



REPORT TO THE PLANNING COMMISSION

AGENDA ITEM NO. **VIII-A**
COMMISSION MEETING 09.21.16

September 21, 2016

APPROVED BY


DEPARTMENT DIRECTOR

FROM: MIKE SANCHEZ, Assistant Director 
Development & Resource Management Department

THROUGH: MCKENCIE CONTRERAS, Supervising Planner  **BE**
Development & Resource Management Department

BY: JARRED OLSEN, Planner I
Development & Resource Management Department

SUBJECT

Consideration of Development Permit Application No. D-16-082 and related Environmental Assessment No. D-16-082, filed by Chris Ward of Centerline Design LLC, on behalf of John B. Urbahns of Fresno Herndon Development LLC, for property located on the west side of North Willow Avenue between East Herndon and East Palo Alto Avenues.

RECOMMENDATIONS

Staff recommends that the Planning Commission take the following actions:

1. ADOPT Environmental Assessment No. D-16-082, dated September 9, 2016, a determination that the proposed project is exempt from the California Environmental Quality Act through a Class 32 Categorical Exemption.
2. APPROVE Development Permit Application No. D-16-082 requesting authorization to construct a 9,120 square-foot office shell building, subject to compliance with the Conditions of Approval dated September 21, 2016.

EXECUTIVE SUMMARY

Development Permit Application No. D-16-082 is being considered by the Planning Commission because of an existing condition of zoning placed on the property. The project was filed by Chris Ward of Centerline Design LLC, on behalf of John B. Urbahns of Fresno Herndon Development LLC, and pertains to ± 0.64 acres of undeveloped property at 6789 North Willow Avenue, located on the west side of North Willow Avenue between East Herndon and East Palo Alto Avenues (APNs: 466-142-09 and 466-142-12). The applicant is requesting authorization to construct a 9,120 square-foot shell building. The property is zoned O/cz (*Office/conditions of zoning*). The Hoover Community Plan and Fresno General Plan designate the land use of the site as Commercial – Office.

PROJECT INFORMATION

PROJECT	Development Permit Application No. D-16-082 proposes the construction of a 9,120 square-foot office shell building.	
APPLICANT	Chris Ward (Applicant) Centerline Design LLC 1508 Tollhouse Road #C Clovis, CA 93611 chris@clinedesignllc.com John B. Urbahns (Owner) Fresno Herndon Development, LLC 7914 North Shadeland Ave, Suite 200 Indianapolis, IN 46250 rick@rfmsinc.com	
LOCATION	6789 North Willow Avenue S/A (APN: 410-514-11); Located on the west side of North Willow Avenue, between East Herndon and East Palo Alto Avenues. (Council District 6, Councilmember Brand)	
SITE SIZE	±0.64 acres (undeveloped)	
PLANNED LAND USE	Commercial - Office	
ZONING	O/cz (<i>Office/conditions of zoning</i>) zone district	
PLAN DESIGNATION AND CONSISTENCY	Development Permit Application No. D-16-082 is proposed in accordance with the Office planned land use identified in the Hoover Community Plan and Fresno General Plan.	
ENVIRONMENTAL FINDING	A determination of a Categorical Exemption, Section 15332/Class 32 of the California Environmental Quality Act (CEQA) Guidelines was completed for this project on September 9, 2016.	
PLAN COMMITTEE RECOMMENDATION	The Council District 6 Plan Implementation Committee has reviewed this project and voted (4-0-0) to approve it on August 15, 2016.	
RELATED APPLICATIONS	R-93-21	Rezone from R-1-AH to R-P/cz and C-1/EA/cz
	R-92-53	Rezone from R-1-AH to R-P/cz and C-1/EA/cz
	A-91-02	Amended Hoover Community Plan from Neighborhood Commercial to Office Commercial

RELATED APPLICATIONS, CONT.	R-90-36	Rezone from R-1-AH to R-P/cz and C-1/EA/cz
COVENANTS ZONE CONDITIONS	The site plan review or conditional use permit for the project area shall be subject to a public hearing before the Planning Commission.	
	Notices for this public hearing shall be mailed to all property owners in a 350 foot radius of the project area and to the signatories of the petition related to neighborhood concerns of R-90-36.	
SPECIAL POLICY AREA APPLICABLE POLICIES	N/A	
HISTORIC INFORMATION HISTORIC SITE / DISTRICT	N/A	
STAFF RECOMMENDATION	Staff recommends that the Planning Commission approve Development Permit Application No. D-16-082 with the Conditions of Approval dated September 21, 2016.	

BORDERING PROPERTY INFORMATION

	Planned Land Use	Existing Zoning	Existing Land Use
North	CC (Commercial – Community)	CC/EA/cz (<i>Commercial – Community/Expressway Area/conditions of zoning</i>)	Shopping Center
South	CO (Commercial – Office)	O/cz (<i>Office/conditions of zoning</i>)	Office Complex
East	M (City of Clovis, Medium Density Residential)	R-1 (<i>City of Clovis, Single Family Residential – 6,000 ft²</i>)	Residential
West	CO (Commercial – Office)	O/cz (<i>Office/conditions of zoning</i>)	Office Complex

ENVIRONMENTAL FINDING

The CEQA permits a public agency to determine whether a particular project is exempt from CEQA. A determination of a Categorical Exemption, Section 15332/Class 32 of the CEQA Guidelines was made and Environmental Assessment No. D-16-082 (Categorical Exemption) was completed for this project on September 9, 2016.

The development permit application is consistent with the Fresno General Plan and Hoover Community Plan planned land use designation of Office and conforms to all applicable policies. The lease site area is less than five acres, is completely surrounded by urban uses, and does not contain any significant value as habitat for endangered, rare, or threatened species. The subject site is adequately served by all required utilities and public services.

Furthermore, Staff has determined that none of the exceptions to Categorical Exemptions set forth in the CEQA Guidelines, Section 15300.2 apply to this project.

BACKGROUND / ANALYSIS

Development Permit Application No. D-16-082 requests authorization to construct a 9,120 square-foot office shell building. Business and Professional Offices is a permitted use in accordance with Table 15-1302 (Use Regulations – Employment Districts) of the Fresno Municipal Code (FMC). The project will comply with the FMC, subject to the Conditions of Approval dated September 21, 2016.

There are conditions of zoning for the subject site imposed through Rezone Application No. R-93-21. These conditions require any Site Plan Review (now Development Permit) or Conditional Use Permit to be subject to a public hearing by the Planning Commission.

Other Agencies

All comments received from the applicable agencies have been incorporated into the conditions of approval for Development Permit Application No. D-16-082. The project will comply with all zoning requirements including setbacks, landscaping and parking requirements, as incorporated into the conditions of approval dated September 21, 2016.

LAND USE PLANS AND POLICIES

Fresno General Plan

The Fresno General Plan designates the subject site for Office planned land uses and provides objectives to guide in the development of these projects. Development Permit Application No. D-16-082 meets all policies and objectives of the Fresno General Plan.

The following is a goal and policy contained in the Fresno General Plan that applies to this project:

- Objective LU-2: Plan for infill development that includes a range of housing types, building forms, and land uses to meet the needs of both current and future residents.
- Policy LU-2-A: Infill Development and Redevelopment. Promote development of vacant,

underdeveloped, and re-developable land within the City Limits where urban services are available by considering the establishment and implementation of supportive regulations and programs.

The project will utilize vacant land where the necessary infrastructure and facilities are available to serve the property. The proposed project is consistent with many of the goals and policies of the Fresno General Plan. The proposed project promotes diverse land uses and preserves and protects resources by developing within the city limits.

Hoover Community Plan

Upon reviewing the policies contained in the Hoover Community Plan, staff has determined that there are no policies that are applicable or are more restrictive than those contained in the FMC or the Fresno General Plan.

PUBLIC INPUT

District Committee

The Council District 6 Plan Implementation Committee has reviewed this project and voted unanimously to approve it on August 15, 2016 with no additional comments.

Notice of Planning Commission Hearing

The Development and Resource Management Department mailed notices of this Planning Commission hearing to surrounding property owners within 350 feet of the subject property and the interested parties of R-90-36 as required in the conditions of zoning on September 9, 2016. No comments have been received.

DEVELOPMENT PERMIT APPLICATION FINDINGS

Based upon analysis of the Development Permit application and subject to the applicant's compliance with all conditions of approval, staff concludes that the following required findings of Section 15-5206 of the FMC can be made.

FINDINGS PER FRESNO MUNICIPAL CODE SECTION 15-5206	
<i>The Director or Planning Commission may only approve a Development Permit application if it finds that the application is consistent with the purposes of this article and with the following.</i>	
<i>a. The applicable standards and requirements of this Code.</i>	
Finding a:	Development Permit Application No. D-16-082 will comply with all applicable codes and policies of the Fresno General Plan and the Citywide Development Code for the Office zoning and land use designations.

b. The General Plan and any operative plan or policies the City has adopted.

Finding b:	The proposed project is in compliance with the Fresno General Plan and Hoover Community Plan. The proposed use is compatible with the surrounding uses, most of which are office and commercial uses.
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c. Any applicable design guidelines adopted by the City Council.

Finding c:	Development Permit Application No. D-16-082 complies with all applicable design guidelines of the O (Office) zone district and standards for business and professional offices.
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d. Any approved Tentative Map, Conditional Use Permit, Variance, or other planning or zoning approval that the project required.

Finding d:	The proposed project does not require a Tentative Map, Conditional Use Permit, Variance or other planning or zoning approval. Furthermore, the applicant is required to submit corrected exhibits, inclusive of all of the conditions of approval, which will ensure that all requirements are met.
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CONCLUSION / RECOMMENDATION

The appropriateness of the proposed project has been examined with respect to its consistency with goals, objectives, and policies of the Fresno General Plan and the Hoover Community Plan, its compatibility with surrounding existing or proposed uses, and its avoidance or mitigation of potentially significant adverse environmental impacts. These factors have been evaluated as described above and by the accompanying environmental assessment. Upon consideration of this evaluation, it can be concluded that the proposed Development Permit Application No. D-16-082 is appropriate for the project site.

Action by the Planning Commission regarding the Development Permit application and associated environmental assessment is final unless appealed to the City Council in accordance with Section 15-5017 of the FMC.

- Exhibits:
- A. Vicinity Map
 - B. Fresno General Plan Planned Land Use Map
 - C. Zone District Map
 - D. Aerial Photograph of the Site
 - E. Public Hearing Notice Mailing List Vicinity Map
 - F. Site Plan
 - G. Environment Assessment for Development Permit Application No. D-16-082
 - H. Conditions of Approval for Development Permit Application No. D-16-082

Exhibit A:
Vicinity Map



Approximately 0.64 acres on the west side of North Willow Avenue
between East Herndon and East Palo Alto Avenues

VICINITY MAP

Exhibit B:
Fresno General Plan
Planned Land Use Map



PLANNED LAND USE MAP

Exhibit C:
Zone District Map

Exhibit D:
Aerial Photograph of the Site (2015)



AERIAL PHOTOGRAPH OF THE SITE (2015)

Exhibit E:
Public Hearing Notice
Mailing List and Vicinity Map



Address List Map, c:\gisdm6\automap\adrlist.mxd, Thu Sep 08 16:49:43 2016



Exhibit F:
Site Plan

Exhibit G:
Environmental Assessment

**CITY OF FRESNO
CATEGORICAL EXEMPTION
ENVIRONMENTAL ASSESSMENT NO. D-16-082**

THE PROJECT DESCRIBED HEREIN IS DETERMINED TO BE CATEGORICALLY
EXEMPT FROM THE PREPARATION OF ENVIRONMENTAL DOCUMENTS
PURSUANT TO ARTICLE 19 OF THE STATE CEQA GUIDELINES.

APPLICANT: Chris Ward
Centerline Design LLC
1508 Tollhouse Road #C
Clovis, CA 93611
chris@clinedesignllc.com
(559) 298-3060

PROJECT LOCATION: 6789 North Willow Avenue S/A (APN: 410-514-11); Located on the west side of North Willow Avenue, between East Herndon and East Palo Alto Avenues.

PROJECT DESCRIPTION: **Development Permit Application No. D-16-082** proposes to construct a 9,120 square-foot office shell building. The property is zoned O (*Office*).

This project is exempt under Section 15332/Class 32 of the State of California CEQA Guidelines.

EXPLANATION: Section 15332/Class 32 exempts from the provisions of CEQA, construction of projects characterized as in-fill development meeting the following conditions: a) the project is consistent with the applicable general plan designation and all applicable general plan policies as well as with applicable zoning designation and regulations, b) the proposed development occurs within city limits on a project site of approximately ± 0.48 acres, which is less than the five acre maximum, and is substantially surrounded by urban uses, c) the project site has no value as habitat for endangered, rare or threatened species, d) approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality, and e) the site can be adequately served by all required utilities and public services.

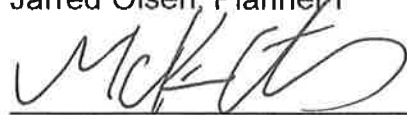
By current standards, the subject site and surrounding areas are identified as "in-fill" within an urban setting.

The project complies with all conditions listed above. There is no substantial evidence in the record that any of the exceptions to these Categorical Exemptions, set forth in CEQA Guidelines Section 15300.2, apply to this project and no adverse environmental impacts will occur as a result of the proposed project.

Date: September 9, 2016

Prepared By: Jarred Olsen, Planner I

Submitted By:



McKencie Contreras, Supervising Planner
City of Fresno
Development and Resource Management Department
(559) 621-8066

Exhibit H:
Conditions of Approval

CITY OF FRESNO
DEVELOPMENT AND RESOURCE MANAGEMENT DEPARTMENT

CONDITIONS OF APPROVAL

SEPTEMBER 21, 2016

DEVELOPMENT PERMIT APPLICATION NO. D-16-082
6789 North Willow Avenue S/A

The Planning Commission will consider approval of Development Permit Application No. D-16-082 at a noticed public hearing on September 21, 2016 at 6:00 p.m. Staff recommends that the special permit application be approved subject to the conditions listed in this document.

Project Description: Chris Ward of Centerline Design LLC, on behalf of John B. Urbahns of Fresno Herndon Development, LLC, has filed Development Permit Application No. D-16-082 pertaining to approximately 0.64 acres of property located on the west side of North Willow Avenue, between East Herndon and East Palo Alto Avenues.

Development Permit Application No. D-16-082 requests authorization to construct a 9,120 square-foot office shell building to be used as business and professional offices. The proposed project was determined to be exempt from the California Environmental Quality Act (CEQA) by the Development and Resource Management Department on September 9, 2016 through a Class 32 Categorical Exemption. The approval of this project is subject to compliance with the Conditions of Approval on the following page(s):

CONDITIONS OF APPROVAL

PART A – ITEMS TO BE COMPLETED

The following items are required prior to issuance of building permits or certificate of occupancy:

Planner to check when completed		
☐	1.	Development shall take place in accordance with Exhibits A and A-2 dated August 31, 2016, Exhibit A-3 dated September 12, 2016, and Exhibits A, E, F, L-1, and L-2 dated July 20, 2016. Transfer all comments and conditions on Exhibits to the corrected exhibit(s) and submit to planner at least 15 days prior to issuance of building permits.
☐	2.	Per Section 15-2422-B of the Fresno Municipal Code (FMC), a minimum of twenty (20) trees are required. Nineteen (19) are depicted on the landscape plan dated July 20, 2016. Please include one (1) additional tree on the landscape plan.

