



THE REVIEW

WHAT IS YOUR "WHY"?

BY RENEE MATHIS, DIRECTOR

Our "WHY" in Planning and Development Services is clear, concise, and direct...

Implement the General Plan ensuring Clovis remains a city of choice to live, work, & play through well-respected, service-oriented professionalism!



We have over 60 professional, technical, and administrative staff working hard all year long on our "WHY."

Planning staff are always first to provide information to the public on all things land development related. Planners are responsible for assuring a well-balanced community that meets all our General Plan goals, while being environmentally sound. Once again, Planning staff logged many hours developing guidance documents on Vehicle Miles-Traveled this past year, as well as kicked off large master development plan projects covering all corners of the city.

Building staff continues to raise the bar on excellence when it comes to plan checks, permit issuance, public safety checks, and inspections. While they never lose focus on ensuring development standards, design guidelines and accessibility requirements are all met.

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Newsletter Highlights

MEET THE FRONT
COUNTER

NEW FACES OF THE
DEPARTMENT

ENGINEERING AT A
GLANCE

GRANT FUNDING FOR
THE FUTURE

DAD AKA "DOUG"
JOKES



LOMA VISTA
A CLOVIS COMMUNITY



H E R I T A G E G R O V E

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With the help of our Building staff, many large projects such as the expansion efforts at Clovis Community Medical Center, Fresno Wildlife and Rehabilitation Center, local hotels, and Butterfly Gardens are well on their way to occupancy.

Engineering staff are called upon to be specialists across many disciplines. Because of their broad experience and expertise, they are a support unit for the entire City providing assistance in areas such as permitting, private development plan check approval, capital investment design, inspection, and don't forget securing and processing millions of dollars in grant funds on capital projects. Engineering delivered many complex projects this year such as final design for the widening of Shaw Avenue, construction of Fire Station 6, civil plan approval of The Well Church, and overcoming many, many challenges presented at Landmark Square.

Our administrative staff are highly valuable keeping the Planning and Developing Services Department team running smoothly. This group of talented staff provides support in areas of workflow, geographic information systems, contracts, and overall office administration. The demands pressed upon our administrative staff are high and never ending. If you have not met our newest Principal Office Assistant, Catreena (Cat), be sure to stop by and introduce yourself.

I am grateful, thankful, and lucky to have the opportunity to lead such an amazing group of diverse professional, technical and administrative staff in the Planning and Development Services Department. I truly appreciate your WHY, it makes all the difference. **Thank you!**

Cheers,



Meet Our Front Counter



Pictured left to right: Eric Garcia, Planning Technician, Trish Densmore, Engineering Technician and Nicole Ducas, Building Permit Technician

Eric, Trish, and Nicole are the first faces you meet in the Planning and Development Services lobby. They cover a very busy front counter taking in plan checks, issuing permits, and answering zoning questions - really all things planning related. On a monthly basis our front counter issues more than 300 applications/permits, processes over 500 plan reviews, and answers more than 900 calls.

Certified for Business

BY: DOUG STAWARSKI - BUILDING OFFICIAL

The Building Division team has always been a highly credentialed and certified group. Technical certifications display a commitment to the profession, a diverse knowledge of codes, and a high level of self-initiative. Currently, the City of Clovis Building Division holds 159 certifications, which demonstrate its commitment to excellence not only in the industry but to the City they serve.

During the past year, the Building Division team saw several of their peers become building officials for neighboring jurisdictions. When these people left the city they took with them over 80 technical certifications. But the staff of the Building Division were not to be outdone or left behind, and they always rise to the challenge.

During the past year, they have earned an additional 30 certifications.

Amongst those who have displayed this commitment to excellence are:

- Nicole Ducas earned her Residential Plans Examiner Certificate.
- Joe Whitfield earned his Residential Mechanical Inspector and Combination Inspector Certificates.
- Jesse Newton earned ten certificates as inspector and plans examiner, such as Commercial Electrical Inspector and Fire Plans Examiner. Jesse also earned his Master Code Professional certificate, which is the highest level of certification available.
- Brad Fowler really rose to the challenge, earning sixteen technical certifications. Amongst them are: California Combination Inspector, Commercial Combination Inspector, Electrical Plans Examiner, and perhaps his most prestigious certificate for the year is the Combination Plans Examiner Certificate, as there are only 36 individuals in the state who hold that title.

