



# CITY OF MENDOTA

*"Cantaloupe Center Of The World"*

JUAN LUNA  
Chairperson  
ALBERT ESCOBEDO  
Vice-Chairperson  
JOSE ALONSO  
JOSE GUTIEREZ  
JONATHAN LEIVA

## CITY OF MENDOTA PLANNING COMMISSION AGENDA

City Council Chambers  
Mendota, CA 93640  
SPECIAL MEETING  
April 22, 2019  
6:00 P.M.

CRISTIAN GONZALEZ  
City Manager  
Public Works/Planning Director  
KARL SCHOETTLER  
City Planner

The Mendota City Planning Commission welcomes you to its meetings; Regular meeting are scheduled for the 3rd Tuesday every month. Your interest and participation are encouraged and appreciated. Notice is hereby given that Planning Commissioners may discuss and/or take action on any or all of the items listed on this agenda. **Please turn your cell phone off. Thank you for your respect and consideration.**

Any public writings distributed by the City of Mendota to at least a majority of the Planning Commission regarding any item on this special meeting agenda will be made available at the front counter at City Hall located at 643 Quince Street Mendota, CA 93640, during normal business hours.

In compliance with the Americans with Disabilities Act, those requiring special assistance to participate at this meeting please contact the City Clerk at (559) 655-3291. Notification of at least forty-eight hours prior to the meeting will enable staff to make reasonable arrangements to ensure accessibility to the meeting.

### **CALL TO ORDER**

### **ROLL CALL**

### **FLAG SALUTE**

### **FINALIZE THE AGENDA**

1. Adjustments to Agenda
2. Adoption of final Agenda

### **SWEARING IN**

1. City Clerk Cabrera-Garcia to swear in Jose Alonso.

### **MINUTES AND NOTICE OF WAIVING OF READING**

1. Approval of the minutes of the regular Planning Commission meeting of February 19, 2019.
2. Notice of waiving the reading of all resolutions introduced and/or adopted under this agenda.

Planning Commission Agenda

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4/22/2019

## **PUBLIC HEARING**

1. Proposed adoption of **Resolution No. PC 19-01**, approving Conditional Use Permit 2019-01 (AMOR).
  - a. *Receive report from City Manager Gonzalez*
  - b. *Inquiries from Planning Commissioners to staff*
  - c. *Chairperson Luna opens the public hearing*
  - d. *Once all comment has been received, Chairperson Luna closes the public hearing*
  - e. *Commission considers Resolution No. PC 19-01 for adoption*

## **PUBLIC COMMENT ON ITEMS THAT ARE NOT ON THE AGENDA**

The public is invited to speak to the Planning Commission at this time about any item that is not on the Agenda. Please limit your comments to five (5) minutes. Please note that the Planning Commission cannot take action on any item not listed on the agenda.

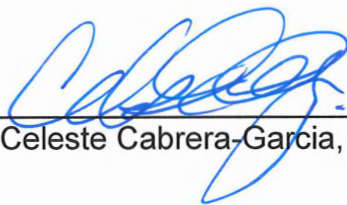
## **PLANNING DIRECTOR UPDATE**

## **PLANNING COMMISSIONERS' REPORTS**

## **ADJOURNMENT**

### **CERTIFICATION OF POSTING**

I, Celeste Cabrera-Garcia, City Clerk of the City of Mendota, do hereby declare that the foregoing agenda for the Mendota Planning Commission Special Meeting of Monday, April 22, 2019 was posted on the outside bulletin board of City Hall, 643 Quince Street on Friday, April 19, 2019 at 6:45 p.m.

  
\_\_\_\_\_  
Celeste Cabrera-Garcia, City Clerk



## CITY OF MENDOTA PLANNING COMMISSION MINUTES

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**Regular Meeting**

**Tuesday, February 19, 2019**

**6:30 p.m.**

**Meeting called to order by Economic Development Manager Flood at 6:32 PM.**

### **Roll Call**

**Commissioners Present:**

Chairperson Juan Luna, Vice-Chairperson Albert Escobedo, Commissioners Jose Alonso, Jose Gutierrez, and Jonathan Leiva

**Commissioners Absent:**

Commissioner Kevin Romero

**Staff Present:**

Cristian Gonzalez, City Manager; and Matt Flood, Economic Development Manager

**Flag Salute led by Chairperson Luna.**

### **FINALIZE THE AGENDA**

1. Adoption of final Agenda.

A motion was made by Commissioner Leiva to adopt the agenda, seconded by Commissioner Escobedo; unanimously approved (5 ayes,).

