presented. The forecast also reflects the emergency reserve reaching 17.6% at the end of 2016-17 and the ability to increase it by the end of the forecast period to 18.1%.

The most significant difference between this forecast and last year's is the impact of expenditures in the forecast for Public Employee Retirement System (PERS) retirement rates due to the lowering of the projected discount rate, expected earnings rate and changes in actuarial assumptions such as life expectancy. During the forecast period, PERS rates for safety employees are projected to increase from of 39% of salary to 58% of salary, and for miscellaneous employees the rates are projected to increase from 22% of salary to 33% of salary. The annual General Fund cost for a 1% increase in the PERS rate is \$0.15 million for safety employees and \$0.10 million for miscellaneous employees. By the fifth year of the forecast, the PERS annual costs will increase by \$6.2 million. The Governor's pension reform, with lowered benefit levels and increased retirement age for new hires, took effect January 1, 2013 but these reforms are not expected to have a positive effect on the budget for at least 10 years.

The following table shows the trends discussed above. The "net employer PERS rates" represent the percentage of payroll charged to the City. Please note that the forecasted share of total General Fund expenditures consumed by PERS is increasing from around 9% (\$5.0 Million) in 2013/14 to an estimated 16% (\$12.7 Million) in 2021/22 with the projected cost increasing more than 154% in the same time period. As PERS costs consume a greater share of the General Fund budget, the City will have less control over spending these dollars for improving services to the community.

		City of	Clovis						
		PERS A	nalysis						
	Fore	cast thre	ough 202	21/22					
	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Safety									
Net Employer rate after employee cost sharing	26.052%	26.300%	26.198%	28.351%	30.690%	35.570%	40.620%	46.320%	49.630%
PERS Cost (in Millions)	3.80	4.00	4.00	4.70	5.40	6.50	7.60	9.10	9.90
Miscellaneous									
Net Employer rate after employee cost sharing	14.051%	13.147%	11.830%	12.643%	13.330%	16.120%	19.010%	22.440%	24.450%
PERS Cost (in Millions)	1.20	1.10	1.20	1.40	1.40	1.80	2.20	2.60	2.80
Total General Fund									
PERS Cost (in Millions)	5.00	5.10	5.20	6.10	6.80	8.30	9.80	11.70	12.70
Total PERS cost as % of Total GF Exp	9.49%	9.21%	8.95%	9.53%	10.48%	12.12%	13.75%	15.54%	16.38%

Health costs have long been a concern. In 2016/17, the City joined the California State Association of Counties Excess Insurance Authority to join a larger pool of participants to be able to reduce annual premium increases; however, healthcare costs are projected to increase at a greater rate than the rate of inflation throughout the forecast. By the fifth year of the forecast the annual costs will increase by \$1.6 million. The City and employees will continue to look for ways to control these costs.

### FISCAL IMPACT

The Forecast provides an opportunity to review the historical trends for actual results and consider current economic factors for future decisions. It provides guidance for the City to maintain fiscally sustainable operations into the future.

### REASON FOR RECOMMENDATION

The financial forecast provides an assessment of the impacts of past budgetary policy and possible future outcomes based on current strategies. Enhancing services while maintaining financial sustainability are shown to be critical to the City's future success. The forecast is a tool to be used for prudent management of the City's resources.

### ACTIONS FOLLOWING APPROVAL

The staff will receive comments from the Council to assist with the preparation of the 2017-18 Annual Budget.

Prepared by: Jay Schengel, Finance Director

Submitted by: Jay Schengel, Finance Director \_

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# City of Clouis

# Five-Year Financial Forecast

Through Fiscal Year 2021/22

# CITY OF CLOVIS

# Five -Year Financial Forecast

Through Fiscal Year 2021/2022

### PREPARED BY:

Luke Serpa, Interim City Manager

John Holt, Assistant City Manager Andrew Haussler, Community & Economic Development Director

Jay Schengel, Finance Director

Haley Lynch, Deputy Finance Director Gina Daniels, Accounting Supervisor Susan Evans, Senior Accountant Calvin Campbell, Accountant Elena Mendrin, Accountant

### CITY OF CLOVIS

### FIVE-YEAR FINANCIAL FORECAST

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N T R O D U C T I

### INTRODUCTION

The Five-Year Financial Forecast through 2021/22 represents a continuing effort to analyze the City's long-term fiscal condition based upon a reasonable set of economic and operational assumptions. It is an important management tool used by both the City Council and the City Manager for identifying fiscal trends and issues which must be addressed in order to assure continued financial success. The set of forecasts contained in this report is not a prediction of what will occur. The forecasts are a snapshot in time and an approximate view of what could occur in the future if all of the assumptions are realized.

For the City's General Fund, the positive trends seen in the last few forecasts continue but at a more modest level. The forecast reflects a positive balance throughout the forecast period. While expenditure growth continues to be constrained, the City maintains a structurally balanced budget (current year expenditures do not exceed current year revenues), reserves continue to be restored and improved economic activity provides a cautiously optimistic outlook for the future of Clovis. Property and Sales taxes are the major sources of discretionary revenue for the City's General Fund (67%).

This year's forecast reflects an expenditure structure which will maintain service levels. Expenditure growth in the next couple of years in the forecast is restrained in a prudent manner. Balancing the service level needs of the community and employee compensation continues to be a critical issue over the next few years. The forecast also reflects the Emergency Reserve reaching 17.6% at the end of 2016/17 and the ability to increase it by the end of the forecast period to 18.1%, moving towards an Emergency Reserve of 25% as recommended by the City's auditors. This is vital for the long term fiscal sustainability of the City.

Measuring customer service satisfaction is instrumental in determining levels of service provided. In the summer of 2013 the City conducted a customer service survey that provided feedback to the City in regards to critical services and satisfaction levels, with 94% of the respondents stating they would recommend Clovis as a place to live. In 2015 the City conducted a follow-up customer service survey with more positive results. The 2015 survey found that 96% of the respondents said they would recommend Clovis as a place to live. The survey also compared Clovis results to 20 cities of similar size, geography and income. These cities included amongst others, Carlsbad, Concord, Santa Monica, Tracy, Walnut Creek and Boulder, CO with Clovis consistently ranking in the top 5. This includes #1 rankings for Police and Fire, Public Utilities in the street cleaning and lighting categories, land use decisions, ease of travel by bicycle, Clovis as a place to visit, Clovis' economy, and vibrancy of downtown Clovis. Going forward, the City plans to conduct the customer service survey every two years to measure trends. The plan is to use the levels of satisfaction trends to possibly dedicate increased resources toward services that the community deems important but may have a declining satisfaction trend. At this time we have not seen any declining service level trends based on the first two surveys. Results of the planned 2017 survey will be available in early 2018.

This report is a forecast, and while cautiously optimistic, it is important the City maintain constant monitoring of economic conditions locally, statewide, and nationally. In the past, decisions made at other levels of government have had a very negative impact on City

2/24/2017

finances as we experienced with the elimination of redevelopment by the State of California. Over the past few years we have seen relatively slow economic growth and historically low inflation.

Below are some factors that need to be highlighted as we proceed through the forecast:

- The General Fund ending balance for fiscal year 2016/17 is projected to be \$1.18 million and no expenditure reductions are necessary to balance. Departments will continue to be asked to restrain expenditures in order to provide savings. Included are amounts for an operating fund balance and a contribution, made possible due to one-time funds and expenditure savings, improving the Emergency Reserve from \$11.1 million in 2015/16 to \$11.48 million in 2016/17.
- General Fund revenues overall are projected to increase 3.0% in 2017/18 when compared to 2016/17 with sales tax and property taxes comprising the majority of the increase.
- 3. The General Fund forecast projects the ability to maintain current service levels and provides opportunities for enhancing them with innovation in service delivery methods and limited additional staff. The forecast includes the addition of three police officers per year over the forecast, as well as six firefighters forecast in 2019/20 and three in 2020/21 with plans to support fire station number six.
- 4. The General Fund forecast reflects the "Emergency Reserve" growing throughout the forecast period starting at 17.6% at the end of 2016/17. It is recommended to increase the level of the Emergency Reserve by the end of the forecast period to 18.1% in an effort to increase the reserve to 25.0% as recommended by the City's auditors.
- 5. PERS rates for funding employee retirements are increasing and continue upward for several years affecting all funds. PERS rates are anticipated to increase for safety employees by 19% (from approximately 39% to 58% of payroll). This alone equates to a 50% increase in public safety employee retirement expense over the forecast period. For miscellaneous employees, rates are expected to increase by approximately 11% (from 22% to 33% of payroll) over the forecast period. This alone equates to a 50% increase in miscellaneous retirement expenses over the forecast period. These large increases are primarily driven by two factors: first, the California Public Employee Retirement System (CalPERS) has lowered its projected discount rate and plans to further lower it in the future; second, CalPERS overall annual earnings have declined in recent years due to changes in their investment policy. These two changes alone will represent a significant increase in costs for the City over this five year forecast period. Staff received an estimated range of increased costs over the next few years from CalPERS ranging from optimistic (best case scenario and lower costs) to pessimistic (worst case scenario with higher costs). Staff chose to include the "middle of the road" estimated cost increases which drove the significant increase.

6. A rate increase of 4% was authorized for the Community Sanitation Enterprise Fund in the current fiscal year; however, only a 2% annual increase is forecast. There was no increase in 2016/17 for the Water Enterprise Fund. The forecast includes a 3% increase in 2017/18 and in 2018/19 for the Water Enterprise Fund. The forecast includes no planned increases for the Sewer Enterprise Fund. A rebate to the users of one-half the amount of the bond surcharge (\$7.30 per billing period) began in 2016/17 and is generally maintained through the five-year forecast. On an annual basis staff reviews the funding levels for the Enterprise funds and makes recommendations as appropriate.

### Service Levels

A high level of service is something that the City of Clovis takes pride in providing to its residents. An easy way of determining a level of service is by national standards of ratio of employees to residents for a particular service. While these are helpful in master planning, Clovis has proven that meeting the ratio is not the only way to achieve service levels with which residents are happy. Clovis has implemented improved ways of doing business, aided by technology and innovative employees, to keep response times within targets and public facilities maintained. Continued investment in technology and innovative ideas from staff will continue to provide opportunities to meet current service level expectations and even provide improved services. An example of a lower cost service delivery method is in the Police Department, which is now utilizing Community Service Officers to respond to non-emergency calls for service which had previously been handled by sworn personnel.

Volunteers continue to be an important aspect of our service delivery. The City has relied on over 300 volunteers for many years to support senior and recreation services as well as animal shelter services, parks, police patrol, and fire services. Police Reserve Officers and Volunteers in Police Services (VIPS) are also very successful in assisting police officers with administrative support in records, investigations, and active field patrol. Citizen Emergency Response Team (CERT) volunteers provide a support function to on-scene firefighters and citizens. Police and Fire Explorer volunteers also provide valuable service to the community while learning skills for future careers.

Additionally, the City has been exploring other means of communicating with residents such as using social media. The Police Department rolled out an application that can be used on smart phones that provides a means for residents to receive alerts, view crime maps, report concerns or crimes, and contact the Police Department. The Police Department has also begun effectively using applications where individual neighborhoods can be contacted on neighborhood specific events or issues. All these methods have been effective in improving service.

As the City implements the 2014 General Plan it is critical that thoughtful consideration is given to the level of services provided to both the new areas developed and to the existing built areas. Providing service has a cost, and adding additional demand for services with population, activity, and geography without having sufficient resources may degrade overall service levels unless innovative service delivery alternatives are implemented. Managing new growth while meeting the City's service needs must be a high priority when making policy decisions.

### The Economy

The economy plays a critical role in any forecast, and the current condition of the economy continues to have a significant impact. During the past year unemployment has dropped, consumer sentiment has increased, property values continued increasing, and inflation has remained comparatively low. This has allowed for growth in the economy and subsequent increases in projected revenues. Some of the unknowns for the future include the impact of state and federal economies and the continued ability for home prices to increase as incomes have not grown significantly in our region. The impact of both of these may have negative implications on revenues for the City and will be monitored closely. The General Fund forecast reflects fiscal stewardship leading to long-term structural balancing which provides fiscal stability and sustainability every year in the forecast period.

This snapshot shows continued positive statewide trends in almost all areas.

California Economic Snapshot						
New Auto Registrations	1,773,495	1,953,232	2,087,796			
(Fiscal Year to Date)	Through June 2014	Through June 2015	Through June 2016			
Median Home Price	\$393,000	\$415,000	\$435,000			
(for Single Family Homes)	in August 2014	in August 2015	in August 2016			
Single Family Home Sales	37,228	36,773	39,091			
	in August 2014	in August 2015	in August 2016			
Complete Foreclosures	42,791	46,451	22,433			
(Fiscal Year to Date)	Through June 2014	Through June 2015	Through June 2016			
Total State Employment	17,224,000	17,872,000	18,170,000			
(Seasonally Adjusted)	in August 2014	in August 2015	in August 2016			
Newly Permitted Residential Units (Calendar Year to Date)	53,199 Through August 2014	65,465 Through August 2015	65,520 Through August 2016			

Data Sources: New Car Dealers Association, DataQuick, California Employment Development Department, Construction Industry Research Board, State Department of Finance, Census Bureau, CoreLogic

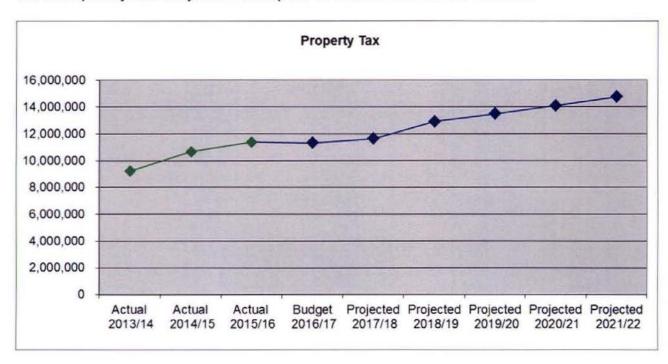
### **General Fund**

The General Fund revenues are projected to grow at an annual average rate of 4.1% while expenditures are projected to grow at an annual average rate of 3.9% over the forecast period. The forecast currently projects the City will see modest sustained annual revenue growth over the cost of providing services at the current level during the five-year forecast. The forecast reflects maintaining service levels with opportunities for enhancements due to technology, innovation, and some increased staffing. Six firefighter positions are added in the forecast in 2019/20 and three in 2020/21 to accommodate growth of the City in the Loma Vista area. Three police officers are forecast to be added in each of the five years of the forecast to meet current and future demands.

