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OPENING CEREMONIES

Call to Order
Roll Call
Pledge of Allegiance

AGENDA APPROVAL/ADDITIONS/DELETIONS

1. PRESENTATIONS/CEREMONIAL MATTERS

REQUEST TO ADDRESS COMMISSION

This portion of the meeting is reserved for members of the public to address the Commission on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the Commission. Speakers shall be limited to three minutes. It is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Commission on items on the Agenda should notify the Chairman when that Agenda item is called, and the Chairman will recognize your discussion at that time. It should be noted that the Commission is prohibited by law from taking any action on matters discussed that are not on the Agenda. Speakers are asked to please use the microphone, and provide their name and address.

2. CONSENT CALENDAR

Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, a member of the audience or a Commission Member may request an item be removed from the Consent Calendar and it will be considered separately.

A. SUBJECT: Minutes

RECOMMENDATION: Commission approve minutes as presented.

ATTACHMENTS: March 11, 2019
3. PUBLIC HEARINGS

A. **SUBJECT**: Resolution Approving Conditional Use Permit 19-03, Kerman Animal Shelter 15315 W. California Avenue.

   **RECOMMENDATION**: Commission by motion adopt resolution approving Conditional Use Permit 19-03, Kerman Animal Shelter 15315 W. California Avenue.

   **ATTACHMENTS**: Staff Report

B. **SUBJECT**: Resolution Recommending Approval of Tentative Parcel Map 18-01, 1401 S. Madera Avenue

   **RECOMMENDATION**: Commission by motion, open public hearing, hear any public comments, close public hearing and adopt resolution recommending approval of Tentative Parcel Map 18-01, 1401 S. Madera Avenue.

   **ATTACHMENTS**: Staff Report

C. **SUBJECT**: Resolution Approving Conditional Use Permit 19-01, Reade and Sons Funeral Home 15395 W. Kearney Blvd.

   **RECOMMENDATION**: Commission by motion Adopt Resolution Approving Conditional Use Permit 19-01, Reade and Sons Funeral Home 15395 W. Kearney Blvd.

   **ATTACHMENTS**: Staff Report

4. PETITIONS/RESOLUTIONS

A. **SUBJECT**: Annual Housing Element 2018

   **RECOMMENDATION**: Commission by motion, approve resolution recommending that Council approve 2018 Annual Housing Element Report

   **ATTACHMENTS**: Staff Report

5. ADMINISTRATIVE REPORTS

6. COMMUNICATIONS

   **ADJOURNMENT**
AGENDA POSTING CERTIFICATION

I, OLIVIA G. PIMENTEL, Planning Secretary for the City of Kerman, do hereby declare under penalty of perjury that I caused the above agenda to be posted at City of Kerman Planning & Development office at 850 So. Madera Avenue, and at Kerman Community/Teen Center, 15100 Kearney Plaza, and emailed to interested parties on Thursday May 9, 2019

/s/ Olivia G. Pimentel
Secretary to the Planning Commission
OPENING CEREMONIES

Call to Order by Kevin Nehring at 6:37 p.m.
Roll Call by Destiny Garcia, Assistant Secretary
Commission Present: Wettlaufer, Espino, Nunez, Nehring, Bishop
Commission Absent: Bandy, Felker
Pledge of Allegiance: Performed

AGENDA APPROVAL/ADDITIONS/DELETIONS - Agenda approved as presented.

1. PRESENTATIONS/CEREMONIAL MATTERS None offered

REQUEST TO ADDRESS COMMISSION - None Offered

2. CONSENT CALENDAR

Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If discussion is desired, a member of the audience or a Commission Member may request an item be removed from the Consent Calendar and it will be considered separately.

A. SUBJECT: Minutes:

RECOMMENDATION: C/Espino made a motion to approve minutes of February 11, 2019 as presented, second C/Bishop, unanimously approved as presented.

3. PUBLIC HEARINGS - None Offered

4. PETITIONS/RESOLUTIONS -

A. SUBJECT: Resolution Approving Extension for all entitlements, Gateway Villas Apartment Complex.

Staff gave a brief summary of the approved project for the Gateway Villas Apartments that was originally approved in 2016. Because of the very competitive nature of the tax credit process, this project has not been approved yet. Staff and the applicant are very optimistic that with the recent donation of land for the project, that it will increase the chances for funding this project. The commission unanimously granted a two-year extension.
RECOMMENDATION: C/ Wettlaufer made motion, to approve two year extension for all entitlements, Gateway Villa Apartment Complex C/ Nunez, approved as presented by the following vote:

Yes: Nehring, Wettlaufer, Espino, Bishop, Nunez
Noes: None
Abstain: None
Absent: Felker, Bandy

5. ADMINISTRATIVE REPORTS – None Offered

6. COMMUNICATIONS

ADJOURNMENT – Meeting adjourned at 6:46 p.m.

Prepared by: Olivia G. Pimentel
Secretary to the Planning Commission
To: Chairman and Commissioners
From: Olivia Pimentel, Assistant Planner
Subject: Animal Shelter Conditional Use Permit No. 19-03

RECOMMENDATION

That the Planning Commission by motion, open public hearing, hear any public testimony, close public hearing and adopt Resolution No. 19-06 approving Conditional Use Permit 19-03, Kerman Animal Shelter at 15315 W. California Avenue.

GENERAL PLAN / ZONING

The subject site has a General Plan designation of Service Commercial and a corresponding CS zoning designation. Animal shelters and kennels are a conditional use in the Service Commercial zone. The Planning Commission must make the following findings for approval of the conditional use permit.

Pursuant to section 17.12.040 The Planning Commission may approve a conditional The planning commission may approve a conditional use permit as requested, or in a modified form, if, on the basis of the application and the testimony submitted, the commission makes the following findings:

1. That the proposed establishment, maintenance, and operations of the use applied for will not be detrimental to the public health, safety, and welfare of the persons residing or working in the neighborhood of such proposed use, or whether it will be injurious or detrimental to property and improvements in the neighborhood or the city;

The proposed animal shelter will be staffed during normal working hours of operation with one full time employee and several volunteers to assure the site is properly maintained and animals are being taken care of. The facility will have limited hours when it is open to public. The animal control officer would be full time employee and community volunteers will provide added help with the operation of the shelter. What is currently a vacant water basin, will be transformed into a modern facility that will provide a modern image with a well maintained appearance encouraging visitors, which should lead to increased adoptions and most importantly providing animals with a safe and healthy environment that meets state law requirements.
2. That the proposed use is consistent with the Kerman general plan;
   The proposed animal shelter/kennel is allowed in the Commercial Service designation with a conditional use permit.