### **SWEARING IN**

1. Economic Development Manager Flood to swear in Jose Alonso, Jose Gutierrez, and Juan Luna.

Economic Development Manager Flood swore in Commissioners Alonso, Gutierrez, and Luna.

2. Reorganization of the Planning Commission.

City Clerk Flood opened the floor to nominations for Chairperson

Commissioner Leiva nominated himself to serve as Chairperson; and Commissioner Luna nominated himself to serve as Chairperson.

Seeing no other individuals wishing to make a nomination, Economic Development Manager Flood closed the nomination period.

Economic Development Manager Flood called a vote in the matter of Commissioner Leiva serving as Chairperson.

The motion to appoint Commission Leiva as Chairperson of the Planning Commission failed based on a vote of 1 aye (Leiva) and 4 nays (Alonso, Escobedo, Gutierrez, and Luna).

Economic Development Manager Flood called a vote in the matter of Commissioner Luna serving as Chairperson

The motion to appoint Commission Luna as Chairperson of the Planning Commission passed based on a vote of 5 ayes (Alonso, Escobedo, Gutierrez, Leiva, and Luna).

Economic Development Manager Flood congratulated Chairperson Luna and turned the meeting over to him.

Chairperson Luna opened the floor for nominations for Vice-Chairperson

Commissioner Escobedo nominated himself to serve as Vice-Chairperson; and Commissioner Leiva nominated himself to serve as Vice-Chairperson.

Seeing no other individuals wishing to make a nomination, Chairperson Luna closed the nomination period.

Chairperson Luna called a vote in the matter of Commissioner Escobedo serving as Vice-Chairperson.

The motion to appoint Commission Escobedo as Vice-Chairperson of the Planning Commission passed based on a vote of 4 ayes (Alonso, Escobedo, Gutierrez, and Luna) and 1 nay (Leiva).

Commissioner Leiva requested to withdraw his nomination for Vice-Chairperson, which was granted by consensus and recognition by Chairperson Luna.

### **MINUTES AND NOTICE OF WAIVING OF READING**

1. Approval of the minutes of the regular Planning Commission meeting of December 18, 2018.
2. Notice of waiving the reading of all resolutions introduced and/or adopted under this agenda.

A motion to approve items 1 and 2 was made by Commissioner Gutierrez, seconded

by Commissioner Leiva; unanimously approved (5 ayes, absent: Romero).

**PLANNING WORKSHOP**

1. City staff to give brief presentations on the role of the Planning Commission and various planning policies, processes, and functions.

Economic Development Manager Flood presented on the purpose and guiding principles of the Planning Commission, including local and state law; entitlements; ethics; and the Brown Act.

Discussion was held on a Planning Commission meeting that was held years ago regarding the Catholic Church.

**PUBLIC COMMENT ON ITEMS THAT ARE NOT ON THE AGENDA**

None offered.

**PLANNING DIRECTOR UPDATE**

Nothing to report.

**PLANNING COMMISSIONERS' REPORTS**

None offered.

**ADJOURNMENT**

At the hour of 7:04 p.m. with no more business to be brought before the Planning Commission, a motion for adjournment was made by Commissioner Gutierrez, seconded by Commissioner Alonso; unanimously approved (5 ayes, absent: Romero).

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Juan Luna, Chairperson

ATTEST:

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Celeste Cabrera, City Clerk

**DATE:** April 22, 2019

**TO:** City of Mendota Planning Commission

**FROM:** Karl Schoettler, City Planning Consultant  
Thru: Cristian Gonzalez, City Manager

**SUBJECT:** **AMOR Project** – a request for a Conditional Use Permit for construction of an office complex for medical and community uses on a 3.4-acre site located on the north side of Belmont Avenue, west of Derrick Avenue (APN's 012-264-017 and 012-264-018)

### **Summary/Recommendation**

The project proposes the development of an office complex with two buildings and associated improvements including parking, landscaping, recreational fields, walkways, street improvements, storm drain basin and utility connections.