Fleet replacement, a critical non-personnel expenditure, was partially restored beginning in the 2015/16 year and is forecast through 2017/18 allowing the fund to be replenished. Over the past few years the low cost of budget lease purchase financing was used for the replacement of certain vehicles and will continue to be used as long as the cost remains low, a replenished fund will allow for a shift away from leasing when rates are no longer advantageous. Opportunities reflected in the forecast include the continued ability to make transfers to general government facilities for much needed repairs and maintenance to the City's aging facilities, as well as construction of new public facilities to service a growing population now and into the future.

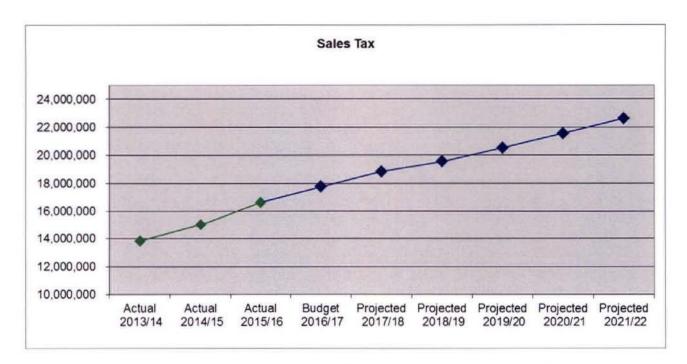
The most significant General Fund revenue sources are sales taxes and property taxes (again, these two sources of revenue represent 2/3rds of the General Fund discretionary revenues and are the most volatile during an economic downturn). These were the most severely impacted revenues during the downturn of the economy. The forecast projects slightly above average construction throughout the forecast period at 800 residential units as compared to our five year average of 701 residential units. This growth in units figures into both sales and property taxes in the form of added population and property values.

Property taxes, as indicated in the following chart, reflect the increase in construction activity and increase in valuation of property sold or constructed in the past five years. The forecast reflects an increase from the prior year in assessed value of the Proposition 13 maximum of 2% or the increase in CPI, whichever is less, plus the growth in assessed value related to the newly constructed residential and non-residential units. In 2017/18 the growth is projected at 1.02% which is the CPI growth, plus growth for new construction. Thereafter in the forecast period, assessed valuation is projected to grow at the Proposition 13 maximum of 2% plus an amount for new construction. Factors such as the tax delinquency rate may have an impact on current and future revenues.

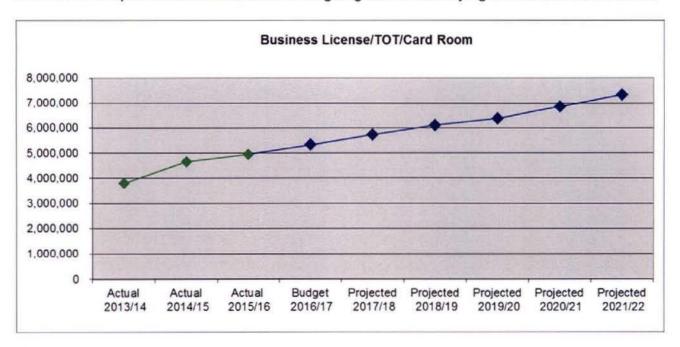


The following chart shows Sales tax revenue is projected to climb upward at an average of 5.0% over the next five years. In 2016/17 and beyond sales tax is anticipated to grow by the CPI, additional population growth and the increased amount of businesses moving into Clovis.

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The occupancy rate (percentage number of rooms rented versus available) for Clovis hotels is higher than the regional average. This translates to a healthy Transient Occupancy Tax, which continues to perform at higher than expected levels. Economic development efforts by the City and community partners to secure target industries, in this case hospitality and tourism, are continuing to have a positive impact on the local economy. Also included in the following chart is business license revenue, which continues an upward trend as a result of ongoing audits identifying unlicensed businesses.



The forecast also reflects improving the Emergency Reserve to 18.1% over the five-year period. This is possible as a result of waiting to increase expenditures until one year after revenues are projected to increase to maintain the General Fund structural balance. It should be noted that Clovis is joining good company in regards to Emergency Reserve levels. A recent survey of 70 California cities of comparable size to Clovis found that the

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average reserve is greater than 15%; Clovis is projected to be at 17.6% at the end of 2016/17. The City's auditor has recommended a reserve of 15%-25% and it is recommended Clovis set a goal to reach 25%. A goal of 25% would allow the City to meet greater operating needs and potential revenue volatility as the City grows in size. The forecast allows for an 18.1% reserve at the end of the forecast; this provides the City with approximately two months of operating resources. As we have found, this amount is not adequate for sustaining operations during periods of rapid economic downturn. In the fiscal years 2006/07 and 2007/08 reserves were used to fill the gap for expenditures exceeding revenues in both years.

The forecast also reflects maintaining an unreserved fund balance, a contingency for "Economic Uncertainty" in order to lessen the impact on departmental operations in case of minor short-term over budget expenditures and/or revenue declines. This will be a planned fund balance each year to carry forward to the next year to address unexpected expenses of modest amounts that do not qualify as emergencies or for small unexpected dips in revenue. The contingency has been established at approximately \$1.0 million and during the forecast period averages \$1.0 million.

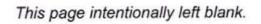
In fiscal year 2016/17, the General Fund was able to provide funds to perform ongoing facility repair, maintenance and remodeling, enhancing City facilities and strategic investment for economic development. This forecast includes annual funding for these purposes in 2016/17 and continuing throughout the five-year period. City facilities are aging and will continue to need repairs, remodeling and upgrades; deferred maintenance has in some cases increased the costs of necessary repairs.

While the forecast has become a valuable management tool to examine the trends of ever changing fiscal conditions, there are limitations to its use. It has been our experience that the first few years of the forecast are a fairly good indicator of coming events while the later years are subject to much greater variance as actual conditions become known. Recognizing this shortcoming, we are committed to continue to provide the best projections for these years based upon what is known at the time in order to reveal trends in both revenue and expenditure growth or decline. While we will not make significant changes based on daily or weekly economic changes, we need to be aware the market could be quick and volatile and severely undermine assumptions included in this forecast.

The financial tables in the report include a baseline forecast that reviews actual financial performance over the past three years, an estimate of financial performance for the current year based upon the current operation, and projections for financial performance for the next five years. All of the forecasts are based upon a specific set of assumptions that are utilized throughout the report and identified with each forecast. This forecasting tool has proven useful for examining spending policies and revealing the trends and financial issues facing the City in order for corrective actions to be taken when needed.

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### **BUDGET ISSUES**

Throughout the forecast period, it is expected the City will continue to maintain current service levels and have opportunities for enhancing them with innovation in service delivery methods and limited additional staff. The local, state, and national economies are growing. As of the date of this forecast, the City has not received the final 2016 4<sup>th</sup> quarter numbers for Sales Tax. The current forecast carries the 5% increase forward and staff is cautiously optimistic that we will meet those numbers. Property taxes are also expected to continue increases as property values improve.

During the 2017/18 budget year and through the forecast period, the City will need to continue to be prudent with its allocation of resources and focus on its core services to maintain the health, safety, welfare and appearance of the community. The following should be addressed in the budget:

- 1. Public safety is a core service of the City. The current budget includes the addition of three Police Officers, a Forensic Analyst, a Community Service Officer, two Principal Office Assistants and an Office Assistant. Funding is also included for citywide camera upgrades, various equipment replacement, and community events. Also, funding is included for security and logistic improvements at various Fire stations, additional funds for acquisition of property for the future Fire Station 6 in the City's Loma Vista area, and the purchase of two Fire Department vehicles and eleven Police vehicles. Six firefighter positions are added in the forecast in 2019/20 and three positions in 2020/21 to accommodate growth of the City in the Loma Vista area. Three police officer positions are forecast to be added in each of the five years of the forecast to meet current and future demands.
- 2 Parks and landscape maintenance are a high priority for the City as significant investments have been made in the City greenscape to ensure a positive first impression of overall care and stewardship for the physical amenities of the community. 26 years ago the City Council initiated a Landscape Maintenance District (LMD) and the related tax assessment for new growth areas to improve the public greenscape of the City. The LMD has been successful in providing a sustainable revenue source for landscaped parks and street medians in about one-half of the City area. Most Zones in the LMD include annual increases to the assessments to cover inflationary cost escalations, but a few zones do not. In these zones, assessments can only be increased through a successful election. and some of these assessments have not increased since 2004. Service levels within these zones will be constrained until such time as the assessments are increased. The level of service provided to community parks and street medians located in the older one-half of the City not included in the LMD have improved in recent years, but the need to improve their quality and appearance even further still exists. Going forward in the new areas of growth a new drought tolerant landscape palate will be used, but we will continue to struggle with maintaining the traditional landscaping in the older parts of town.

- 3. Planning and Development Services (PDS) are a high priority for the City. PDS is comprised of Planning, Engineering, and Building Divisions. These services guide the overall strategies for current and future land use and building throughout the City that impact the function and livability of neighborhoods and business centers as well as economic vitality of the entire community. The City is sustaining a service operation necessary to meet the needs of current demand. Economic growth cannot occur if services are not available and offered in a timely manner to review and permit residential and commercial projects. Most of these services are supported by permit fees; however, general oversight of code updates and enforcement for maintaining health and safety standards and preventing neighborhood blight must be supported with general taxes.
- 4. Fleet replacement funds were deferred for a number of years in General Fund operations. Replenishment of this fund began in 2015/16 and is forecast through 2017/18 allowing the fund to be replenished. Over the past few years the low cost of lease-purchase financing was used for the replacement of certain vehicles and will continue to be used as long as the cost remains low. A replenished fund will allow for a shift away from leasing when rates are not as advantageous.
- 5. Capital outlays will continue to be reviewed to ensure critical needs are met. Opportunities reflected in the forecast include the continued ability to make transfers to general government facilities for much needed repairs and maintenance to the City's aging facilities, as well as construction of new public facilities to service a growing population now and into the future.
- 6. Workforce expenditures should be constrained throughout the City because costs for salaries, healthcare, and retirement continue to increase. Healthcare costs are projected to increase at a greater rate than the rate of inflation throughout the forecast. Retirement costs are projected to increase significantly due to rates being set by PERS to accommodate greater funding levels, lower investment returns and longer life expectancy.
- 7. Sewer and Refuse public utility enterprises are subject to approved rate increases during the forecast period to pay for increasing costs of operations and capital projects, in addition to a temporary assumption of the bonded debt obligation and bond covenants. In 2016/17 the City ceased charging users the Sewer Fund bond coverage surcharge and began to rebate users one-half of the amount (\$7.30 per billing period). It is not anticipated that users will be charged the Surcharge during the forecast period, and rebates to users will be made when possible while still maintaining adequate reserves for debt service. The City will continue to constrain spending for operations to lessen the impact of the timing and rate of increases to customers.
- 8. The Economic Development Strategy to facilitate retention and expansion of business, support business park development, and guide strategic investment in infrastructure to support business growth will continue to require more creative approaches to marketing the City. Success has been realized recently with some retail and commercial vacancies being filled but there are still some vacancies. Rebuilding of the City's economic development efforts is underway

as the City has found creative ways to deal with the loss of redevelopment funding. Results of this creativity include the increased development in the City's core area due to the in-fill fee reduction approved by Council in 2013/14 and cost effective ways of marketing the City being implemented. The in-fill fee reduction program led to approximately 300 units being built in core areas where development would not likely have occurred. As we approach 500 units, staff will return to Council to determine how long to continue the in-fill fee reduction program.

- 9. Community services for recreation and senior services that are important to the City and offer healthy and low cost activities for adults, children, and families should be maintained at its current level. Currently, both operations rely heavily on user fees as non-fee supported programs were previously reduced or eliminated altogether. There will continue to be the need to refocus efforts to develop opportunities for partnerships with other public and non-profit agencies, citizen volunteers, and private entities to seek cost efficiencies and alternate methods of service delivery to grow what is available to the community.
- 10. Fiscal policies establish an appropriate Emergency Reserve balance for the General Fund of no less than 15% of annual expenditures with a goal of reaching 25%. The City's auditor recommends a reserve in the range of 15%-25%. Due to one-time funds, a reserve fund of 17.6% is projected to be reached in 2016/17. Based on projected sustained revenue growth, the forecast reflects increasing the reserve to 18.1% over the next 5 budget years. An unreserved General Fund balance, known as "contingency for economic uncertainty", was established and is maintained on average at \$1.0 million to provide sufficient funding each year to ensure a carry forward fund balance for general operations. This compensates for annual spikes in unanticipated expenditures or minor fluctuations in revenues that do not represent catastrophic events.
- 11. CalPERS' recent decision to lower the discount from 7.5% to 7.0% over the next three years will increase the City's normal costs and unfunded actuarial liabilities during the forecast period. The specific amount that these costs will increase is not yet known, but the forecast was prepared using the midpoint of the range of possible increases provided by CalPERS.

The City's overall financial condition continues to be sound due to improved economic conditions and prudent expenditure decisions during the past few years. Continued property value increases, job growth, and lower unemployment rates are positive trends for the City. Stability should continue to be sought through cautious expenditure growth and working toward an Emergency Reserve of 25%. This level of reserve will allow the City's cost of debt to remain relatively low and thus free up funds for operations.

At the State level, California continues to set new records for revenue each year, but deficits are now projected to return. The Governor's January budget projects a General Fund deficit of \$1.6 billion in both 2016-17 and 2017-18. To address this gap, the Governor proposes \$3.2 billion in spending adjustments over a two-year period. Under the Governor's proposal, California's budget would be only precariously balanced in future years despite the proposed spending changes and the extension of higher taxes

beyond 2018 through Proposition 55. Additional steps to restrain spending and shore up the reserve would be prudent to guard against a slowing economy or possible federal policy changes. An unbalanced State budget will generally have a negative impact on Cities.