New Faces to the Building Division

Donnie Newton



Donnie joined the Building Inspection team in February 2022 from Coconino County, Arizona, where he worked as a building inspector for the past three years. He holds ten International Code Council (ICC) certificates as a residential building inspector, commercial building inspector, and plans examiner. When he is not inspecting, Donnie is an avid reader and enjoys golf, gaming and riding his motorcycle.

Dan Lesmerises



Dan returned to the Building Division back in November 2021 after 13½ year hiatus. Dan began working for the City in September 2002 as a Building Inspector but in 2008, when the economy went south he transferred over to the Engineering Inspection Team where he has worked up until last November. Outside of all the work he does here at the City, Dan is also adjunct faculty at Fresno City College where he has taught framing and construction classes since 2004. Dan holds three ICC residential inspector and plans examiner certificates. When he is not inspecting, Dan enjoys traveling with his wife Linda, and hanging out with his two grandsons who are ages 11 and 14.

Julie Culter



Julie Culter joined the Building Division in May 2022 as a Permit Technician. In her spare time she enjoys traveling to the beach and hanging out with her family.

Dad aka "Doug" Jokes

- Yesterday I stopped by Barnes and Noble and bought a dictionary for my office. When I got back from the store, I opened the dictionary to find that every single page was BLANK! There were no words for how frustrated I felt!
- My email password was hacked again! This will be the sixth time I've had to rename my dog!
- I used to believe in reincarnation, but that was in another life!
- What do you call a pony with a sore throat? A little horse.
- I burned 2000 calories during my lunch break today... I left my frozen pizza in the oven way too long!
- What did the concertina player name his two daughters?
• Anna One, Anna Two
- The building inspectors were all addicted to the Hokey Pokey! Thankfully, they have all turned themselves around!
- My wife said, "You weren't even listening to me, were you?" And I thought, that's a pretty weird way to start a conversation!
- And remember... if at first you don't succeed, skydiving is probably not for you!
- But don't worry, if you do jump out of an airplane and your parachute does not open, you will have the rest of your life to fix it!

New Faces to the Engineering Division

Capital Improvement Program (CIP)

Phil Ginther | *Engineer II*



Phil Ginther is an Engineer II and joined the CIP team in June 2021. Phil holds a degree in Civil Engineering from Fresno State. He has 20 years of professional experience in municipal improvements and has completed hundreds of projects throughout the valley. He has a strong background in roundabout design.

Jorge Aguilera | *Engineer I*



Jorge Aguilera is an Engineer I and joined the CIP team in June 2021. He is a graduate of Fresno State with a degree in Civil Engineering. Prior to joining the City he had been in the private sector for the majority of his career (about 8 1/2 years). The majority of his work has been in development and subdivisions. When not working Jorge enjoys playing sports, mainly soccer, and going to the movies.

Steven Gonzales | *Engineer II*



Steven Gonzales is an Engineer II and is the newest addition to the CIP team. He joined the team back in March 2022. He is a proud graduate of Fresno State (GO DOGS!) and came to the City with five years of experience in land development. He is passionate about improving the Central Valley through civil engineering. Outside of work Steven enjoys reading, going on runs, and playing with his dog.

Development Review Unit (DRU)

Jeff Brown | *Engineer II*



Jeff Brown joined Engineering's Development Review Unit in October 2021 as an Engineer I and was recently promoted to an Engineer II. He is a proud graduate of Fresno State. In his free time, he enjoys going skiing, and spending time with his wife and 2 dogs.

Engineering Team

Jeff Land | *City Surveyor*



Jeff Land joined the Engineering Division in April 2022 as the City Surveyor. He is a graduate of Fresno State and brings to the City 24 years of surveying experience. He also possesses his Professional Land Surveyor's license. Jeff is married with two kids who keep him so busy that he hasn't had time to really dive into any hobbies lately!

Transportation Grant Funding Received in 2021

BY: RYAN BURNETT - ENGINEERING PROGRAM SUPERVISOR

This past fiscal year we successfully applied for and received over \$5 million dollars in state and federal grants for transportation related improvements and maintenance. These funds were through Surface Transportation Block Grant (STBG), Congestion Mitigation and Air Quality (CMAQ), Highway Safety Improvement Program (HSIP), and the Active Transportation Program (ATP).