3. That the environmental document is prepared as per the California Environmental Quality Act (CEQA);
   The proposed animal shelter is exempt from CEQA as a categorical exemption in-fill development class 15332. The project is consistent with the zoning and general plan by way of a conditional use permit. The project is less than five acres in the city limits with full access to all utilities and public services.

4. That the site for the proposed use is adequate in size, shape, and location to accommodate the use as it relates to the district for which the use is proposed. (Ord. 17-01 §1, 2017; Ord. 90-02 §2(part), 1990).
   The proposed animal shelter's square footage will be adequate in size and shape and location inside the public works yard, completely enclosed with security fencing and enough space for future growth.

17.12.050 Planning commission decision.

A. The planning commission, by resolution, may approve, approve with conditions, or deny without prejudice a conditional use permit application. The resolution shall describe the basis for the decision, including the findings set forth in Section 17.12.040(C).

B. The decision of the commission shall be final unless appealed to the city council within 10 days of the decision.

SUBJECT SITE

The subject site is located on the west side of the Public Works yard along California Avenue, with the railroad tracks to the rear. The site plan shows a five stall parking lot and access drive to California Avenue. The facility has been designed to provide a variety of animal enclosures and would have a dog run as a phased community project.

The facility would be staffed by 1-3 persons with operational hours on Mon - Fri from 7 am to 6 pm. The facility would not be staffed 24 hrs. when animals are present.

The proposed Animal Shelter has a building area of approximately 3,400 square feet, with a 1,000 square foot carport area. The building consists of 16 dog kennels, dedicated room for cat kennels, and requisite support spaces inclusive of, but not limited to, the following: Office-Receiving Room, Exam Room, Kitchen-Laundry Room, Storage, Staff Restrooms, Staff Showers, Staff Lockers, Lobby, Reception Office, and a Meet and Greet Room to facilitate pet adoption. In addition, the facility provides exterior site parking for staff and the public, as well as an exterior dog run.
BACKGROUND

The current animal shelter is more than 38 years old and built when the "pound" merely controlled stray animals. The current facility consists of 12 outdoor cage kennels, with the area covered by a large shade cloth. The City's current facility fails to meet the Association of Shelter Veterinarian Guideline of Standards of Care in Animal Shelters. A new well-designed facility provides for animal health and wellness with maximum efficiency. It will also allow for flexibility in meeting the changing needs of the Kerman community. The proposed facility will provide a modern image with a well-maintained appearance encouraging visitors, which should lead to increased adoptions and new volunteers.

On March 6, 2019, the City Council reviewed and approved Design Option 'C', a conceptual design that was based on community needs, input from committee advisory meetings and budget considerations. Hedron Architects had prepared drawings and related documents depicting several alternative design concepts which satisfied the program, schedule, including budget estimates. The Animal Shelter Advisory Committee (ASAC) has had several meetings on this subject, providing design input. The Planning Commission's role as the responsible agency is to determine the project's consistency with zoning and the general plan.

Design Option C is a 4,407 sq. ft. building with an option for a future phase for additional kennels to serve the community need for several years to come.

Animal Shelter Plans

Design Option C is recommended by City Departments Police, Parks & Rec, Friends of Kerman Animal Shelter and supported by the Public Works Department. The design meets all California state laws and Association of Shelter Veterinarian Guideline of Standards of Care in Animal Shelters. The new shelter will provide appropriate spaces for...
sick or injured animals, surrendered animals, and adoptions, and is intended to remediate current facility conditions. The new facility will have species-specific areas, staff and support areas, sufficient storage and meet space needs of the Police Department. The design and planned construction will result in a space and energy efficient building.

Timing

If approved, Conditional Use Permit No. 19-03 will allow the design to proceed per the current schedule. The completion of schematic design phase has been done, the next step is to continue to design development, construction documents with bidding anticipated for August 2019. Construction could begin November/December 2019.

PUBLIC HEARING

The public notice was circulated in the Kerman News on May 1st as required 10 days prior to the Planning Commission public hearing and sent to surrounding property owners within 300 feet of the proposed site. To date no comments have been received regarding this proposed project.

Attachments:

A. Location Map
B. Site Plan
C. Floor Plan
D. Elevation
E. Resolution No. 19-06
Attachment 'A'
Location Map
Attachment ‘B’
Site Plan
Attachment 'D'
Conceptual Elevations
RESOLUTION NO. 19-06

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF KERMAN APPROVING CONDITIONAL USE PERMIT NO. 19-03, CITY OF KERMAN ANIMAL SHELTER LOCATED AT 15315 W. CALIFORNIA AVENUE

WHEREAS, the Planning Commission of the City of Kerman has considered Conditional Use Permit No. 19-03 to allow a Animal Shelter to be constructed on City property located inside the public works yard on a vacant part of the property located AT 15315 W. CaliforniaAve; and

WHEREAS, a Notice of Public Hearing was distributed to all property owners of record within 300 feet of the project site and published in the Kerman News on Wednesday May 1, 2019, in accordance with City policies and Government Code Section 65090; and

WHEREAS, a Notice of Exemption has been prepared for this project, as projects of this type are categorically exempt from the requirements of CEQA pursuant to §15332 (In-Fill Development); therefore, no additional environmental documentation is necessary; and

WHEREAS, the Planning Commission of the City of Kerman has held a public hearing, reviewed said conditional use permit request, and has studied the compatibility of this request with adjacent land uses, and has considered this request in accordance with the conditional use permit criteria established in Section 17.12 of the Kerman Municipal Code.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Kerman hereby finds:

1. That the proposed use is substantially consistent with the Kerman General Plan and Zoning Ordinance.

2. That the location, size, design, and operating characteristics of the proposed uses are compatible with the existing and known future uses and will not create significant noise, traffic, or other conditions or situations that may be objectionable or detrimental to other permitted uses in the vicinity or adverse to the public interest, health, safety, convenience, or welfare of the City.