☐	3.	Submit three copies of detailed, final landscaping and irrigation plans prepared by a landscape professional, showing the number and types of trees, to the Development Services Division. These plans must be reviewed and approved prior to issuance of building permits.
☐	4.	Landscaping must be in place before issuance of the certificate of occupancy . A Hold on Occupancy shall be placed on the proposed development until such time that landscaping has been approved and verified for proper installation by the Development Services Division.
☐	5.	Prior to final inspection , a written certification, signed by a landscape professional approved by the Director, shall be submitted stating that the required landscaping and irrigation system was installed in accordance with the landscaping and irrigation plans approved by the Development Services Division, Development and Resource Management Department (see form, attached).
☐	6.	The Indirect Source Review (ISR) shall be completed and all applicable fees must be paid to the San Joaquin Valley Air Pollution Control District prior to issuance of building permits . Submit verification that this process has been completed.
☐	7.	A Clovis Unified School District Developer Fee is due prior to issuance of building permits . Submit verification that this fee has been paid.
☐	8.	Add applicable notes from the attached document titled "Notes and Requirements for Entitlement Applications".

PART B – OTHER REQUIREMENTS

1) Planning/Zoning/Environmental Compliance Requirements

- a) Property development standards and the complete list of planning requirements/conditions for this project are contained in the "Property Development Standards Checklist" prepared for D-16-082 dated September 9, 2016, attached to this document for reference.
- b) Development and operation shall take place in accordance with the attached "Notes and Requirements for Entitlement Applications" as applicable.
- c) Development shall take place in accordance with the policies of the Fresno General Plan, Hoover Community Plan, and with the Office planned land use designation.
- d) Development shall take place in accordance with the O (*Office*) zone district and all other applicable sections of the FMC.
- e) Comply with the operational statement submitted for the proposed project, Exhibit OS, dated July 20, 2016.
- f) Development shall comply with all prior special permits on the property, and any applicable conditions of zoning, (attached).

2) City and Other Services

- a) Development shall take place in accordance with the attached memoranda and letters from City of Fresno Departments and partner agencies:
 - (i) Fresno County Department of Public Health dated August 4, 2016;
 - (ii) Building and Safety dated August 8, 2016;
 - (iii) San Joaquin Valley Air Pollution Control District dated August 9, 2016;
 - (iv) Fresno Irrigation District dated August 12, 2016;
 - (v) Public Works, Median Island Maintenance dated August 12, 2016;
 - (vi) Public Utilities, Water Division dated August 19, 2016;
 - (vii) Public Utilities, Sewer Division dated August 22, 2016;
 - (viii) Traffic Engineering dated August 22, 2016;
 - (ix) Public Utilities, Solid Waste dated August 24, 2016;
 - (x) Fire Department dated August 27, 2016;
 - (xi) Fresno Metropolitan Flood Control District dated August 30, 2016.

3) Miscellaneous Requirements

- a) Approval of this special permit shall be considered null and void in the event of failure by the applicant and/or the authorized representative, architect, engineer, or designer to disclose and delineate all facts and information relating to the subject property and the proposed development including, but not limited to, the following:
 - (i) All existing and proposed improvements including but not limited to buildings and structures, signs and their uses, trees, walls, driveways, outdoor storage, and open land use areas on the subject property and all of the preceding which are located on adjoining property and may encroach on the subject property;
 - (ii) All public and private easements, rights-of-way and any actual or potential prescriptive easements or uses of the subject property; and,
 - (iii) Existing and proposed grade differentials between the subject property and adjoining property zoned or planned for residential use.
- b) Approval of this special permit may become null and void in the event that development is not completed in accordance with all the conditions and requirements imposed on this special permit, the Zoning Ordinance, and all Public Works Standards and Specifications. The Development and Resource Management Department shall not assume responsibility for any deletions or omissions resulting from the special permit review process or for additions or alterations to construction plans not specifically submitted and reviewed and approved pursuant to this special permit or subsequent amendments or revisions.

APPEALS

Please be advised that this project may be subject to a variety of discretionary conditions of approval. These conditions based on adopted City plans, ordinances and policies; those determined to be required through the interdepartmental/interagency review process; and those determined through the environmental assessment process as necessary to mitigate adverse effects on the health, safety and welfare of the community. The conditions of approval may also include requirements for development and use that would, on the whole, enhance the project and its relationship to the neighborhood and environment.

All conditions of approval based on adopted plans, codes, and regulations are mandatory. Conditions based on the FMC may only be modified by variance, provided the findings required by FMC Section 15-5506 can be made. Discretionary conditions of approval may be appealed, but will ultimately be deemed mandatory unless appealed in writing to the Director within 15 days in accordance with Section 15-5017. In the event you wish to appeal the Director's decision, you may do so by filing a written appeal with the Director.

If you wish to appeal the decision, a written request must be received at the Development and Resource Management Department by **October 6, 2016**. The written request should be addressed to Jennifer K. Clark, Director, and include the application number referenced above, and shall include the appellant's interest in or relationship to the subject property, the decision or action appealed and specific reasons why the applicant believes the decision or action appealed should not be upheld.

BACKCHECK PROCESS

Please Note: To complete the back-check process for building permits relative to planning and zoning issues, submit four copies of this corrected, final site plan, together with three copies of the elevations, landscape, and irrigation plans, any fees and title reports for required covenants, and any required studies or analyses to Jarred Olsen in the Development Services Division for final review and approval, at least 15 days before applying for building permits.

It may be necessary to resubmit these "corrected exhibits" a second time if not all the conditions have been complied with or are not shown on the exhibits. Once the "corrected exhibits" are approved by the Development Services Division, please place these exhibits in the plan check set and contact the Development Services Division, along with Traffic Planning, to set up an appointment to signoff and stamp these exhibits. Please bring one additional copy of the site plan exhibit(s) to this appointment so that the Development Services Division has a final signed-off copy of the site plan.

Copies of the final approved site plan, elevations, landscaping, and irrigation plans stamped by the Development Services Division must be submitted for unstamped copies of the same in each of the sets of construction plans submitted for plan check prior to the issuance of building permits.

EXPIRATION DATES

The exercise of rights granted by this special permit must be commenced by September 21, 2019 (three years from the date of approval), pursuant to FMC Sections 15-5013-A, C, D and E. An extension of up to one additional year may be granted, provided that the findings required under FMC Section 15-5013-A.1 are made by the Director. All required improvements must be installed prior to the operation of the proposed use.

Enclosures: Exhibits
Comments from Partner Agencies & Departments
Conditions of Zoning
Notes and Requirements for Entitlement Applications
Property Development Standards Checklist Prepared for D-16-082
Landscape Certification Form



KEYED NOTES

1. THESE DRAWINGS ARE THE PROPERTY OF CENTERLINE DESIGN, INC. AND ARE NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF CENTERLINE DESIGN, INC.

2. THE USER OF THESE DRAWINGS SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

3. THE USER OF THESE DRAWINGS SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY MATERIALS AND LABOR AT THE APPROPRIATE COST.

4. THE USER OF THESE DRAWINGS SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY UTILITIES AND SERVICES AT THE APPROPRIATE COST.

5. THE USER OF THESE DRAWINGS SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INSURANCE AND BONDING AT THE APPROPRIATE COST.

6. THE USER OF THESE DRAWINGS SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

7. THE USER OF THESE DRAWINGS SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY MATERIALS AND LABOR AT THE APPROPRIATE COST.

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9. THE USER OF THESE DRAWINGS SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY INSURANCE AND BONDING AT THE APPROPRIATE COST.

10. THE USER OF THESE DRAWINGS SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

PROJECT

PROPOSED SHELL BUILDING FOR:
WILLOW NORTH AND HERNDON OFFICE COMPLEX - BUILDING 6
FRESNO, CALIFORNIA 93710

STATUS

Current Release Date: 08/14/16
Project Engineer: [Signature]
Project Manager: [Signature]

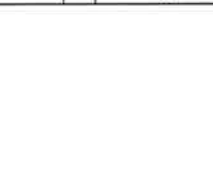
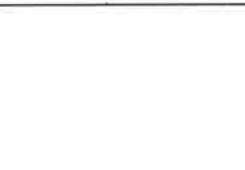
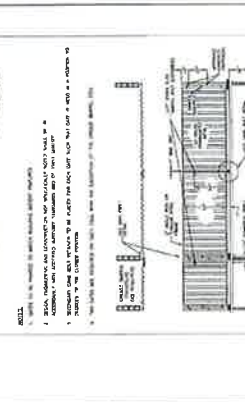
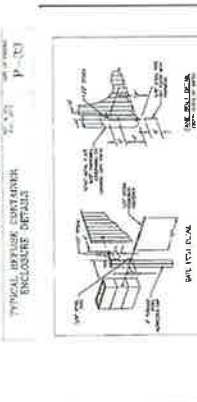
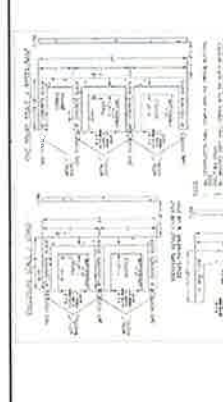
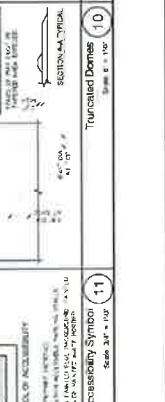
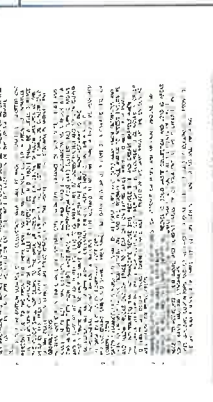
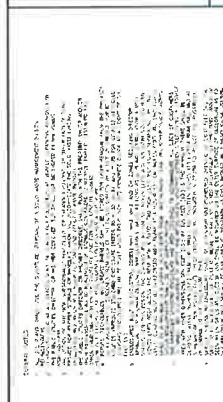
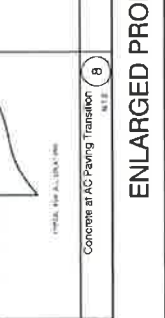
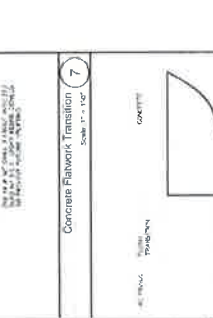
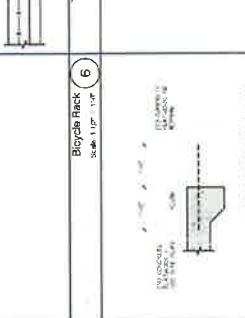
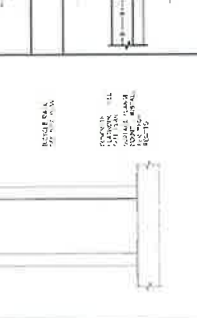
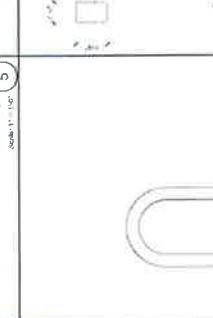
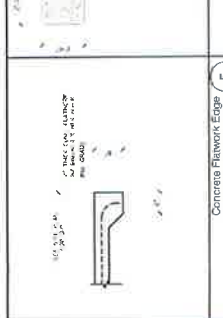
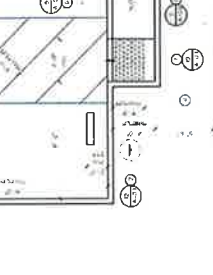
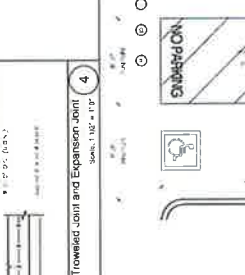
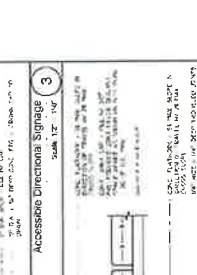
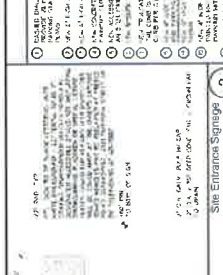
REVISIONS

NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMIT	08/14/16
2	ISSUED FOR PERMIT	08/14/16
3	ISSUED FOR PERMIT	08/14/16
4	ISSUED FOR PERMIT	08/14/16
5	ISSUED FOR PERMIT	08/14/16

IDENTIFICATION

NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMIT	08/14/16
2	ISSUED FOR PERMIT	08/14/16
3	ISSUED FOR PERMIT	08/14/16
4	ISSUED FOR PERMIT	08/14/16
5	ISSUED FOR PERMIT	08/14/16

A-0.1



ANALYST: JESSICA L. HARRIS, 2020 RIVER ST., SUITE 200, NEWTON, MA 02459-1099
 TEL: 617-552-3300 FAX: 617-552-3301
 E-MAIL: JESSICA.HARRIS@FBI.DENVER.CO



County of Fresno

DEPARTMENT OF PUBLIC HEALTH

DAVID POMAVILLE, DIRECTOR

DR. KEN BIRD, HEALTH OFFICER

August 4, 2016

Jarred Olsen
Development & Resource Management
2600 Fresno Street, Third Floor
Fresno, CA 93721-3604

LU0018615
2602

Dear Mr. Olsen:

PROJECT NUMBER: D-16-082

Development Permit Application No. D-16-082 was filed by Chris Ward of Centerline Design, on behalf of John Urbahns of Fresno Herndon Development LLC, and pertains to ± 0.64 acre of property located on the west side of North Willow Avenue between East Palo Alto and East Herndon Avenues. The applicant proposes the construction of a 9,120 square-foot office shell building. The property is zoned O (*Office*).

APN: 410-514-11

ZONING: O

ADDRESS: 6789 North Willow Avenue

Comments/Concerns:

Since specific tenants for this application have not been identified, the full range of O zoning uses must be considered. The potential adverse impacts could include (but are not limited to) storage of hazardous materials and/or wastes, medical waste, solid waste, water quality degradation, excessive noise, and odors.

Recommended Conditions of Approval for Future Tenants:

- If the tenant(s) propose to use and/or store hazardous materials and/or hazardous wastes, they shall meet the requirements set forth in the California Health and Safety Code (HSC), Division 20, Chapter 6.95, and the California Code of Regulations (CCR), Title 22, Division 4.5. Any business that handles a hazardous material or hazardous waste may be required to submit a Hazardous Materials Business Plan pursuant to the California Health and Safety Code (HSC), Division 20, Chapter 6.95, Section 25507 (<https://www.fresnocupa.com/> or <http://cers.calepa.ca.gov/>). Contact the Certified Unified Program Agency at (559) 600-3271 for more information.
- Future tenants may be required to obtain a Medical Waste Permit from the California Department of Health Services, Medical Waste Management Program. Call (916) 449-5671 for more information.
- Should a retail food establishment be proposed, prior to issuance of building permits, the tenant shall submit complete food facility plans and specifications to the Fresno County Department of Public Health, Environmental Health Division, for review and approval. Contact the Consumer Food Protection Program at (559) 600-3357 for more information.
- Should a food facility be proposed, prior to operation, the applicant(s) shall apply for and obtain a permit to operate a food facility from the Fresno County Department of Public Health, Environmental

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

Health Division. A permit, once issued, is nontransferable. Contact the Consumer Food Protection Program at (559) 600-3357 for more information.

- Prior to operation, future tenants may be required to apply for and obtain a license to sell alcoholic beverages. Contact the California Alcoholic Beverage Control Department at (559) 225-6334 for more information.
- The applicant, or any tenant leasing space, should be advised that construction and operating permits may be required by the State of California, Department of Health Services for wholesale food manufacturing. Contact the staff at the Division of Food and Drug at (559) 445-5323 for more information.
- 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.