While the forecast identifies positive trends, the City has consistently taken responsible steps to deal with the demand for services, the timely expansion of public facilities, the extraordinary cost of new regulations, and the permanent loss of some revenues. The five-year forecast of the past seven or eight years has focused on recovery; this five-year forecast demonstrates that the City has taken significant steps to enhance services with the possibility of making further investments in Parks, Recreation, Senior Services, as well as Police and Fire.

#### ANALYSIS OF FUNDS

The purpose of this forecast is to provide the City Council and the City Manager with an early identification of financial trends. With early detection, financial trends identified as possible problems can be dealt with in a reasonable manner rather than waiting for a crisis to occur.

The City's Annual Budget represents a total financing plan for all City operations and must be analyzed by its component parts in order to make any meaningful adjustments. Unlike a private holding company, the City cannot remove cash from any one enterprise operation to help support general tax funded operations. Although there is certainly some financial interdependence between the funds, such as internal service fund charges to allocate common costs, each fund represented in the budget must stand alone.

When analyzing City operations, it is appropriate to look at the budget, department by department. However, when reviewing long range financial policies, it is best to look at the fund structure rather than the department structure. The major fund groups reviewed in this forecast are the operating funds of the City including:

**General Fund** - This fund includes the functions of general government, including elected officials, administration and finance, public safety, and some field maintenance activities, such as parks and street maintenance.

Enterprise Funds - These funds include operations for water, sewer, solid waste, street cleaning, transit, and planning and development services.

**Internal Service Funds** - These funds include property and liability insurance, employee benefits, fleet maintenance, and general services.

**Debt Service Funds** - These funds include all debt service activity for which the City is responsible.

### GENERAL FUND - Current Year (2016/2017)

The 2016/2017 budget continued improvements to service levels. It included additional General Fund staffing, contracted salary increases, investment in technology to make service delivery more efficient and slight improvements in some expenditure areas that were previously reduced. Again this year the City has a structurally balanced budget. Based on current estimates revenues are projected to be approximately \$0.9 million above expenditures, allowing for transfers to government facilities and fleet.

Sales taxes are projected to be \$.2 million below budget with sales in most of the major categories performing close to expected. Business license has been increased \$.2 million above budget due to continued business growth in the City. Other taxes increased \$0.2 million above budget due to an increase in Transient Occupancy Tax and Property Transfer Tax estimates. Gas tax with the exchange of a per gallon excise tax versus the previous percentage of dollars sales tax method has meant collections will remain stagnant and is projected to be \$.6 million below budget.

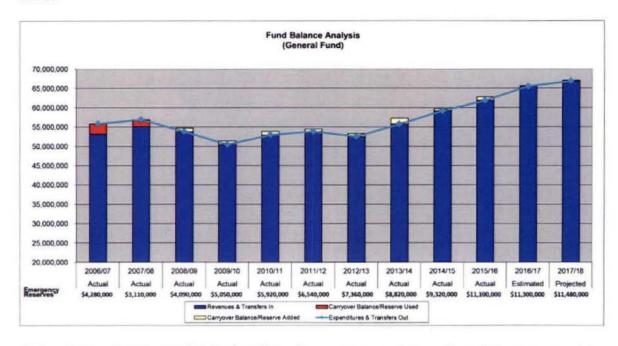
Taking into account savings offset by increases in additional grant matching requirements, expenditures are projected to be \$0.2 million less than budgeted. This is partially due to savings in the administration and finance departments. The budget also maintains the \$1.0 million unreserved fund balance ("Contingency for Economic Uncertainty"), which was established to address unplanned expenses of modest amounts that do not qualify as emergencies and/or for small unexpected dips in revenue. This is included in the projected ending available fund balance of \$1.2 million.

Sales tax, one of the City's major discretionary revenue sources for general operations, shows year over year gains since 2010. Sales tax receipts were up 5.6% in the first quarter (1/1/16-3/31/16), 4.5% in the second quarter (4/1/16-6/30/16), and 3.2% in the third quarter of 2016 (7/1/16-9/30/16), the most recent quarter for which information is available when compared to the same quarters of the previous year. General retail and auto sales contributed to these increases. Holiday quarter sales (September through December 2016) will be crucial to the overall performance of this revenue and it is anticipated that the quarter will perform as budgeted. Information on this quarter will not be available until mid to late March, after preparation of this report.

Assumptions have been made in regards to revenues in the forecast that reflect positive trends in the economy. Negative economic performance would result in reductions in expenditures to be made to ensure a structurally balanced budget. Also, any increases in ongoing expenditures in the near-term of the forecast directly reduce the amount available in the out-years of the forecast. Diligence in monitoring economic conditions, revenues, and expenditures is a necessary task in order to ensure the financial sustainability of the City.

It is anticipated there will be additional expenditure savings as City departments begin to review their current budgets and look for potential savings. These savings are difficult to project at this time but any additional savings resulting from

this budget year can be utilized to fund future years' budgets and/or added to the Emergency Reserve. All departments are projected to be within budget at this time.



This chart shows available funding (revenues and transfers in) compared to expenditures. A structural deficit was created beginning in 2005/06 (not shown) and continued through 2007/08 using reserves in an attempt to maintain services. In the 2009/10 fiscal year the Council approved a structurally balanced budget for the first time since 2005/06. The chart also depicts that revenues experienced a year-over-year decline in 2008/09 and 2009/10, the only times over the past ten years. In 2013/14 through 2016/17 revenues show rebounding at a modest rate. The dip in revenue in 2012/13 represents the move of Planning and Development Services out of the General Fund to its own Enterprise Fund.

### GENERAL FUND - Going Forward (2017/2018)

As with any forecast, this is a statistical forecast based on a fixed set of assumptions. The actual results will differ from the projections as we move through the projected period and make adjustments for actual performance and any new circumstances as they occur. These adjustments are made at the time the budget is adopted. This forecast is presented to provide the opportunity to discuss the alternatives to be considered for preparing and balancing the budget.

The forecast projects a population increase of over 12,000 for the five-year period which means the City is expected to reach 120,000 in population by 2021/22. This projection continues to assume a greater growth rate than was experienced over the past ten years in new housing and commercial growth. As stated in the Introduction Section, it should be noted that the forecast reflects maintaining of current service levels with enhancements being made possible by technology gains, innovation and minimal increases in staffing. Departments have been implementing service enhancements utilizing technology and "lower cost" service delivery options in order to provide adequate services. The Police Department is now using Community Service Officers to respond to non-critical calls for service,

freeing sworn personnel for more critical calls. Additionally, Police Reserve Officers and Volunteers in Police Services (VIPS) are assisting police officers with administrative support in records, investigations, and active field patrol for service are both good examples of lower cost service delivery.

General Fund revenue in 2017/18 is projected to grow 3.0% over the previous year. Property tax is projected to increase by 4.3% due to new residential and non-residential construction and the Proposition 13 maximum increase of 1.02%. Sales tax is projected to increase 5.0%. Transient Occupancy Tax, Business Licenses and Franchise Fees are all continuing on a positive trend with CPI increases. Card room fees, reflected in Other Taxes, are projected to continue generating \$0.5 million from the City's only card room.

Expenditures in the 2017/18 fiscal year are showing an increase over 2016/17, with most of the increase attributed to the negotiated 3% salary increases and increases in the cost to provide retirement and health benefits. Expenditures are projected to increase, after taking out rollover encumbrances for projects from the prior year, \$1.4 million or 2.2%. Three police officers are forecast to be added in each of the five years of the forecast to meet current and future demands. Nine additional positions in the Fire department are projected in years three and four of the forecast to prepare for the opening of the next Fire Station in the Loma Vista area.

Fleet replacement funds were deferred for nine years in General Fund operations. The fund was partially restored beginning in 2015/16 and is forecast through 2017/18 allowing the fund to be replenished with \$2.1 million. Over the past few years the low cost of lease purchase financing was used for the replacement of certain vehicles and will continue to be used as long as the cost remains low. A replenished fund will allow for a shift away from leasing when rates are no longer advantageous. The 2016/17 budget included funds for debt service for the replacement of a fire engine for the Fire Department as well as 2 other Fire Department vehicles and 25 Police vehicles that are beyond their useful lives.

As shown in the Exhibits Section for the "General Fund Financial Forecast-Summary", which includes the projected revenues and projected expenditures for sustaining the current organization and services, the General Fund continues to be structurally balanced, with revenues greater than expenditures, throughout the forecast period. Also reflected is retaining an average \$1 million unreserved fund balance, ("Contingency for Economic Uncertainty"), and improving the "Emergency Reserve" to 17.6% of budgeted expenditures in 2016/17. The Emergency Reserve is shown to improve over the forecasted period to 18.1% of General Fund expenditures.

The General Fund is projected to continue the annual transfer of resources to the General Government Facilities Fund to address repair, remodeling and rehabilitation of existing facilities, technology improvements, debt service, new facility needs, or targeted economic development. This annual transfer is needed to provide for maintenance activities that were deferred for some time.

### GENERAL FUND - Projected 2017/18 through 2021/22

This forecast includes maintaining services and provides for some enhancements through investments in technology, implementing innovative ideas and some small increases in staffing. Fleet replacement and transfers for general facilities are forecast to continue to be funded as funds become available. Revenue is projected to grow by an annual average of 4.1% over the five-year period while expenditures in the General Fund are projected to grow at an annual average of 3.9% over the forecast period. The model has been constrained in this way to provide as realistic a trend as possible based upon what is known of the City's revenue activity and economic forecasts for the region, the state, and the nation.

During the forecast period sales tax is expected to provide a 5% annual increase. Property taxes are expected to return to a positive growth rate, as housing prices and sales increase and the 2% annual growth under Proposition 13 is realized.

Expenditures are shown to reflect very modest growth utilizing current service One major concern affecting expenditures in the forecast is Public Employee Retirement System (PERS) retirement rates due to the lowering of the projected discount rate, expected earnings rate and changes in actuarial assumptions such as life expectancy. During the forecast period, PERS rates for safety employees are projected to increase from of 39% of salary to 58% of salary, and for miscellaneous employees the rates are projected to increase from 22% of salary to 33% of salary. The annual General Fund cost for a 1% increase in the PERS rate is \$0.15 million for safety employees and \$0.10 million for miscellaneous employees. By the fifth year of the forecast, the PERS annual costs will increase by \$6.2 million. In an effort to control the rising cost of retirement and comply with the State's pension reform, all employees have agreed to share in the City's retirement cost by contributing 8% of salaries for safety employees and 8.4% of salaries for miscellaneous employees to partially offset the City's rate. The Governor's pension reform, with lowered benefit levels and increased retirement age for new hires, took effect January 1, 2013 but these reforms are not expected to have a positive effect on the budget for at least 10 years.

The following table shows the trends discussed above. The "net employer PERS rates" represents the percentage of payroll charged to the City. This rate was reduced beginning in 2012/13 by the 2% cost sharing negotiated with the employee groups and in 2013/14, 2014/15 and 2015/16 an additional 2% cost sharing was implemented for total cost sharing of 8% for safety and 8.4% for miscellaneous employees. Even with the cost sharing by the employees, the City's rate grows over the forecast period. Also it should be noted that the share of total General Fund expenditures consumed by PERS is increasing from around 9% (\$5.0 Million) in 2013/14 to an estimated 16% (\$12.7 Million) in 2021/22 with the projected cost increasing more than 154% in the same time period. As PERS costs consume a greater share of the General Fund budget, the City will have less control over spending these dollars for improving services to the community.

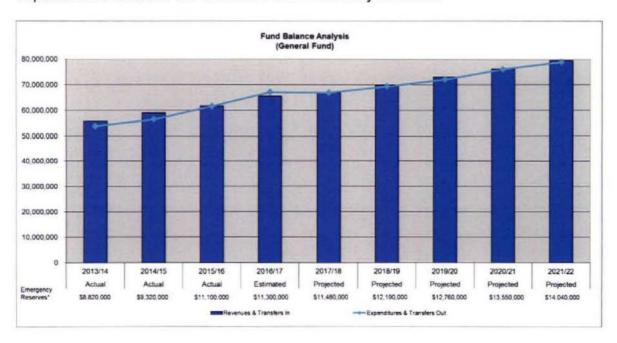
#### City of Clovis PERS Analysis Forecast through 2021/22

2013/14 2014/15 2015/16 2016/17 2017/18 2018/19 2019/20 2020/21 2021/22

Safety	_								
Net Employer rate after employee cost sharing	26.052%	26.300%	26.198%	28.351%	30.690%	35.570%	40.620%	46.320%	49.630%
PERS Cost (in Millions)	3.80	4.00	4.00	4.70	5.40	6.50	7.60	9.10	9.90
Miscellaneous	_>								
Net Employer rate after employee cost sharing	14.051%	13.147%	11.830%	12.643%	13.330%	16.120%	19.010%	22.440%	24.450%
PERS Cost (in Millions)	1.20	1.10	1.20	1.40	1.40	1.80	2.20	2.60	2.80
Total General Fund									
PERS Cost (in Millions)	5.00	5.10	5.20	6.10	6.80	8.30	9.80	11.70	12.70
Total PERS cost as % of Total GF Exp	9.49%	9.21%	8.95%	9.53%	10.48%	12.12%	13.75%	15.54%	16.38%

Health costs have long been a concern. In 2016/17, the City joined the California State Association of Counties Excess Insurance Authority to join a larger pool of participants to be able to reduce annual premium increases; however, healthcare costs are projected to increase at a greater rate than the rate of inflation throughout the forecast. By the fifth year of the forecast the annual costs will increase by \$1.6 million. The City and employees will continue to look for ways to control these costs.