3. That the proposed use will not impair the integrity or character of the residential zoning district.

4. That the subject site is physically suitable for the type and intensity of use being proposed.

5. The proposed use is exempt from the California Environmental Quality Act (CEQA).

6. That there would be no harmful effect upon the desirable neighborhood character with approval of this permit due to the location within an existing building with no exterior additions proposed, minimal noise generation, and the site is designed to handle the proposed parking and additional traffic generated.

THE PLANNING COMMISSION FURTHER determines that Conditional Use Permit No. 19-03 is hereby approved, subject to the conditions of approval listed in Exhibit "A", attached hereto and made a part of this resolution, and all City standards applicable to this project.
The above action is final unless an appeal is filed pursuant to Chapter 17.22 of the Kerman Municipal Code within ten (10) calendar days following Planning Commission action. Resolution approved on this 13th day of May, 2019.

AYES:

NOES:

ABSENT:

ABSTAIN:

The foregoing resolution is hereby approved.

__________________________
Kevin Nehring
Chairman

ATTEST:

__________________________
Olivia Pimentel
Planning Commission Secretary
Exhibit ‘A’

CONDITIONS OF APPROVAL

FOR KERMAN ANIMAL SHELTER.(CUP NO. 19-03)

1. The approval of Conditional Use Permit No. 19-03 is valid for a period of one (1) year from the approval date (until May 13, 2020). If the use approved by this action is not established within such period of time, the permit shall expire unless upon written request by the applicant prior to the expiration date, an extension is granted by the Planning Commission.

2. The use is for the occupation of a 4,407 square foot building for an animal shelter by City of Kerman Animal Shelter. The facility proposes to accommodate approximately 16 dog kennels, provide for interior cat kennels, and provide for necessary support spaces including, but not limited to the following: Office-Receiving Room, Exam Room, Kitchen-Laundry Room, Storage, Staff Restrooms, Staff Showers, Staff Lockers, Lobby, Recreation Office and a Meet and Greet Room to facilitate pet adoption. In addition the facility provides exterior site parking for staff and the public, as well as exterior dog run. If the applicant desires to increase the number of animal kennels permitted under this permit, the applicant shall file an amendment and the Planning Director will refer the matter to the Planning Commission for consideration.

3. The proposed use shall conform substantially to the site plan received May 7, 2019, ‘Exhibit ‘A’ and floor plan, ‘Exhibit ‘B’ on file with the Planning and Development Services Department, except as modified by these conditions. Minor changes to the plans may be allowed subject to the approval of the Director if found to be in substantial conformance with the approved exhibits.

4. In the event that the applicant proposes to modify the hours of operation for services or other aspects of the business or modify the exterior of the building or site, the modification shall be subject to the review of the Planning Director. The Planning Director may approve the modification or refer the matter back to the Planning Commission if judged to be substantial.

5. This approval is expressly granted to City of Kerman Animal Shelter and is not transferable unless and until the new owner/operator submits a letter to the City’s Director of Planning Development Services wherein said owner/operator states he has read, understand, and agrees to the conditions of approval of Conditional Use Permit No. 19-03.

6. Pursuant to Government Code Section 66474.9, the applicants (including any agent thereof) shall defend, indemnify, and hold harmless, the City of Kerman and its agents, officers and employees, from any claim, action, or proceeding against the City or its agents, officers or employees to attach, set aside, void, or annul the City’s approval concerning this application, which action is brought within the time period provided for in Section 55499.37. The City will promptly notify the applicants of any such claim action or proceeding and cooperate fully in the defense.

7. The applicant shall comply with the Kerman Municipal Code and all other applicable City of Kerman ordinances and state and federal codes.

8. The existing landscape and irrigation plan shall be maintained.

9. The applicant shall maintain the area surrounding the use including but not limited to the sidewalk area and parking area in a clean and orderly manner at all times.

10. Except for the approved meeting times for services, all other activities on the site shall be limited to administrative functions during normal business hours, unless subsequent approval by the Planning Director is given for a modification.
11. Prior to occupancy, the applicant shall meet all applicable provisions of the Uniform Building Code, Fire Code, and all other applicable City codes, ordinance, and development standards in effect at the time of this approval shall be complied with.

12. If operation of this use results in conflicts pertaining to parking, noise, traffic, or other impacts, at the discretion of the Director, this conditional use permit may be referred to the Planning Commission for subsequent review at a public hearing. If necessary, the Commission may modify or add conditions of approval to mitigate such impacts, or may revoke said conditional use permit bound upon applicable findings.

13. Failure to comply with any and all conditions attached to the granting of this conditional use permit shall constitute grounds for revocation.

14. Police Department has required adequate video camera system be set up to provide safety surveillance for the site. The camera quality should be 1080P or higher.

APPLICANT'S ACKNOWLEDGMENT

I have read, understand, and accept the conditions of approval set forth herein above in this resolution of approval for Conditional Use Permit No. 19-03.

______________________________  ______________________________
       Date                Applicant

Philip Gallegos,
City of Kerman, Community Services Director
To: Chairman and Commission Members  
From: Olivia Pimentel, Assistant Planner  
Subject: Tentative Parcel Map No. 18-01, 1401 S. Madera Avenue

RECOMMENDATION:

It is recommended that the Planning Commission by motion open the public hearing, hear any public testimony, close the public hearing and adopt Resolution No. 19-04 recommending that the City Council approve Tentative Parcel Map 18-01, subject to conditions of approval.

EXECUTIVE SUMMARY

The applicant, South Madera Avenue, LP submitted an application for a tentative parcel map no. 18-01 to subdivide a parcel to create two (2) industrial parcels. Parcel ‘1’ contains 11.18 acres and Parcel ‘2’ contains 9.09 acres. The subject property is located on the northwest corner of Madera (SR145) and Church Avenue, as shown on the location map in Attachment ‘A’.