It is recommended that the Planning Commission conduct a public hearing and vote to approve the project by adopting Resolution No. PC 19-01.

It is recommended that the Commission take the following steps to consider the project:

1. Ask for a report from the staff
2. Ask any questions of staff
3. Open the public hearing and receive any comments; Close the public hearing.
4. Final questions and discussion
5. Vote to approve the project

### **Analysis**

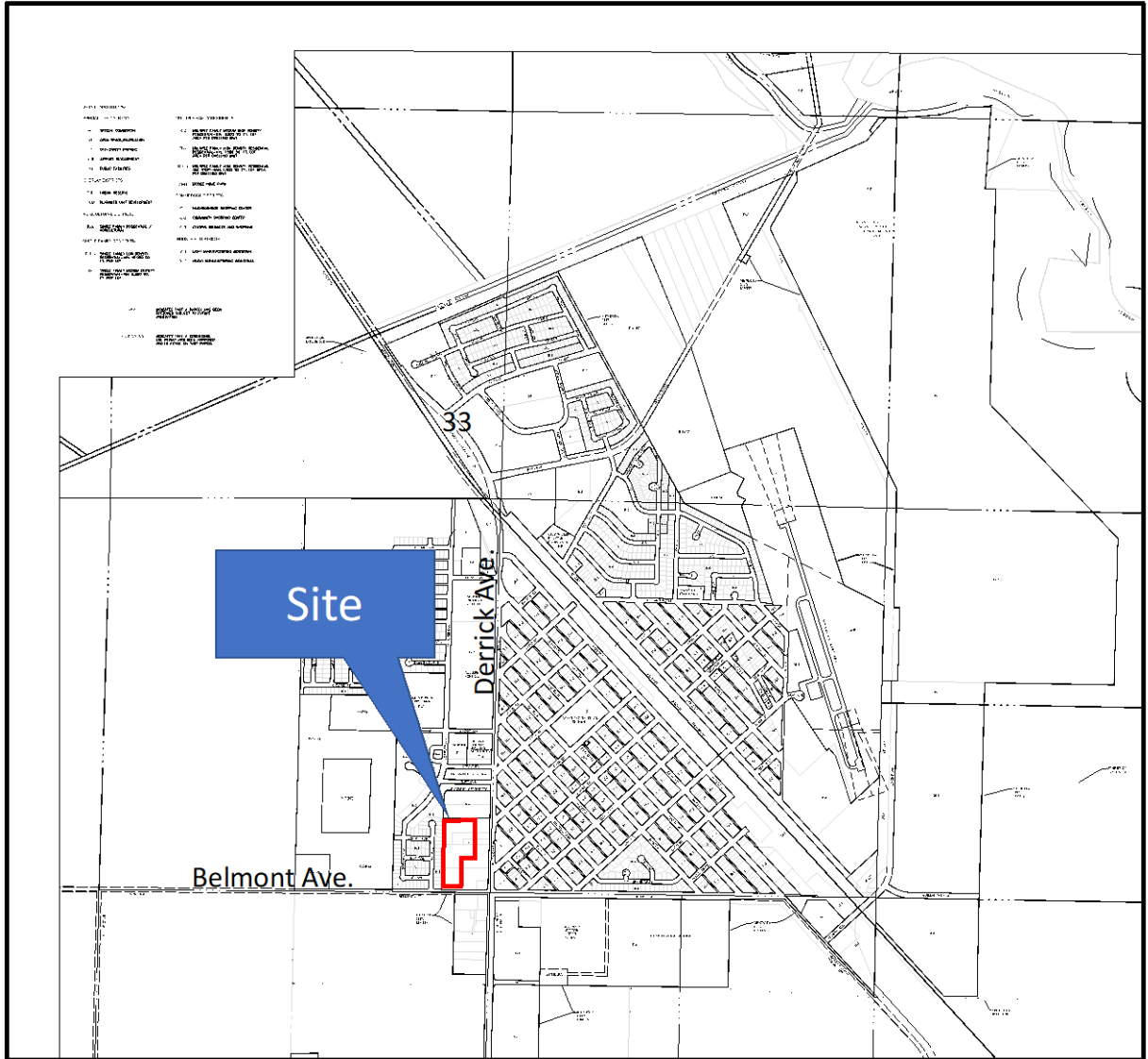
The project proposes development of the site with an office complex comprising a mix of medical and social uses on the north side of Belmont Avenue, west of Derrick Avenue (see Map 1 (Location) and 2 (Aerial photo)). Two buildings are proposed (see Exhibit 1) each containing 10,200 square feet. There will also be a parking lot with 125 parking spaces, which meets the City's standard for parking.