The STBG program is aimed at funding projects that emphasize system preservation through new construction, reconstruction, rehabilitation, resurfacing, restoration, preservation, or operational improvements. For this program, staff submitted a total of seven street rehabilitation projects for funding consideration. We were awarded four projects. These projects are scheduled to be constructed within the next several years.

STBG Project Location	Federal Funds Received	Total Project Cost
Armstrong Avenue Rehabilitation, Tollhouse to Sierra	\$611,408.00	\$873,440.00
Bullard Avenue Rehabilitation, Armstrong to Temperance	\$536,828.00	\$767,040.00
Temperance Ave. Rehabilitation, Herndon to SR 168	\$607,173.00	\$867,390.00
Willow Ave. Rehabilitation, Shaw to Barstow	\$659,687.00	\$942,410.00
Totals	\$2,415,096.00	\$3,450,280.00

The CMAQ program funds projects that will contribute to the attainment or maintenance of the national ambient air quality standards. For CMAQ funding consideration, staff submitted four applications. The City was awarded two of the projects for the installation of adaptive signal control technology on Shaw and Herndon Avenues. This technology automatically and dynamically adjusts the signal timing parameters to optimize corridor performance based on real-time traffic demand.

CMAQ Project Location	Federal Funds Received	Total Project Cost
Herndon Avenue Adaptive Signalization- Clovis to Temperance	\$412,160.00	\$588,800.00
Shaw Avenue Adaptive Signalization- Cole to DeWolf	\$421,120.00	\$601,600.00
Totals	\$833,280.00	\$1,190,400.00

The HSIP program provides funding for eligible improvements on a competitive basis that reduce fatalities and serious injuries on public roads. Staff received funding for adaptive signal control technology projects on Shaw and Herndon Avenues, which will complement the CMAQ projects above.

HSIP Project Location	Federal Funds Received	Total Project Cost
Clovis Adaptive Traffic Signal Project- Shaw, Willow to Clovis and Herndon, Helm to DeWitt	\$802,400.00	\$802,400.00

ATP provides funding for projects that encourage the use of active modes of transportation including biking and walking. Both state and federal funds are used in this program. Staff was successful in obtaining funding for a sidewalk project in a neighborhood south of Barstow Avenue, west of Clovis Avenue, which has no sidewalks. The project provides pedestrians a safe path of travel through the neighborhood and to the nearby Sierra Vista Elementary.

ATP Project Location	State and Federal Funds Received	Total Project Cost
Sierra Vista Elementary Area Sidewalk Improvements	\$997,000.00	\$997,000.00

Submitting applications for grant funding requires teamwork! A big thank you to all the staff that contributed to the applications. A special thanks to the GIS staff for their hard work with the exhibits and mapping.

CIP YEAR IN REVIEW

BY: THAD AVERY - SUPERVISING CIVIL ENGINEER

The latest trend in the City Capital Improvement Program (CIP) are projects large enough to take at least a year or more to construct. This past year we have been in construction on Landmark Square and Fire Station 6, in April 2022 we started the Shaw Avenue Widening project from Leonard to DeWolf and construction will be starting in the near future on Loma Vista Park as well as the Fire Station 2 Replacement. All of these projects are multimillion dollar projects that have been in design longer than construction due to their complexity. The Engineering team has done an exceptional job with acquiring property, coordinating with utility companies, and adjusting design based on the ever-changing developments around or within the projects.

While these are the most notable projects in the past year that everyone is interested in hearing about, the CIP section also continues to deliver the maintenance projects for our city roads and utilities. These projects include sewer replacements, well site upgrades, sidewalk improvements, and the many road improvement projects throughout the city. These are the projects that keep most of the citizens in the city happy when completed.

If there is one constant in the Development Review Unit (DRU), it's change. During the past fiscal year we have seen changes in staffing, in State laws affecting entitlements, and in our processes to improve our efficiency in returning reviews on time. All in all, the staff of the DRU is very adept at evolving to meet the ever-changing needs that we are faced with and serving the community.