REVIEWED BY:

**Kevin
Tsuda**

Digitally signed by Kevin Tsuda
DN: cn=Kevin Tsuda, o=Fresno
County Department of Public Health,
ou=Environmental Health Division,
email=kitsuda@co.fresno.ca.us, c=US
Date: 2016.08.04 13:57:45 -0700

Kevin Tsuda, R.E.H.S.
Environmental Health Specialist II

(559) 600-3271

cc: Tolzmann, Rogers, Gleghorn & Sauls- Environmental Health Division (CT 56.05)
John Urbahns- Owner (jurbahns@urbahns.com)
Chris Ward- Applicant (chris@clinedesignllc.com)

**CITY OF FRESNO - DEVELOPMENT AND RESOURCE MANAGEMENT DEPARTMENT
REQUEST FOR COMMENTS, CONDITIONS, ENVIRONMENTAL ASSESSMENT,
AND ENTITLEMENT APPLICATION REVIEW OF
DEVELOPMENT PERMIT APPLICATION NO. D-16-082**

Building & Safety Services

RECEIVED
AUG 05 2016
City of Fresno
Building & Safety Services

Return Completed Form to:

Jarred Olsen, Development Services/Planning
Email: Jarred.Olsen@fresno.gov and
Joann.Zuniga@fresno.gov
Development and Resource Management
2600 Fresno Street, Third Floor
Fresno CA 93721-3604

PROJECT DESCRIPTION AND LOCATION:

Development Permit Application No. D-16-082 was filed by Chris Ward of Centerline Design, on behalf of John Urbahns of Fresno Herndon Development LLC, and pertains to ±0.64 acre of property located on the west side of North Willow Avenue between East Palo Alto and East Herndon Avenues. The applicant proposes the construction of a 9,120 square-foot office shell building. The property is zoned O (*Office*).

APN: 410-514-11

ZONING: O

ADDRESS: 6789 North Willow Avenue

DATE ROUTED: August 4, 2016

COMMENT DEADLINE: August 18, 2016

WILL THIS PROJECT AFFECT YOUR AGENCY/JURISDICTION? (If yes, specify.)

SUGGESTION(S) TO REDUCE IMPACTS/ADDRESS CONCERNS:

Plano/parks

REQUIRED CONDITIONS OF APPROVAL:

IS ANY ADDITIONAL INFORMATION NEEDED FOR YOU TO COMPLETE YOUR REVIEW? (Be specific):

REVIEWED BY:

CFDA
Name and Title

8156
Telephone Number

8-8-16
Date

From: CEQA E-mail <CEQA@valleyair.org>
Sent: Tuesday, August 09, 2016 3:45 PM
To: Joann Zuniga
Cc: Jarred Olsen
Subject: RE: Request for Comment - Development Permit Application No. D-16-082

The District will have no comments on this project.

*Cherie Clark
Air Quality Specialist
Permits
San Joaquin Valley APCD
1990 E. Gettysburg Ave.
Fresno, CA 93726
559-230-5940*

*Service*Teamwork*Attitude*Respect*

From: Joann Zuniga [mailto:Joann.Zuniga@fresno.gov]
Sent: Thursday, August 4, 2016 1:08 PM
To: Louise Gilio; Jairo Mata; Melessa Avakian; Darla Scott; Laurie Sawhill; Leslie Forshey; Randi Eisner; 'Don Ulrich'; jontenorio@cusd.com; skahl@co.fresno.ca.us; glallen@co.fresno.ca.us; jgardner@co.fresno.ca.us; ktsuda@co.fresno.ca.us; Lee Brand; Ginger Barrett; Kathy Wilson; Ralph Kachadourian; developmentreview@fresnofloodcontrol.org; engr-review@fresnoirrigation.com; CEQA E-mail; Doug Hecker; Kevin Gray; Michael Carbajal; Robert Diaz; Susan Rogers; Hilary Kimber
Cc: Jarred Olsen
Subject: Request for Comment - Development Permit Application No. D-16-082

Commenting Partners:

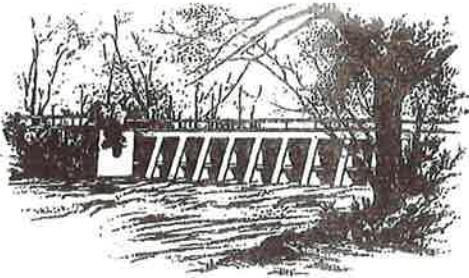
You have been identified as the best contact to provide your department/agency's review and comments for the subject project. Please click the following link and download an electronic copy of the project package for review.

Project Address: 6789 North Willow Avenue
APN: 410-514-11

<http://m3.fresno.gov/upload/files/99645829/D16082electronicrouting.pdf> (click on bookmarks to navigate).

We look forward to receiving your responses electronically and any comments you may have by the August 18, 2016, comment deadline. If you do not have any comments, please communicate a "No Comment" response. Please email your comments directly to the Development Services Division attention Jarred.Olsen@fresno.gov and Joann.Zuniga@fresno.gov.

Thank you.



YOUR MOST VALUABLE RESOURCE - WATER

OFFICE OF
**FRESNO
IRRIGATION DISTRICT**

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

August 11, 2016

Jarred Olsen
Department and Resource Management
City of Fresno
2600 Fresno Street, Third Floor
Fresno, CA 93721

RE: Development Permit Application No. D-16-082
S/W Herndon and Willow avenues, 6789 North Willow Avenue

Dear Mr. Olsen:

The Fresno Irrigation District (FID) has reviewed the Development Permit Application No. D-16-082 for which the applicant proposes the construction of a 9,120 square-foot office shell building, APN: 410-514-11. FID has the following comment:

1. FID does not own, operate or maintain any facility located on the subject property as shown on the attached FID exhibit map.
2. For informational purposes, FID's active Helm Colonial – W. Br. Pipeline No. 116 runs westerly along the south side of Herndon Avenue and crosses Willow Avenue approximately 630 feet north of the subject property as shown on the attached FID exhibit map. Should this project require any street and or utility improvements along Willow Avenue, Herndon Avenue, or in the vicinity of this pipeline, FID requires it review and approve all plans.

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 clundeen@fresnoirrigation.com.

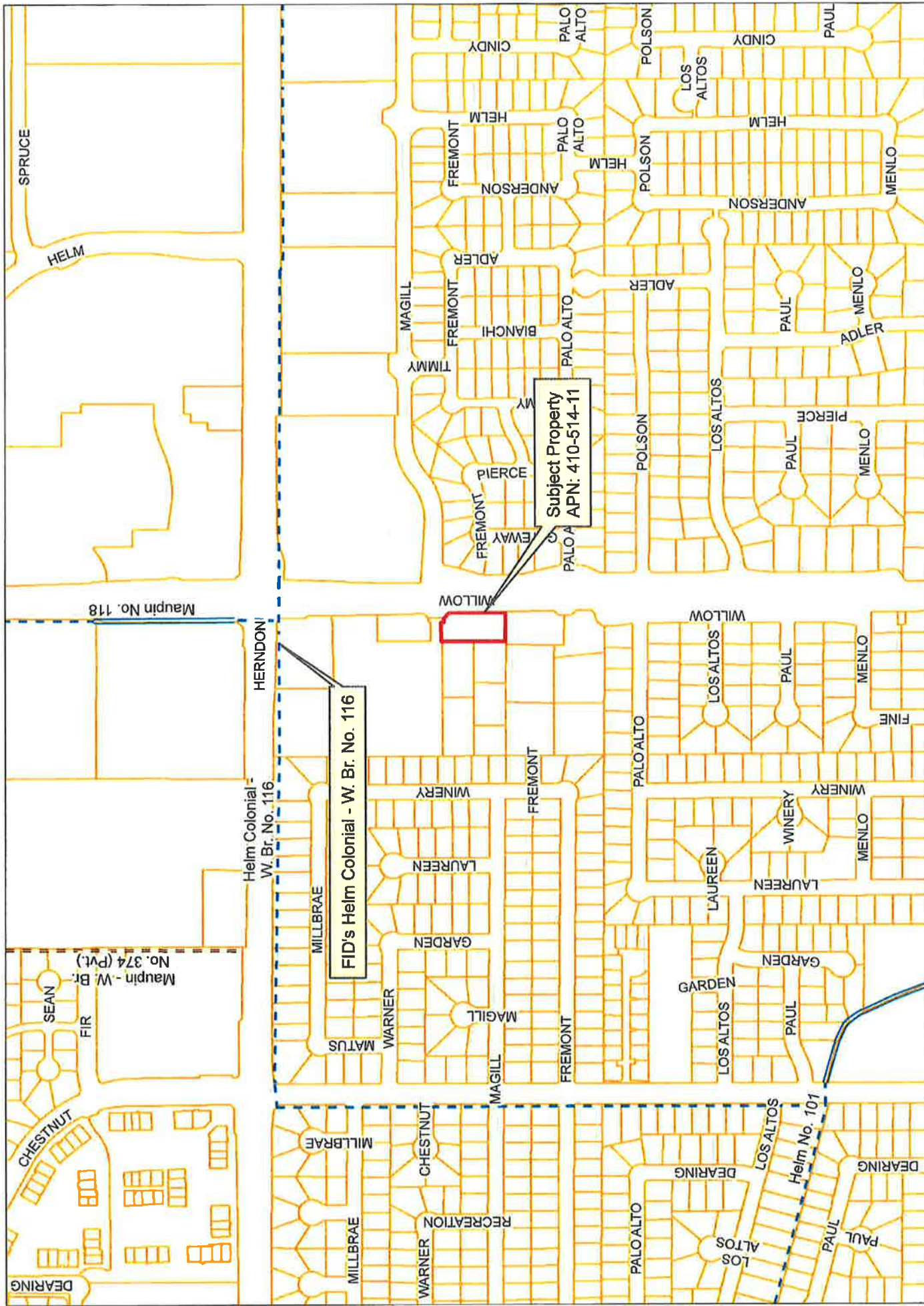
Sincerely,

Laurence Kimura, P.E.
Chief Engineer

Attachment

G:\Agencies\FresnoCity\Development Permit Application\D-16-082.doc

BOARD OF DIRECTORS President RYAN JACOBSEN, Vice-President JERRY PRIETO, JR.
CHRISTOPHER WOOLF, GEORGE PORTER, GREGORY BEBERIAN, General Manager GARY R. SERRATO



This map was produced by the Fresno Irrigation District and is provided for reference and informational purposes only and is not intended to show map scale accuracy or all inclusive map features, nor for legal purposes. FID makes no statements regarding the accuracy of this map as the features shown are in their approximate location. Please contact the FID Engineering Dept. at (559) 233-7161 for further information on FID facilities.

Legend

- FID Canal
- Private Canal
- Abandoned Canal
- FID Pipeline
- Private Pipeline
- Abandoned Pipeline
- Stream Group
- Other-Creek/River
- Other-Pipeline
- Parcel
- FMFCD Acquired Basins
- FMFCD Proposed Basins
- FD Boundary
- Railroad
- Streets & Highways

0 240 480 Feet
1 inch = 478.79 feet
8/8/2016
G:\fdg\master_AG10.mxd

DEPARTMENT OF PUBLIC WORKS

TO: **Jared Olsen, Planner I**
Planning Division

FROM: **Hilary Kimber, Parks Supervisor II (559-621-1345)**
Public Works, Median Island Maintenance

DATE: August 12, 2016

SUBJECT: SITE PLAN REVIEW NO. D-16-082

The Department of Public Works offers the following comments regarding 6789 North Willow Avenue (APN: 410-514-11) located on the west side of North Willow Avenue between East Palo Alto and East Herndon Avenues:

GENERAL REQUIREMENTS

STREET TREE REQUIREMENTS

1. The subdivider is required to provide street trees on all public street frontages per Fresno Municipal Code and for the dedication of planting and trail landscaping easements as determined by the Planning Department. Street trees shall be planted at the minimum rate of one tree for each 24' of street frontage by the Developer. The subdivider is required to provide irrigation for all street trees. The irrigation system shall comply with FMC 12-306-23, Water Efficient Landscape Standards.
2. There are approximately 250 lineal feet of street frontage along N. Willow Ave. resulting in the requirement of four (4) street trees. The landscape plans submitted propose five (5) *Pistacia chinensis* (Chinese Pistache) onsite within ten feet of the back of the monolithic sidewalk in-lieu-of street trees. These onsite trees will be acceptable to Public Works.
3. The irrigation design includes the Netafim drip tubing but no backflow. Will one be installed to keep the irrigation water separate from the domestic water supply for the building?
4. The landscape design submitted is acceptable to Public Works at this scale of 1"=10'. Please let P.W. know what size backflow will be installed and the manufacturer.



Department of Public Utilities – Water Division



Providing Life's Essential Services

DATE: August 19, 2016

TO: JARRED OLSEN, Planner I
Development Department/Current Planning

THROUGH: MICHAEL CARBAJAL, Division Manager
Department of Public Utilities, Water Division

FROM: ROBERT A. DIAZ, Senior Engineering Technician *R.A.D.*
Department of Public Utilities, Water Division

**SUBJECT: WATER REQUIREMENTS FOR DEVELOPMENT PERMIT APPLICATION
D-16-082**

General

Development Permit Application No. D-16-082 was filed by Chris Ward of Centerline Design, on behalf of John Urbahns of Fresno Herndon Development LLC, and pertains to ±0.64 acre of property located on the west side of North Willow Avenue between East Palo Alto and East Herndon Avenues, 6789 North Willow Avenue & APN: 410-514-11. The applicant proposes the construction of a 9,120 square-foot office shell building. The property is zoned O (Office).

Water Requirements

The nearest water mains to serve the proposed project are a 14-inch main located in North Willow Avenue and an 8-inch main located in North Spalding Avenue. Water service is available to the site, subject to the following requirements:

1. Installation of water service & meter box shall be required.
2. On-site water facilities shall be private.
3. A cross-access agreement shall be required for the existing water services fronting the proposed project along North Willow Avenue to the following APNS: 410-031-04, 410-514-07, 410-514-08, 410-514-09 and 410-514-10.
4. Destruct any existing on-site well in compliance with the State of California Well Standards, Bulletin 74-81 and 74-90 or current revisions issued by California Department of Water Resources and City of Fresno standards.



A Nationally Accredited Public Utility Agency



**DEPARTMENT OF PUBLIC UTILITIES
ADMINISTRATION DIVISION
MEMORANDUM**



Date: August 22, 2016

To: JARRED OLSEN, Planner I
Planning and Development Department

From: KEVIN GRAY, Supervising Engineering Technician
Department of Public Utilities, Planning and Engineering

Subject: SEWER REQUIREMENTS FOR DEVELOPMENT PERMIT APPLICATION D-16-082

General

Development Permit Application No. D-16-082 was filed by Chris Ward of Centerline Design, on behalf of John Urbahns of Fresno Herndon Development LLC, and pertains to ±0.64 acre of property located on the west side of North Willow Avenue between East Palo Alto and East Herndon Avenues, 6789 North Willow Avenue & APN: 410-514-11. The applicant proposes the construction of a 9,120 square-foot office shell building. The property is zoned O (Office).

Sewer Requirements

The nearest sanitary sewer main to serve the proposed project is an 8-inch sewer main located in East Freemont Avenue. Sanitary sewer facilities are available to provide service to the site subject to the following requirements:

1. Installation of sewer house branch(s) shall be required.
2. A cross access agreement is required for sewer service(s) crossing parcels.
3. On-site sanitary sewer facilities shall be private.
4. The Project Developer shall contact Wastewater Management Division/Environmental Services at (559) 621-5100 prior to pulling building permits regarding conditions of service for special users.