Following is the graphical representation of the General Fund revenues and expenditures found in the General Fund Summary forecast:



#### ENTERPRISE FUNDS

The purpose of the forecast for the Enterprise Funds is to provide the City Council and the City Manager with an early identification of financial trends and the ability to respond appropriately. Enterprise Funds, by definition, are supported by rates set to recover the full cost of services, including capital outlays and debt service. The rate setting process requires advance planning, preparation of rate studies, a

public hearing process, and a final decision to implement new rates if approved. This process can take up to six months to complete. For this reason, the forecast is a critical management tool for the City.

Further detail regarding each Enterprise Fund is discussed in the following pages. Annually, staff re-evaluates all enterprise operations to determine if any adjustments to rates are needed. At this time water and community sanitation enterprise operations have increases approved, barring any unforeseen or catastrophic event, sufficient to carry the operations through the forecast period. Once these rate increases meet their objectives, staff will begin to evaluate implementing smaller more measured increases on an annual basis to avoid large one-time increases.

### Water Enterprise

The Water Enterprise Fund is forecast to have a working capital balance of approximately \$18.3 million at June 30, 2017. The Council approved adjusted water rates in the Water Enterprise Fund beginning in June 2016 in order to comply with State legal requirements regarding a tiered water rate structure. The rate adjustment was revenue neutral. Council also approved a 3% annual increase that can be implemented when necessary to fund the increased cost to treat and distribute potable water within the City, capital improvements, and to provide debt service coverage for the 2013 Surface Water Treatment Plant bonds. The forecast reflects a 3% rate increase to water rates in 2017/18 and 2018/19. The reserve for drought contingency has been increased over the forecast period for the increased likelihood that the City will have to purchase water on the open market at much higher rates due to drought conditions and/or impacts of the the Sustainable Groundwater Management Act. The Water Enterprise Fund received a legal settlement for potential future trichloropropane (TCP) treatment. The Water Enterprise Fund will be required to treat the water for any TCP present and a reserve for TCP treatment has been established for the treatment costs.

### Sewer Enterprise

The Sewer Enterprise Fund is projected to have a working capital balance of approximately \$16.7 million at June 30, 2017. The Sewer Fund shows that it is structurally balanced (current revenues greater than current expenses) with no rate increases necessary for the forecast period. Also, with development activity generating sufficient revenue to make debt service payments, not only is the bond service charge no longer necessary, but a rebate of one-half of the bond service charge is projected for most years during the forecast period. The ability to continue to rebate funds back to ratepayers will be monitored closely throughout the forecast period.

### **Community Sanitation Enterprise**

The Community Sanitation Enterprise Fund is projected to finish the current fiscal year with a working capital balance of approximately \$7.8 million. The Council approved a 4% annual increase in November 2004 to be implemented as necessary. A refuse rate increase was not necessary in 2016/17, but increases of 2% are projected for the remainder of the forecast period. To keep pace with the

recycling and greenwaste contracted increases, the approved 4% annual increase is projected for these operations. Due to increased growth in residential and commercial units over the past several years, the addition of a new route is forecast for 2018/19.

### Transit Enterprise

The Transit Enterprise Fund is projected to finish the current fiscal year with a working capital balance of \$1.1 million. The Transit Fund shows a positive position in the near-term as a result of increased revenues based on population growth and as the result of all State Local Transportation Funds (LTF) funds being required to be allocated to Transit. As the long-term position of the fund degrades, options are currently being reviewed which will focus on routes and other improvements to make the system more efficient as well as additional funding sources that may become available from the State. Adjustments will be reviewed over the next year to transit operations as a shortfall begins in 2017/18. With funding for Transit constantly in flux due to State budget issues, the types and levels of funding will be closely monitored to make any necessary adjustments to current service levels should the need arise.

### Planning and Development Services Enterprise

The Planning and Development Services Enterprise Fund was separated from the General Fund in 2012/13. This allows for services to be adjusted as demand fluctuates. The forecast utilizes an estimate of 800 units to be constructed each year, as compared to the pre-recession average of 1,000 units per year. The Fund is projected to finish the current fiscal year with a working capital balance of \$3.8 million. The forecast reflects that the operation will have insufficient revenues to continue operations throughout the forecast period. A full rate study will need to be performed in the coming fiscal year to evaluate the current rate structure and determine what increases or adjustments are necessary and how the rates being charged compare to other Cities performing similar services. The forecast reflects that the operation will continue to maintain a prudent reserve to allow for adjustments to be made as necessary.

### INTERNAL SERVICE FUNDS

The Internal Service Fund group is projected to be self-balancing throughout the Five-Year Forecast. Since the Internal Service Fund group is funded by charges to the operating funds, issues that will affect the Internal Service Funds are dealt with in conjunction with analysis of the impact on the operating funds. Each of the funds within the Internal Service Fund group is continually reviewed to determine where more cost effective programs and services can be utilized and expenditure reductions have been made in recent years to reduce the impact of cost sharing on all other City operations.

#### DEBT SERVICE FUNDS

The Debt Service Fund group, out of necessity and legal obligation, will be fully funded in order to make the required debt payments.

### **ALTERNATIVES & RECOMMENDATIONS**

It is recommended that the City Council provide policy direction in the following areas:

## RECOMMENDATION #1 – Align budgetary expenditures with the City's strategic goals and revisit as required.

### Current goals are:

- GOAL #1. Provide for orderly and planned community growth consistent with the vision adopted with the General Plan.
- GOAL #2. Make Clovis the safest city in the Valley providing quick and effective response to high priority calls for emergency services.
- GOAL #3. Provide for economic development strategies to grow business, jobs and to enhance the revenue base of the community; position the City to compete in the global market.
- GOAL #4. Provide for a financially sustainable city as the community grows.
- GOAL #5. Make Clovis a great place for families to live.
- GOAL #6. Foster regional leadership by maintaining a distinct community identity and pride.
- GOAL #7. Encourage and promote citizen engagement and community leadership.
- GOAL #8. Maintain Clovis as a public sector employer of choice.

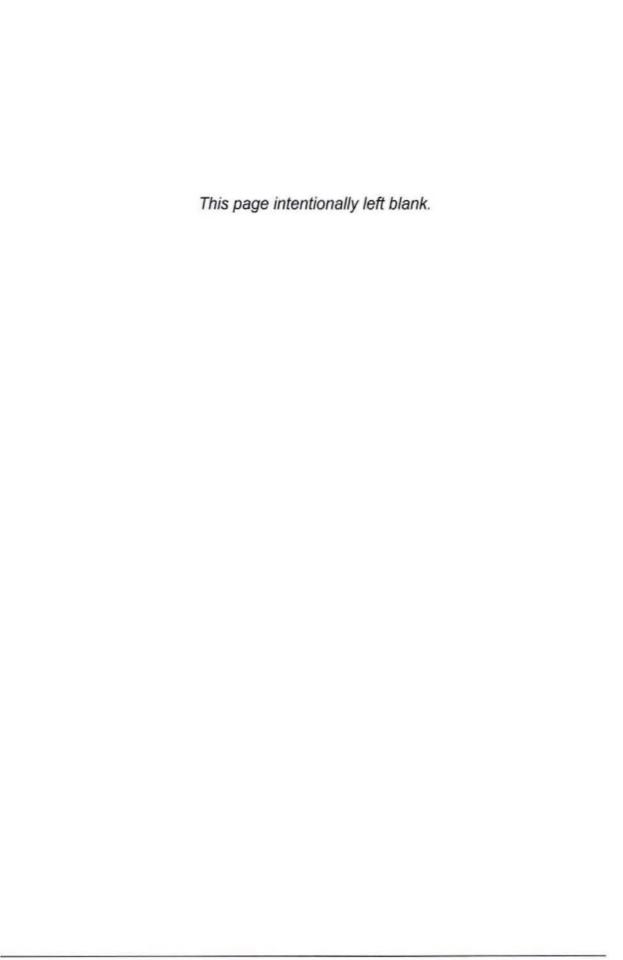
The City is in a stable financial position, primarily attributable to sound financial planning, budgeting, and management of both revenues and expenses which have led to a structurally balanced budget (where current year revenues are greater than or equal to current year expenditures). The benefits of these actions are reflected in the Five-Year Forecast which shows that based on the current assumptions the City's General Fund operations are balanced throughout the forecast period despite significant increases in labor related costs such as CalPERS rates increasing. The City has also been able to increase the Emergency Reserve to 17.6% of expenditures utilizing one time revenues or savings from prior years and anticipates reaching 18.1% by the end of the forecast period; this is consistent with recommendations from the City's auditor of maintaining a reserve fund of 15%-25% of General Fund expenditures.

# RECOMMENDATION #2 – Revisit the financial policies to safeguard assets; stabilize funding base; and compile appropriate accounting data.

City general operating revenues are very vulnerable in the face of a declining overall economy. The state and federal economies are very cyclical. It is prudent to increase reserves during times when revenues exceed expenditures. Changes in the economy, which could have significant impact on City revenues, prompt the need to build a strategy for more stability to the base of revenues and expenditures dedicated to general operations that are considered to be the core services of the City.

- A. Fund Reserves The current policy recommends that the goal for setting Emergency Reserves should be 15%-25% with the Emergency Reserve projected to be 17.6% at the end of 2016/17. This level meets the low end of recommended reserve given the current size of the City's operation. The City's auditor recommends the reserve be 15%-25%. The 17.6% level was reached due to one-time funds and savings being transferred into the fund in 2014/15. It is recommended that any savings and/or one-time funds be directed to the Emergency Reserve. The forecast shows the Emergency Reserve increasing to 18.1% of General Fund expenditures by the end of the forecast period. With the exception of self-balancing funds, most Enterprise and Internal Service Funds operate with a 15% or greater reserve depending upon need for capital spending and debt coverage.
- B. Balance of Revenues and Expenditures As this forecast illustrates, it is critical to maintain a balanced budget. The City will continue to prioritize services, review all expenditures, and/or develop new revenue to remain within our means and provide long-term fiscal sustainability.
- C. General Government Services Fund In the past, this fund received regular transfers of accumulated savings from the General Fund for investment in public facilities, facility repairs and remodels, technology, and economic development. The fund also received allocations for maintenance and depreciation for buildings and support services from all City operations and receipts from the sale of properties owned by the General Fund. This fund has debt service and deferred maintenance obligations for public facilities. This transfer is forecast to be \$3.5 million over the forecast period.
- D. User Fees Current policy recommends that user fees for services be regularly examined to make sure that the fees are relevant to the actual cost of services. Some fees are indexed annually to stay current. Others are scheduled for review on a periodic basis and do not always stay current with actual costs. To the extent possible, all fees should either be indexed appropriately or be evaluated on at least a two-year basis. Some services that could be defined as user based are also property based. As required by law, any fee associated with such service would need to be treated as a special tax assessment on property and be subject to property owner/voter approval. Street lighting and landscape and park maintenance are two services that should be studied for such assessment.
- E. Development Impact Fees Current policy recommends that new development pay its way and not become a burden to existing taxpayers. The City annually reviews actual costs of development compared to development impact fees and makes adjustment by index or to actual, depending on the fee, with the goal to set fees as close to actual cost as possible. The method of trust fund collection for fees has provided a sound method for collection and reimbursement of advance work performed by any one development project, with the opportunity for reimbursement for completion of work beyond that required for a single project. It has also provided benefit to the community of more contiguity in public facilities as new development takes place incrementally.

- F. New Revenues A review of available methods for developing new revenue sources for general operations will continue to be explored. Staff has created new economic development incentives and programs in order to overcome the loss of Redevelopment Funds, but further investment in economic development needs to remain a high priority. The City will need to continue to seek ways to diversify its sources of revenue by pursuing its economic development strategies and support for business retention and expansion.
- G. Legislative Reforms The City should continue to remain vigilant and spend time analyzing the impact of various legislative initiatives to make sure both state and federal legislators understand the impacts of their decisions on our communities before new regulations are approved. Budgetary decisions at the state and federal level do impact specific programs conducted by local government and being at the "bottom of the government food chain" with respect to taxes often makes cities "easy" targets for solutions when times are tough.
- H. Update the Forecast The City should continue to utilize the Five-Year Financial Forecast to analyze the effect of major revenue and expenditure decisions. In recent years, the assumptions utilized to build the forecast have been subject to rigorous examination due to the significant changes in the economy and will continue to need adjustment. Although the forecast and its methodologies have some limitations, it should be recognized for its usefulness in projecting trends in revenue and expenditure. Precision is not the purpose of a forecast; identification of current and future trends to allow for early interventions and for making longer range decisions is the purpose. Regular review of the history of actual conditions is recommended to continually refine the data and sources of data to improve the value of the forecast.