Many new state laws went into place, some of which have changed our methods of processing entitlements. Significant changes to our process include the new accommodations for Solid Waste services that would improve our recycling and reduce our dependency on the landfill. Others have altered the way we evaluate traffic impacts to consider VMT together with LOS, while still others have attempted to provide a more streamlined process for residential projects. Simultaneously, our unit continues to work towards a fully digital review and approval process which causes us to constantly evaluate our processes. The digital method is anticipated to be completed within a year, which will allow us to improve our efficiencies and our record-keeping systems.

Through all the changes, DRU will continue to operate with a goal of providing a premier service experience for all our customers, whether they are local residents, developers, consulting professionals, or other agencies. The team's ability to deal with these evolving demands and staff changes is very impressive and a quality that continues to impress me as their supervisor. This characteristic will serve them well individually as they pursue advancement within their professional career, and it creates a great working environment full of teamwork. For Fiscal Year 2020-2021, the DRU team processed over 130 reviews and over 200 entitlement applications for conditions. Way to go DRU Crew!

DRU: Constantly Evolving

BY: SEAN SMITH - SUPERVISING CIVIL ENGINEER

CM Year in Review

BY: TRAVIS SAETHER - CONSTRUCTION MANAGER

Well, what can I say? Things have been a bit crazy in the world of Construction Management during this post pandemic era that we find ourselves in. Capital projects are at an unrivaled volume with three major building projects, the Shaw Avenue Widening project and the annual slurry project all currently underway, as well as a sundry of miscellaneous projects. Did I forget to mention that we have also kicked off the summer paving season and are working towards the widening of Nees Avenue in conjunction with the Well Church project? Like I said, we have no shortage of work. And that's just the capital side of our unit. The housing market is still on fire and development is roaring back to life with a healthy slate of tracts kicking off. Our city is growing and improving rapidly.

On a personnel note, we have managed to commandeer another inspector from our friends across the Willow divide. This addition will help our team out tremendously! If you haven't had the pleasure of meeting our newest team member Rami Abunamous, please stop by in the morning and say hi to him and the team back here in the CM corner. We always enjoy friendly faces, even if they are Planners and Engineers. Also, I want to say congratulations to Trish Densmore for her promotion to Engineering Technician. She is really stepping up to help all of us out with the miscellaneous tasks that CM keeps throwing at her and we appreciate it. Dan decided to head out and over to our friends in the Building Division. We wish him the best! In his stead, Navjot has stepped up and taken on the reigns of the Encroachment Department and is doing an amicable job.

Keep up the good work, CM. I think that encapsulates the main talking points for this year; y'all have made it a pleasure once again. Thank you!

Planning Division Debrief BY: DAVE MERCHEN - CITY PLANNER

Over the last 12 months, the Planning Division has accepted approximately 260 applications for permits and development approvals. Some simple approvals were completed within a day or two, while a small group of larger projects may take up to a couple of years to make their way through the process. In addition to the routine development applications that come in each week, the Planning Division has initiated work on an update to the Clovis General Plan and the Sixth Cycle Housing Element, implemented new state housing laws, and worked with owners and developers to commence work on several master plans and large subdivision projects requiring environmental impact reports. A few key highlights are summarized below:

Heritage Development Company - Specific Plan – Work began on an environmental impact report in January 2022 for a nearly 900-acre specific plan within Heritage Grove, proposed by the Heritage Development Company. Adoption of the specific plan and associated approvals will pave the way for a phased annexation program to move forward. The 900-acre project boundary is located north of Shepherd and east of Willow Avenues, and will ultimately accommodate approximately 8,500 dwelling units, 640,000 square feet of retail, and 790,000 square feet of other commercial uses. Public hearings are estimated to occur beginning in the spring of 2023.

The Avenue Mixed Use Project was approved in March 2022 for a mixed use project at the “Enzo’s Table” site at the southeast corner of Shepherd and Willow Avenues. Approximately 250 apartments in several two and three story buildings will be developed, along with 32,000 square feet of retail and office development. Construction is expected to commence later this year. The Enzo’s Table market will be temporarily relocated to The Row across the street during construction while its new permanent home is being built as part of the new mixed use project.