Sanitary Sewer Fees

The following Sewer Connection Charges are due and shall be paid for the Project:

1. Sewer Lateral Charge
2. Sewer Oversize Charge
3. Sewer Facility Charge (Non-Residential)



A Nationally Accredited Public Utility Agency

4. Upon connection of this Project to the City Sewer System the owner shall be subject to payment of Sewer Facility charges per Fresno Municipal Code Section 6-304 and 6-305. Sewer Facility Charges consist of two components, a Wastewater Facilities Charge and Trunk Sewer Charge where applicable.
5. Sewer Facility Charges are collected after occupancy on a monthly basis over time based on metered (water or sewer effluent) usage. The developer may contact the Department of Public Utilities/Wastewater-Environmental Control at (559) 621-5153 to receive an estimated cost of the Sewer Facility Charges applicable to the project (based on a constant sewer discharge and loading (Biochemical Oxygen Demand [BOD] and Total Suspended Solids [TSS] levels anticipated) at the current rates in effect, at that time, per Fresno's Master Fee Resolution. The developer shall provide data regarding estimated sewer discharge rates [flow] and loading [BOD/TSS levels] required for calculating the estimated charges.



DATE: August 23, 2016

TO: Jarred Olsen
Development and Resource Management Department

FROM: Melessa Avakian, Senior Engineering Technician
Public Works Department, Traffic and Engineering Services Division

SUBJECT: Conditions of Approval for **D-16-082**

ADDRESS: **6789 North Willow Avenue**

APN: **410-514-11**

ATTENTION:

The items below require a separate process with additional fees and timelines, in addition to the CUP/SPR permit process. In order to avoid delays in obtaining a building permit, the following items shall be submitted to the contacts shown below.

X	A Cross Access Agreement is required if not already existing.	Jarred Olsen	Planning and Resource Management Department (559) 621-8068 Jarred.Olsen@fresno.gov
----------	--	--------------	--

PUBLIC IMPROVEMENT REQUIREMENTS

The following requirements are based on city records and the accuracy of the existing and proposed on-site and off-site conditions depicted on the exhibits submitted. Requirements not addressed due to omission or misrepresentation of information, on which this review process is dependent, will be imposed whenever such conditions are disclosed.

Repair all damaged and/or off grade off-site concrete street improvements as determined by the City of Fresno Public Works Department, Construction Management

The construction of any overhead, surface or sub-surface structures and appurtenances in the public right of way is prohibited unless an encroachment permit is approved by the City of Fresno Public Works Department, Traffic and Engineering Services Division, (559) 621-8693. Encroachment permits must be approved **prior** to issuance of building permits.

All improvements shall be constructed in accordance with the City of Fresno, Public Works Department Standard Drawings and Specifications. The performance of any work within the public street right of way (including pedestrian and utility easements) requires a **STREET WORK PERMIT prior** to commencement of work. When preparing Street Plans and/or Traffic Control Plans, contact (Randy Schrey) at (559) 621-8807, **10 working days** in advance, to make sure that sidewalks or an approved accessible path remain open during construction. Submit construction plans for all required work, in a single package, to the City of Fresno's, Traffic and Engineering Services Division. All work shall be reviewed, approved, completed, and accepted **prior** to obtaining a certificate of occupancy. Utility poles, street lights, signals, etc. shall be relocated as determined by the City Engineer.

Two working days before commencing excavation operations within the street right of way and/or utility easements, all existing underground facilities shall have been located by Underground Services Alert (USA) Call 811.

All survey monuments within the area of construction shall be preserved or reset by a person licensed to practice Land Surveying in the State of California.

PRIVATE IMPROVEMENT REQUIREMENTS

Off-Street Parking Facilities and Geometrics

Traffic recommends relocating the proposed parking area to the south side of the property and combining with the existing parking to the south.

1. Off-Street parking facilities and geometrics shall conform to the City of Fresno Public Works Department, Parking Manual and Standard Drawing(s) **P-21, P-22, P-23**.
2. Provide parking space needs, circulation, access, directional signs (e.g. "Entrance," "Exit," "Right Turn Only," "One Way" signs, etc.) as noted on **Exhibit "A"**.
3. When no masonry wall is required, wheel stops in the form of a **6"** high concrete curb or other approved fixed barrier, placed a minimum distance of **3'** from the property line, or the building to be protected, shall be installed.

Traffic Signal Mitigation Impact (TSMI) Fee: This project shall pay all applicable TSMI Fees **at the time of building permit**. Contact the Public Works Department, Frank Saburit at (559)621-8797. The fees are based on the trip generation rate(s) as set forth in the latest edition of the ITE Generation Manual.

Trip Generation: This development will generate the following Average Daily Trips (A.D.T.), as shown below:

Description/ ITE code	Size	ADT	AM Peak Hour	PM Peak Hour
General Office/710 -OR-	9,120 SF	101	14	14
Medical Dental Office/720	9,120 SF	330	22	33

Fresno Major Street Impact (FMSI) Fees: This entitlement is in the **Infill Area**; therefore pay all applicable City-wide regional street impact fees. Contact the Public Works Department, Frank Saburit at (559) 621-8797

Regional Transportation Mitigation Fee (RTMF): Pay all applicable **RTMF** fees to the Joint Powers Agency located at 2035 Tulare Street, Suite 201, Fresno, CA 93721; (559) 233-4148 ext. 200; www.fresnocog.org. Provide proof of payment or exemption **prior** to issuance of certificate of occupancy.

Prior to resubmitting a corrected exhibit, provide the following information on the site plan:

A. Offsite Information:

1. **Center Lines:** Identify.
2. **Street Improvements and Furniture:** Identify existing and proposed sidewalks (provide width), etc.
3. **Accessibility:** Identify the required 4' minimum path of travel along the public sidewalk adjacent to property, as required by the California Administration Code

(Title 24). A pedestrian easement may be required if Title 24 requirements cannot be met.

B. Onsite Information:

1. **Buildings:** Provide square footage.
2. **Parking Lot:**
 - a. **Stalls:** No obstructions shall be within the 2' overhang.

Questions relative to these conditions may be directed to Melessa Avakian at 559 621-8812 Melessa.Avakian@fresno.gov in the Public Works Department, Traffic and Engineering Services Division.

City of
FRESNO
DEPARTMENT OF PUBLIC UTILITIES

August 24, 2016

TO: Jarred Olsen, Planner I
Development Department, Planning Division

FROM: Susan Rogers, Acting Management Analyst
Department of Public Utilities, Solid Waste Division

SUBJECT: Findings Review for Pre-Application APN: 410-514-11
Location: 6789 North Willow Avenue

The Department of Public Utilities, Solid Waste Division has completed a review of Application APN: 410-514-11 filed by Chris Ward of Centerline Design, on behalf of John Urbahns of Fresno Herndon Development LLC and pertains to 0.64 acre of property located on the west side of North Willow Avenue between East Palo Alto and East Herndon Avenues.. The applicant the construction of a 9,120 sq. ft. office shell building. The following requirements and conditions are to be placed on this project as Conditions of Approval by the Department of Public Utilities.

General Requirements:

This location will be serviced by Allied Waste. For service information please contact Allied Waste at 559-275-1551 or 1-800-493-42852

Does Project Affect Your Agency/Jurisdiction

Yes

Suggestions to Reduce Impacts/Address Concerns

Developer has requested that this project does not require a new trash enclosure but instead utilize the existing trash enclosures in the area. This would eliminate the need for a trash vehicle to back up into traffic.

The existing trash enclosures are able to meet the requirements set forth by the Solid Waste Division we will accept the elimination of an additional trash enclosure.

Additional Information Required:

None



FIRE DEPARTMENT

DATE: AUGUST 27, 2016

TO: JARRED OLSEN, Planner I
Development and Resource Management Department

FROM: LAURIE SAWHILL, Senior Fire Prevention Inspector
Fire Department, Community Risk Reduction Unit

A handwritten signature in black ink, appearing to be "LS" or similar, written over the name Laurie Sawhill.

SUBJECT: 6789 N WILLOW, D-16-082

The Fire Department's conditions of approval include the following:

Approved as submitted. No appointment or initial required. Approval of this plan does not authorize or approve any omission or deviation from applicable adopted codes and adopted standards. Final approval is subject to field inspection.

This project was reviewed by the Fire Department only for requirements related to water supply, fire hydrants, and fire apparatus access to the building(s) on site. Review for compliance with fire and life safety requirements for the building interior and its intended use are reviewed by both the Fire Department and the Building and Safety Section of DARM when a submittal for building plan review is made as required by the California Building Code by the architect or engineer of record for the building.

**FRESNO METROPOLITAN FLOOD CONTROL DISTRICT
NOTICE OF REQUIREMENTS**

File No. 210,412

Page 1 of 4

PUBLIC AGENCY

JARRED OLSEN
DEVELOPMENT SERVICES/PLANNING
CITY OF FRESNO
2600 FRESNO STREET, THIRD FLOOR
FRESNO, CA 93721

DEVELOPER

JOHN B. URBAHNS, FRESNO HERNDON
DEVELOPMENT, LLC
7914 N. SHADELAND AVE.
INDIANAPOLIS, IN 46250

PROJECT NO: **2016-082**

ADDRESS: **6789 N. WILLOW AVE.**

APN: **410-514-11**

SENT:

8/30/16

Drainage Area(s)	Preliminary Fee(s)	Development Review Service Charge(s)	Fee(s)	
CL	\$0.00	NOR Review	\$50.00	To be paid prior to release of District comments to Public Agency and Developer.
		Grading Plan Review	\$0.00	Amount to be submitted with first grading plan submittal
Total Drainage Fee: \$0.00		Total Service Charge: \$50.00		

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 8/04/16 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.
- b.) Fees may be calculated based on the actual percentage of runoff if different than that typical for the zone district under 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.
- f.) 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 5% of the refund whichever is less will be retained without fee credit.

FR DPA No. 2016-082

**FRESNO METROPOLITAN FLOOD CONTROL DISTRICT
NOTICE OF REQUIREMENTS**

Page 2 of 4

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

1. ☒ a. Drainage from the site shall REMAIN AS EXISTING.
☐ 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. The proposed development shall construct and/or dedicate Storm Drainage and Flood Control Master Plan facilities located within 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".
☒ None required.

3. The following final improvement plans and information shall be submitted to the District for review prior to final development approval:
☐ Grading Plan
☐ Street Plan
☐ Storm Drain Plan
☐ Water & Sewer Plan
☐ Final Map
☐ Drainage Report (to be submitted with tentative map)
☐ Other
☒ None Required

4. 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.
☐ 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 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.)
☒ 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.

FR DPA No. 2016-082

**FRESNO METROPOLITAN FLOOD CONTROL DISTRICT
NOTICE OF REQUIREMENTS**

Page 3 of 4

FR DPA No. 2016-082

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



Debbie Campbell
Design Engineer



Michael Maxwell
Project Engineer

FRESNO METROPOLITAN FLOOD CONTROL DISTRICT
NOTICE OF REQUIREMENTS

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CC:

CHRIS WARD, CENTERLINE DESIGN, LLC

1508 TOLLHOUSE RD., SUITE C

CLOVIS, CA 93611

FR DPA No. 2016-082

OTHER REQUIREMENTS
EXHIBIT NO. 2

In an effort to improve storm runoff quality, outdoor storage areas shall be constructed and maintained such that material that may generate contaminants will be prevented from contact with rainfall and runoff and thereby prevent the conveyance of contaminants in runoff into the storm drain system.

The District encourages, but does not require that roof drains from non-residential development be constructed such that they are directed onto and through a landscaped grassy swale area to filter out pollutants from roof runoff.

Development No. DPA 2016-082

INTRODUCED BY COUNCILMEMBER PadillaORDINANCE NO. 93-50

AN ORDINANCE AMENDING THE OFFICIAL ZONE MAP OF THE CITY OF FRESNO HERETOFORE ADOPTED BY ARTICLES 1 TO 4.5 INCLUSIVE, CHAPTER 12, OF THE FRESNO MUNICIPAL CODE, BEING THE ZONING ORDINANCE OF THE CITY OF FRESNO.

WHEREAS, pursuant to the provisions of Article 4, Chapter 12, of the Fresno Municipal Code, the Director of the Development Department of the City of Fresno found the proposed rezoning in conformance with adopted plans and policies of the City and recommended to the Council of the City of Fresno an amendment to the Zoning Ordinance which changes the real property described hereinbelow from one zone to another.

WHEREAS, notice of the Director's finding of conformance was mailed to property owners surrounding the project area, and no request for hearing was filed pursuant to Section 12-403, this item is presented to the City Council for final action.

WHEREAS, the purpose of the Local Planning and Procedures Ordinance, that zoning be consistent with the land use designated on applicable plans, will be frustrated if zoning on property is allowed to revert to inconsistency with the land uses designated on applicable plans because of failure to comply with certain provisions of Section 12-404-K of the Fresno Municipal Code, and it is therefore in the best interests of the City that compliance with those provisions of Section 12-404-K be waived as a condition of this rezoning.

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

Ord.

PASSED 7/27/93
EFFECTIVE See Section 5

93-50

SECTION 1. Based upon the testimony and information presented at the hearing and upon review and consideration of the environmental documentation provided, the adoption of the proposed rezoning is in the best interests of the City of Fresno. The Council finds that with the implementation of the mitigation measures defined within the Initial Study for Environmental Assessment No. R-93-21, there is no substantial evidence in the record that the rezoning may have a significant effect on the environment, and the Mitigated Negative Declaration is hereby approved. The above mitigation measures shall be incorporated into the project, implemented and monitored as specified in the monitoring program contained within the Initial Study for Environmental Assessment No. R-93-21. The Initial Study for Environmental Assessment No. R-93-21 is incorporated into this ordinance, and compliance therewith is made a condition of this rezoning.

SECTION 2. The zone district of the real property described hereinbelow, located in the City of Fresno, and shown on the Official Zone Map of the City of Fresno, is reclassified as follows:

From R-1-AH to C-1/EA/cz:

The North 690.00 feet of the West half of the Northeast quarter of the Northwest quarter of Section 6, Township 13 South, Range 21 East, Mount Diablo Base and Meridian.

From R-1-AH to R-P/cz:

The West half of the northeast quarter of the
Northwest quarter of Section 6, Township 13
South, Range 21 East, Mount Diablo Base and
Meridian.

SECTION 3. This ordinance shall be conditioned upon the record owner of the property described in Section executing and causing to be recorded a covenant running with the land that will affect land development to guarantee that:

1. The site plan review or conditional use permit for the project area shall be subject to a public hearing before the Planning Commission.
2. Notices for this public hearing shall be mailed to all property owners in a 350' radius of the project area and to the signatories of the petition related to neighborhood concerns of R-90-36.
3. Access to and from the project area from East Fremont Avenue shall be prohibited.
4. A seven-foot solid masonry wall between the subject property and the residential properties to the west and south shall be required. Said wall is also to include a landscape cover on its east and north sides to prevent graffiti.

SECTION 4. Compliance with Section 12-404-K of the Fresno Municipal Code is expressly waived.

SECTION 5. This ordinance shall become effective and in full force and effect at 12:01 a.m., on the thirty-first day after its passage and upon recordation of the required covenant.

Ordinance No.
R-93-21
Page 4
May 25, 1993

CLERK'S CERTIFICATE

STATE OF CALIFORNIA)
COUNTY OF FRESNO) ss.
CITY OF FRESNO)

I, JACQUELINE L. RYLE, City Clerk of the City of Fresno, certify that the foregoing Ordinance was adopted by the Council of the City of Fresno, California, at a regular meeting held on the 27th day of July, 1993.

