

# Planning and Development Services October 2024



## Preparing for the Future

by Renee Mathis, PDS Director

This past year, the Planning and Development Services Department, commonly referred to as PDS, remained focused on pursuing our mission of preserving the Clovis Way of Life by employing excellence in cooperative planning, reliable engineering, and sustainable building controls, all with an eye toward the future. Particular emphasis was placed on implementing our Mission Critical Principles that focus on creating a culture of continuous improvement. This effort led to customized strategic plans for each division in the department.

Collectively, these plans target proficiency, innovation, customer service, technology, communication, teamwork, and professional working relationships! With this future-focused mindset, we are committed to proper succession planning, ongoing training, enhancing community education about PDS, harnessing technology to boost efficiency, and encouraging better coordination and communication with our community partners.



Keeping with the theme “Preparing for the Future,” September 2024 marks the start of a significant, all-encompassing, forward-looking planning document, the General Plan Update. The General Plan serves as the foundation for all land use determinations and envisions the future growth of our community. Over the next three years, staff will work closely with our consultant, community, and development partners to update this plan, reflecting our community's values and priorities. This effort is not only a growth catalyst for our department, but it also serves as a strategic framework for the entire City, guiding each department in its future operational planning endeavors.

Waiting for you on the pages of this newsletter are insights into the past year's happenings in PDS. The Planning, Building, and Engineering Divisions each share stories of the various projects they spearheaded, ranging from the significant to the subtle. Staff members are spotlighted throughout the newsletter for their work on projects, personal achievements and milestones are celebrated, and upcoming changes and retirements are announced.

In closing, I extend my deepest gratitude to all Planning and Development Services staff. Your unwavering dedication and progressive mindsets drive our success and enable us to serve our community partners effectively every day. Working alongside such a committed team of professionals is a true honor.

Cheers, Renee



## 23'-24' Core Values Winners



Matt Buller - Senior  
Engineering Inspector  
October 2023



Ryan Hennecke -  
Building Inspector  
January 2024



Louisa Radford - Clerical  
Administrative Services  
April 2024



Eric Garcia - Planning  
Technician I  
July 2024

## Exceptional Core Values

- Community Service
- Stewardship
- Teamwork
- Responsible Action
- Enjoying Work
- Leadership Now

The Exceptional Core Values program began in July of 2019. This program provides for acknowledgements of those individuals in PDS who display and exhibit our Core Values.

# Building

by Jesse D. Newton, Deputy Building Official



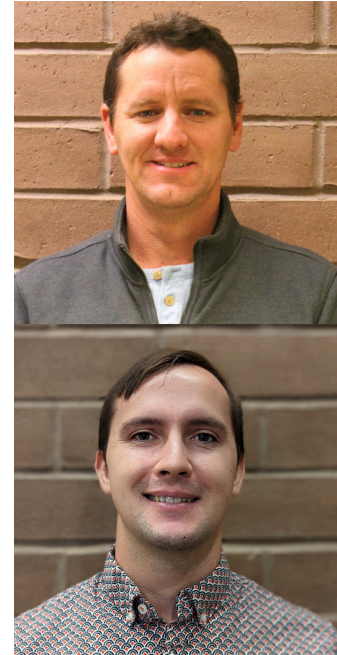
On May 1, 2024, the Building Division implemented the Pre-Approved Accessory Dwelling Unit Program in accordance with AB 1332. The bill has a go-live date of January 1, 2025. The Building Division worked closely with the Planning, Engineering, Fire Department, and Administrative Services to implement this program early. This program is important because it allows customers to design Accessory Dwelling Unit plans and then have the plans reviewed for code compliance. Once approved, the floor plan and elevation will be placed on the Planning webpage so customers can access the available plans. The process will provide greater flexibility and will provide an easier path for obtaining Accessory Dwelling Unit (ADU) permits.





Dan Lesmerises, Building Inspector, retired after 22 years of outstanding service to the City of Clovis.

Brad Fowler and Eric Smith, Plans Examiners, are both in the process of obtaining the CASP certification.



Donnie Newton is Building's newest full-time Building Inspector.

# Planning

by Dave Merchen, City Planner



The Planning Division has had its hands full with projects of all shapes and sizes, from minor site plans to major master plans.

Team members have worked together to meet our targets and to set new goals for the future. Here are a handful of highlights from the past year.....