Other portions of the site will include an outdoor basketball court, landscape/open space areas, outdoor tables and chairs, walkways, light fixtures, trash enclosures, utility connections and street connections.

According to the applicant's operational statement (see Attachment 1), the site will be divided into three usage areas, including a Health Center, a Neighborhood Resource Center and a Recreational Center.

The Health Center will be located within Building "A" and will include a rural health clinic (5,000 square feet) providing primary, special and dental healthcare. The Fresno County Superintendent of Schools will occupy 3,500 square feet of this building and administer the All4Youth program, providing mental health programs. Finally Turning Point of Central California will occupy 1,500 square feet and provide additional mental health services.

Map 1: Project Location





Map 2: Aerial Photo

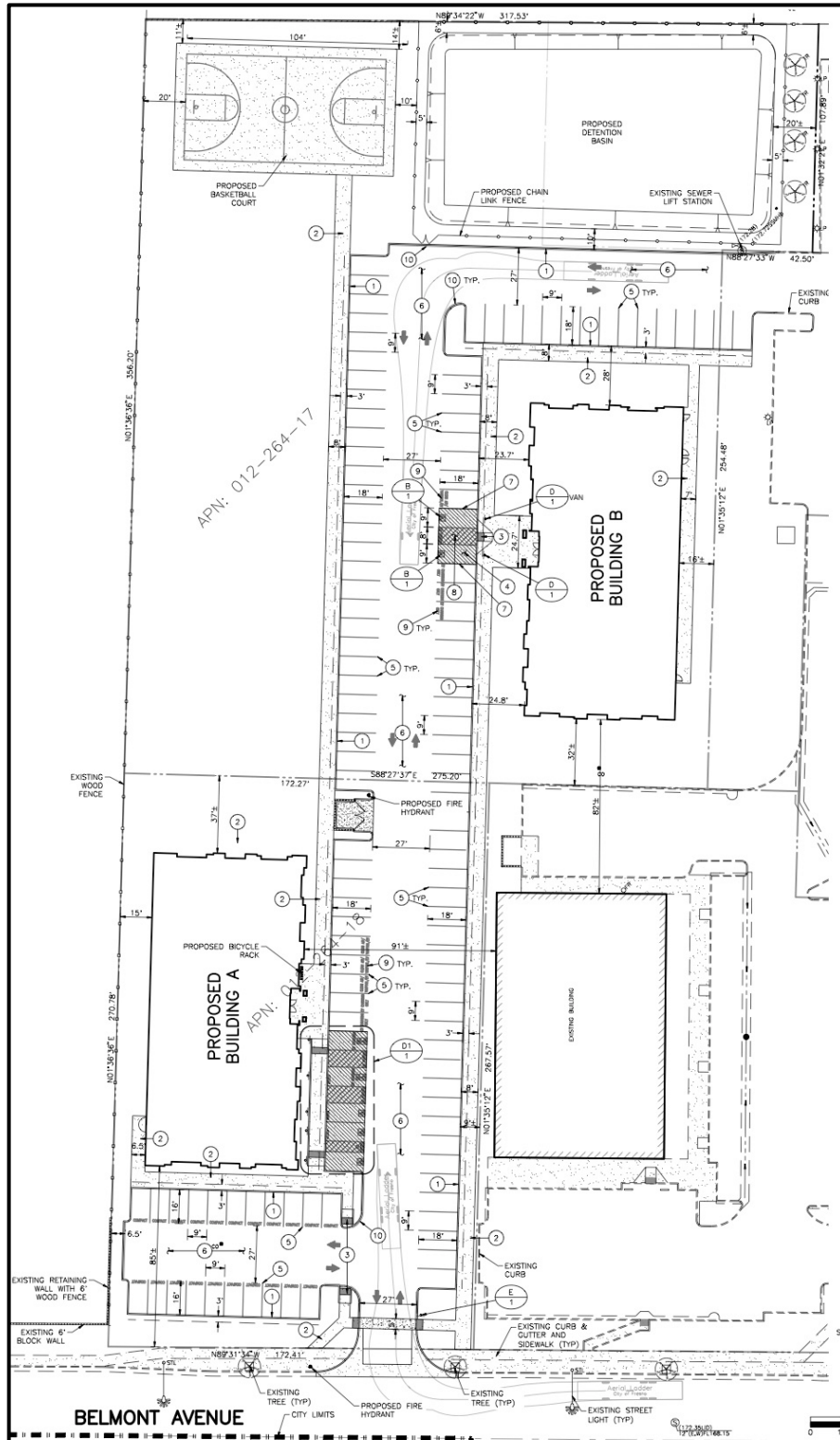


The Neighborhood Resource Center will be located in Building “B” and is intended to house other non-profit and government agencies geared toward health and social issues. Offices, conference rooms, classrooms and communication space will be available for lease, as well as a computer lab and day care (for parents who are taking classes). The AMOR group is currently in discussion with various agencies interested in this space, including Centro La Familia, Central California Food Bank, Fresno Economic Opportunity Commission, Learn4Life, Marjaree Mason Center, United Way and West Hills College.

The site plan also features a recreational area along the west and north side of the site. This area will feature large grassy play areas with tables and chairs as well as a basketball court. The north end of the site will also feature a storm water detention basin that will accept storm water from the site.



Figure 1: Proposed Site Plan



## Operations

According to the applicant's statement, the Health Center will operate Monday through Friday from 9 am to 7 pm and on weekends from 8:30 am to 4:30 pm. This facility will have up to five employees and may expand in terms of hours and employees as needs warrant. The Fresno County Superintendent of Schools facility will operate Monday through Friday from 7:30 am to 5:00 pm with after hours as needed. Up to 20 employees will work here. Turning Point will operate Monday through Friday from 8:00 am to 5:00 pm with extended hours if needed, and will typically employ up to 6 persons.

The Neighborhood Resource Center's operations are not yet set but will be expected to be Monday through Fridays, 8 am to 7 pm and weekends from 10 am to 8 pm.

The operations statement indicates the Health Center may draw 45 – 60 clients per day and the Neighborhood Center 20 to 50 clients per day.

## Utilities

The site will connect to existing water and sewer lines that run past the site under Belmont Avenue. The City Engineer reports there is adequate capacity in these systems to serve the project. As noted previously, a basin will be excavated on the north end of the site to accommodate storm drainage.