APPLICANT/DEVELOPER   APPLICANT’S REPRESENTATIVE
Richard Spencer, Spencer Enterprises     Joseph Daggett
For: South Madera Avenue, LP.     Gateway Engineering, Inc.
5286 E. Home Avenue     5811 e. Princeton Avenue
Fresno, CA 93827     Fresno, CA 93727
(559) 320-0344(ph)     (559) 340-0344(ph)
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PLANNING COMMISSION ACTION

Pursuant to Section 16.04.060 and 16.04.100, The Planning Commission may recommend that the City Council approve, conditionally approve or deny the tentative parcel map. Following action by the Planning Commission, staff will prepare a report and present the Commissions’ recommendation to the City Council for final action.

OUTSTANDING ISSUES

None
SITE INFORMATION:

Site Location: Northwest corner of Madera (SR145) and Church Avenue.
Assessor’s Parcel Nos.: 023-060-86s
Total Size: 18.34 Net Aces (Gross Acreage 20.27)
Existing Uses: Existing Industrial Building (MEC) along frontage on the northwest corner of Madera and Church Avenue
General Plan: The lot is designated as Heavy Industrial on the Land Use Map.
Zoning: The parcel is zoned general industrial (M-2).

Surrounding Uses & Zoning:

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<th>General Plan Designations</th>
<th>Zone Districts</th>
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<td>General Industrial</td>
<td>M-2</td>
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<tr>
<td>South</td>
<td>Agriculture Land Uses</td>
<td>Fresno County, Agriculture</td>
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<td>East</td>
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<td>West</td>
<td>Agriculture Land Uses</td>
<td>General Industrial</td>
<td>M</td>
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ANALYSIS:

The request is for a Tentative Parcel Map to subdivide one (1) 18.34 acre parcel into two (2) parcels. The proposed lots are summarized in Table 1 and the tentative parcel map is depicted in Attachment ‘C’.

Subdivision Map Act

The proposed Tentative Parcel Map will create two lots, consistent with Section 66426(c) of the Subdivision Map Act. The tentative parcel map shows the preliminary design of the proposed land division and allows the planning department to determine that the design is in conformity with the General Plan. A Final Parcel Map will be filed and recorded following approval of the Tentative Parcel Map.

General Plan Consistency

Staff has evaluated the project in light of the goals and policies contained in the Land Use Element of the General Plan. The following goals and policies reflect Kerman’s desire for a balanced community that is economically viable, provides for a variety of housing, commercial and industrial needs, and retains its small town character.

Goal 2: Protect the health, safety and welfare of residents by insuring that Kerman is well-planned.

Goal 8: Promote urban growth patterns and land use arrangements in Kerman that minimize land use conflicts.

Policy A-1: Promote a clean, well-maintained community.

Discussion: The project would subdivide a 18.34-acre lot into two parcels. The proposed parcel will be developed that will eliminate the accumulation of weeds and debris.
Policy C-7: Promote infill development in order to reduce the rate at which surrounding agricultural land is urbanized and to provide for a more efficient use of existing infrastructure.

Discussion: The project would promote infill development on an existing 18.34-acre lot that was previously predominantly vacant within an established industrial business center served by existing infrastructure. By creating two lots, there will be additional industrial types of development opportunities created.

Policy 2..C Visually enhance Kerman's four major entryways

Discussion: The City shall promote and encourage new or improved development along these corridors. Madera and Church Avenue are the south major entryway into the City.

Zoning

The site is currently zoned M2 (general industrial) district. The purpose statement of this zone provides for a variety of industrial uses which are diverse, visually pleasing, convenient in terms of parking and access, attractive, provides for the development of a full range of compatible industrial uses and used by citizens of Kerman as well as visitors to the area.

Permitted uses in this zone district include agriculture, construction, manufacturing, transportation, whole sale as well as public administration uses by right. Table 1 depicts the proposed lot sizes for each parcel. The proposed parcels are consistent with minimum lot size and dimension requirements of the M2 zone.

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<th>Lot Size</th>
<th>Current Zoning</th>
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<td>‘1’</td>
<td>Gross 486,920 sq. ft., 11.18 ac</td>
<td>General Industrial (M2)</td>
</tr>
<tr>
<td>‘2’</td>
<td>Gross 396,019 sq. ft., 9.09 ac.</td>
<td>General Industrial (M2)</td>
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Subdivision Ordinance

In order to approve the proposed Tentative Parcel Map, the proposed parcel map must be found consistent with the General Plan, Zoning Ordinance, and the Subdivision Map Act. Staff recommends approval of the Tentative Parcel Map based on the following analysis and findings:

1. The proposed map is consistent with the applicable General Plan, Subdivision Ordinance, Specific Plan, and the Subdivision Map Act.

   The procedural requirements of the Map Act are being followed and all parcels comply with the Kerman applicable general plan and engineering and zoning standards pertaining to grading, drainage, utility connections, lot size and density. There is no applicable specific plan governing the site.

2. The design or improvement of the proposed land division is consistent with applicable general plan and specific plans.
The parcel map is consistent with the Kerman General Plan - the proposed parcels comply with minimum lot size standards and the industrial uses are consistent with the General Plan and zoning ordinance.

3. That the site is physically suitable for the proposed density of development.

The parcel map will create two parcels, both with adequate land area to support various industrial uses with standard setbacks and ample useable space. As depicted in Table 1 above, each parcel will be a minimum of 396,019 square feet.

4. The design of the parcels and the proposed improvements are not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

The project site is not located in a sensitive environment but rather in an area surrounded primarily by other industrial land uses.

5. The design of the parcels and the type of improvements being required are not likely to cause serious public health problems.

The lots being created will comply with all applicable sanitary sewer, water service and storm water runoff requirements, as well as other similar environmental and life safety regulations and standards. Thus, the project is not likely to cause serious public health problems.

6. The design of the parcels or the type of improvements will not conflict with easements acquired by the public-at-large for access through or use of property within the proposed subdivision.

There are no public easements that currently encumber the property to be parceled, and all modifications made to the existing public improvements fronting the parcels upon development of the properties will be required to current City standards.

Access

The subject parcels are located on the northwest corner of Madera (SR145) and Church Avenue. Access to Parcel 1 will be from Madera and Church Avenue and Parcel 2 will be from Church Avenue. Both Madera (SR145) and Church Avenue are fully developed streets with travel lanes, parking, curbs and gutter. No other rights-of-way, dedications or easements are required for the proposed Tentative Parcel Map.
Utilities

All public utilities are available or can be extended to serve the site.