JACQUELINE L. RYLE
City Clerk

APPROVED AS TO FORM
CITY ATTORNEY'S OFFICE

BY: [Signature] 6/22/93
DEPUTY

By Cindy Hamby
Deputy

Application No. R-93-21
Filed by: Edwin O'Neill
Parcel No. 410-030-03

DEF:crm
SENT540/+9399

GL1 e14

City of Fresno Notes and Requirements for Entitlement Applications

(Note: Not all requirements will be applicable to all projects)

GENERAL

1. Approval of this special permit may become null and void in the event that development is not completed in accordance with all the conditions and requirements imposed on this special permit, the Zoning Ordinance, and all Public Works Standards and Specifications. *This special permit is granted, and the conditions imposed, based upon the Operation Statement provided by the applicant. The Operation Statement is material to the issuance of this special permit. Unless the conditions of approval specifically require operation inconsistent with the Operation Statement, a new or revised special permit is required if the operation of this establishment changes or becomes inconsistent with the Operation Statement.* Failure to operate in accordance with the conditions and requirements imposed may result in revocation of the special permit or any other enforcement remedy available under the law. The Development and Resource Management Department shall not assume responsibility for any deletions or omissions resulting from the special permit review process or for additions or alterations to construction plans not specifically submitted and reviewed and approved pursuant to this special permit or subsequent amendments or revisions.
2. No land shall be used, and no structure shall be constructed, occupied, enlarged, altered, demolished, or moved in any zoning district, except in accordance with the provisions of this Code. Specific uses of land, buildings, and structures listed as prohibited in any zoning district are hereby declared to be detrimental to the public health, safety, and welfare.
3. Development shall take place in accordance with the Standards, Specifications, and Standard Drawings of the City of Fresno Public Works Department; <http://www.fresno.gov/Government/DepartmentDirectory/PublicWorks/DeveloperDoorway/Technical+Library/StandardSpecificationsandDrawings.htm>
4. Development shall take place in accordance with all city, county, state and federal laws and regulations.
5. Owners and persons having ownership interest in businesses operating in the City of Fresno (including leasing out any commercial or industrial property, or renting out four or more dwelling units) are required by the Fresno Municipal Code to obtain a Business Tax Certificate. Contact the City of Fresno Finance Department's Business Tax Division at (559) 621-6880 for more information. Information and an application form is available at the following website: <http://www.fresno.gov/Government/DepartmentDirectory/Finance/BusinessLicenseandTax/businessstaxapplicaiton.htm>
6. All proposed building(s) or structure(s) constructed on the property must comply with the prevailing California Building Code Standards.

City of Fresno Notes and Requirements For Entitlement Applications

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7. Any building modifications and/or additions not included with this application are not approved with this special permit and would be subject to a new special permit.
8. A permit granted under this Code shall automatically expire if it is not exercised or extended within three years of its issuance. Refer to section 15-5013, Expiration of Planning Entitlements, for more information about the exercise of rights.

FENCES/WALLS, LANDSCAPING, PARKING

9. Nothing in this Development Code shall be deemed to prohibit the erection of temporary fencing around construction sites in compliance with the Building Code and other applicable provisions of the Fresno Municipal Code.
10. Future fences shall be reviewed and approved by the Development and Resource Management Department prior to installation.
11. Trees shall be maintained by property owners to be free from physical damage or injuring arising from lack of water, chemical damage, accidents, vandalism, insects, and disease. Any tree showing such damage shall be replaced with another tree.
12. No tree for which a Tree Removal Permit is required shall be removed until all conditions of the permit have been satisfied and the decision has become final. In addition, tree(s) approved for removal in conjunction with a development application shall not be removed before the issuance of a Building Permit or unless all of the conditions of approval of the development applications are satisfied.
13. The review authority shall issue a Tree Removal Permit if any of the following general criteria is met: **a)** The tree(s) is irreparably diseased or presents a danger of falling that cannot be controlled or remedied through reasonable preservation and/or preventative procedures and practices so that the public health or safety requires its removal. **b)** The tree(s) can potentially cause substantial damage to existing or proposed main structure(s) (e.g. dwellings, other main structures, or public infrastructure) or interfere with utility services and cannot be controlled or remedied through reasonable relocation or modification of the structure or utility services. **c)** The retention of the tree(s) restricts the economic enjoyment of the property or creates an unusual hardship for the property owner by severely limiting the use of the property in a manner not typically experienced by owners of similarly zoned and situated properties, and the applicant has demonstrated to the satisfaction of the Review Authority that there are no reasonable alternatives to preserve the tree(s).
14. Landscaping must be in place before issuance of the certificate of occupancy. A Hold on Occupancy shall be placed on the proposed development until such time that landscaping has been approved and verified for proper installation by the Development Services Division. **(Include this note on the site and landscape plans.)**

City of Fresno Notes and Requirements For Entitlement Applications

Page 3 of 9

15. New landscaping shall have an automatic irrigation system designed to provide adequate and efficient coverage of all plant material. Irrigation systems shall comply with the requirements of the California Green Building Standards Code and/or the California Model Water Efficient Landscape Ordinance and/or the California Plumbing Code as may be amended.
16. Future tenant improvements shall be reviewed and approved by the Development and Resource Management Department to ensure that adequate off-street parking is provided.
17. Trees required for parking lots are in addition to trees required elsewhere on the site as prescribed in other sections of this Code.
18. A minimum number of accessible parking stalls are required for the proposed project per State of California Building Code, "Development Requirements for Handicapped Accessibility."
19. All accessible stalls shall be marked with the international symbol of spaces and a warning that vehicles in violation of Section 10-1017 of the Municipal Code shall be towed away. The international symbol and tow-away warning shall be posted conspicuously on seven-foot poles. **(Include this note on the site plan.)**
20. Applicants are encouraged to provide shared vehicle and pedestrian access between adjacent properties for convenience, safety, and efficient circulation. A joint access covenant shall be required. **(Include this note on the site plan.)**
21. All general standards of Section 15-2015 of the FMC shall apply when lighting is provided to illuminate parking, sales or display areas. **Depict all proposed lights on the site plan.**
22. Bicycle parking spaces shall be supplied according to Table 15-2429-D: Required On-Site Bicycle Parking Spaces of the Fresno Municipal Code (FMC). Each bicycle parking space shall be a minimum of 30 inches in width and eight feet in length and shall be accessible without moving another bicycle. At least 30 inches of clearance shall be provided between bicycle parking spaces and adjacent walls, poles, landscaping, street furniture, drive aisles, and pedestrian ways and at least five feet from vehicle parking spaces to allow for the maneuvering of bikes. Overhead clearance shall be a minimum of seven feet. A minimum five foot aisle between each row of bicycle parking shall be provided for bicycle maneuvering beside or between each row, when multiple rows are proposed. Bicycle parking spaces shall not encroach into pedestrian ways, landscaped areas, or other required open spaces, and shall be located proximal to structures.
23. All general provisions of Section 15-2403 of the FMC shall apply to all parking areas.

City of Fresno Notes and Requirements For Entitlement Applications

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SIGNAGE

24. All future signs shall be architecturally compatible with the proposed building(s). Provide a set of drawings, with descriptive information, including, materials, design and colors to allow for a preliminary assessment of the future signage. It is recommended that you provide a copy of the signage early in the project process to allow for staff comment.
25. Signs, *other than directional signs, if applicable*, are not approved for installation as part of this special permit. **(Include this note on the site plan.)**
26. All proposed signs shall conform to the current sign ordinance. Applications for a sign permit and requirements for submittal are available at the Development and Resource Management Department's Public Front Counter or online at <http://www.fresno.gov/Government/DepartmentDirectory/DARM/DevelopmentServices/StandardsGuidelines/SignsandBanners.htm>
27. Window signs limited to the hours of operation, address, occupancy, and emergency information, subject to the following standards: **a)** Operational windows signs shall not be mounted or placed on windows higher than the second story. **b)** The maximum area of exempt window signage shall not exceed three square feet in area.
28. Banners, streamers, moving signs, and inflatables (including air dancers, balloons, and similar objects) are allowed subject to Temporary Use Permit approval for establishments within Non-Residential Districts. Signs of this type do not count toward total maximum sign area. No sign per this section shall be displayed for more than 30 days, and a period of 30 must lapse before displaying another sign. Signs shall not be displayed for more than 60 total days during a calendar year.

MISCELLANEOUS

29. Noise levels shall not exceed the decibel levels described in Section 15-2506 of the FMC at anytime, measured at the nearest subject property line. http://library.municode.com/HTML/14478/level3/MUCOFR_CH10REREPUNUREPRCOUS_ART1NORE.html#MUCOFR_CH10REREPUNUREPRCOUS_ART1NORE_S10-102DE
30. The address listed in the conditions of approval is the 'Official Address' given to the building. If you would like separate suite or unit numbers for a building, provide a floor plan and contact the City of Fresno Development and Resource Management Department for 'Official Addresses'. **Only those addresses assigned by the City of Fresno will be recognized as 'Official Addresses'**. The United States Post Office will only recognize addresses assigned by the City of Fresno. If a non-official address is given to a building and or/separate suites, the City of Fresno has the authority to charge a fee and have those addresses corrected. In addition, the United States Post Office will cease mail delivery to those addresses that are not 'Official Addresses'.

City of Fresno Notes and Requirements For Entitlement Applications

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31. All projects, including projects that involve less than one acre of property, are required to comply with the City of Fresno's Urban Storm Water Quality Management and Discharge Control Ordinance, FMC Chapter 6, Article 7 (FMC Sections 6-701 *et seq.*)

When a project involves one acre or more of construction activity (including, but not limited to, grading) the developer is required to obtain a stormwater discharge permit for construction, with a Notice of Intent (NOI) filed **prior to** commencement of any grading construction activity. Contact the Fresno office of the California Regional Water Quality Control Board at 559-445-6281 regarding the required NOI and stormwater discharge permit. Additional information on California's construction stormwater regulation may be obtained from the Water Board via the internet:

www.waterboards.ca.gov/water_issues/programs/stormwater/construction.shtml.

Helpful information for preparing and implementing stormwater pollution prevention plans may also be obtained from the California Stormwater Quality Association via its website, www.casqa.org

When a project involves specified nonresidential activities (certain commercial and industrial activities), an ongoing industrial stormwater discharge permit is also required. Contact the Fresno office of the California Regional Water Quality Control Board at 559-445-6281 to find out whether your project/business requires an industrial stormwater discharge permit, and to obtain details on securing this permit. Additional information on industrial stormwater regulations may be obtained from the following website: www.waterboards.ca.gov/water_issues/programs/stormwater/industrial.shtml,

The California Stormwater Quality Association has additional information on preparing stormwater pollution prevention plans for industrial activities (www.casqa.org).

32. Screen all roof-mounted equipment from the view of public rights-of-way. **Depict all mechanical equipment on site plan and elevations.**
33. If archaeological and/or animal fossil material is encountered during project surveying, grading, excavating, or construction, work shall stop immediately. **(Include this note on the site plan.)**
34. If there are suspected human remains, the Fresno County Coroner shall be immediately contacted. If the remains or other archaeological material is possibly Native American in origin, the Native American Heritage Commission (Phone: (916) 653-4082) shall be immediately contacted, and the California Archaeological Inventory/Southern San Joaquin Valley Information Center (Phone: (805) 644-2289) shall be contacted to obtain a referral list of recognized archaeologists. An archeological assessment shall be conducted for the project, the site shall be formally recorded, and recommendations made to the City as to any further site investigation or site avoidance/preservation. **(Include this note on the site plan.)**
35. If animal fossils are uncovered, the Museum of Paleontology, U.C. Berkeley shall be contacted to obtain a referral list of recognized paleontologists. An assessment shall

City of Fresno Notes and Requirements For Entitlement Applications

Page 6 of 9

be conducted by a paleontologist and, if the paleontologist determines the material to be significant, it shall be preserved. **(Include this note on the site plan.)**

36. Connection to a municipal water system is required unless approved measures are included in the project conditions of approval for an alternative water supply.
37. Connection to a municipal City of Fresno sewer system is required unless approved measures are included in the project conditions for alternative wastewater treatment facilities.
38. City of Fresno water and sewer connection charge obligations applicable to this project will be computed during the building construction plan check process and shall be payable at time of issuance of building permit unless other arrangements have been approved to defer such payments to a later date. For information relating to water and sewer service requirements and connection charges, contact Frank Saburit at (559) 621-8277.
39. Open street cuts are not permitted; all utility connections must be bored.
40. CROSS-CONNECTION CONTROL. A backflow prevention device may be required on the water service. Contact the Department of Public Utilities, Water Division (559) 621-5300 for requirements relating to approved devices, locations, testing and acceptance. This requirement must be satisfied prior to final occupancy.
41. This project was reviewed by the Fire Department only for requirements related to water supply, fire hydrants, and fire apparatus access to the building(s) on site. Review for compliance with fire and life safety requirements for the building interior and its intended use are reviewed by both the Fire Department and the Building and Safety Section of the Development and Resource Management when a submittal for building plan review is made as required by the California Building Code by the architect or engineer of record for the building.
42. Open storage (outside an enclosed building) shall be limited to vehicles, boats, recreational vehicles, and trailers. Outdoor storages areas shall be screened from public view by building façades or solid fences. At the discretion of the Review Authority, the treatment of the ground surface of the open storage area may be gravel or other materials as prescribed by the San Joaquin Valley Air Pollution Control District, the Public Works Department, the Fire Department, and the Fresno Metropolitan Flood Control District. All open storage must be depicted on the site plan and described in operation. If it is not, it is not allowed on the site.
43. If video surveillance cameras are required or installed, provide signs under the surveillance cameras which notify the public that the subject property is monitored by video surveillance.

City of Fresno Notes and Requirements For Entitlement Applications

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FEES

(Not all fees will be applicable to all projects)

44. NOTICE TO PROJECT APPLICANT: In accordance with the provisions of Government Code Section 66020(d)(1), the imposition of fees, dedication, reservations or exactions for this project are subject to protest by the project applicant at the time of approval or conditional approval of the development or within 90 days after the date of imposition of fees, dedications, reservation, or exactions imposed on the development project. This notice does not apply to those fees, dedications, reservations, or exactions which were previously imposed and duly noticed; or, where no notice was previously required under the provisions of Government Code Section 66020(d)(1) in effect before January 1, 1997.
45. CITYWIDE DEVELOPMENT IMPACT FEES
- a) Traffic Signal Charge (FMC Section 12-4.1101 to 12-4.1103) This project shall pay its Traffic Signal Mitigation Impact Fee at the time of building permit based on the trip generation rate(s) as set forth in the latest edition of the ITE Generation Manual. Refer to the adopted Master Fee Schedule for fee rate. This fee shall be paid at time of building permit.
 - b) Fire Facilities Fee (FMC Section 12-4.901 to 12-4.906) (based on building square footage, or residential units)
 - c) Police Facilities Fee (FMC Section 12-4.801 to 12-4.806) (based on building square footage, or residential units)
 - d) Parks Facilities Fee (FMC Section 12-4.701 to 12-4.706) (based on the number of residential units)
46. CITYWIDE REGIONAL AND NEW GROWTH MAJOR STREET IMPACT FEES (FMC Section 12-4.1006)
- a) Street Impact Fees shall be due and payable at the time of building permit issuance unless otherwise required by State law.
 - b) Street Impact Fees will be a condition on all development entitlements granted.
 - c) New construction on vacant parcels shall be calculated on a net acreage (adjusted acre basis) of the entire property subject to the development entitlement based upon planned land use. Notwithstanding, fees shall be based upon actual land use for developments in the C-M zone district and for development projects developed inconsistent with the plan land use.
 - d) New construction on property that is partially developed, Street Impact Fees will be applied to the incremental increase proportionate to the respective floor to area ratios (25% for commercial and 40% for industrial). In no case shall anyone pay more than the amount of the total net acreage of the parcel multiplied by the applicable fee rate.

City of Fresno Notes and Requirements For Entitlement Applications

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- e) Reuse being more intensive than the original use, the developer shall be required to pay the difference between the current amount of the Street Impact Fee obligation for the old use and the current amount of the Street impact Fee obligation for the new use.

47. FRESNO COUNTY FACILITY IMPACT FEE

Fresno County adopted a Facilities Impact Fee, but the requirement to pay this fee was subsequently suspended by Fresno County. If the fee has been reinstated at the time of issuance of building permits for this project, or an alternative fee system has been adopted by Fresno County, proof of payment or payment of this fee will be required for issuance of building permits.