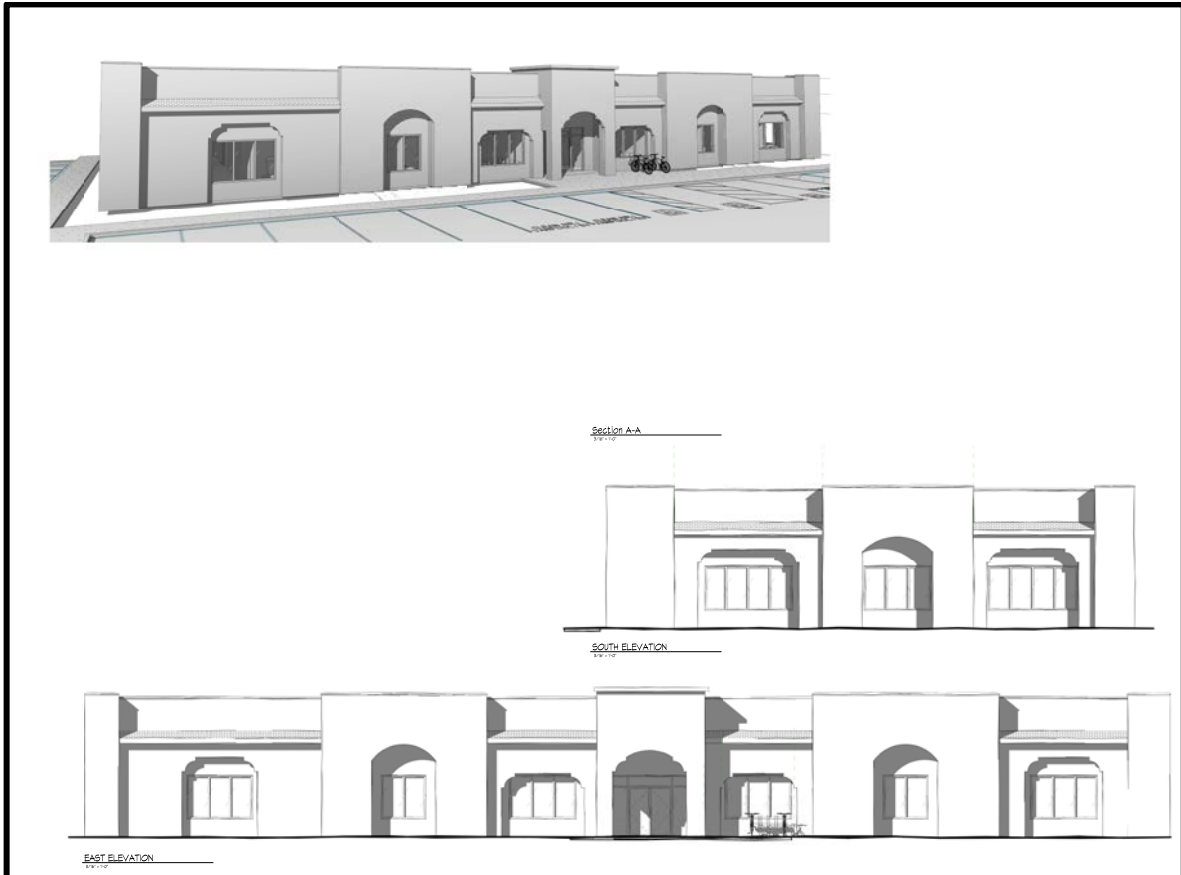
## Parking

The site will feature a parking lot that connects to Belmont Avenue on the south and loops north and east to connect to the existing Auto Zone parking lot. This will afford two access points. Staff had voiced concern that one or two additional access points should be provided (for better overall connectivity) however the applicant has indicated their desire to restrict access to prevent through-traffic (given that children may be crossing the parking lot to access the recreational area).

## Facades

The buildings will be designed with a contemporary Spanish/Mission character, with covered arcades and stucco surfaces, as well as "pop-outs" and arches (see Exhibit 2).

Exhibit 2: Architectural Rendering



**Environmental Assessment**

Staff believes the project is exempt from analysis for environmental impacts under Section 15332 of the California Environmental Quality Act (CEQA) guidelines. This section allows exemptions on sites less than five acres, that are substantially surrounded by existing development, and that comply with zoning standards.

Public hearing

As required by the Municipal Code, the City mailed notice of the hearing to all property owners within 300 feet of the site, and also published notice of the hearing in the newspaper. As of the date of preparation of this report, no inquiries had been received regarding the project.

Conclusion

Staff believes the project complies with development standards for the site and will add a needed facility to the City. With conditions included in the attached resolution, it is recommended the Planning Commission approve the project.

**BACKGROUND INFORMATION**

Applicant: Alliance for Medical Outreach and Relief (AMOR)  
Property 1396 W. Herndon Avenue Suite 105  
Owner: Fresno, CA 93711

Agent: Land Design Consulting  
4950E. Yale Ave.  
Fresno, CA 93727

Location: The subject site includes two parcels located on the north side of Belmont Avenue, east of Derrick Avenue. The Assessor Parcel Numbers are 012-264-017 and 012-264-018.

Request: The applicant is requesting approval of a Conditional Use Permit (CUP) for the proposed project, which includes two office/clinic buildings, a parking lot, a recreational area including grassy areas and basketball court, landscaping, walkways, lighting, trash enclosures, driveways and utility connections.