Food Truck Gathering sites have been gaining in popularity in Clovis, as demonstrated by a handful of approvals for food truck sites over the last several months. In addition to stand-alone operations, food truck gathering sites have been incorporated into sites where the primary uses are churches, local breweries, the CHSU campus, and even the layout of the City’s Loma Vista Village Green. Unpermitted food truck operations and gatherings in Clovis continue to outpace permitted activity, and staff continues to work with the industry on compliance with the City’s food truck ordinance.

Dutch Bros received approval for 2 new stores in Clovis, one at Willow and Alluvial Avenues and the other at Shaw and Helm Avenues. Permits for the tenant improvements at Willow and Alluvial are under review, while construction plans for the Shaw location have not yet been submitted.



The Home Place Master Plan, from Wathen-Castanos Homes, is in the final phase of review before being scheduled for consideration by the Planning Commission and City Council this summer. Located just east of Clovis East High School within Loma Vista, the 300-acre master plan will accommodate approximately 1,300 dwelling units at varying densities, a 5-acre neighborhood commercial site, and a 25 acre parcel that will be retained by the McFarlane family to function as a living museum honoring Clovis’ agricultural history. The master plan area will also need to be annexed into the City limits before development can occur.

General Plan & Housing Element Update

The General Plan establishes a comprehensive framework through which the City manages its growth and development to ensure it efficiently and effectively provides public facilities and services. Every city and county must have a general plan, and at a minimum, each general plan must address eight mandatory elements including land use, open space, circulation, conservation, housing, noise, safety, and environmental justice. With the exception of the housing element, which must be updated every 8 years, general plans can be updated whenever desired by the local agency, typically every 10-20 years.

The current Clovis General Plan was last updated in 2014. Although the Plan is not even 10 years old, several factors have combined to create growing interest in an update, including but not limited to: the enactment of new state housing and transportation laws, trends toward increased housing densities, environmental and other land use constraints identified within designated urban growth centers, and increased frequency in requests for annexation and sphere of influence amendments.

In early May 2022, the City Council directed staff to proceed with a two-phased approach to a general plan update. The first phase is referred to as the "General Plan Update Review and Audit" and includes an in-depth review of the existing 2014 General Plan. The analysis and report produced as part of the first phase will inform decision-makers, stakeholders, and the public of the options available for a general plan update and to help define the contents of a request for proposal (RFP) for Phase 2 of the general plan update. DeNovo Planning Group has been retained by the City to assist with this work, which should be complete by the end of 2022. Phase 2 could include an update to one or more individual elements or could be undertaken as a comprehensive update. A comprehensive update to the general plan update could take between 2 and 3 years to complete from the time work begins.

Housing elements are intended to ensure that all local governments adequately plan to meet the housing needs of everyone in the community. While the housing element is part of the general plan, it is subject to many detailed requirements found in state law that do not apply to the other topics. Due to these unique requirements, along with the mandatory 8 year update requirement, housing elements are typically prepared separately from any other general plan update. The current Clovis Housing Element was adopted in 2016 and the next update is due at the end of 2023. This means that Planning Division staff are working on the housing element update at the same time as the phased update to the rest of the general plan, occupying a significant portion of staff's capacity for the next couple of years. Associate Planner Lily Cha is the lead project manager working on the housing element, with Ascent Environmental retained as the City's consultant for this project.

New Face to Planning

Eric Garcia



Eric Garcia joined the Planning Division in February 2022 as a Planning Technician. He is a graduate of Fresno State and came to the City after working for Tehama County Air Pollution Control District. He jumped at the opportunity of coming to work for the City of Clovis so he could return to his roots and help the community in which he was raised in. Outside of work, he enjoys working on his health and staying in shape. The gym is his second home. When not at the gym, Eric enjoys drawing!

Exceptional Core Value Winners '21-'22



Nicole Ducas - Quarter 1

"The Core Values Program has been such a great tool to promote appreciation and gratitude within PDS. Sometimes we all get so busy that we forget to stop and take a minute to recognize the fantastic work and service everyone here provides. To hear all the nominations then be recognized by your fellow peers as a Core Values Winner is a great feeling and reassures me that I am working alongside some excellent people!"