ENVIRONMENTAL REVIEW:

Staff has determined that the proposed project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) Guidelines. Pursuant to Section 15315 of CEQA minor land divisions are exempt when the proposed division of land is within an urbanized area zoned for industrial, four or fewer parcels are being created, the site is consistent with the General Plan and zoning, and all utility services and access to the proposed parcels are available.

PUBLIC HEARING:

A public hearing notice was mailed to property owners and residents within 300 feet of the site. The City also published notice of this public hearing in the Kerman News on April 24, 2019. As of the date this report, staff has not received any verbal inquiry regarding the proposed project.

SUMMARY/CONCLUSION:

The proposed Tentative Parcel Map is consistent with the Kerman General Plan and Zoning Ordinance as well as the Subdivision Map Act. On that basis, staff recommends that the Planning Commission adopt Resolution No. 19-04 recommending that City Council approve Tentative Parcel Map No. 18-01, subject to the conditions of approval.

Attachments

A. Location Map
B. Zoning Designation Map
C. Tentative Parcel Map No. 18-01
D. Resolution No. 19-04, Recommending Approval of Tentative Parcel Map 18-01 w/Conditions of Approval
Attachment ‘A’
Location Map

Northwest corner of Madera (SR145) and Church Avenue
Attachment 'B'
Zone Map Designation

Site M-2
Attachment 'C
Tentative Parcel Map 18-01'
Attachment ‘D’

Resolution No. 19-04

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF KERMAN RECOMMENDING APPROVAL OF TENTATIVE PARCEL MAP NO. 18-01 (South Madera Avenue, LP)

WHEREAS, a tentative parcel map application has been filed by South Madera Avenue, LP, 5286 East Home Avenue, Fresno CA 93727 for the division of 18.34 gross acres of land into two (2) parcels, located on the northwest corner of Madera (SR145) and Church Avenue; and

WHEREAS, staff has conducted necessary investigations to assure the proposed division of land would be consistent with the purposes of the City’s General Plan, Subdivision Ordinance and the State Subdivision Map Act; and

WHEREAS, a written report was prepared by staff which included a recommendation for approval of this Tentative Parcel Map subject to conditions; and

WHEREAS, a public notice was circulated to adjacent properties and published in the local newspaper as required by law and a public hearing was duly held on May 13, 2019; and

WHEREAS, the Planning Commission finds that the proposed project is categorically exempt from the California Environmental Quality Act (CEQA) Guidelines pursuant to Section 15315 consisting of minor land divisions; that is zoned consistent with use, with four or fewer parcels and all utility services are available and

WHEREAS, the Planning Commission hereby adopts the following findings in support of approval of this Tentative Parcel Map:

1. The proposed design and improvements of the industrial parcels is consistent with the General Plan land use designation (General Industrial) and the M2 zone (“General Industrial”) for the subject property.

2. The site is physically suitable for the type and proposed density of development because adequate roadway capacity and infrastructure exist or can be provided, and the site has no topographical constraints.

3. The design and improvement of the industrial parcels is not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat because the site is not within a sensitive habitat area.

4. The design and improvement of the industrial parcels are not likely to cause serious public health problems because adequate sewer and water systems will be provided to the project.
WHEREAS, the Planning Commission, after considering all evidence presented, further finds that approval of the proposed Tentative Parcel Map will promote the orderly growth and development of the City.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Kerman hereby recommends that the City Council approves Tentative Parcel Map No. 18-01, subject to the conditions of approval attached hereto as Exhibit ‘A’. The foregoing resolution was introduced, passed, and adopted upon a motion of Commissioner __________________, second by Commissioner _________________, at a regular meeting of the Planning Commission held on the 13th of May, 2019, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

____________________________
Kevin Nehring, Chairman
Kerman Planning Commission

ATTTEST:

____________________________
Olivia Pimentel, Secretary
Kerman Planning Commission

Exhibits

   Exhibit ‘A’ – Conditions of Approval
EXHIBIT ‘A’

Conditions of Approval

General Requirements:

1. The proposed project shall comply with all standard Municipal Code and Subdivision Map Act requirements as conditioned by the City Engineer.

2. Tentative Parcel Map is valid for two (2) years from the date of approval, unless otherwise extended by the Planning Commission pursuant to applicable city ordinance.

3. The filing of a Final Parcel Map must be in accordance with the checklist for final map per Section 16.36.010 of the Kerman Municipal Ordinance and consistent with the applicable provisions of the Subdivision Map Act.

4. Prior to any commencement of any project within the newly created lots, the applicants will contact the Planning and Development Department and submit an application for a site plan review.

5. Development of any proposed project within the newly created lot(s) will require a site plan review. Once the site plan review has been approved, the applicants are required to contact the Planning and Development Department and submit an application for a building permit.

6. Prior to the commencement of any work within the City of Kerman, the general contractor and all sub-contractors shall obtain a business license from the Planning and Development Services Department. For a business license application or for more information, contact Olivia Pimentel at (559) 846-6121.

7. Pursuant to Government Code Section 66474.9, the developer/applicant (including any agent thereof) shall indemnify, defend (with counsel selected by the City), and hold harmless the City, and any agency or instrumentality thereof, and any officers, officials, employees, or agents thereof, from any and all claim, action, suit or proceedings against the City, or an agency or instrumentality thereof, and any officers, officials, employees, or agents thereof to attach, set aside, void, or annul, arising in connection with an approval of the City, or any agency or instrumentality thereof, advisory agency, appeal board, or legislative body, including actions approved by the votes of the City, concerning the project and the approvals granted herein. Furthermore, developer/applicant shall indemnify, protect defend (with counsel selected by the City), and hold harmless the City, or any agency or instrumentality thereof, against any and all claims, actions, suits, proceedings, or judgments against any governmental entity in which developer/applicant’s project is subject to that other governmental entity’s approval and a condition of such approval is that the City indemnify and defend such government entity. City shall further cooperate fully in the defense of the action. Should the City fail to either promptly notify or cooperate fully, the developer/applicant shall not thereafter be responsible to indemnify, defend, protect, or hold harmless the City, any agency or instrumentally thereof, or any of its officers, officials, employees or agents.
Engineering:

8. Submit a Final Parcel Map prepared by a Land Surveyor or Civil Engineer licensed to practice surveying to the City Engineer for review and approval. A current Preliminary Title Report and closure calculations shall also be submitted. Any and all rights-of-way and easements identified in the Preliminary Title Report shall be shown on the parcel map with recording data. Submit AutoCAD file(s) of the Final Parcel Map to the City Engineer. The final parcel map shall conform to the requirements of the Subdivision Map Act and the Kerman Municipal Code.