Site: The irregular-shaped site has a frontage of approximately 172± feet along Belmont Avenue and extends north about 627 feet. The north half of the site is about 318 feet wide. The site contains approximately 3.4 acres.

Zone: The site is zoned C-2 (Community Commercial). Key development standards in this zone include:

**Lot Size:** One acre, minimum

**General Setback requirement:** The front 10 feet along streets shall be landscaped.

**Front yard setback:** 10 feet, minimum;

**Side yard setback:** None required, except that lots adjacent to a residential zone shall have a side yard abutting the residential zone of not less than 10 feet.

**Rear yard setback:** None required, except that lots adjacent to a residential zone shall have a side yard abutting the residential zone of not less than 10 feet.

**Building height:** Two stories/35 feet, maximum

**Lot Coverage:** 33% maximum;

**Parking:** By use. General standard is two square feet of parking area for each one square foot of floor area. Other standards may apply under Section 17.88.010 of the Zoning Ordinance

Surrounding zone classifications are as follows:

North: C-2  
South: C-2 and County agricultural zoning  
West: R-1 (Single Family Residential)  
East: C-2

**General Plan:** The subject site is designated Community Commercial. The C-2 zone is consistent with this designation.

**Land Use:** The site is currently vacant. Surrounding land uses are as follows:

North: Vacant and grocery store  
South: Agricultural land  
East: Commercial (restaurants, stores)  
West: Single family residential neighborhood

**Access:** Access to the site is provided primarily by Belmont Avenue which is improved with two travel lanes (westbound) and one travel lane (eastbound) along with curbs, gutters and sidewalk along the north side of the street. Belmont Avenue is designated an "Arterial" roadway by the Circulation Element of the Mendota General Plan.

Secondary access will be provided by a parking lot connection (via the Auto Zoning parking lot) to Derrick Avenue, east of the site. Derrick Avenue features one travel lane and one parking lane in each direction along with curbs, gutters and sidewalks. This roadway is also designated as an "Arterial" street. The intersection of Belmont and Derrick is controlled by stop signs for traffic in all directions.

**Infrastructure:** Existing water and sewer lines run past the site under Belmont Avenue. There is an existing 6-inch sewer main that runs past the site, as well as an existing 12-inch water line. There is no existing municipal storm drain facilities in this area. Storm drainage will be retained on the project site in a basin to be excavated on the north side of the site..

**Services:** Police protection is provided to the site by the City of Mendota. Fire protection is provided by the Fresno County Fire Protection District operating from the station north of the site on the north side of McCabe Avenue, west of Highway 33.

**Environmental:** The project is exempt from environmental analysis as an "infill" project, consistent with Section 15332 of the Guidelines of the California Environmental Quality Act. The site is less than five acres, is zoned for the use and is substantially surrounded by existing urban development

**BEFORE THE PLANNING COMMISSION  
OF THE  
CITY OF MENDOTA, STATE OF CALIFORNIA**

**RESOLUTION NO. PC 19-01**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MENDOTA APPROVING  
CONDITIONAL USE PERMIT 2019-01 (AMOR)**

**WHEREAS**, an application for a Conditional Use Permit was submitted by Alliance for Medical Outreach and Relief (AMOR), 1396 W. Herndon Avenue Suite 105, Fresno, Ca 93711 for the development of a building complex for medical offices, and social services organizations on a 3.4 acre site on the north side of Belmont Avenue, west of Derrick Avenue (Assessor Parcel Numbers 012-264-017 and 012-264-018) and

**WHEREAS**, the complex will feature two 10,200 square foot office buildings, parking lot, open space recreational areas (including basketball court), landscaping, light fixtures, trash enclosures and utility connections, and

**WHEREAS**, the site is zoned C-2 (Community Commercial) and the proposed use is permitted by Conditional Use Permit in accordance with Section 17.08.050 of the Mendota Municipal Code, and

**WHEREAS**, property owners within 300 feet of the subject site were notified of the Planning Commission's meeting and a public hearing notice was published ten (10) days prior to the Planning Commission's meeting, and

**WHEREAS**, the Planning Department has prepared a staff report and environmental finding, and

**WHEREAS**, the Planning Commission held a public hearing on this application and accepted testimony.

**NOW, THEREFORE, BE IT RESOLVED** that the Planning Commission, after considering all the evidence presented, determined the following findings were relevant in evaluating this project:

1. The project is consistent with the Mendota General Plan, Land Use Element, as amended.
2. The project will not have a significant impact on the environment and is exempt from review for environmental impacts as an infill site, consistent with Section 15332 of the Guidelines of the California Environmental Quality Act (CEQA).
3. The project will not have an adverse impact on the health, safety and welfare of residents in the neighborhood or community.