Brad Fowler - Quarter 2

"It was nice to be recognized as someone that emulates the values that we strive for here in the Planning and Development Services Department. I do try. The core values program is great and is successful in getting us all to stop for a minute and commend our work family for their efforts. I think one of the good things about working here is that we, for the most part, don't need to make that much of a change in our collective effort to embody the core values. That is something I personally do not take for granted. I love you all for it. By the way, I'll nominate anyone willing to babysit my kids so I can finally use the restaurant certificate I got. Hey, what do say? They really are nice fun kids. Don't expect them to clean up though."



Joe Whitfield - Quarter 3

"Being nominated by a co-worker was a great feeling and winning the Exceptional Core Values Award was truly an honor. Knowing that all the hard work, extra tasks, and, ultimately, the superior customer service we provide each day doesn't go unnoticed is a very satisfying feeling. This program is an excellent way to recognize co-workers who go above and beyond to provide the highest level of service not only to our citizens and community, but also to the entire PDS Department. Our PDS Department is full of people who perform exceptional core values daily, so the next time you notice a co-worker going the extra mile, take a minute and give them a nomination."

Tyler Brown - Quarter 4

"The CORE Values Program is a great way to recognize those who go the extra mile to help one another and let them know they are appreciated. The entirety of my adult career has been in a service industry from the military to medical field and now public servant. I do not go to work everyday looking for accolades or recognition. Selfless Service is a trait I learned in the Army. I find happiness when helping others. From the first day I started at the City of Clovis, it immediately felt like a family in Planning and Development Services. Being nominated and selected as a CORE Values winner is truly something to be proud of."



New Faces to Admin Services

Catreena "Cat" Stirton



Cat is a graduate of Fresno Pacific University where she studied Business Administration and Management. She enjoys spending time with her family and dog, Nike. In her spare time, she loves to work in her home woodshop... Yes, she does have her own set of power tools!

Louisa Radford



Louisa Radford joined the City of Clovis back in January 2022 as a clerical assistant within the Admin Services Division. She came to the City from the County of Fresno. In her free time, she enjoys spending time with her husband, daughters Hayley and Sya, and dog Biscuit.

Updates from Admin Services

BY: RYAN NELSON, ADMINISTRATIVE MANAGER

PDS Administrative Services is comprised of a team of people from different disciplines from Clerical to GIS to Business Workflow. Our job is to handle all the general office support to allow the three divisions to focus on their subject matter work. Like many, the Administrative Services arm of PDS has been very busy in the last year successfully navigating through the increased stress of COVID.

Clerical Team

The past year has seen a lot of change for our Clerical team! Both of our Principal Office Assistants (POAs) were successful in competing for promotions. Our more senior POA, Tatiana Partain, was promoted to Staff Analyst in September. With this promotion, she will be providing even more value to the department by focusing on higher-level project participation. Our other POA, Tyler Brown, was also successful in competing for a promotion to Business Workflow Specialist, where he will be assisting in the administration of EnerGov and PDS' other Information Systems. To replace Tyler in the POA position, Catreena (Cat) Stirton began in April and is already doing an excellent job!

GIS Team

Our Geographical Information Systems (GIS) Analyst, Michelle Maldonado, was nominated to represent all of Central California as a Board Member for the Urban and Regional Information Systems Association (URISA). Both Michelle and our GIS Technician, Jonas Chanh, celebrated their first year as members of the City of Clovis team! Together they are reevaluating and updating old processes to make the city more efficient. They are focusing on self-service web maps to get users more in touch with more data, and faster than before. Over the next year, they will be participating in California's Next Generation 911 project updating the City's systems.

Business Workflow Team

Chris Catalano joined the Planning and Development Services Business Workflow team last spring as a Specialist. He has celebrated his first anniversary with the City and was also promoted to Analyst. With Tyler Brown's promotion to the team, the two are currently working on updating our permitting & licensing system to a new release, then working toward launching an online non-residential application this Summer.

PDS Gives Back - 2021

Once again the Planning and Development Services Department came together to help the community during the holiday season. Hundreds of dollars in gift cards were donated to Big Brothers and Big Sisters of Central California, which were distributed during their holiday event. Their goal is to ensure all of the children they serve receive a gift during the holiday season and thanks to our generous staff, we helped them succeed! Great job PDS!