E X H I B I T

### General Fund Financial Forecast - Summary

(dollars in thousands)

Beginning Available Fund Balance
Reappropriation/Encumbrances
REVENUES
Discretionary
Non-Discretionary
Total Revenues
<b>EXPENDITURES</b>
Public Safety
Public Utilities
General Government
Total Expenditures
Resources Above/(Below) Operating Expenditures
ADDITIONAL ITEMS
Transfers Out to Government Facilities
Transfers Out to PDS/Fleet
Total Additional Items
Net Increase/(Decrease) to Fund Balance
OTHER ITEMS
(Use of)/Addition to Emergency Reserve
Total Other Items
<b>Ending Available Fund Balance</b>
Sales Tax Triple Flip Designation
Emergency Reserve-(Dollars)

А	CTUALS		ESTIMATED	PROJECTED					
2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	
1,140	1,610	3,780	2,930	1,180	1,010	920	1,360	760	
(110)	(50)	130	550	Respectations.		Tradition of			
			PICE TO BE THE						
42,280	44,560	46,900	49,840	52,070	54,690	57,480	60,320	63,160	
13,580	14,610	14,800	15,100	14,810	15,240	15,600	15,950	16,320	
55,860	59,170	61,700	64,940	66,880	69,930	73,080	76,270	79,480	
38,500	40,770	43,140	46,170	47,790	50,640	53,130	56,490	58,520	
7,800	8,070	8,330	9,220	9,220	9,500	9,700	9,910	10,100	
6,400	6,560	6,660	8,650	7,860	8,370	8,440	8,880	8,930	
52,700	55,400	58,130	64,040	64,870	68,510	71,270	75,280	77,550	
			DECEMBER 1						
3,050	3,720	3,570	900	2,010	1,420	1,810	990	1,930	
								100	
(800)	(750)	(2,500)	(2,000)	(1,000)	(500)	(500)	(500)	(1,000)	
(320)	(300)	(1,000)	(1,000)	(1,000)	(300)	(300)	(300)	(300)	
(1,120)	(1,050)	(3,500)	(3,000)	(2,000)	(800)	(800)	(800)	(1,300)	
1,930	2,670	70	(2,100)	10	620	1,010	190	630	
1,460	500	920	200	180	710	570	790	490	
1,460	500	920	200	180	710	570	790	490	
-									
1,610	3,780	2,930	1,180	1,010	920	1,360	760	900	
860	860	0	ERENT VEN					grave year	
8,820	9,320	11,100	11,300	11,480	12,190	12,760	13,550	14,040	
16.70%	16.80%	19.10%	17.60%	17.70%	17.80%	17.90%	18.00%	18.10%	

Emergency Reserve as a % of Expenditures

### General Fund - Financial Forecast (dollars in thousands)

REVENUES		ACTUALS		ESTIMATED	PROJECTED				
	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Residential Units (SF + MF)	735	1024	709	800	800	800	800	800	800
Discretionary	New Yorkstein 1	Vacana	- Vana		The state of	The same			
Property Taxes	15,000	15,200	15,810	17,330	18,160	19,000	19,860	20,740	21,630
Educational Augmentation	(3,440)	(3,720)	(3,960)	(4,180)	(4,450)	(4,660)	(4,870)	(5,080)	(5,300
County Admin Fee	(170)	(160)	(200)	(220)	(220)	(230)	(240)	(260)	(270
Property Tax In Lieu-VLF	6,990	7,570	8,050	8,480	8,900	9,350	9,820	10,310	10,830
Sales Tax	13,140	14,000	19,820	20,580	21,610	22,690	23,820	25,010	26,260
In Lieu Sales Tax-Triple Flip	4,380	4,690	0	0	0	0	0	0	0
County Share	(880)	(930)	(990)	(1,030)	(1,080)	(1,130)	(1,190)	(1,250)	(1,310
Franchise Fee	2,170	2,320	2,420	2,530	2,580	2,630	2,690	2,750	2,810
Business License	2,440	2,610	2,800	3,000	3,130	3,260	3,400	3,540	3,690
Other Taxes	2,510	2,720	2,940	3,110	3,250	3,590	3,930	4,280	4,630
State Subvention-Motor Vehicle	0	40	40	50	0	0	0	0	0
Interest	10	20	20	60	60	60	130	150	60
Other Revenues-Disc	130	200	150	130	130	130	130	130	130
Ion-Discretionary					( Sail				
Community Facility Fee	770	860	930	1,040	1,180	1,660	1,810	1,960	2,120
Sales Tax-(public safety)	270	280	290	300	320	340	360	380	400
Other Lic & Permits	100	110	110	100	100	100	100	100	100
Fines & Forfeitures	350	330	260	230	230	230	230	230	230
Building Rentals	30	40	40	30	30	30	30	30	30
State Subvention-Gas Tax	960	1,100	1,060	1,170	1,200	1,220	1,240	1,260	1,280
Grants	850	1,320	1,640	1,200	680	680	680	680	680
From Other Agencies	680	930	720	610	620	630	640	650	660
Current Services	1,320	1,270	1,310	1,320	1,340	1,360	1,380	1,400	1,420
andscape Maint, Charges	2,960	2,930	2,770	3,230	3,270	3,310	3,350	3,390	3,430
Other Revenues-non-disc	390	280	240	250	250	250	250	250	250
mpact/Rental Fees	1,390	1,420	1,450	1,510	1,530	1,550	1,570	1,590	1,610
Admin Charges	3,510	3,740	3,980	4,110	4,060	3,880	3,960	4,030	4,110
otal Revenues	55,860	59,170	61,700	64,940	66,880	69,930	73,080	76,270	79,480

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### Revenue Assumptions (dollars in dollars)

PROPERTY TAXES:	ANNUAL	INCREASE	INCREASE IN	ASSESSED VALUE	CITY T	AX RATE (Before	reductions)
		2.00%	\$267	,000,000	17.95%	% of 1%	
Note:	FY17/18 Annua	al Increase=1.02%	Increase in	AV above is based	d on 800 resid	dential units.	
PROPERTY TAX IN LIEU-VLF:	INCREASE BY	'ASSESSED VALU	E GROWTH	5.00%	(Based on 80	00 units)	
COMMUNITY FACILITY FEE:	2/3 OF NEW R	ES UNITS PER YR.	540	ANNUAL FEE:	\$236	INCREASE BY:	1.18%
SALES TAX:	5.00%	SALES TAX	RATE	POPULATION	GROWTH	PER CAPITA	\$ PER YEAR
		1.00%		2,400	PER YEAR	\$1	83
COUNTY SHARE:	5.00%	OF GROSS SALES	STAX	(Based on	800 units)		
		FY15/16 Triple Flip	o is Eliminated				
FRANCHISE TAX:	3 YEAR	NEW RES UNITS	FEE	PARTICIPA	TION %		PG&E
	CPI	PER YEAR	OF GROSS	50.00%	Comcast/AT&	T \$250	Per Unit per M
	1.18%	800	1.00%	\$70	Per Unit per M	Month	
	Note:	3 year average for	residential uni	ts is 823, 5 year ave	erage is 701 u	nits	
BUSINESS LICENSE:	INCREASE	1.18%	THREE YR CP	3.00%	NEW BUSINE	ESSES	
FINES AND FORFEITURES:	PARK	ING AND VEHICLE	\$313,000	BASED ON THREE	E YEAR AVER	AGE	
INTEREST:	RATE ->>	1.00%	ON PRIOR YEA	AR'S BALANCE OR	\$40,000	IF NEGATIVE FU	JND BALANCE
BUILDING RENTALS:	INCREA	SE ANNUALLY BY:	2.00%				
STATE SUBVENTIONS:		MOTOR VEHICLE	GAS TAX	POPULATION	GROWTH		
	PER CAPITA	\$0.00	\$10.00	2,400	PER YEAR	(Based on 800 u	inits)
	SB89	Eliminated VLF	Gas Tax Per C	apita based on two	year average		
GRANTS:		\$790,000	THREE YEAR	AVERAGE OF ONG	OING GRANT	S	
CURRENT SERVICES:	INCREASE B	Y THREE YEAR CP	PI AVERAGE	1.18%			
OTHER REVENUES:	INCREASE B	Y THREE YEAR CP	PI AVERAGE	1.18%			
IMPACT/RENTAL FEES:	BASED ON AD	D'L ROUTES PROJ	ECTED IN THE	ENTERPRISE FUNI	AND INCREA	ASE BY 3 YEAR C	PI AVERAGE
ADMIN CHARGES:	INCREASE	2.00%	PER YEAR	\$250K Successor	Agency Admi	in Fee removed b	eg in FY18/19

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## General Fund - Financial Forecast (dollars in thousands)

EXPENDITURES		ACTUALS		BUDGETED		P	ROJECTE	PROJECTED						
	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22					
PUBLIC SAFETY				STALL MAN	S LL	12308	DE L	S. PANE	TEN SE					
Salaries														
Police-CPOA	7,320	8,060	8,120	8,850	9,460	9,900	10,140	10,380	10,620					
Fire	4,930	5,550	5,110	5,480	5,640	5,840	6,030	6,700	6,780					
Public Safety-Management	2,070	1,600	2,270	3,040	3,130	3,240	3,280	3,320	3,360					
Police-Non CPOA	2,190	2,250	3,380	3,100	3,190	3,300	3,340	3,380	3,420					
Fire-Non Firefighters	260	290	250	260	270	280	280	280	280					
Overtime														
Overtime-Police	1,970	1,930	2,110	1,700	1,700	1,700	1,700	1,700	1,700					
Overtime-Fire	1,170	1,220	1,790	1,420	1,160	1,160	1,160	1,160	1,160					
Extra Help	770	710	750	650	650	650	650	650	650					
Benefits														
Health	2,440	2,500	2,640	3,060	3,270	3,500	3,800	4,090	4,370					
Retirement	4,330	4,710	4,820	5,690	6,060	7,320	8,580	10,250	11,180					
Other	2,430	2,630	2,460	2,930	3,330	3,450	3,490	3,530	3,570					
SMS	8,330	8,890	9,030	9,410	9,730	10,090	10,460	10,830	11,210					
Capital Outlay	290	430	410	580	200	210	220	220	220					
Total Public Safety	38,500	40,770	43,140	46,170	47,790	50,640	53,130	56,490	58,520					
PUBLIC UTILITIES									NAME OF					
Salaries	1,710	1,820	1,970	1,990	2,050	2,120	2,150	2,180	2,210					
Overtime	50	70	100	80	80	80	80	80	80					
Extra Help	70	20	30	110	110	110	110	110	110					
Benefits														
Health	360	380	390	460	490	520	550	580	610					
Retirement	260	260	230	290	290	360	430	510	570					
Other	190	250	230	290	310	320	320	320	320					
SMS	5,120	5,190	5,330	5,880	5,890	5,960	6,030	6,100	6,170					
Capital Outlay	40	80	50	120	0	30	30	30	30					
Total Public Utilities	7,800	8,070	8,330	9,220	9,220	9,500	9,700	9,910	10,100					
GENERAL GOVERNMENT														
Salaries	2,540	2,680	2,750	3,270	3,110	3,220	3,260	3,300	3,340					
Overtime	20	10	30	30	30	30	30	30	30					
Extra Help	340	380	390	460	460	460	460	460	460					
Benefits														
Health	490	500	500	570	600	640	680	720	760					
Retirement	410	420	360	460	470	590	710	840	930					
Other	230	210	200	230	240	270	280	300	320					
SMS	2,350	2,340	2,410	3,610	2,940	3,150	3,010	3,220	3,080					
Capital Outlay	20	20	20	20	10	10	10	10	10					
Total General Govt	6,400	6,560	6,660	8,650	7,860	8,370	8,440	8,880	8,930					
Total Expenditures	52,700	55,400	58,130	64,040	64,870	68,510	71,270	75,280	77,550					

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### Expenditure Assumptions (dollars in thousands)

SALARIES:		2016/17	2017/18	2018/19	2019/20	2020/21	2021/2
POLICE-CPOA	7/1	3.00%	3.00%	3.50%	1.18%	1.18%	1.189
POL-SAL BASE		\$8,850	\$9,230	\$9,670	\$9,900	\$10,140	\$10,38
Additional Officers-Salary		\$220	\$230	\$230	\$240	\$240	\$24
Number of Additional Officers		3	3	3	3	3	
Additional Non-Sworn Positions		0	0	0	0	0	)
FIRE	7/1	3.00%	3.00%	3.50%	1.18%	1.18%	1.18%
SALARY BASE		\$5,480	\$5,640	\$5,840	\$5,910	\$6,460	\$6,78
Additional Firefighter-Salary		\$0	\$0	\$0	\$120	\$240	\$
Number of Addl Firefighters		0	0	0	6	3	
PUBLIC UTILITIES	7/1	3.00%	3.00%	3.50%	1.18%	1.18%	1.189
SALARY BASE		\$1,990	\$2,050	\$2,120	\$2,150	\$2,180	\$2,21
Additional Salaries-Park/Street		\$0	\$0	\$0	\$0	\$0	\$1
Addl Park/Street employees		0	0	0	0	0	
GENERAL GOVT	7/1	3.00%	3.00%	3.50%	1.18%	1.18%	1.189
MGMT	7/1	3.00%	3.00%	3.50%	1.18%	1.18%	1.189
OVERTIME:		NCREASE BY PREVI	OUS THREE YEA	AR CPI	1.18%		
EXTRA HELP:		FLAT FOR NEXT FIVE	YEARS				
HEALTH:		NCREASE PER YEAR	₹		6.0%		
					(PERS ESTIM	MATE)	
RETIREMENT:		2016/17	2017/18	2018/19	2019/20	2020/21	2021/2
POLICE-SAFETY		36.351%	38.690%	43.570%	48.620%	54.320%	57.630%
DISPATCHERS		21.043%	21.730%	24.520%	27.410%	30.840%	32.850%
FIRE		36.351%	38.690%	43.570%	48.620%	54.320%	57.6309
PUBLIC UTILITIES		21.043%	21.730%	24.520%	27.410%	30.840%	32.850%
GENERAL GOVERNMENT		21.043%	21.730%	24.520%	27.410%	30.840%	32.850%
MANAGEMENT		21.043%	21.730%	24.520%	27.410%	30.840%	32.850%
PERS EE COST SHARING	-MISC	-8.400%	-8.400%	-8.400%	-8.400%	-8.400%	-8.4009
PERS EE COST SHARING	-SAFETY	-8.000%	-8.000%	-8.000%	-8.000%	-8.000%	-8.0009
WORKERS COMP:	Police-CPOA	12.75%	15.00%	15.00%	15.00%	15.00%	15.009
(included in other benefits)	Fire	3.09%	3.09%	3.09%	3.09%	3.09%	3.09%
	Mgmt & Admin	0.79%	0.79%	0.79%	0.79%	0.79%	0.79%
	Public Utility	10.14%	10.14%	10.14%	10.14%	10.14%	10.149
OTHER BENEFITS:	Previous year's ar	nount increased by cont	racted and estimat	ted salary increases	s. Includes 2% of	non-safety salarie	s
	for deferred comp	, 1% of total salaries for	sick leave incentiv	re, 1.45% for medic	are and 1% for ot	her benefits.	
OTHER SMS:	INCREASE 3 YE	AR AVERAGE CPI				1.18%	
CAPITAL OUTLAY:	INCREASE BY	3 YEAR AVG CPI PE	R YEAR	1.18%			
	50% FOUR YE	AR AVERAGE-PUBLI	CSAFETY	\$210			
	50% FOUR YE	AR AVERAGE-PUBLI	CUTILITIES	\$30 + 4	ADDITIONAL EQ	UIP FOR NEW E	MPLOYEES
		AR AVERAGE-GEN G		\$10			
	CONTROL TO THE CONTROL PART						