9. Within five days after the final setting of all monuments has been completed, the engineer or surveyor shall give written notice to the City Engineer that the final monuments have been set. Upon payment to the engineer or surveyor for setting the final monuments, the developer shall present to the City Engineer evidence of the payment and receipt thereof by the engineer or surveyor.

10. Dedicate a 10’ public utility easement (PUE) along Church Avenue and Madera Avenue frontages.

Miscellaneous (additional conditions of Planning Commission)

11. If parcels are sold separately at any point in time, maintenance of common use areas such as pavement, signage, landscaping shall be consistent with approved parcel map to ensure all land owners meet joint responsibilities.

12. Signage shall comply with the City of Kerman sign design guidelines.

13. For any proposed project on vacant parcel, a site plan review or conditional use permit will be required as a condition of approval for any development that takes place on the vacant parcel.

14. Police Department has required adequate video camera system be set up to provide safety surveillance for the site. The camera quality should be 1080P or higher.

END OF CONDITIONS
To: Chairman and Commission Members  
From: Olivia Pimentel, Assistant Planner  
Subject: Conditional Use Permit No. 19-01, 15395 W. Kearney Blvd.

RECOMMENDATION:

It is recommended that the Planning Commission by motion open the public hearing, hear any public testimony, close the public hearing and adopt Resolution No. 19-05 approving Conditional Use Permit 19-01, subject to conditions of approval.

EXECUTIVE SUMMARY

The applicant, Reade & Sons Funeral Home, submitted an application for a conditional use permit to occupy a vacant church site and for use as a funeral home. The subject property is located on the southwest corner of Kearney Blvd. and First St., as shown on the location map in Attachment ‘A’

APPLICANT/DEVELOPER
Reade & Sons Funeral Home
For: Reade & Sons Funeral Home
3161 W. Kearney Blvd
Fresno, CA 93706
(559) 237-3233(ph)

APPLICANT’S REPRESENTATIVE
Ryan Reade
1103 E. Street
Fresno, CA 93706
(559) 273-3233

PLANNING COMMISSION ACTION

The Planning Commission may approve, conditional approve or deny the conditional use permit. The decision of the Planning Commission shall be final unless appealed to the City Council within ten days of decision.

OUTSTANDING ISSUES

It should be noted that this is the same funeral home that was granted a conditional use permit (no. 17-03) on December 11, 2017; however, the applicants have since decided to put that project on hold because of the expense. The conditional use permit has expired. The new proposed site on Kearney Blvd and First Street has all required parking, etc. on site. The applicant is only proposing to make some minor repairs and painting.
SITE INFORMATION:

Site Location: Southwest corner of Kearney Blvd and First St.
Assessor’s Parcel Nos.: 023-380-01s
Total Size: 3,600 Church sq. ft
Existing Uses: Existing Church Building (Church of Christ) General Plan: The lot is designated as Quasi Public on the Land Use Map.
Zoning: The parcel is zoned Single Family Residential (R-1).

Surrounding Uses & Zoning:

<table>
<thead>
<tr>
<th>Location</th>
<th>Existing Land Uses</th>
<th>General Plan Designations</th>
<th>Zone Districts</th>
</tr>
</thead>
<tbody>
<tr>
<td>North</td>
<td>Church and Single Family Residential</td>
<td>Quasi Public/Residential</td>
<td>R-1</td>
</tr>
<tr>
<td>South</td>
<td>Multiple Family/Medium Density Residential</td>
<td>High Density</td>
<td>R-3</td>
</tr>
<tr>
<td>East</td>
<td>Single Residential</td>
<td>Medium Density</td>
<td>R-1</td>
</tr>
<tr>
<td>West</td>
<td>Schools/Church</td>
<td>Medium Density</td>
<td>R-1</td>
</tr>
</tbody>
</table>

ANALYSIS:

The request is for a Conditional Use Permit to occupy a vacant church site for a funeral home. The applicant is not proposing any modifications to the church site, only interior painting and minor repairs.

Parking: The seating capacity for the site is 144 seats. The Parking requirements for funeral homes (Type A3) is a ratio of 1 parking stall per 4 fixed seating. The chapel is approximately 1,500 sq.ft, The ratio would be 144 divided by 4 = 36 parking stalls. The existing parking lot has 30 on-site parking stalls and 3 handicap parking stalls (only 1 is required) for a total of 33 onsite parking stalls. There is parking along first street and Kearney Blvd for an additional 10 parking stalls that meet the City of Kerman Parking Standards.

PUBLIC HEARING:

A public hearing notice was mailed to property owners and residents within 300 feet of the site. The City also published notice of this public hearing in the *Kerman News* on May 1, 2019. As of the date this report, staff has not received any verbal inquiry regarding the proposed project.

SUMMARY/CONCLUSION:

The proposed Conditional Use Permit 19-01, is consistent with the Kerman General Plan and Zoning Ordinance. On that basis, staff recommends that the Planning Commission adopt Resolution approving Conditional Use Permit 19-01, Reade and Sons Funeral Home, subject to the conditions of approval.