**Willow Corridor Annexation** – a 550-acre rezoning and annexation was proactively initiated and processed by the Planning team in less than 5 months to bring the area into the City limits so that it could be included in the City’s Sixth Cycle RHNA Inventory; **General Plan Update** – a request for proposals was prepared and published, proposals were reviewed and interviews were conducted, and a preferred consultant was selected, with contract award targeted for September of 2024; **Shepherd North SOI Expansion & Tract 6205 Map** – a 155-acre sphere of influence expansion and annexation project were approved to bring approximately 77 acres into the City to accommodate a 580-lot tract map, with 9 separate actions ultimately approved as part of the project, including certification of an EIR; **Sixth Cycle Housing Element** – after two submittals and major alterations made in response to State Department of Housing & Community Development comments, staff received conditional approval of the updated Housing Element from the State, with final adoption scheduled before the end of 2024; **Tract Map 6343 & Annexation** – a 246-acre annexation and various other actions necessary to accommodate a 590-lot tract map, including certification of an EIR, were approved by the City Council, with the final approval by LAFCO on September 11, 2024. The acreage was officially annexed into the city on October 14, 2024. **Vista Ranch Master Plan** - Staff continued work on 900+ acre sphere of influence expansion and 500+ acre master plan, including publishing a Draft EIR and conducting a neighborhood meeting, with the public scheduled for Fall of 2024.

## **Multifamily Objective Standards**

**Update** – staff commenced work on an update to the City’s multifamily objective standards in collaboration with its selected consultant, Ascent, with completion targeted in the first quarter of 2025; **H-Land Specific Plan** - staff continued work on a specific plan that is just under 900-acres in the southwest portion of the Heritage Grove Urban Center, which will include the preparation of an EIR, with public hearings anticipated in mid-2025; **Energov for Planning Applications** - the Planning team worked with the PDS Admin team to build and go live with Energov for planning applications.

**The Golden Triangle** is an amendment to the existing Planned Commercial Center (PCC) updating the development standards and master site plan. Covering approximately 33 acres of partially developed commercial properties in the heart of Clovis near Herndon and Clovis, this project addresses historic challenges that previously hindered development. The applicant has successfully acquired a substantial portion of the properties and collaborated with remaining property owners to facilitate this update to the PCC. The project will bring users such as BMW, Audi, Porsche and Mad Duck to the area.





Peg Boss Memorial Plaza Design – Planning staff completed an initial design and conceptual elevation of the memorial site at Sunnyside and 3rd Street, and then they coordinated with a local firm to prepare a photo-realistic rendering that was included as part of a presentation at the Mayor’s Breakfast on May 16, 2024.



Dave Merchen has been in Planning for over 30 years in the Central Valley and after 5 years with the City of Clovis has decided it was time to retire in December 2024

# Development Review Unit

by Sean Smith, Supervising Civil Engineer

Year-in and year-out, the Development Review Unit continues to be an ever-changing group. During this year, two engineers were added to the team, Chris Kelly and Daniel Negrete. They have already proven to be good additions and have helped improve the level of service that DRU provides. With their help, the DRU team reviewed over 130 project submittals and processed over 170 conditions. This year we saw an increase in the number of traffic, sewer, and water studies reviewed in support of projects submitted through Planning. Some notable project studies included expansions to the City's Sphere of Influence and some large master planned communities.



## Who's New in DRU



**Chris Kelly - Civil Engineer**  
February 2024

Enjoys reading, playing video games and board games



**Daniel Negrete - Engineer I**  
April 2024

Loves to hang out in hammocks in parks, beaches, and far-off places



Beginning in June and July, DRU experienced an increase in project submittals and many requests to pay impact fee obligations in advance of the significant update that took effect in August 2024. These factors create a constantly changing environment for DRU, making it very challenging to meet deadlines. In the face of all these challenges, DRU was able to review projects and create conditions with the same productivity and efficiency as the prior year and even better than 2 years before. Their ability and potential makes being the DRU Manager very enjoyable and only time will tell what future changes will be conquered by DRU.



# Construction Management

by Travis Saether, Construction Manager



Wow! What a wild ride, is all I have to say. CM has been rocking and rolling all year long, and now we finally can breathe a slight, albeit temporary, sigh of relief. Our summer paving season was one for the history books with regards to the volume of projects completed prior to the beginning of the school year. In total, we had nine large-scale paving operations covered by the CIP Construction Management crew with a whole lot of help from the CIP engineers and DRU inspectors. Shout-out to Rami, Shawn, Matt, Ciro, Johnny, and Nav. You guys put in a lot of hours to get it done this summer, and the City greatly appreciates your efforts. Just a few of the more notable projects were Sunnyside from Barstow to 3rd, Shaw from Temperance to Armstrong, Armstrong from Tollhouse to Bullard (Rami, my wife thanks you for getting that one open!), Clovis Ave from Teague to Shepherd, and the annual Slurry Seal project. All of these projects, while having their own set of difficulties, turned out beautifully and the residents of the City of Clovis greatly appreciate all the shiny new roads. That was just the road projects that we completed this summer and does not even come close to capturing the breadth and depth of all of CIP CM's hard work. We have also opened the largest park in 30 years here in the city, demolished and rebuilt a fire station, rebuilt 154 ADA ramps throughout the city and completed various water and sewer projects. To say that we were busy would be an understatement. I appreciate each and every one of you who helped us throughout the year and look forward to an even busier 2025 CIP schedule!