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### Water Enterprise - Financial Forecast (dollars in thousands)

	Actual 2013/14	Actual <u>2014/15</u>	Actual <u>2015/16</u>	Estimated 2016/17	Projected <u>2017/18</u>	Projected 2018/19	Projected 2019/20	Projected 2020/21	Projected 2021/22
BEGINNING WORKING CAPITAL	14,910	17,910	19,490	20,010	18,310	16,390	16,180	15,670	16,130
REVENUES WATER CHARGES DBCP-LEGAL SETTLEMENTS OTHER LEGAL SETTLEMENTS	15,960 330	14,920 290	12,930 240	14,690 250 4,960	15,250 230 10,150	15,820 230	15,940 230	16,060 230	16,180 230
TOTAL REVENUES	16,290	15,210	13,170	19,900	25,630	16,050	16,170	16,290	16,410
EXPENDITURES									
SALARIES	1,980	2,100	2,200	2,510	2,640	2,730	2,760	2,790	2,820
EXTRA HELP	60	40	20	50	50	50	50	50	50
OVERTIME BENEFITS	90	80	90	90	90	90	90	90	90
RETIREMENT	290	300	260	310	350	440	520	630	690
HEALTH	400	410	420	480	510	540	570	600	640
OTHER	250	300	280	320	400	410	420	420	430
SERVICES, MATERIALS & SUPPLIES	8,290	6,900	7,190	9,210	8,990	8,790	8,920	9,020	9,120
MEMBRANE REPLACEMENT					310		830	0	1,280
CAPITAL OUTLAY	1,290	730	610	940	950	960	970	980	990
TOTAL EXPENDITURES	12,650	10,860	11,070	13,910	14,290	14,010	15,130	14,580	16,110
OTHER REVENUE AND EXPENSE									
INTEREST/RENTAL/GRANTS	1,500	160	300	190	300	380	380	380	380
	1,500	160	300	190	300	380	380	380	380
TRANSFERS-OUT (CAPITAL)	(780)	(560)	(790)	(570)	(2,390)	(780)	(780)	(780)	(780)
WATER BANKING LOAN TO DEV FUND	(500)	(500)	0	(500)	(500)	(500)	(300)		
CONTRIBUTION-SURFACE WTP	(570)	(580)	(750)	(750)	(750)	(750)	(750)	(750)	(750)
MEMBRANE REPLACEMENT RESERVE	(290)	(290)	(340)	(100)	(100)	(100)	(100)	(100)	1,280
RESERVE FOR DROUGHT CONTINGENCY		(1,000)	0	(1,000)	(1,000)	(500)			
RESERVE FOR TCP TREATMENT				(4,960)	(8,820)				
ENDING WORKING CAPITAL	17,910	19,490	20,010	18,310	16,390	16,180	15,670	16,130	16,560
RESERVE FOR WELLHEAD TREATMENT	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
RESERVE FOR MEMBRANE REPLACEMENT	1,180	1,470	1,810	1,910	2,010	2,110	2,210	2,310	1,030
RESERVE FOR DROUGHT CONTINGENCY	1,500	2,500	2,500	3,500	4,500	5,000	5,000	5,000	5,000
RESERVE FOR TCP TREATMENT				4,960	13,780	13,780	13,780	13,780	13,780

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### Water Enterprise - Revenue Assumptions (dollars in dollars)

Bi-monthly Meter Charges: Residential - \$21.22 Commercial - \$17.10

Residential Usage Rates: \$.86 per 1,000 gallons for 0 to 23,000 gallons, \$1.45 per 1,000 gallons for 23,000 - 40,000 gallons,

\$1.78 per 1,000 gallons above 40,000 gallons. Dwelling unit charge \$10.61 per month (\$21.22 bi-monthly).

Commercial Usage Rates: \$.86 per 1,000 gallons 0 to 23,000 gallons, \$1.17 per 1,000 gallons over 23,000 gallons. Monthly charge from \$8.55 (1") to \$866.32 (10").

Current Charges:

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INCREASED EACH YEAR BY THE AVERAGE INCREASE OF THE PREVIOUS THREE YEARS

2021/22 2017/18 2018/19 2019/20 2020/21 2016/17 Rate Increase: 7/1 0.0% 3.0% 3.0% 0.0% 0.0% 0.0%

Rate Increase: 3% Based on Council approved annual rate increase unless not necessary.

1.00% OF PREVIOUS YEAR'S WORKING CAPITAL OR A MINIMUM OF \$10,000 Interest:

### Water Enterprise - Expense Assumptions (dollars in thousands)

Salaries: CPWEA	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
7/1	3.00%	3.00%	3.50%	1.18%	1.18%	1.18%
Salary Base	\$2,510	\$2,590	\$2,730	\$2,760	\$2,790	\$2,820
Additional Employee		\$50				

Extra Help: FLAT FOR NEXT FIVE YEARS

Overtime: FLAT FOR NEXT FIVE YEARS

				(I LITO LOTTIN	W ( 1 L )	
Retirement:	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
	21.043%	21.730%	24.520%	27.410%	30.840%	32.850%

PERS Cost Sharing: -8.400% -8.400% -8.400% -8.400% -8.400%

Health: INCREASE PER YEAR 6.00%

Other Benefits: -WORKERS COMP 10.140% FOR CPWEA 0.79% FOR ADMIN

> -MEDICARE 1.450% OF SALARIES -DEF COMP/SICK LEAVE INC 5.250% OF SALARIES

Other SMS: INCREASE BY CPI FOR FUTURE YEARS 1.18%

(Increase energy cost by 50% for the Surface Water Treatment Plant operation beginning in 2004/05)

(PERS ESTIMATE)

-8.400%

Rental of the New Corp Yard-beginning 2002/03 \$320 per year

Capital Outlay: FOUR YEAR AVERAGE INCREASED BY CPI FOR FUTURE YEARS 1.18%

Transfers Out: FOR CAPITAL CONTRIBUTIONS FOR DISTRIBUTION SYSTEM IMPROVEMENTS

FOR LAND ACQUISITION DESIGN AND CONSTRUCTION OF RECHARGE FACILITIES-100%

Reserves: WELLHEAD TREATMENT CONTINGENCY ESTABLISHED FOR POSSIBLE CLEANUP OF DBCP CONTAMINATION

MEMBRANE REPLACEMENT RESERVE ESTABLISHED FOR NEW MEMBRANE COSTS

DROUGHT CONTINGENCY ESTABLISHED FOR WATER PURCHASE DURING POSSIBLE DROUGHT

TCP TREATMENT RESERVE FOR TREATMENT CAPITAL AND O&M E-7

## Sewer Enterprise - Financial Forecast (dollars in thousands)

	Actual 2013/14	Actual 2014/15	Actual 2015/16	Estimated 2016/17	Projected 2017/18	Projected 2018/19	Projected 2019/20	Projected 2020/21	Projected 2021/22
BEGINNING WORKING CAPITAL	10,280	12,240	16,140	20,130	16,720	16,120	16,000	15,670	15,560
REVENUES	- 10			Mary Land					
SEWER CHARGES	10,710	11,740	12,460	11,950	12,200	12,450	12,700	12,950	13,200
PRETREATMENT CHARGES	50	50	50	50	50	50	50	50	50
TOTAL REVENUES	10,760	11,790	12,510	12,000	12,250	12,500	12,750	13,000	13,250
EXPENDITURES									
SALARIES	660	690	720	780	830	860	870	880	890
EXTRA HELP	0	0	0	10	10	10	10	10	10
OVERTIME	10	10	10	10	10	10	10	10	10
BENEFITS									
RETIREMENT	90	100	90	100	110	140	170	200	220
HEALTH	130	120	130	140	140	140	140	140	140
OTHER	80	100	90	100	130	130	130	130	140
SERVICES, MATERIALS & SUPPLIES	3,030	3,110	3,400	3,530	3,620	3,670	3,710	3,750	3,790
FRESNO TREATMENT PLANT	2,590	2,080	2,270	2,360	2,390	2,420	2,450	2,480	2,510
CLOVIS TRMT/REUSE PLANT (ST-WRF)	1,720	1,940	2,040	2,340	2,390	2,440	2,740	2,800	2,860
DEBT SERVICE	1,230	1,220	1,230	1,240	1,250	1,250	1,250	1,250	1,250
CAPITAL	10	10	50	60	460	60	60	60	60
CAPITAL-FRESNO PLANT IMPROVEMENTS	450	940	350	780	700	520	750	620	650
TOTAL EXPENDITURES	10,000	10,320	10,380	11,450	12,040	11,650	12,290	12,330	12,530
OTHER REVENUE AND EXPENSE									
INTEREST	90	100	200	100	270	270	270	280	280
GRANTS/MISC/SALE OF ASSETS/REFUNDS	20	170	250	310	170	170	170	170	170
BOND COVERAGE CHARGES/(REBATE)	3,290	3,360	3,320	(1,650)	0	(1,650)	(1,650)	(1,650)	(1,650)
	3,400	3,630	3,770	(1,240)	440	(1,210)	(1,210)	(1,200)	(1,200)
TRANSFERS IN-DEBT SERVICE	370	370	420	420	420	420	420	420	420
TRANSFERS OUT-CAPITAL	(340)	(340)		(2,390)					
FROM DEVELOPER-PLANT CAPITAL IMPROV	270	270	270	270	270	270	270	270	270
INTERFUND (LOANS)/REPAYMENT	(2,500)	(1,500)	(2,600)	(1,020)	(1,440)	50	230	230	230
(INC)/USE OF FRESNO PLANT CAP RESERVE					(500)	(500)	(500)	(500)	0
ENDING WORKING CAPITAL	12,240	16,140	20,130	16,720	16,120	16,000	15,670	15,560	16,000
RESERVE FOR FRESNO PLANT CAPITAL	0	0	0	0	500	1,000	1,500	2,000	2,000
RESERVE FOR RATE STABILIZATION	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
REQUIRED FOR DEBT COVERAGE	6,900	6,900	6,900	6,900	6,900	6,900	6,900	6,900	6,900

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### Sewer Enterprise - Revenue Assumptions (dollars in dollars)

Current Charges: P	opulation ncrease 2,400	New Units Per Year 800	Additional Commercial \$41,000	Residential:	2016/17 Per Unit Per Month \$21.47	Bond Charge Per Unit Per Month \$7.30 To 2016/17	Pretreatment Per Unit Per Month \$0.06
Rate Rebate:						\$(10.95) Beginning	2016/17
Rate Increase:*		2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Pe	ercentage	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Revised Mor		\$21.47 OF PREVIOUS YEA	\$21.47 R'S WORKING CAPITAL	\$21.47	\$21.47	\$21.47	\$21.47

<sup>\*</sup> Rate Increase: Note: The Council can approve up to a 3% annual rate increase if deemed necessary.

Sewer Enterprise	- Expense Assumptions (dollar	rs in thousands)				
	(CPWEA) <u>2016/17</u>	2017/18	2018/19	2019/20	2020/21	2021/22
7/1	3.00%	3.00%	3.50%	1.18%	1.18%	1.18%
SALARY BASE	\$780	\$800	\$860	\$870	\$880	\$890
Additional employee		\$30				
Extra Help:	FLAT FOR NEXT FIVE YEA	ARS				
Overtime:	FLAT FOR NEXT FIVE YEA	ARS		(PERS EST	IMATE)	
Retirement:	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
	21.043%	21.730%	24.520%	27.410%	30.840%	32.850%
PERS Cost Sharing: Health:	-8.400% INCREASE PER YEAR	-8.400%	-8.400%	-8.400% 6.00%	-8.400%	-8.400%
Other Benefits:	-RETIREMENT		21.043%	OF EXTRA HELP		
	-WORKERS COMP		10.140%	FOR CPWEA	0.79%	FOR ADMIN
	-MEDICARE		1.450%	OF SALARIES		
	-DEF COMP/SICK LEAV	E INC/OTHER	5.250%	OF SALARIES		
Other SMS:	INCREASE BY AVERAGE	CPI FOR PREVIOU	S 3 YEARS		1.18%	
	Rental of the New Corp Yar	d-Beginning in 2002	2/03		\$320	
	Clovis Treatment/Reuse Pla	ant Operations-Begi	nning 1/1/2009		\$1,000	
<b>Regional Treatment Plant:</b>	Annual payment for original	plant buy-in plus O	&M costs.			
	Adjusted for average 3 year	CPI and per capita	amount		1.18%	
Debt Service:	Fresno/Clovis Regional WV	VTP Renovation				
	96/97 - 2023				\$1,250	
Capital Outlay:	FUTURE YEARS @				\$50	
	<ul> <li>ADJUSTED BY 3 YEAR</li> </ul>	R AVERAGE CPI			1.18%	
apital-Plant Improvements:	Based on estimates from the	e City of Fresno for	sewer main and	d plant refurbishments		
Transfers In-Debt Service:	In from Major Facilities-34.5	57% of debt service	for 1993 WWTF	Renovation	\$424	
Transfers Out:	Out for on-going capital imp	provements-per Five	Year CIP			
Interfund Loans:	Temporary cash loans to co	onform with various	bond covenants			
17 sewer 2/27/2017 9:25 AM		E-9				