Attachments

A. Resolution with/Exhibits
RESOLUTION NO. 19-05

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF KERMAN APPROVING A CONDITIONAL USE PERMIT (CUP NO. 19-01) READE & SONS FUNERAL HOME, INC. LOCATED AT 15395 W. KEARNEY BLVD

WHEREAS, the Planning Commission of the City of Kerman has considered Conditional Use Permit No. 19-01 to allow a Funeral Home to occupy a vacant 3,600 square-foot building located at 15395 W. Kearney Blvd; and

WHEREAS, a Notice of Public Hearing was distributed to all property owners of record within 300 feet of the project site and published in the Kerman News on Wednesday May 1, 2019, in accordance with City policies and Government Code Section 65090; and

WHEREAS, a Notice of Exemption has been prepared for this project, as projects of this type are categorically exempt from the requirements of CEQA pursuant to §15301(a) (Existing Facilities); therefore, no additional environmental documentation is necessary; and

WHEREAS, the Planning Commission of the City of Kerman has held a public hearing, reviewed said conditional use permit request, and has studied the compatibility of this request with adjacent land uses, and has considered this request in accordance with the conditional use permit criteria established in Section 17.12 of the Kerman Municipal Code.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Kerman hereby finds:

1. That the proposed use is substantially consistent with the Kerman General Plan and Zoning Ordinance.

2. That the location, size, design, and operating characteristics of the proposed uses are compatible with the existing and known future uses and will not create significant noise, traffic, or other conditions or situations that may be objectionable or detrimental to other permitted uses in the vicinity or adverse to the public interest, health, safety, convenience, or welfare of the City.

3. That the proposed use will not impair the integrity or character of the residential zoning district.

4. That the subject site is physically suitable for the type and intensity of use being proposed.

5. The proposed use is exempt from the California Environmental Quality Act (CEQA).
6. That there would be no harmful effect upon the desirable neighborhood character with approval of this permit due to the location within an existing building with no exterior additions proposed, minimal noise generation, and the site is designed to handle the proposed parking and additional traffic generated.

THE PLANNING COMMISSION FURTHER determines that Conditional Use Permit No. 19-01 is hereby approved, subject to the conditions of approval listed in Exhibit “A”, attached hereto and made a part of this resolution, and all City standards applicable to this project.

The above action is final unless an appeal is filed pursuant to Chapter 17.22 of the Kerman Municipal Code within ten (10) calendar days following Planning Commission action. Resolution approved on this 13th day of May, 2019.

AYES:

NOES:

ABSENT:

ABSTAIN:

The foregoing resolution is hereby approved.

__________________________
Kevin Nehring
Chairman

ATTEST:

__________________________
Olivia Pimentel
Planning Commission Secretary
Exhibit ‘A’

CONDITIONS OF APPROVAL

FOR READE & SONS FUNERAL HOME, INC. (CUP NO. 19-01)

1. The approval of Conditional Use Permit No. 19-01 is valid for a period of one (1) year from the approval date (until May 13, 2020). If the use approved by this action is not established within such period of time, the permit shall expire unless upon written request by the applicant prior to the expiration date, an extension is granted by the Planning Commission.

2. The use is for the occupation of a 3,600 square foot existing building for a funeral home by Reade & Sons Funeral Home, Inc. The main assembly/seating area or sanctuary shall be limited to the chapel area (42’ x 36’) 1,512 square feet and hold a maximum of 144 occupancy load. If the applicant desires to increase the number of people permitted under this permit, the applicant shall file an amendment and the Planning Director will refer the matter to the Planning Commission for consideration.

3. The proposed use shall conform substantially to the site plan received March 15, 2019, ‘Exhibit ‘A’ and floor plan, ‘Exhibit ‘B’ on file with the Planning and Development Services Department, except as modified by these conditions. Minor changes to the plans may be allowed subject to the approval of the Director if found to be in substantial conformance with the approved exhibits.

4. In the event that the applicant proposes to modify the hours of operation for services or other aspects of the business or modify the exterior of the building or site, the modification shall be subject to the review of the Planning Director. The Planning Director may approve the modification or refer the matter back to the Planning Commission if judged to be substantial.

5. This approval is expressly granted to Reade & Sons Funeral Home, Inc. and is not transferable unless and until the new owner/operator submits a letter to the City’s Director of Planning Development Services wherein said owner/operator states he has read, understand, and agrees to the conditions of approval of Conditional Use Permit No. 19-01.

6. Pursuant to Government Code Section 66474.9, the applicants (including any agent thereof) shall defend, indemnify, and hold harmless, the City of Kerman and its agents, officers and employees, from any claim, action, or proceeding against the City or its agents, officers or employees to attach, set aside, void, or annul the City’s approval concerning this application, which action is brought within the time period provided for in Section 55499.37. The City will promptly notify the applicants of any such claim action or proceeding and cooperate fully in the defense.

7. The applicant shall comply with the Kerman Municipal Code and all other applicable City of Kerman ordinances and state and federal codes.

8. The existing landscape and irrigation plan shall be maintained.

9. The applicant shall maintain the area surrounding the use including but not limited to the sidewalk area and parking area in a clean and orderly manner at all times.

10. Except for the approved meeting times for services, all other activities on the site shall be limited to administrative functions during normal business hours, unless subsequent approval by the Planning Director is given for a modification.
11. Prior to occupancy, the applicant shall meet all applicable provisions of the Uniform Building Code, Fire Code, and all other applicable City codes, ordinance, and development standards in effect at the time of this approval shall be complied with.

12. If operation of this use results in conflicts pertaining to parking, noise, traffic, or other impacts, at the discretion of the Director, this conditional use permit may be referred to the Planning Commission for subsequent review at a public hearing. If necessary, the Commission may modify or add conditions of approval to mitigate such impacts, or may revoke said conditional use permit bound upon applicable findings.

13. Failure to comply with any and all conditions attached to the granting of this conditional use permit shall constitute grounds for revocation.

14. Police Department has required adequate video camera system be set up to provide safety surveillance for the site. The camera quality should be 1080P or higher.

15. Police Department has required additional lighting be installed in the parking lot area to provide proper illumination.

16. The hours of operation as requested are 8:30 am – 5:00 pm, plus evening viewings as needed. Also occasional weekend viewing and services. Any modifications or changes to the hours of operation require prior approval of the Planning Director.

APPLICANT’S ACKNOWLEDGMENT

I have read, understand, and accept the conditions of approval set forth herein above in this resolution of approval for Conditional Use Permit No. 19-01.