Now I know I have rambled on a bit about our CIP inspectors, but our DRU crew inspectors are no slouches either! Perception is that due to the exponentially increased cost of housing, our development team would be a bit on the slower side.... Perception would be wrong... Our DRU crew has been chasing down some monster housing tracts in the Heritage Grove and Loma Vista town centers, which is no easy feat as they are the two farthest portions of town from each other. Our encroachment permit section has continued to make headway with the various utilities in town cleaning up legacy permits and capturing incoming work that the city hasn't been made aware of, all of which is a completely thankless job that this team does with no complaints daily. I cannot express how blessed I am to have all of you as staff and appreciate each and every one of you for all that you do for the City of Clovis. I look forward to the years ahead. I probably should also mention, we did have a retirement this year. Karl decided to start the next great adventure in life, and we wish him all of the best; it is well deserved, my friend, and you should enjoy it.



# Capital Improvement Program

by Fernando Copetti, Supervising Civil Engineer

Our city's Capital Improvement Program (CIP) continues to work on multiple maintenance projects of varying magnitude throughout the city. CIP is a diverse team that consists of 10 Engineers, the largest in the entire PDS Department, who all have great passion for what they do. It is worth mentioning the cooperation that CIP constantly receives from the rest of our colleagues in the Engineering Division. Effectively working together allowed CIP to carry out the different stages of projects such as Financing, ROW Acquisition, Environmental, and Construction Management. This year, the CIP team has been able to deliver plans & specifications for a large number of road rehabilitation projects.



## Who's New in CIP



**Matthew Morillas - Engineer II**

March 2024

Enjoys running, playing video games, and traveling to Europe



**Benjamin Little - Engineer I**

April 2024

Loves spending time with his family

The CIP team was also heavily involved in assisting (during the construction phase) in the completion of the following multi-year projects: Phase I of Shaw Avenue Widening, Landmark Square with the New Senior Center and Transit Building, the Loma Vista Village Green Park, and the reconstruction of Fire Station 2. This past year, we have added three new faces to our CIP staff. Gene Abella moved from the DRU to the CIP Traffic Unit, bringing his 18 years of experience to our division, along with a fresh perspective. Two completely new faces, Matthew Morillas and Benjamin Little, left the private sector and joined the CIP team. Both men are responsible for designing projects for the City of Clovis.

This great team remains dedicated to working together to improve the quality of life for our residents.



# Engineering Admin

by Ryan Burnett, Engineering Program Manager



The 2023/24 fiscal year was another successful year for the Engineering Admin team. We applied for and received over \$5.7 million dollars in state and federal grants for transportation-related improvements, maintenance, and planning. These funds were through Surface Transportation Block Grant (STBG), Congestion Mitigation and Air Quality (CMAQ), Highway Safety Improvement Program (HSIP), and Safe Streets For All (SS4A).

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 six street rehabilitation projects for funding consideration. We were awarded three projects, which are scheduled to be constructed within the next three years and will be a huge benefit to our community as these segments are very heavily traveled. Below is a summary of the project locations and funding received.

<b>STBG Project Location</b>	<b>Federal Funds Received</b>	<b>Total Project Cost</b>
Barstow Ave Improvements: Villa Ave to Minnewawa Ave	\$550,657.00	\$622,000.00
Herndon Ave Improvements: Fowler Ave to Armstrong Ave	\$1,495,272.00	\$1,689,000.00
Ashlan Ave Improvements: Winery Ave to Peach Ave	\$1,717,340.00	\$1,939,840.00
<b>Totals</b>	<b>\$3,763,269.00</b>	<b>\$4,250,840.00</b>

The CMAQ program funds projects that will contribute to the attainment or maintenance of the national ambient air quality standards. Staff submitted five applications for CMAQ funding consideration. The City was awarded three of the projects including the installation of sidewalk and a bike lane on Gettysburg Avenue from DeWolf Avenue to Leonard Avenue, construction of a pedestrian bridge over the Dry Creek on the Dry Creek Trail at the Dry Creek Business Park, and installation of adaptive signal control technology on Clovis Avenue between Barstow and Gettysburg Avenue. All of these projects will better serve needs in our community, whether it is making it easier to travel on your bicycle, walk to your destination, or drive through a heavily impacted corridor of town.