### Community Sanitation - Financial Forecast (dollars in thousands)

	Actual 2013/14	Actual 2014/15	Actual 2015/16	Estimated 2016/17	Projected	Projected	Projected	Projected	Projected
DECINING WORKING CARITAL					2017/18	2018/19	2019/20	2020/21	2021/22
BEGINNING WORKING CAPITAL	7,740	9,740	10,910	11,610	7,830	7,630	7,290	7,780	8,280
REFUSE CHARGES	13,290	13,470	12 220	13,480	12 000	14 220	14 770	15 220	15 600
RECYCLING CHARGES	1,340		13,320	A CONTRACTOR OF THE PARTY OF TH	13,900	14,330	14,770	15,220	15,680
		1,380	1,550	1,580	1,650	1,730	1,810	1,860	1,910
GREEN WASTE CHARGES	1,550	1,640	1,690	1,780	1,880	1,980	2,080	2,150	2,220
STREET SWEEPING CHARGES	1,030	1,080	1,100	1,100	1,110	1,120	1,180	1,240	1,300
TOTAL REVENUES	17,210	17,570	17,660	17,940	18,540	19,160	19,840	20,470	21,110
EXPENDITURES				AND SECTION					
SALARIES	2,160	2,470	2,620	2,810	3,000	3,200	3,290	3,330	3,370
EXTRA HELP	110	40	40	100	100	100	100	100	100
OVERTIME	200	190	220	240	240	240	240	240	240
BENEFITS				STATE OF THE STATE					
RETIREMENT	330	350	310	360	400	520	630	750	820
HEALTH	500	510	490	560	590	630	670	710	750
OTHER	290	370	290	380	480	510	520	530	540
SERV, MAT & SUPP	6,560	7,100	7,570	8,110	8,310	8,540	8,800	9,090	9,410
RECYCLING	1,290	1,360	1,330	1,360	1,400	1,450	1,500	1,550	1,600
GREEN WASTE PROGRAM	1,510	1,600	1,570	1,610	1,670	1,730	1,790	1,850	1,910
STREET SWEEPING	1,170	1,160	1,350	1,400	1,420	1,440	1,460	1,480	1,500
LANDFILL CLOSURE	200	220	220	220	220	220	220	220	220
CAPITAL	360	510	780	1,310	200	940	210	210	210
LANDFILL IMPROVEMENTS	10	10	110	2,760	200	200	200	200	200
LANDFILL DEBT SERVICE	780	780	780	790	790	790		7.50.81.40	
TOTAL EXPENDITURES	15,470	16,670	17,680	22,010	19,020	20,510	19,630	20,260	20,870
OTHER REVENUE AND EXPENSE				- THE PARTY OF					
INTEREST	90	80	100	130	120	120	120	130	140
GRANTS/MISC/SALE OF ASSETS	30	30	70						
	120	110	170	130	120	120	120	130	140
TRANSFERS	140	160	550	160	160	890	160	160	160
TRANSFERS OUT-CORP YARD									
LANDFILL LINER FEE									
ENDING WORKING CAPITAL	9,740	10.910	11,610	7.830	7,630	7.290	7,780	8,280	8,820
RESERVE FOR CLOSURE	2,840	3,060	3,280	3,500	3,720	3,940	4,160	4,380	4,600
RESERVE FOR LIABILITY INS	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000

<sup>\*</sup>Note: Maintain minimum ending working capital at 15% of expenditures or the bond covenant requirements.

17 refuse and street cleaning 2/27/2017 9:34 AM E-10

Community	Sanitation	- Revenue Assumptions	(dollars in dollars)
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Current Charges:  Additional Commercial Annual Revenue	Current Charges: New U Per Yo 800 dditional Commercial Annual Revenue		16/17 Avg Unit Per Month \$22.72 \$35,000	Recycling Per Month \$3.50	Green Waste Per Month \$5.14	Street Cleaning Per Month \$2.25	
		2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Rate Increase/(Decrease):	7/1	0.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Adjusted Monthly Rate:		\$22.72	\$23.17	\$23.64	\$24.11	\$24.59	\$25.08

Rate Increase: Based on Council approved 4% annual rate increase unless not necessary.

Green Waste/Recycling: Based on current year charges, increased by new unit growth and projected rate increases of 4% per year.

Street Cleaning: Based on current year charges, increased by new unit growth.

Interest: 1.00% OF PREVIOUS YEAR'S WORKING CAPITAL

Community S	Ganitation - Expense A.	ssumptions (doll	ars in thous	ands)		
Salaries:	(CPWEA) 2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
7/1	3.00%	3.00%	3.50%	1.18%	1.18%	1.18%
Salary Base:	\$2,810	\$2,890	\$3,100	\$3,230	\$3,330	\$3,370
Additional Personnel:	Res/Comm	\$110	\$95	\$60	30 Pr. 1997	2-40v-2-10-00-0
Extra Help:	\$100 for Operations pe	er year				
Overtime:	FLAT FOR FUTURE	YEARS			1.18%	
				(PERS ESTIMA	ATE)	
Retirement:	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
	21.043%	21.730%	24.520%	27.410%	30.840%	32.850%
PERS Cost Sharing:	-8.400%	-8.400%	-8.400%	-8,400%	-8.400%	-8.400%
Health:	INCREASE PER YEAR	R			6.00%	
Other Benefits:	-WORKERS COMP		10.14%	FOR CPWEA	0.79%	FOR ADMIN
	-MEDICARE		1.45%	OF SALARIES		
	-DEF COMP/SICK LE	EAVE/OTHER	5.25%			
Other SMS:	INCREASE BY AVER	AGE CPI FOR PRE	VIOUS 3 YEAR	RS	1.18%	
	Rental of the Corp Yar	rd beginning 2002/03	3	\$	320 per year	
Landfill Debt Service:	98 Landfill Improveme	ents Beginning 1999/	00-2018/19	actual accordin	g to debt servi	ce schedule
	2011 Landfill Improver	ments Beginning 20	10/11-2019/202	20 estimated accord	ing to debt ser	vice schedule
Capital Outlay:	FLAT FOR FUTURE	YEARS (WITH THE	EXCEPTION	OF FY 2018/19)	\$200	
	ADJUSTED BY 3	YEAR AVERAGE CI	PI	7.	1.18%	
Transfers:	In-For Toters		\$160	/year		
Reserve For Closure:	FROM 98/99, INCREA	ASE BY 3 YEAR AVI		- MEMORY APP	1.18%	

17 refuse and street cleaning 2/27/2017 9:40 AM E-11

### Transit - Financial Forecast (dollars in thousands)

	Actual 2013/14	Actual <u>2014/15</u>	Actual <u>2015/16</u>	Estimated <u>2016/17</u>	Projected <u>2017/18</u>	Projected <u>2018/19</u>	Projected 2019/20	Projected 2020/21	Projected 2021/22
BEGINNING WORKING CAPITAL	340	90	1,160	1,830	1,120	950	680	340	(90)
REVENUES									
MEASURE C FUNDS	1,250	1,300	1,390	1,440	1,520	1,610	1,700	1,800	1,900
LOCAL TRANSPORTATION FUNDS (LTF)	2,120	3,460	3,750	3,580	3,620	3,660	3,700	3,740	3,780
STATE TRANSIT ASSISTANCE	580	560	250	470	470	470	470	470	470
OTHER (Fares, Advertising, Trolley Rents)	240	240	220	230	230	230	230	230	230
TOTAL REVENUES	4,190	5,560	5,610	5,720	5,840	5,970	6,100	6,240	6,380
EXPENDITURES				The second					
SALARIES	1,050	1,150	1,230	1,380	1,420	1,470	1,490	1,510	1,530
EXTRA HELP	710	690	720	830	870	910	960	1,010	1,060
OVERTIME	30	60	70	70	70	70	70	70	70
BENEFITS									
RETIREMENT	150	160	150	180	190	240	280	340	370
HEALTH	220	220	220	270	290	310	330	350	370
OTHER	280	330	310	310	340	380	420	460	500
SERVICES, MATERIALS & SUPPLIES	1,970	1,880	2,030	2,300	2,330	2,360	2,390	2,420	2,450
CAPITAL-OTHER	180	80	570	70	40	40	40	40	40
CAPITAL-BUSES		440	0	1,030	470	470	470	470	470
TOTAL EXPENDITURES	4,590	5,010	5,300	6,440	6,020	6,250	6,450	6,670	6,860
OTHER REVENUE AND EXPENSE									
INTEREST/GRANTS/MISC	150	520	360	10	10	10	10	0	0
SALE OF ASSETS		020	550	ART FIRST		10	10		Ü
	150	520	360	10	10	10	10	0	0
ENDING WORKING CAPITAL	90	1,160	1,830	1,120	950	680	340	(90)	(570)

17 transit 2/27/2017 9.49 AM E-12

### Transit - Revenue Assumptions

Transit Revenue: Measure C revenue is projected to grow by the prior 3 year average increase in revenue 5.62%

LTF revenue is projected to grow by the 3 year average CPI 1.18%

Beginning in 2014/15 100% of LTF revenue will be allocated to Transit.

Beginning in 2015/16 State Transit Assistance revenue must be used for capital purposes only.

Other revenue is projected to grow by the 3 year average CPI 1.18%

Interest: 1.00% OF PREVIOUS YEAR'S WORKING CAPITAL

### Transit - Expense Assumptions

 Salaries:
 2016/17
 2017/18
 2018/19
 2019/20
 2020/21
 2021/22

 CUE
 7/1
 3.00%
 3.00%
 3.50%
 1.18%
 1.18%
 1.18%

Additional Employees

Extra Help: INCREASE 5% PER YEAR FOR ADDITIONAL DEMAND IN ROUNDUP TRANSIT SERVICES

Overtime: INCREASE BY PREVIOUS THREE YEAR CPI 1.18%

Retirement: 2016/17 2017/18 2018/19 2020/21 2021/22 2019/20 21.043% 21.730% 24.520% 27.410% 30.840% 32.850% PERS Cost Sharing: -8.400% -8.400% -8.400% -8.400% -8.400% -8.400%

Health: INCREASE PER YEAR 6.00%

Other Benefits: -WORKERS COMP 10.140% OF SALARIES 0.79% FOR ADMIN

-MEDICARE 1.450% OF SALARIES and EXTRA HELP

(PERS ESTIMATE)

-DEFERRED COMP/SICK LEAVE INCENTIVE/OTHER 5.250% OF SALARIES

Other SMS: INCREASE BY AVERAGE PREVIOUS 3 YEAR CPI 1.18%

Capital Outlay: BASED ON BEST ESTIMATES FOR BUSES AND OTHER

ADJUSTED BY 3 YEAR AVERAGE CPI 1.18%

17 transit 2/27/2017 9:53 AM E-13

## Planning & Development Services - Financial Forecast (dollars in thousands)

RESIDENTIAL UNITS PER YEAR	735	1024	709	800	800	800	800	800	800
	Actual 2013/14	Actual 2014/15	Actual 2015/16	Estimated 2016/17	Projected 2017/18	Projected 2018/19	Projected 2019/20	Projected 2020/21	Projected 2021/22
BEGINNING WORKING CAPITAL	1,600	2,440	3,350	4,330	3,770	2,970	2,040	960	(330)
REVENUES									
BUILDING PERMITS	2,170	2,140	2,080	2,300	2,310	2,340	2,370	2,400	2,430
PLANNING FEES	1,510	1,510	1,450	1,200	1,290	1,310	1,340	1,370	1,410
GENERAL PLAN CONSULTANT	380	210	150	110	100	100	100	100	100
ENGINEERING FEES	2,430	2,150	2,410	1,890	2,310	2,340	2,370	2,400	2,430
CAPITAL IMPROVEMENT CHARGES	2,040	2,050	2,390	2,240	2,340	2,390	2,420	2,450	2,480
TOTAL REVENUES	8,530	8,060	8,480	7,740	8,350	8,480	8,600	8,720	8,850
EXPENDITURES									
SALARIES	2,790	3,230	3,460	3,660	4,020	4,160	4,210	4,260	4,310
EXTRA HELP	530	570	600	560	500	500	500	500	500
OVERTIME	140	160	120	120	120	120	120	120	120
BENEFITS									
RETIREMENT	410	470	430	470	640	750	900	1,070	1,180
HEALTH	470	500	540	590	690	730	770	820	870
OTHER	370	380	350	390	410	410	410	410	410
SERVICES, MATERIALS & SUPPLIES GENERAL PLAN CONSULTANT	1,960 520	2,090 290	2,180 170	2,800 110	2,920 100	2,950 100	2,980 100	3,020 100	3,060 100
CAPITAL	20	20	40	10	100	10	100	100	10
TOTAL EXPENDITURES	7,210	7,710	7,890	8,710	9,410	9,730	10,000	10,310	10,560
50 0 50 C 10 19 50 C 19 60 C 10 10 10 10 10 10 10 10 10 10 10 10 10			1,000					10,010	10,000
ADDITIONAL ITEMS				La Sme					
INTEREST	10	10	40	10	40	30	20	10	0
OTHER REVENUES/GRANTS TRANSFERS FROM GENERAL FUND	290 300	330 300	400 300	100 300	100 300	100 300	100 300	100 300	100 300
TOTAL ADDITIONAL ITEMS	600	640	740	410	440	430	420	410	400
TOTAL ADDITIONAL TEMO	000	040	140		- 110		720		400
NET INC/(DEC) TO WORKING CAPITAL	1,920	990	1,330	(560)	(620)	(820)	(980)	(1,180)	(1,310)
OTHER ITEMS				THE WATER LAND					
(USE OF)/ADDITION TO EMERGENCY RESERVE	1,080	80	350	0	180	110	100	110	100
ENDING WORKING CAPITAL	2,440	3,350	4,330	3,770	2,970	2,040	960	(330)	(1,740)
Emergency Reserve-(Dollars)	1,080	1,160	1,510	1,510	1,690	1,800	1,900	2,010	2,110
Emergency Reserve as a % of Expenditures	15.00%	15.00%	19.10%	17.30%	18.00%	18.50%	19.00%	19.50%	20.00%

Planning & Developm	ent Servic	<b>es -</b> Revenue	Assumptions (	dollars in <u>dollars</u>	)		
	2015/16 (Act.)	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Residential Units Per Year:	709	800	800	800	800	800	800
Non-Residential %:	33.6%	30%	30%	30%	30%	30%	30%
	Av	erages based on two y	ears actuals and estin	nate to close			
Average Permit Fees Per Unit:		Building	Planning	Engineering			
		\$2,000	\$1,400	\$2,000			
3 Year Average CPI:	1.18%						
	2015/16 (Act.)	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Planning Program Fee (Staff):	758,632	760,000	840,000	850,000	860,000	870,000	880,000

Capital Improvement Charges:

Plan. Prgm. Fee (Consultant):

Other Planning Fees:

INCREASE ANNUALLY BY PROJECTED SALARY INCREASES

100,000

450,000

1,390,000

100,000

460,000

1,410,000

Interest:

1.00% OF PREVIOUS YEAR'S WORKING CAPITAL

Other Revenues:

INCREASE BY AVERAGE CPI FOR PREVIOUS 3 YEARS

1.18%

(PERS ESTIMATE)

100,000

480,000

1,440,000

Grants:

BASED ON AWARDED GRANTS

100,000

440,000

1,300,000

Planning & Development Services	- Expense	Assumptions (do	llars in thousan	ds)		
Salaries: (CPTA)	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
7/1	3.00%	3.00%	3.50%	1.18%	1.18%	1.18%
Salary Base: Additional Personnel:	\$3,660	\$4,020	\$4,160	\$4,210	\$4,260	\$4,310

Extra Help: FLAT FOR FUTURE YEARS

148,520

694,134

1,601,286

Overtime: INCREASE BY PREVIOUS THREE YEAR CPI

1.18%

100,000

500,000

1,470,000

100,000

530,000

1,510,000

2021/22 Retirement: 2016/17 2017/18 2018/19 2019/20 2020/21 24.520% 30.840% 32.850% 21.043% 21.730% 27.410% PERS Cost Sharing: -8.400% -8.400% -8.400% -8.400% -8.400% -8.400%

Health: INCREASE PER YEAR 6.00%

Other Benefits: INCREASE BY AVERAGE CPI FOR PREVIOUS 3 YEARS 1.18%

Other SMS: INCREASE BY AVERAGE CPI FOR PREVIOUS 3 YEARS 1.18%

Capital Outlay: BASED ON CAPITAL NEEDS PROJECTED FOR DEPARTMENT

Transfers: GENERAL FUND DISCRETIONARY FUNDING \$300 PER YEAR

E-15

### **EXHIBIT B**

# PROJECTION ASSUMPTIONS GENERAL FUND

Generally in preparation of the forecast trends are determined and utilized for projecting future activity. Current activity in both revenues and expenditures falls within normal "trends" and is used for the basis of the projections. The table below indicates the values that are used for projection purposes.