**BE IT FURTHER RESOLVED THAT** Conditional Use Permit 2019-01, as shown in "Exhibit A" and on file at Mendota City Hall, is approved subject to the following conditions:

1. The project shall comply with all standards and requirements of the City of Mendota.



2. The project shall comply with all requirements of the City Engineer.
3. A grading and drainage plan, prepared by a registered civil engineer, shall be submitted for review and approval by the City Engineer, prior to construction.
4. All sidewalk, driveway approach, parking, etc. shall be constructed in accordance with current City and applicable Americans with Disabilities Act (ADA) standards. Standards for ADA compliance shall be installed in accordance with the most recent Caltrans standards, specifications, and details.specifications
5. All improvements shall be constructed in accordance with the current version of the City of Mendota Standard Specifications and Standard Drawings, as well as other appurtenant state and federal agency requirements.
6. The project shall construct a 6-foot block wall along the west property boundary.
7. The project shall connect to the existing sewer line in Belmont Avenue. Due to shallow depth of the existing stub near Dollar Tree, the project may be required to connect to the 6" lateral on the Dollar Tree site, or use a force main, as approved by the City Engineer.
8. The bench area around the stormwater ponding basin shall be increased to at least ten feet.
9. The site plan shall demonstrate how the stormwater basin will empty to Belmont within 96 hours.
10. The project shall cause the Taco Bell site's storm drain outfall pipe to be modified with a headwall and rock rip-rap at the outlet to discharge to the new storm basin. The basin shall be sized in accordance with the City's storm drain design criteria.
11. The existing sewer lift station shall be protected to the satisfaction of the City Engineer.
12. Fire hydrant(s) (existing and/or proposed) shall be shown on improvement plans and approved by City Fire Department. The Fire Department shall also specify the location of red-painted curbing, as necessary.
13. The project shall install frontage improvements along Belmont Avenue (matching that which was installed for Family Dollar) including new drive approach and jogging sidewalk.
14. All services (electric, cable television, and telephone) to newly-constructed buildings shall be installed underground and placed per the utility providers specifications. The developer is responsible for all utility coordination and should coordinate directly with the utility providers.
15. The Developer must make provisions for the installation of a gas distribution system.
16. The applicant shall complete a lot merger prior to construction, or shall record a reciprocal access easement and utility easements, as directed by the City Engineer.

17. The parking lot design shall be amended to show a landscape island for each ten parking spaces in linear fashion. Said island shall be landscaped and shall include one 15-gallon shade tree of a species approved by the City Planner.
18. Trash enclosures shall be fitted with a decorative overhead arbor.
19. The applicant shall install landscaping and irrigation improvements prior to occupancy of the building. Landscaping shall comply with current Model Water Efficient Landscape Ordinance (MWELo) requirements for maximum water use. Landscaping shall emphasize the planting of shade trees for cooling and beautification.

**BE IT FURTHER RESOLVED THAT** Conditional Use Permit 2019-01, as shown in "Exhibit A" and on file at Mendota City Hall, is hereby approved by the Mendota Planning Commission.

\*\*\*\*\*

The foregoing resolution was adopted upon a motion of Commissioner \_\_\_\_\_, second by Commissioner \_\_\_\_\_, at a special meeting of the Mendota Planning Commission on the 22<sup>nd</sup> day of April, 2019, by the following roll call vote:

**AYES:**  
**NOES:**  
**ABSTAIN:**  
**ABSENT:**

\_\_\_\_\_  
Juan Luna, Chairperson

\_\_\_\_\_  
Celeste Cabrera-Garcia, Secretary