<b>CMAQ Project Location</b>	<b>Federal Funds Received</b>	<b>Total Project Costs</b>
Gettysburg Bike Lane and Leonard Sidewalk	\$639,514.00	\$722,370.00
Dry Creek Pedestrian Bridge	\$371,711.00	\$419,870.00
Clovis Avenue Adaptive Signalization	\$492,227.00	\$556,000.00
<b>Totals</b>	<b>\$1,503,452.00</b>	<b>\$1,698,240.00</b>

The HSIP program provides funding on a competitive basis for eligible improvements that improve pedestrian and vehicular safety. Staff received funding to install rapid flashing beacons at the roundabout on Temperance and Owens Mountain Parkway, and at a trail crossing on Locan Avenue, south of Barstow Avenue next to Red Bank Elementary. Below is a summary of the project locations and funding received. These safety improvements are ways the City is thinking ahead to keep users safer when traveling to their destinations outside a vehicle.

<b>HSIP Project Locations</b>	<b>Federal Funds Received</b>	<b>Total Project Cost</b>
RRFBs at Temperance/Owens Mountain Roundabout & Locan and San Jose Trail Crossing	\$194,000.00	\$215,600.00
<b>Totals</b>	<b>\$194,000.00</b>	<b>\$215,600.00</b>

The SS4A federal grant program also provides funding for projects that improve roadway safety for pedestrians and vehicles. The program funds both planning and infrastructure projects. Staff was successful in obtaining funding to develop a comprehensive safety action plan for the City. The project will use data analysis to identify safety problems and recommend projects and strategies to address significant safety risks. Below is a summary of the project locations and funding received. The City anticipates beginning the development of this plan in mid-to-late 2025!

<b>SS4A City Wide Safety Action Plan</b>	<b>Federal Funds Received</b>	<b>Total Project Cost</b>
Safe Streets for All Action Plan Grant	\$302,720.00	\$378,400.00
<b>Totals</b>	<b>\$302,720.00</b>	<b>\$378,400.00</b>

Submitting applications for grant funding requires teamwork! A big thank you to all the staff that contributed to the applications. The entire engineering team is excited to bring these improvements to the community we serve!







## Engineering Projects:

- **Senior Center**
  - Clovis Ave / 3rd St
- **Village Green**
  - Leonard / Gettysburg Ave
- **Fire Station 2**
  - Shaw / Minnewawa Ave



# Administrative Services

by Ryan Nelson, Administrative Services Manager



As we reflect on the past year and look forward to the future, we want to share some highlights and updates from the Planning & Development Services Department's (PDS) Administrative Services team. Our mission is to provide for all of PDS's business, administrative, and information systems needs, allowing our three divisions to focus on their subject matter expertise. I am always impressed by our staff's eagerness for improvement, personally, for our teams, and most importantly, for our customers! Let's explore some of our key accomplishments and upcoming initiatives.

**Administrative Team** - Team and individual growth is always a focus in PDS, and it has been for our administrative and clerical staff. This starts with Louisa Radford, who has worked toward learning and regularly handling payroll and accounts payable duties beyond her primary role in digitizing our paper archives. This has helped our Principal Office Assistant Mikhaila Arnold provide more excellent services to our Development Review Unit in Engineering and Aaron LaMattina, our Staff Analyst, so he can focus on delivering more significant assistance to our Planning Division and Senior Administration.

**GIS Team** - This past year has brought staffing changes to our GIS Team. We welcomed GIS Analyst Ryan Xiong in December, who has worked on updating our addressing policy to ensure it can provide for new laws such as SB-9.

## Who's New in Admin Services



Ryan Xiong- GIS Analyst

December 2023

Likes playing tennis and an avid computer nerd.



**GIS Team** - This past year has brought staffing changes to our GIS Team. We welcomed GIS Analyst Ryan Xiong in December, who has worked on updating our addressing policy to ensure it can provide for new laws such as SB-9. We also said farewell to long-time GIS Technician Jonas Chanh, who left the City for a role closer to family outside the area. We greatly appreciate Jonas's enthusiasm and effort for our team and the City these past years! Our other GIS Technician, Muyu Wu, handles most of our updates while working closely with our Police Department on the critical Next Generation 911 project. The team's primary focus for the coming year will be succession planning as we work to onboard new staff.

**Business Workflow Team** - This team, composed of Business Workflow Analyst Chris Catalano and Specialist Tyler Brown, made significant strides in enhancing our electronic services, making it easier for developers and citizens to manage projects, submit applications, and communicate with our department. The largest was onboarding the Planning Division's workflows in our plan and permit system, encompassing all the City's entitlement applications and use permits.

Additionally, our team developed a real-time solar application that offers instantaneous permit issuance. We are currently live on moving in-person cashiering services from the Finance windows in City Hall to our customer counter in the PDS lobby, which will save time for both applicants and our staff.

In conclusion, our comprehensive administrative services, we streamline GIS management, optimize administrative tasks, and enhance business workflows, empowering Planning and Development Services to operate more efficiently and effectively.