	10-YR Average	Projected 2017/18	Projected 2018/19	Projected 2019/20	Projected 2020/21	Projected 2021/22
Residential Units (Single Family plus Multi Family)	610	800	800	800	800	800
Assessed Valuation (in Millions)	\$230	\$267	\$267	\$267	\$267	\$267
Population Increase	1,812	2,400	2,400	2,400	2,400	2,400

The 2016/17 revenues were estimated based on actuals to date through January of 2017, and projected out for the remainder of the fiscal year based on trend analysis of prior year's receipts. Some revenues such as property taxes and sales taxes were given special consideration due to the current economic climate along with budgetary actions taken at the state level such as the elimination of redevelopment and the fact that they represent two-thirds of the General Funds discretionary revenues. The economic recovery remains a major consideration in budgeting revenues in all years projected. Some revenue sources such as sales tax are projected to experience increases due to continued business growth within the City of Clovis.

The 2016/17 expenditure estimates were based on the working budget with adjustments made based on the input received from department heads, using actual-to-date amounts through January 2017 and their knowledge of the remaining year's activities.

The following are the assumptions used in the projections of revenue and expenditures for the five-year forecast for the General Fund for the years 2017/18 - 2021/22:

#### REVENUE ASSUMPTIONS

Property Taxes – will increase in 2017/18 by 4.3% from the prior year due to Proposition 13 capped annual increase of existing properties at Consumer Price Index (CPI) of 2.0% plus the assessed valuation for new units projected at 800 residential plus a component for non-residential. In 2018/19-2021/22, the increases reflect the normal growth of existing properties at the Proposition 13 cap of 2% for all projected years plus the assessed valuation for new units as noted above for the projected fiscal year.

Property Tax in Lieu-VLF – 2017/18 is projected to increase by 5.0% based on the annual 2% maximum increase on existing properties, and the increase in assessed valuation for the additional units projected.

Community Facilities Fee - flat per unit fee based on new residential units falling within the community facilities district at \$236 per unit increased annually by CPI.

Sales Tax – 2017/18 is projected to increase by 5% from the prior year to reflect projected growth by the Board of Equalization. In addition, sales taxes are projected to grow by the per capita amount for increases in population. Sales taxes are adjusted for the shift of the County's share of the annual sales tax resulting from the tax sharing agreement with Fresno County.

Franchise Taxes - Franchise fees will increase by the three-year average annual CPI plus the addition of new residential units per year.

Business Licenses - Business licenses are projected to grow annually by CPI plus 3% for new businesses.

Other Taxes – Includes Transient Occupancy Tax and Card Room Permit Fees which reflects an increase each year by the three year average annual CPI.

Fines and Forfeitures - Parking citations are based on a three year average and remain flat for projected years. Department of Justice has suspended asset forfeiture funds until further notice.

Interest - Interest is calculated at 1.0% on the prior year's ending fund balance plus emergency reserve, with a minimum of \$50,000 per year.

Building Rentals - Rental of City owned buildings is expected to increase at 2% annually.

State Subventions - State Subventions are calculated at the per capita rate based on estimated population for gas tax. SB89 eliminated motor vehicle license fees.

State Grants - State Grants are projected based on the past three-year average excluding grants from the American Reinvestment and Recovery Act of 2009 and adjusted when specific duration of multi-year grants is known.

Current Charges - Current charges are projected to increase at a rate of the three-year average annual CPI.

Other Revenue - Other miscellaneous revenues are expected to increase by the threeyear average annual CPI.

Impact/Rental Fees - Impact/Rental fees are based on additional routes/mileage projected in the enterprise funds.

Administrative Charges - Administrative revenue to the General Fund is expected to increase at 2% per year. Successor Agency Administrative Fee is eliminated in FY18/19 as the County will take over administration at that time.

### EXPENDITURE ASSUMPTIONS

Staffing – Three police officers are added per year over the forecast along with six additional firefighters in 2019/20 and three in 2020/21 in anticipation of opening a fire station in the Loma Vista Area.

Salaries - Salary increases for all groups including merit increases are projected to be 3% in 2017/18, 3.5% in 2018/19 and at the three-year average annual CPI rate thereafter.

Overtime - Overtime remains flat over the forecast period.

Extra Help - Extra Help is projected to remain flat for the next five years.

### Salary Related Costs

- Health Benefit The Health Benefit costs are projected to increase by 6% per year.
- Retirement Retirement costs are based on actual rates from PERS for 2017/18, estimated rates from PERS for 2018/19 and throughout the forecast period reflect recent rate increases due to the discount rate reductions proposed over the next three years. Rates for safety members are projected to increase 19% (from approximately 39% to 58% of payroll) over the next five years. Miscellaneous member rates are projected to increase 11% (from 22% to 33% of payroll) over the next five years.

#### Other Benefits

- Worker's Compensation Rates are projected to remain relatively flat throughout the forecast period.
- Medicare and Unemployment Medicare is projected at 1.45% of salaries and Unemployment is projected as part of other benefits and has sufficient reserves for this expenditure.
- Deferred Compensation and Sick Leave Incentive Deferred compensation is projected at 3% of non-safety salaries and sick leave incentive is projected at 1% of total salaries.
- An additional 1% of salaries have been added for other benefits.

Services, Materials, and Supplies - Services, materials, and supplies are projected to increase by the three-year average annual CPI.

Capital Outlays - Capital outlays are projected at 1/2 the previous four-year average expenditure or a portion thereof.

### TRANSFER ASSUMPTIONS

Transfers to Government Facilities - This represents the on-going need to pay for governmental capital projects. This includes acquisition, construction, debt service, and major capital repairs for City owned assets/facilities.

Other Transfers In - This represents the General Fund contribution to other programs/projects as the need arises.

Other Transfers (Out) Planning and Development Services - An annual transfer is being projected to cover costs associated with general oversight of code updates, enforcement for maintaining health and safety standards and preventing neighborhood blight.

#### RESERVE ASSUMPTIONS

Emergency Reserve - The reserve established for emergencies. In 2017/18 this reserve is projected to be 17.7% of expenditures. The Council's established policy for the reserve is a minimum of 15% with the goal to reach 25% as funding is possible.

Projected throughout this forecast are increases to reach Council's goal and work towards the City auditor's recommendation of 25%.

Reserve for Triple Flip - This reserve was established in 2004/05; the first year the sales tax triple flip was in effect to allow the state to purchase Economic Recovery Bonds (ERBs), and represents an offset to the long-term accrual of revenue that is not available for appropriation. The ERBs were paid off in August 2015 bringing the triple flip to an end.

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AGENDA ITEM NO: 2-A-2



## CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration Department

DATE: March 6, 2017

SUBJECT: Consider Approval - Authorize the City Manager to enter into an

Amended Agreement with Willdan Financial Services to Assist with the Financial Analyses related to the Sewer, Water, and Recycled Water Master Plans Infrastructure Costs and Funding. (Continued from the

February 6, 2017 meeting)

This item will be available on Friday, March 3, 2017. Please direct questions to the City Clerk's office at 559-324-2060.

Subject 3/1/2017 10:00:05 AM Page 1 of 1



AGENDA ITEM NO:

City Manager: 🖒

4-A

## CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO:

Mayor and City Council

FROM:

Administration

DATE:

March 6, 2017

SUBJECT:

Consider Approval - Change of Council Meeting Schedule

### CONFLICT OF INTEREST

None.

### RECOMMENDATION

For the City Council to approve the cancellation of the Council meeting scheduled for March 13, 2017.

#### EXECUTIVE SUMMARY

There is a need to change the schedule of meetings for the City Council in March. Staff is recommending that City Council cancel the meeting of March 13, 2017.

#### BACKGROUND

Staff is able to consolidate the agenda items to the first and third meetings in March. Staff is recommending City Council consider canceling the meeting of March 13, 2017. Given adequate notice, staff will be able to amend the timing of actions coming forward so that operations will not be affected by the cancellation.

### FISCAL IMPACT

None.

City Council Report Change of Council Mtg. Schedule March 6, 2017

### REASON FOR RECOMMENDATION

Pursuant to the Clovis Municipal Code, the City Council meets in regular session on the first, second, and third Monday of each month, except when those Mondays occur on a recognized City holiday. The City Council needs to confirm any change to the schedule of meetings in order to properly notice the public of the City Council's schedule of meetings.

### ACTIONS FOLLOWING APPROVAL

A revised schedule of meetings will be published in conformance with law.

Prepared by: Jacquie Pronovost, Exec. Asst.

Submitted by: Luke Serpa, Interim City Manager \_\_\_\_



AGENDA ITEM NO: City Manager:

19

4-B

S

## CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO:

Mayor and City Council

FROM:

Administration

DATE:

March 6, 2017

SUBJECT:

Consider Appointment to the Eastern Portion City Member Alternate Appointment

to the San Joaquin Valley Water Infrastructure Authority

#### CONFLICT OF INTEREST

None.

### RECOMMENDATION

That the Mayor Pro Tem considers an Eastern Portion City Member Alternate Appointment to the San Joaquin Valley Water Infrastructure Authority ("SJVWIA") to fill a vacancy.

#### EXECUTIVE SUMMARY

Since the previous Mayor, Nathan Magsig, has been elected to the Fresno County Board of Supervisors, appointment is needed to fill his vacancy as the Eastern Portion City Member Alternate to the SJVWIA.

#### BACKGROUND

The San Joaquin Valley Water Infrastructure Authority is comprised of East and West city member board seats on the JPA within the five county area. Orange Cove Mayor Victor Lopez is appointed as the Eastern Portion City Member. City of Clovis' prior Mayor, Nathan Magsig, had been appointed as the Eastern Portion City Member Alternate. However, effective January 1, Nathan Magsig was elected to the County Board of Supervisors. Therefore, a vacancy exists for the Alternate Member. Mayor Pro Tem Bob Whalen has requested to be appointed as the Eastern Portion City Member Alternate.

### FISCAL IMPACT

None.

### REASON FOR RECOMMENDATION

Appointment to the SJVWIA shall be acted upon by the City Council. The City's previous representative is no longer on the City Council and a vacancy exists. Mayor Pro Tem Bob Whalen is requesting to be the Eastern Portion City Member Alternate.

### **ACTIONS FOLLOWING APPROVAL**

Staff will notify the SJVWIA of such appointment and take whatever further actions are needed, as directed by the Mayor Pro Tem and City Council.

Prepared by: Jacquie Pronovost, Exec. Asst.

Submitted by: Luke Serpa, Interim City Manager \_\_\_\_\_\_



AGENDA ITEM NO: City Manager: 4-C

## CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO:

Mayor and City Council

FROM:

Administration

DATE:

March 6, 2017

SUBJECT: Consider Appointment to the California Identification Remote

Access Network Board

### CONFLICT OF INTEREST

None.

### RECOMMENDATION

That the Mayor Pro Tem considers an Alternate Appointment to the California Identification Remote Access Network ("Cal ID RAN") Board.

### EXECUTIVE SUMMARY

Councilmember Lynne Ashbeck is the City of Clovis' representative on the Cal ID RAN Board, An alternate is needed to be appointed to act on behalf of the City when Councilmember Ashbeck is unable to attend a Board meeting.

#### BACKGROUND

In January 1986, Senate Bill 190 created the Cal ID system to automate the California Department of Justice's fingerprinting process. The Fresno County Cal ID RAN Board meets every three months at the Clovis Police Department's conference room. Councilmember Lynne Ashbeck was appointed by Fresno Council of Governments to serve on the Board, representing the City of Clovis. An Alternate member of the Clovis City Council is needed to be appointed to act on behalf of the City in Councilmember Ashbeck's absence.

City Council Report Cal ID RAN Board Appointment March 6, 2017

### FISCAL IMPACT

None.

### REASON FOR RECOMMENDATION

An Alternate Appointment to the Cal ID RAN Board shall be acted upon by the City Council.

### **ACTIONS FOLLOWING APPROVAL**

Staff will notify the Cal ID RAN Board of such appointment and take whatever further actions are needed, as directed by the Mayor Pro Tem and City Council.

Prepared by: Jacquie Pronovost, Exec. Asst.

Submitted by: Luke Serpa, Interim City Manager