48. REGIONAL TRANSPORTATION MITIGATION FEE (RTMF)

Pay the RTMF fee to the Joint Powers Agency located at 2035 Tulare Street, Suite 201, Fresno, CA 93721; (559) 233-4148, ext. 200; www.fresnocog.org. Provide proof of payment or exemption prior to issuance of building permits.

49. SCHOOL FEES

School fees must be paid, if required, prior to the issuance of building permits. Contact Central Unified School District. Provide proof of payment (or no fee required) prior to the issuance of building permits.

50. FRESNO METROPOLITAN FLOOD CONTROL DISTRICT (FMFCD) FEES

- a) A FMFCD Development Fee is required for review of proposed development projects, including applications for plan amendments, rezones, special permits, subdivisions, and grading plans. This fee is based on project acreage and must be paid directly to FMFCD in order for that agency to review projects and provide a Notice of Requirements. For more information, contact Fresno Metropolitan Flood Control District at (559) 456-3292.
- b) FMFCD drainage fees are due, if required, prior to issuance of building permits and are payable at the rate in place at the time of building permit issuance. Unpaid drainage fee obligations that were unpaid for a prior project at the site of a new project must be satisfied by the developer of the new project. Drainage fees may be paid at the Development and Resource Management Department prior to, or at the time of building permit issuance. They may also be paid directly to FMFCD, and proof of payment provided to the City, in order to obtain construction permits.

51. SEWER CONNECTION CHARGES (FMC Section 6-304(a)). The following sewer connection charges may be required and will be payable at the fee rate listed in the Master Fee Schedule at the time payment is due. New sewer connection charges adopted by the Council prior to the issuance of building permits may also be applied.

- a) Lateral Sewer Charge (based on property frontage to a depth of 100')

City of Fresno Notes and Requirements For Entitlement Applications

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- b) Oversize Sewer Charge (based on property frontage to a depth of 100')

Effective January 9, 1999, Ordinance No. 98-97 also amended certain sewer connection charges. Fresno Municipal Code Article 15, Section 12 provides property owners the incentives and deletes certain sewer connection charges pursuant to the Simple Tiered Equity Program (STEP) and the Employment Development Program (EDP). For additional information on the STEP and EDP, contact the Department of Public Utilities, Administration Division at (559) 621-8600.

- 52. WATER CONNECTION CHARGES: (FMC Sections 6-507 to 6-513). The following water connection charges may be required and will be payable at the fee rate listed in the Master Fee Schedule at the time payment is due. New water connection charges adopted by the Council **prior to** issuance of building permits may also be applied.

- a) Frontage Charge (based on property frontage)
- b) Transmission Grid Main Charge (based on acreage)
- c) Transmission Grid Main Bond Debt Services Charge (based on acreage)
- d) UGM Water Supply Fee (based on living units, living unit equivalents or acreage)
- e) Wellhead Treatment Fee (based on living units or living unit equivalents)
- f) Recharge Fee (based on living units or living unit equivalents)
- g) 1994 Bond Debt Service Charge (based on living units or living unit equivalents)
- h) Service Charges (based on service size required by applicant)
- i) Meter Charges (based on service need)

- 53. Deferment of the payment of Citywide development impact fees for Fire, Police, Parks, Streets, and Traffic Signals is available for projects located within the Downtown Priority Areas in accordance with the provisions of City of Fresno Resolutions Nos. 2009-265 and 2010-19.

Property Development Standards Checklist

District Type – Employment District

PROJECT DESCRIPTION

Development Permit Application No. D-16-082 was filed by Chris Ward of Centerline Design, on behalf of John Urbahns of Fresno Herndon Development LLC, and pertains to ±0.64 acre of property located on the west side of North Willow Avenue between East Palo Alto and East Herndon Avenues. The applicant proposes the construction of a 9,120 square-foot office shell building.

GENERAL INFORMATION – Fresno General Plan Land Use Designation is O (Office).

Zoning		
☐	Existing	O/cz (<i>Office/conditions of zoning</i>)
☐	Requested	N/A
Plans		
☐	Community Plan	Hoover
☐	Specific Plan	N/A
☐	Redevelopment	N/A
Previous Actions		
☐	Applications	LLA-2009-03
☐	Covenants/Easements	Conditions of Zoning per Rezone Application No. R-93-21
☐	Development Agreements	N/A
☐	Tract Map or Lot Split	N/A

PROPERTY DEVELOPMENT STANDARDS

15-1302 Use Regulations

Note: Refer to Table 15-1202 to determine the proposed land use regulations for Employment Districts.

Use Permitted		
☐	a. Which employment district does the project fall under?	O
☐	b. Is the use of the project allowed in the employment district?	☒ Yes ☐ No
☐	c. Does the project require an approval of a Conditional Use Permit?	☐ Yes ☒ No
☐	d. Are there any additional regulations? If yes, then list the additional regulations here as well.	☐ Yes ☒ No
☐	Additional requirements, if applicable: Proposed use is Business and Professional Offices, which is a permitted use per Table 15-1302 of the FMC.	

15-1303 Intensity and Massing Development Standards

Note: Below this table will have a checklist table for the requirements stated in the additional regulations section, in numerical order.

Lot and Intensity Standards – Employment Districts							
District	O	BP	RBP	IL	IH	Additional Regulations	Does project meet requirement?
Minimum District Size	-	-	5 acres	-	-		☐ Yes ☐ No ☒ Not applicable
Minimum Lot Size (sq.ft.)	7,500	10,000	-	9,000	9,000		☒ Yes ☐ No ☐ Not applicable
Minimum Lot Width (ft.)	65	65	150	75	75		☒ Yes ☐ No ☐ Not applicable
Minimum Lot Depth (ft.)	110	110	200	120	120		☒ Yes ☐ No ☐ Not applicable
Maximum Floor Area Ratio	2.0	1.0	1.0	1.5	1.5	§15-309, Determining Floor Area Ratio	☒ Yes ☐ No ☐ Not applicable

Building Form and Location Standards – Employment Districts

Maximum Height (ft.)**	60	60	60	60	60	§15-2012, Heights and Height Exceptions § 15-1304-A, Residential Transition Standards §15-1304-C, Exceptions to Maximum Height in IL and IH Districts	☒ Yes ☐ No ☐ Not applicable
Min. Setbacks (ft)							
Front (Major Street)	15	15	15	15	15	§15-313, Determining Setbacks and Yards	☒ Yes ☐ No ☐ Not applicable
Front (Major Street), with enhanced streetscape	-	N/A	N/A	N/A	N/A	§15-1304-A, Residential Transition Standards	☐ Yes ☐ No ☒ Not applicable
Front (Local Street)	-	-	-	-	-	§15-1304-D, Enhanced Streetscape	☐ Yes ☐ No ☒ Not applicable
Side	-	-	-	-	-	§15-1304-E, Parking Setbacks	☐ Yes ☐ No ☒ Not applicable
Rear	-	-	-	-	-	§15-2014, Projections/Encroachments into Yards	☐ Yes ☐ No ☒ Not applicable
Parking, from back of sidewalk or curb (min.)	15	15	15	-	-	§15-2305, Areas to be Landscaped	☒ Yes ☐ No ☐ Not applicable

****Note:** Projects may be allowed a higher maximum height. Refer to sections 15-1304-B if project is within **Woodward Park Area** and section 15-1304-C if project is in **IL or IH Districts** for further detail.

15-309 Determining Floor Area Ratio

A. Calculating Floor Area Ratio		
To calculate FAR, non-residential floor area is divided by site area, and typically expressed as a decimal.		
$\frac{\text{gross non-residential floor area of all buildings on a site}}{\text{total site area}} = \text{floor area ratio (FAR)}$		
B. Proposals		
Proposed FAR for Project	Does the proposed FAR meet criteria in Table 15-1203?	If the Project does not meet the requirement, what needs to be changed?

9,120 sf / 27,910 sf = .326	☒ Yes ☐ No ☐ Not applicable	Indicate FAR on site plan.
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15-313 Determining Setbacks and Yards

A. Front Setbacks

Requirement:		
Front setbacks shall be measured from the back of the sidewalk (including instances where the back of the sidewalk lies within the project parcel) to the portion of the structure that is closest to the front of the lot. In the absence of a sidewalk, the minimum front setback shall be measured from the back of the curb. In the absence of a sidewalk and curb, minimum front setbacks shall be measured from the front property line.		
Proposed Front Setback for Project	Does proposed Front Setback meet the given requirement?	If the Project does not meet the requirement, what needs to be changed?
15'0"	☒ Yes ☐ No ☐ Not applicable	None

B. Side Setbacks

Requirement:		
Side setbacks on interior lot lines shall be measured from the property line. When the side of the lot abuts a street, the measurement to determine the setback shall be made in the same manner as Front Setbacks.		
Proposed Side Setback for Project	Does proposed Side Setback meet the given requirement?	If the Project does not meet the requirement, what needs to be changed?
10'0"	☐ Yes ☐ No ☒ Not applicable	None

C. Yards on Alleys

Requirement:		
The following special regulations for determining setbacks apply when a lot abuts an alley. - If a side lot line abuts an alley, the yard shall be considered an interior side yard rather than a corner side yard. - In computing the minimum yard for any lot where such yard abuts an alley, no part of the width of the alley may be considered as part of the required yard.		
Proposed Yards on Alleys for Project	Does proposed Yards on Alleys meet the given requirement?	If the Project does not meet the requirement, what needs to be changed?
N/A	☐ Yes ☐ No ☒ Not applicable	N/A

D. Yards Abutting Official Plan Lines

Requirement:		
If a property abuts an Official Plan Line, the required setback shall be established from the Official Plan Line or the property line, whichever results in a greater setback.		
Proposed Yards Abutting Official Plan Lines for Project	Does proposed Yards Abutting Official Plan Lines meet the given requirement?	If the Project does not meet the requirement, what needs to be changed?

N/A	☐ Yes ☐ No ☒ Not applicable	N/A
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15-1304 Site Design Development Standards

A. Residential Transition Standards			
Is the project located where E District abuts a Residential District?		☐ Yes ☒ No If no, skip to section B, Exceptions to Maximum Height in Woodward Park Area.	
	Requirements:	Does project meet requirement?	If project does not meet requirement, what needs to be changed?
	Height		
	Maximum height within 40 ft. of an R District is limited to 30 ft. The maximum height within 50 feet of an R District is 40 ft.	☐ Yes ☐ No ☐ Not applicable	
	Setbacks		
	1. Front and Street Side Yards. The front setback shall not be less than the required front yard on the abutting R District lot within 75 ft. of the R District.	☐ Yes ☐ No ☐ Not applicable	
	2. Interior Side and Rear for the IL and IH Districts. The interior side and rear setback abutting an R District boundary shall be no less than 50 ft.	☐ Yes ☐ No ☐ Not applicable	
	3. Interior Side and Rear Setbacks for All Other Employment Districts. The interior side and rear setback abutting a Residential District boundary shall be 20 ft.	☐ Yes ☐ No ☐ Not applicable	
	Landscape		
	See Table 15-2305-C.1, Required Landscape Buffers.	☐ Yes ☐ No ☐ Not applicable	
	Does project propose a multi-story building where the second story or above is located within 50 ft. of the side or rear yard of a single family lot?	☐ Yes ☒ No If no, skip to section B, Exceptions to Maximum Height in Woodward Park Area.	
	Screening		
	4a. Screening measures include, but are not limited to, landscaping, alternate window and balcony placements, placing windows at least six ft. from the floor of the interior of the unit, incorporating wing walls or louvers, using glass block or other translucent material, and other such methods.	☐ Yes ☐ No ☐ Not applicable	
	4b. Sufficiency of Screening. The Review Authority shall determine the sufficiency of the proposed screening measures and may require additional measures.	☐ Yes ☐ No ☐ Not applicable	
B. Exceptions to Maximum Height in Woodward Park Area			
	Requirement:		

Within the geographic area that is hatched in Figure 15-1304-B, the maximum permitted building height may be increased to 120 ft. Such projects shall conform to the residential transition standards in Section 1304-A, and shall be subjected to a Conditional Use Permit.



Figure 15-1304-B, Exceptions to Maximum Height in Woodward Park Area

Proposed Building Height for Project	Does proposed Building Height meet the given requirement?	If the Project does not meet the requirement, what needs to be changed?
N/A	☐ Yes ☐ No ☒ Not applicable	N/A

C. Exceptions to Maximum Height in IL and IH Districts

Requirement:		
Within the IL and IH Districts , uninhabited structures such as silos, cooling towers, and similar structures used for storage and manufacturing may exceed the maximum height prescribed in Table 15-1303-2 by no more than 40 ft. Height in excess of 100 ft. for such structures is subject to a Conditional Use Permit.		
Proposed Building Height for Project	Does proposed Building Height meet the given requirement?	If the Project does not meet the requirement, what needs to be changed?
N/A	☐ Yes ☐ No ☒ Not applicable	N/A

D. Enhanced Streetscape

Projects in O Districts which include buildings with a front setback of less than 15 ft. shall provide the following streetscape enhancements:

	Requirements:	Does project meet requirement?	If project does not meet requirement, what needs to be changed?
	Sidewalks		
	1. Sidewalks shall be no less than 12 feet in width.	☐ Yes ☐ No ☒ Not applicable	
	Street Trees		
	2a. Street trees should be located no more than three feet from the back curb and whenever possible should be aligned with other trees on the block.	☐ Yes ☐ No ☒ Not applicable	
	2b. Street trees should generally be evenly spaced, no less than 20 ft. apart, and not more than 40 ft. apart.	☐ Yes ☐ No ☒ Not applicable	
	2c. Whenever possible, trees should not be located directly in front of building entrances.	☐ Yes ☐ No ☒ Not applicable	
	2d. Trees should be placed in tree wells measuring 5 ft. by 5 ft. To maximize usable sidewalk area, tree wells shall be covered by grates of a design which is approved by the Director. Larger tree wells may be required by the Public Works Director for species requiring more space. The property owner shall assume maintenance responsibilities for the tree grates.	☐ Yes ☐ No ☒ Not applicable	
	2e. Streets should be deciduous, fast growing, drought tolerant, and should eventually form a tall canopy. Not more than one species should be planted per block. Whenever nearby pre-existing trees are in good condition and meet the intent of this section, new trees should be of the same species.	☐ Yes ☐ No ☒ Not applicable	
	Pedestrian-scaled street lights		
	3a. Street lights should be located no more than 3 ft. from the curb, and whenever possible should be aligned with street trees and other lights on the block.	☐ Yes ☐ No ☒ Not applicable	
	3b. Street lights should be generally evenly spaced, no less than 30 ft. apart, and not more than 80 ft. apart. Whenever possible, street lights should be less than 15 ft. from nearby street trees.	☐ Yes ☐ No ☒ Not applicable	
	3c. Street lights should not be of the type commonly known as Cobra Heads or other types which are intended primarily for the illumination of the vehicular roadway. Lights should be ornamental and designed primarily for the illumination of the sidewalk. Whenever nearby pre-existing lights are in good condition and meet the intent of this section, new lights should be of the same type. Intersection safety lights shall be typical cobra-head design, while mid-block lighting should be ornamental and scaled for the pedestrian environment. Lighting shall meet Public Works standards.	☐ Yes ☐ No ☒ Not applicable	
	Facades located with 15 ft. of the public sidewalk shall be oriented to the street as follows:		
	4a. If there is a primary common building entrance which provides access to reception areas, elevators, stairs, and internal circulation, it shall face and be oriented to the street. If there is a yard between the sidewalk and the building, a paved path six ft. in width shall be provided from the public sidewalk to the entrance.	☐ Yes ☐ No ☒ Not applicable	
	4b. Direct entrances from the sidewalk in to individual establishments located along the street frontage shall be provided. If there is a yard between the sidewalk and the building, a paved path six ft. in width shall be provided from the public sidewalk to the entrance.	☐ Yes ☐ No ☒ Not applicable	
	Exterior Walls		
	5. Exterior walls facing a front or street side lot line shall include windows, doors, or other openings with transparent glazing for at least 60% of the building wall area located between 2.5 and seven ft. above the level of the sidewalk. Openings fulfilling this	☐ Yes ☐ No ☒ Not applicable	

	requirement shall have transparent glazing and provide views into work areas, display areas, sales areas, lobbies, or similar active spaces, or into window displays that are at least two ft. deep.		
Sidewalk Shading (where buildings are located within two ft. of a public sidewalk):			
	6a. Awning or canopy depth shall be no less than 4 ft. and no more than ten ft.	☐ Yes ☐ No ☒ Not applicable	
	6b. Clearance shall be no less than 8 ft. and no more than 12 ft. from the finished floor.	☐ Yes ☐ No ☒ Not applicable	
C. Parking Setbacks			
In the O, BP, and RBP Districts, parking shall be set back from the street facing lot as show in Table 15-1303-2, except as provided below:			
	Requirements:	Does project meet requirement?	If project does not meet requirement, what needs to be changed?
	1a. Is the lot less than 150 ft. in width or depth?	☒ Yes ☐ No If no, skip to section 2a.	(n/a)
	1b. If so, the parking setback may be reduced to six feet. This area shall be landscaped. Parking spaces shall be screened with a minimum three foot high berm, wall, or hedge, or combination thereof.	☒ Yes ☐ No ☐ Not applicable	None
	2a. Will there be partially submerged and podium parking?	☐ Yes ☒ No If no, skip to section 3a.	(n/a)
	2b. If so, parking that is partially below the street grade may extend to the setbacks of the main structure. A maximum six ft. of the parking structure height may extend above the street grade if screened along street facing elevations by foundation plant materials. Gates need not be screened.	☐ Yes ☐ No ☒ Not applicable	
	3a. Will there be underground parking?	☐ Yes ☒ No If no, skip to section 4a.	(n/a)
	3b. If so, parking that is fully underground and below the street grade may extend from property line to property line.	☐ Yes ☐ No ☒ Not applicable	
	4a. Does project propose carports on a Major Street in the O or BP District?	☐ Yes ☒ No If no, skip to section 5a.	(n/a)
	4b. If so, then carports should generally be located away from major streets. There shall be no more than six consecutive carport spaces parallel to major streets, with a minimum distance of 20 ft. between every six carport spaces.	☐ Yes ☐ No ☐ Not applicable	
	5a. Does project propose driveways?	☒ Yes ☐ No If no, skip to section D.	(n/a)
	5b. If so, then the location and width of driveways shall be minimized. They are permitted only to provide access to garages, carports, and parking areas. Curb cuts are limited to one for every 50 ft. of street frontage.	☒ Yes ☐ No ☐ Not applicable	
D. Pedestrian Access			
Within the O District, on site pedestrian circulation and access must provide the following: If project is not within the O District, skip to section E, Service Areas and Loading.			
	Requirements:	Does project meet requirement?	If project does not meet requirement, what needs to be changed?
	1. To streets. Direct and convenient access shall be provided to adjoining residential and commercial areas to the maximum extent feasible while still providing for safety and security.	☒ Yes ☐ No ☐ Not applicable	

	2. <i>To Transit.</i> Safe and convenient pedestrian connections shall be provided from transit stops to building entrances.	☒ Yes ☐ No ☐ Not applicable	
	3. <i>To Circulation Network.</i> Regular connections between on-site walkways and the public sidewalk and other planned or existing pedestrian route shall be provided. An on-site walkway shall connect the primary building entry or entries to a public sidewalk on each street frontage.	☒ Yes ☐ No ☐ Not applicable	
	4. <i>Internal Connections.</i> A system of pedestrian walkways shall connect all buildings on a site to each other, to on-site automobile and bicycle parking areas, and to any on-site open space areas or pedestrian amenities.	☐ Yes ☐ No ☒ Not applicable	
External Connections			
In the O District, a system of pedestrian walkways shall connect the project site to adjacent Residential, Commercial, Mixed Use, Office districts as follows:			
	5a. If the adjacent Residential, Commercial, Mixed Use, and Office districts are undeveloped , stub connections shall be provided at a frequency of one per 600 ft. Upon the development of the adjacent parcels, any fencing or gates at the stubs shall be opened.	☐ Yes ☐ No ☒ Not applicable	
	5b. If the adjacent Residential, Commercial, Mixed Use, and Office districts are developed and provide connection points via breaks in the perimeter wall/fence or stub streets , then the project shall provide pedestrian walkway connections at those locations.	☐ Yes ☐ No ☒ Not applicable	
	5c. If the adjacent Residential, Commercial, Mixed Use, and Office districts are developed and there are no possible connections via breaks in the perimeter wall/fence , then the project shall not be required to provide connections.	☒ Yes ☐ No ☐ Not applicable	
Pedestrian Walkway Design			
	6a. Walkways shall be a minimum of 4 ft. wide, shall be hard-surfaced, and paved with concrete, stone, tile, brick, or comparable material.	☒ Yes ☐ No ☐ Not applicable	
	6b. Where a required walkway crosses driveways, parking areas, or loading areas, it must be clearly identifiable through the use of a raised crosswalk, a different paving material, or similar method.	☒ Yes ☐ No ☐ Not applicable	
	6c. Where a required walkway is parallel and adjacent to an auto travel lane, it must be raised or separated from the auto travel lane by a raised curb at least six inches high, bollards, or other physical barrier.	☒ Yes ☐ No ☐ Not applicable	
E. Service Areas and Loading			
	Service and loading areas should be integrated with the design of the building and shall be screened from residential areas. Special attention shall be given when designing loading facilities in a location that is proximate to residential uses. Techniques such as block walls, enhanced setbacks, or enclosed loading can minimize adverse impacts to residents.	☐ Yes ☐ No ☒ Not applicable	

15-1205 Façade Design Development Standards

Note: This section applies only to new buildings, building additions, and façade remodels. If your project is not proposing any of the changes, skip to the next section, Other General Site Regulations.

A. Building Articulation

	Requirements:	Does project meet requirement?	If project does not meet requirement, what needs to be changed?
	In the O district, all street-facing facades must include at least one projection or recess at least 2 ft. in depth for every 25 ft. of horizontal ft. of wall.	☒ Yes ☐ No ☐ Not applicable	
B. Building Materials and Finishes			
In the O District, the following standards shall apply:			
	1. Each side of a building that is visible from a Major Street shall be designed with a complementary level of detailing and quality of materials.	☒ Yes ☐ No ☐ Not applicable	
	2. There shall be a minimum of two exterior wall finish materials.	☒ Yes ☐ No ☐ Not applicable	
	3. Veneers should turn corners, avoiding exposed edges and continue down the side of a building to a logical break, such as a change in wall plane. Material changes at outside corners should be avoided.	☒ Yes ☐ No ☐ Not applicable	
	4. Building entrances and common areas shall be accentuated with enhanced finishes and materials that are durable and high quality and distinguish these spaces from other elements of the building.	☒ Yes ☐ No ☐ Not applicable	
	5. Metal building should employ a variety of building forms, shapes, colors, materials, and other architectural treatments to add visual interest and variety to the building. Architectural treatments should emphasize the primary entrance to the building.	☐ Yes ☐ No ☒ Not applicable	
	6. Unless roofing materials are part of the design element (for example, tiles, concrete, or metal roofing elements), the ridge line elevation should not exceed the parapet elevation.	☒ Yes ☐ No ☐ Not applicable	
	7. Windows shall maintain a consistent design character throughout the development and shall be of the same material on all elevations facing a street.	☒ Yes ☐ No ☐ Not applicable	
	8. Parking areas and structures shall be designed to match and be compatible with the architectural character, materials, and colors of the overall development.	☒ Yes ☐ No ☐ Not applicable	
In the BP and RBP District, buildings within 100 ft. of a major street shall apply at least two of the following standards:			
	1. Use a minimum of two exterior wall finish materials shall be used.	☐ Yes ☐ No ☒ Not applicable	
	2. Use a minimum of three exterior paint colors.	☐ Yes ☐ No ☒ Not applicable	
	3. Design street-facing facades to have an overall wall composition of at least 20% glazing.	☐ Yes ☐ No ☒ Not applicable	
	4. Provide one inset of six inches in depth, 10 ft. in height, and 20 ft. in width for every 50 ft. of wall length.	☐ Yes ☐ No ☒ Not applicable	
	5. Provide canopies or awnings with at least four ft. of projection for at least 50% of the wall length.	☐ Yes ☐ No ☒ Not applicable	
	6. Employ an architectural treatment to the primary entrance(s) such as decorative lighting, increased height, or enhanced materials.	☐ Yes ☐ No ☒ Not applicable	

OTHER GENERAL SITE REGULATIONS

Note: The following chart lists all the sections of General Site Regulations. Use the checklist to see which sections will apply to your project, then find the appropriate table after this checklist for a more in-depth checklist for requirements of the section. To downsize this document, delete sections that do not pertain to your project.

General Site Regulations			
	Section	Description	Does this section apply to your project?
	15-2003	Trails	☐ Yes ☒ No
	15-2004	Accessory Buildings and Structures	☐ Yes ☒ No
	15-2006	Fences, Walls, and Hedges	☐ Yes ☒ No
	15-2008	Screening Between Differing Land Uses	☐ Yes ☒ No
	15-2009	Security Fencing	☐ Yes ☒ No
	15-2010	Electric Fences	☐ Yes ☒ No
	15-2011	Screening of Mechanical and Electrical Equipment	☒ Yes ☐ No
	15-2012	Heights and Height Exceptions	☐ Yes ☒ No
	15-2013	Outdoor Service Yards and Storage	☐ Yes ☒ No
	15-2014	Projections/Encroachments into Required Yards	☐ Yes ☒ No
	15-2015	Outdoor Lighting and Illumination	☒ Yes ☐ No
	15-2016	Trash and Refuse Collection Areas	☒ Yes ☐ No
	15-2017	Underground Utilities	☐ Yes ☒ No
	15-2018	Intersection Visibility	☒ Yes ☐ No
	15-2019	Development on Substandard Lots	☐ Yes ☒ No
	15-2020	Lots with Multiple Zone Districts (Split Zoning)	☐ Yes ☒ No

15-2011 Screening of Mechanical and Electrical Equipment

	Requirements:	Does project meet requirement?	If project does not meet requirement, what needs to be changed?
	1. Equipment. All exterior mechanical and electrical equipment shall be screened or incorporated into the design of buildings so as not to be visible from major streets, highways, passenger railways, or abutting Residential Districts.	☒ Yes ☐ No ☐ Not applicable	
	2. Roof Access Ladders and Fire Sprinkler Risers. Roof access ladders shall be screened from Major Streets. Fire sprinkler risers should be designed for interior installation whenever possible where an exterior location would be visible from a Major Street. Where site conditions dictate an exterior location for the sprinkler riser, a three ft. clear space shall be provided between the screening materials and the riser. The alarm bell and fire department connection shall be installed so that they are visible from the street.	☒ Yes ☐ No ☐ Not applicable	

15-2015 Outdoor Lighting and Illumination

A. Required Setbacks			
	Requirements:	Does project meet requirement?	If project does not meet requirement, what needs to be changed?
	1. All exterior doors, during the hours of darkness, shall be illuminated with a minimum of 0.5 foot-candle of light.	☐ Yes ☒ No ☐ Not applicable	<i>Indicate on the site plan.</i>

B. Maximum Height

Requirements

Lighting fixtures shall not exceed the maximum heights specified in the following table:

TABLE 15-2015-B.3: MAXIMUM HEIGHT OF LIGHTING FIXTURES

District	Maximum Height (ft)
Residential Single-Family Districts	Shall not exceed the fascia of the home
Residential Multi-Family Districts	Shall not exceed the fascia of the unit or 16 feet, whichever is greater
Commercial and Mixed-Use Districts	20 within 100 of any street frontage or Residential District; 25 in any other location
Employment Districts	25 within 100 of any street frontage; 30 in any other location
Public and Semi-Public and Airport Overlay District	25, or as necessary for safety and security

Proposed Height of Lighting Fixture

Does the proposed height of lighting fixture meet requirement?

If the project does not meet the requirement, what needs to be changed?

None indicated

☐ Yes ☒ No
☐ Not applicable

Indicate lighting fixture heights on site plan.

C. Fixture Types

Requirements:

Does project meet requirement?

If project does not meet requirement, what needs to be changed?

All lighting fixtures shall be shielded so as not to produce obtrusive glare onto the public right-of-way or adjoining properties.

☐ Yes ☒ No
☐ Not applicable

Indicate lighting fixture type(s) on site plan.

D. Glare

Requirements:

Does project meet requirement?

If project does not meet requirement, what needs to be changed?

No use shall be operated such that significant, direct glare, incidental to the operation of the use is visible beyond the boundaries of the property where the use is located.

☐ Yes ☒ No
☐ Not applicable

Indicate lighting characteristics on site plan.

E. Light Trespass

Requirements:

Does project meet requirement?

If project does not meet requirement, what needs to be changed?

1. Direct or sky-reflected glare from floodlights shall not be directed into any other property or street.

☐ Yes ☒ No
☐ Not applicable

Indicate lighting characteristics on site plan.

2. No light or combination of lights, or activity shall cast light exceeding one foot candle onto a public street, with the illumination level measured at the centerline of the street.

☐ Yes ☒ No
☐ Not applicable

Indicate lighting characteristics on site plan.

	3. No light, combination of lights, or activity shall cast light exceeding 0.5 foot candle onto a residentially zoned property, or any property containing residential uses.	☐ Yes ☒ No ☐ Not applicable	Indicate lighting characteristics on site plan.
F. Prohibited Lighting			
	Requirements:	Does project have one of the prohibited types of lighting?	If project does have one of the prohibited types of lighting, what changes will be made?
	The following types of exterior lighting are prohibited: a. Drop-down lenses b. Mercury vapor lights c. Searchlights, laser lights, or any other lighting that flashes, blinks, alternates, or moves.	☐ Yes ☒ No ☐ Not applicable	Indicate lighting fixture type(s) on site plan.

15-2016 Trash and Refuse Collection Areas

A. Requirements			
	Requirements:	Does project meet requirement?	If project does not meet requirement, what needs to be changed?
	1. As required per Chapter 6, Municipal Services and Utilities, of the Fresno Municipal Code.	☒ Yes ☐ No ☐ Not applicable	
	2. <i>Uses That Produce Grease.</i> Uses, such as restaurants, that produce grease shall provide a "grease barrel" enclosure or alternative as approved by the Public Utilities Director.	☐ Yes ☐ No ☒ Not applicable	
B. Location			
	Requirements:	Does project meet requirement?	If project does not meet requirement, what needs to be changed?
	1. Solid waste and recycling storage areas shall not be located within any required setback or any landscaped areas except where a rear yard abuts an alley. Where a rear yard abuts an alley, the solid waste and recycling storage area may be located within the required rear yard setback however the gates may not swing open into the alley.	☒ Yes ☐ No ☐ Not applicable	
	2. In non-residential developments that abut a Residential District, enclosures shall be located as far as possible from the residential district as feasible and be proximate to the non-residential development. Enclosure gates shall not open into drive aisles and shall not block the visibility of pedestrians and drivers. Refer to section 15-2018, Intersection Visibility.	☒ Yes ☐ No ☐ Not applicable	
	3. Solid waste and recycling areas shall be consolidated to minimize the number of collection sites and located so as to reasonably equalize the distance from the building spaces they serve.	☒ Yes ☐ No ☐ Not applicable	
	4. Solid waste and recycling storage areas shall be accessible to haulers. Storage areas shall be located so that the trucks and equipment used by the solid waste and recycling collector(s) have sufficient maneuvering areas and, if feasible, so that the collection equipment can avoid backing. Project applicants are responsible for procuring current equipment size and turning radius from the City or its contracted solid waste and recycling collector(s).	☒ Yes ☐ No ☐ Not applicable	
C. Materials, Construction, and Design			

	Requirements:	Does project meet requirement?	If project does not meet requirement, what needs to be changed?
	1. Enclosures shall be constructed per City Standards.	☒ Yes ☐ No ☐ Not applicable	
	2. Gate material shall be solid, heavy-gauge metal, or a heavy-gauge metal frame with a covering of a view-obscuring material.	☒ Yes ☐ No ☐ Not applicable	
	3. Concrete curbs or equivalent shall protect enclosures from adjacent vehicle parking and travel ways.	☒ Yes ☐ No ☐ Not applicable	
	4. <i>Stormwater Pollution Prevention.</i> Enclosure pads must be designed to prevent contamination of the stormwater system. Measures that may be taken to achieve this include, but are not limited to, using roofs to divert stormwater away from the enclosures, creating grade breaks to properly direct stormwater away while keeping any water that may be in the enclosure from spilling out, and connecting a drain in the enclosure to the sewer system to collect contaminated water in cases of spillage, washing, etc.	☒ Yes ☐ No ☐ Not applicable	
	5. <i>Landscaping.</i> When visible from a Major Street or a Local Street that serves residential neighborhoods, the perimeter of enclosures, excluding gates, shall be planted, with drought-resistant landscaping, including a combination of shrubs and/or climbing evergreen vines. This subsection does not apply to Industrial Districts.	☒ Yes ☐ No ☐ Not applicable	
	6. <i>IH District Exception.</i> In the IH District, as an alternative to an enclosure, a concrete curb may be provided to minimize bins from rolling about a parking area. Alternative enclosures may not be visible from any street, residential district, and/or school.	☐ Yes ☐ No ☒ Not applicable	

15-2018 Intersection Visibility

A. Street Intersections

	Requirements:	Does project meet requirement?	If project does not meet requirement, what needs to be changed?
	1. Vegetation and structures may not exceed a height of three feet within the triangular sight-distance area formed by the intersecting curb lines (or edge of pavement when no curb exist) and a line joining points on these curb lines at a distance of 30 ft. along both lines from their intersection.	☒ Yes ☐ No ☐ Not applicable	
	2. Trees that are located within this sight distance triangle shall have a clearance of eight ft. high minimum between the lowest portion of the canopy and the sidewalk and street.	☒ Yes ☐ No ☐ Not applicable	
	3. Applies to all structures, including flag poles and signs.	☒ Yes ☐ No ☐ Not applicable	

B. Driveways and Alleys

	Requirements:	Does project meet requirement?	If project does not meet requirement, what needs to be changed?
	Visibility of a driveway crossing a street lot line shall not be blocked above a height of three ft. by vegetation or structures for a depth of 12 ft. as viewed from the edge of the right-of-way on either side of the driveway at a distance of 12 ft. Street trees shall be pruned at least seven ft. above the established grade of the curb so as not to obstruct clear view by motor vehicle drivers are permitted.	☐ Yes ☐ No ☒ Not applicable	

C. Commercial Districts, Refuse Collection Areas, and Drive-Through Lanes			
	Requirements:	Does project meet requirement?	If project does not meet requirement, what needs to be changed?
	Vegetation (with the exception of trees) and structures may not exceed a height of three ft. within the triangular sight-distance area formed by the intersecting drive aisles and a line joining points on these aisles at a distance of 10 ft. along both lines from their intersection. Trees located within this sight distance shall have a minimum clearance of seven ft. high between the lowest portion of the canopy and the pavement and shall not be capable of growing to a width that would obstruct the sight area.	☐ Yes ☐ No ☒ Not applicable	

D. Vehicle/Pedestrian Conflicts			
	Requirements:	Does project meet requirement?	If project does not meet requirement, what needs to be changed?
	Whenever it is reasonable to expect potential conflicts between vehicles exiting drive-aisles, drive-throughs, etc., and a pedestrian path that traverses said aisle, a visibility triangle per Section C above shall be provided.	☐ Yes ☐ No ☒ Not applicable	

E. Exempt Structures and Plantings			
	Requirements:	Does project meet requirement?	If project does not meet requirement, what needs to be changed?
	The regulations of this section do not apply to existing building or new buildings in compliance with Base District setbacks; fire hydrants; public utility poles; saplings or plant species of open growth habits and not planted in the form of a hedge that are so planted and trimmed as to leave at all seasons a clear and unobstructed cross view; official warning signs or signals at places where the contour of the ground is such that there can be no cross visibility at the intersection.	☒ Yes ☐ No ☐ Not applicable	

LANDSCAPING

15-2305 Areas to be Landscaped

A. Required Setbacks			
	Requirements:	Does project meet requirement?	If project does not meet requirement, what needs to be changed?
	1. For all permitted paved areas, refer to underlying Base District.	☒ Yes ☐ No ☐ Not applicable	
	2. All required setbacks, except for areas used for exit and entry, shall be landscaped. If an Industrial District abuts another Industrial District, side and rear yards are not required to be landscaped. However, should an Industrial District abut any other district or a street, it shall be landscaped. Where Adjacent to residential, non-residential uses may require a larger setback under Residential Transition Standards and landscaping shall be provided as prescribed in Table 15-2305-C.1.	☒ Yes ☐ No ☐ Not applicable	

B. Required Landscape Buffers and Buffer Yard Types	
	Requirements

Refer to Table 15-2305-C-1, Required Landscape Buffers, to see when a buffer treatment is required and of what type, based on the proposed and adjoining use. Only the proposed use is required to provide the buffer yard. Refer to Table 15-2305-C-2, Buffer Yard Requirements, to see the type of buffer yard required. An employee or dining patio is allowed within the buffer yard for up to 50 percent of the depth of the required buffer yard.		
Proposed Landscape Buffers	Does proposed landscape buffers meet requirement?	If the project does not meet the requirement, what needs to be changed?
<i>No buffers required</i>	☒ Yes ☐ No ☐ Not applicable	<i>None</i>

C. Landscape Setback

All areas between site perimeter walls/fencing and lot lines facing a street shall be landscaped. Landscaping shall be installed and maintained in accordance with the sections of this article and the following standards:

Requirements:	Does project meet requirement?	If project does not meet requirement, what needs to be changed?
1. Planting areas more than 10 ft. in width shall be planted with medium and large trees and medium and large shrubs to span the entire length.	☒ Yes ☐ No ☐ Not applicable	
2. Planting areas 10 ft. or less in width shall at the very least be planted with small trees and small to medium size shrubs to span the entire length.	☒ Yes ☐ No ☐ Not applicable	
3. Vines may be included for areas adjacent to concrete or masonry walls.	☒ Yes ☐ No ☐ Not applicable	
4. The landscape design shall provide total wall/fence screening from top to bottom for the entire length within five years.	☒ Yes ☐ No ☐ Not applicable	
5. Trees shall be planted so the canopies could touch for the entire length within fifteen years.	☒ Yes ☐ No ☐ Not applicable	

D. Building Perimeters

Requirements:	Does project meet requirement?	If project does not meet requirement, what needs to be changed?
1. All portions of a building that face a public street shall have one or more landscape planters installed along a minimum of 20 percent of that building face. This standard does not apply where a building is located within three ft. of a public sidewalk, in which case the building perimeter shall be paved and treated in a manner similar to the adjacent sidewalk.	☒ Yes ☐ No ☐ Not applicable	
2. The minimum width of the planter shall be three ft. Planters may be raised or at grade and may include potted plants.	☒ Yes ☐ No ☐ Not applicable	

15-2308 Trees

A. Requirements

For Commercial, Office, Business Park, and Regional Business Park Districts. A minimum of one tree for every 2,000 sq. ft. of lot coverage.

For Industrial Districts. A minimum of one tree for every 10,000 sq. ft. of lot coverage (Trees required in other sections of this code, such as parking lot trees or street trees, shall count toward the satisfaction of this requirement.)		
Proposed Number of Trees	Does proposed number of trees meet requirement?	If the project does not meet the requirement, what needs to be changed?
19	☒ Yes ☐ No ☐ Not applicable	N/A

PARKING AND LOADING

A. Required Parking for Other Districts

Requirements		
Refer to Table 15-2409, Required On-Site Parking Spaces, Other Districts to determine the required amount of parking. Note that you will also have to use section 15-2411, Calculation of Required Spaces, as well when calculated the required number of parking. <i>Section 15-2409 requires 1 parking space 400 sq. ft of floor area.</i> <i>9,120 square feet / 400 square feet per 1 parking space = 22.8 parking spaces.</i> <i>Per Section 15-2411, this amount is rounded up to 23.</i>		
Proposed Parking	Does proposed parking meet requirement?	If the project does not meet the requirement, what needs to be changed?
29 spaces	☒ Yes ☐ No ☐ Not applicable	N/A

B. Requirements for Parking Lot Trees

	Requirements:	Does project meet requirement?	If project does not meet requirement, what needs to be changed?
	1. <i>Shading Required.</i> Provide one tree for each two parking spaces, unless it can be demonstrated to the satisfaction of the Review Authority that less trees can be provided and 50 percent parking lot shading would still be met.	☐ Yes ☒ No ☐ Not applicable	Provide one (1) additional tree.
	2. Shade may be provided by canopies, shade structures, trees, or other equivalent mechanism. If shade is provided by trees, the amount of required shading is to be reached within 15 years.	☒ Yes ☐ No ☐ Not applicable	
	3. <i>Distribution.</i> Trees shall be distributed relatively evenly throughout the parking area.	☐ Yes ☒ No ☐ Not applicable	Provide shade calculations on site plan.
	4. <i>Species.</i> Required trees for parking lots shall be selected from a list maintained by the City.	☒ Yes ☐ No ☐ Not applicable	
	5. <i>Size.</i> All trees shall be a minimum 15-gallon size with a one-inch diameter as measured 48 in. above natural grade.	☒ Yes ☐ No ☐ Not applicable	
	Proposed Number of Trees	Does proposed number of trees meet requirement?	If the project does not meet the requirement, what needs to be changed?
	19 total	☐ Yes ☒ No ☐ Not applicable	Provide one (1) additional tree on landscape plan.

C. Required Parking for Bicycles

Requirements

Refer to section 15-2429-D, Required On-Site Bicycle Parking Spaces, to determine the required amount of bicycle parking stalls.

Proposed Bicycle Parking

Does proposed parking meet requirement?

If the project does not meet the requirement, what needs to be changed?

2 spaces

☒ Yes ☐ No
☐ Not applicable

None

D. Required Number of Showers and Changing Rooms

This section is applied only in the O District. If your project is not within the O District, move to section E, Required Loading Spaces.

Requirements

In the O District, showers and changing room(s) for employees that engage in active modes of transportation are required per the following standards:

1. *Requirement Thresholds.* New office development greater than 20,000 sq. ft. The 20,000 sq. foot minimum applies to single buildings.
2. *Number of showers Required.* Refer to Table 15-2429-C-2.

TABLE 15-2429-C-2: EMPLOYEE SHOWERS REQUIRED FOR NEW CONSTRUCTION

<i>Land Use Classification</i>	<i>Showers and Changing Rooms Required</i>
Office	Less than 20,000 sq. ft.: None More than 20,000 sq. ft.: 1

Proposed Number of Employee Showers

Does proposed number of employee showers meet requirement?

If the project does not meet the requirement, what needs to be changed?

None

☒ Yes ☐ No
☐ Not applicable

None

E. Required Loading Spaces

Requirements

Loading spaces are required when a building is to be occupied by a manufacturing establishment, storage facility, warehouse facility, retail store, eating and drinking, wholesale store, market, hotel, hospital, mortuary, laundry, dry-cleaning establishment, or other use similarly requiring the receipt of distribution by vehicles or trucks of material or merchandise per Table 15-2430-A when any of the following are met:

1. Every new building
2. When a building is enlarged by 20 percent or more or 2,500 sq. ft., whichever is less. The standard shall be cumulative from the date of adoption of this code
3. There is a Change of Occupancy as defined by the Building Code

TABLE 15-2430-A: REQUIRED LOADING SPACES		
Square Footage	Required Loading Spaces	
0 – 6,999	0	
7,000 – 40,000	1	
40,001 – 90,000	2	
90,001 – 150,000	3	
150,001 – 230,000	4	
230,001 +	1 per each additional 100,000 square feet or portion thereof.	

Proposed Number of Loading Spaces	Does proposed number of loading spaces meet requirement?	If the project does not meet the requirement, what needs to be changed?
None	☐ Yes ☐ No ☒ Not applicable	None

15-2418 Parking Access

Section	Requirement	Does project fulfill this requirement?
Shared Vehicle and Pedestrian Access	Whenever possible, new Office development shall provide shared vehicle and pedestrian access to adjacent non-residential properties for convenience, safety, and efficient circulation. A joint access agreement in the form of a covenant shall be recorded ensuring that access will be maintained. The following exceptions shall apply: 1. If either site is developed and there is no feasible location to gain access, the Director may waive this condition; however, the removal of excess parking may not be considered a barrier to gaining access. 2. Shared access shall not be required for development in areas with a highly interconnected street grid, short blocks (less than 500 ft. on average), and a complete sidewalk network.	☒ Yes ☐ No ☐ Not applicable
Forward Entry	Parking lots shall be provided with suitable maneuvering room so that all vehicles therein may enter an abutting street in a forward direction.	☒ Yes ☐ No ☐ Not applicable
Distance from Driveways on Local Streets	Parking spaces shall not be located within 20 ft. of an access driveway, measured from the property line.	☒ Yes ☐ No ☐ Not applicable
Distance from Driveways on Major Streets	Parking spaces and drive aisles shall be configured in such a way as to promote smooth flow of traffic onto the site of adjacent streets. The length of driveways or "throat length" shall be designed to prevent vehicles from backing into the flow of traffic on the public street or causing unsafe conflicts with on-site circulation. Entrance designs shall be subject to approval by the City Engineer.	☒ Yes ☐ No ☐ Not applicable
Alleys	For Non-Residential access, parking spaces shall provide a backup area of 27 ft.	☐ Yes ☐ No ☒ Not applicable
Size of Parking Spaces and Maneuvering Aisles	Parking spaces and maneuvering aisles shall meet the minimum dimensions as may be established by the Public Works Director.	☒ Yes ☐ No ☐ Not applicable
Parking Spaces Abutting a Wall or Fence	Each parking space adjoining a wall, fence, column, or other obstruction higher than 0.5 ft. shall be increased by two ft. on each obstructed side, provided that the increase may be reduced by 0.25 ft. for each one foot of unobstructed distance from the edge of required aisle, measured parallel to the depth of the parking space.	☐ Yes ☐ No ☒ Not applicable



CERTIFICATION OF THE INSTALLATION OF REQUIRED LANDSCAPING AND LANDSCAPE IRRIGATION SYSTEM

City of Fresno Planning and Development Department
2600 Fresno Street Room 3043
Fresno, California 93721-3604

ATTN: _____
[printed name of planner who processed the project listed below]

REGARDING: _____
[Conditional Use Permit No. / Site Plan Review No./ Variance No. / Tract No.]

I, _____, hereby certify, under penalty of perjury, that all
[printed name of landscape professional]
landscaping and related irrigation system improvements have been installed as required
pursuant to the final corrected landscape plans/exhibits approved by the City of Fresno for the
above development project. These landscape exhibits, numbered _____,
[numbers from entitlement file]
were submitted on _____ and were approved on _____
[date] [date]
by the above-named planner.

Certified by: **X** _____
[signature of landscape professional]

Certified on: _____
[date signed] [type of license, and license number of the signer]

Telephone (with area code): (_____) _____

Business Address: _____