____________________ ______________________________
Date Ryan Reade
Applicant
Exhibit ‘A
Site Plan
Exhibit 'B'

Floor Plan

Proposed Reade Funeral Home - 15395 W. Kearney Blvd.
To: Chairman and Commissioners  
From: Olivia Pimentel, Assistant Planner  
Subject: Resolution Recommending City Council Adopt Findings Approving the Filing of the 2018 Annual Housing Element Progress Report

RECOMMENDATION

Commission by motion, adopt resolution no. 19-07, recommending City Council adopt findings approving the filing of the 2018 Annual Housing Element Progress Report.

EXECUTIVE SUMMARY

Pursuant to Government Code Section 65400(a) (2), local planning agencies shall provide an Annual Housing Element Progress Report to the City Council, OPR and HCD by April 1st of each year on the implementation status of the City's General Plan Housing Element for the prior calendar year. Serving as the City's planning agency, staff has prepared and is presenting the 2018 Annual Housing Element Progress Report to the Planning Commission for their consideration and recommendation that City Council adopt findings to approve and file annual report. The Annual Housing Report has been filed with State Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research (OPR) in order to meet the April 1st deadline.

Some issues to consider:
- Taking into account recent and pending State-wide housing legislation, the City Should strive to be proactive vs reactive;
- Explore incentives for creation of more affordable housing e.g. apply a sliding scale for development impact fees based on the home size – the smaller the home the smaller the fees, and increase unit density per acre for smaller sized homes.

The State developed a standardized Progress Report form for municipalities State-wide to utilize for annual reporting purposes. Because the document itself was too large, staff is presenting an overview of the report. The following is a quick explanation of the City's completed Progress Report form for 2018. The status of the program implementation is attached, Exhibit 'A'

- Table A is new, it shows the City's Housing Development Applications Submitted for the calendar year 2018. Only data on housing units and developments submitted that were deemed complete, this includes building permits within the calendar year 2018.

Note: that the City did receive an application for an annexation and subdivision with approximately 144 single family homes, multi-family residential and commercial; however, the project was not included in this annual report because of this date the application has not been deemed complete.
• Table A2 Annual Building Activity Report Summary – New Construction, Entitled, Permits, and Completed Units, this table requires data on the number of units for very low, low, moderate and above moderate income housing affordability categories.

Note: There were 96 new single family homes constructed in 2018; versus 48 constructed in 2017.

• Table B Regional Housing Needs Allocation Progress – Permitted Units Issued by Affordability – is a summary of prior permitting activity in the current planning cycle including permitting activity for the calendar year being reported. Table B reports the number of units for which permits were issued to demonstrate progress in meeting the jurisdiction’s share of regional housing need for the planning period.

Note: the majority of the New Single Family Residential permits were for moderate to above moderate income households. Kerman did not construct any affordable housing in 2018. So more must be done to encourage affordable housing in 2019 and beyond to meet state goals.

• Table C – Sites Identified or Rezoned to Accommodate Shortfall Housing Need.

Note: The state (HCD) concluded that the City is still short by 2.4 acres of meeting its need for adequate sites. Staff has been in discussion with HCD and informed of the pending annexation and subdivision (Crown-Tract 6236) that also includes 4.4 acres of multiple family and HCD has indicated this could go toward meeting the shortfall.

• Table D – Program Implementation Status pursuant to Government Code section 65583, this is to report the status/progress of housing element program and policy implementation for all programs described in the housing element.

Note: The City staff has made good progress this year in 2018 with the implementation of several zoning ordinances that addressed specific program goals, such as farmworker housing, second dwelling units, accessory dwelling units,, etc and will continue to monitor and assure compliance.

• Table E – Commercial Development Bonus Approved pursuant to Government Code section 65915.7

Note: There were no new large commercial developments reported for 2018. There are a few but are pending (Jack in the Box, etc,) they have not started construction. There is also a tentative parcel map application for the 30 acre site for approximately 7 to 8 commercial lots; however, this too has not been deemed complete and therefore not included for 2018.

FISCAL IMPACT:

No fiscal impact associated with the submittal of the 2018 Annual Housing Element Progress Report to HCD and OPR

ATTACHMENTS:

A. Resolution w/Exhibits
RESOLUTION NO. 19-07

A RESOLUTION OF THE PLANNING COMMISSION RECOMMENDING THAT THE CITY COUNCIL OF THE CITY OF KERMAN ADOPT FINDINGS TO APPROVE THE 2018 ANNUAL ELEMENT PROGRESS REPORT FOR THE CITY OF KERMAN HOUSING ELEMENT

WHEREAS, in compliance with Government Code § 65400(a) (2), the Planning Commission recommends that City Council review and adopt the Annual Element Progress Report that is due annually on the implementation status of the City’s General Plan Housing Element for the prior calendar year (2018) and file report with State Department of Housing and Community Development (HCD) and the Governor’s Office of Planning and Research (OPR); and,

WHEREAS, on August 12, 2015, Staff submitted the Draft Housing Element to HCD for review; and,

WHEREAS, on October 9, 2015, HCD issued a comment letter on the Draft Housing Element resulting in revisions delivered to HCD in December 2015; and,

WHEREAS, on February 1, 2016, HCD issued a letter of conditional approval to the Planning Development Director stating that the Draft Housing Element and associated revisions meet the statutory requirements of State housing Element law and will comply with State law (Government Code, Article 10.6) when they are adopted and submitted to HCD pursuant to Government Code Section 65585(g); and,

WHEREAS, the 2018 Annual Element Progress Report and Program Implementation Status (Exhibit ‘A’) was presented to and approved by the Planning Commission on May 13, 2019 recommending that the City Council adopt resolution approving report and file with HCD and OPR; and,

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that Based upon the evidence in the Staff Report, Public Testimony, and Project File, the Planning Commission hereby recommends that the City Council recognizes the appropriateness of the 2018 Annual Element Progress Report and the City of Kerman’s Program Implementation Status on required programs to meet state mandated requirements for the 2015-2023 Housing Element based on the following findings:

1. The 2018 Annual Element Progress Report and Program Implementation Status ensures and maintains internal consistency with General Plan land uses and objectives, policies, programs, and actions of all elements of the General Plan and provides an annual update on the City’s progress.

2. The 2015-2023 Housing Element establishes appropriate goals, policies, and programs to address such issues as adequate sites, affordability, governmental constraints, preservation of housing and neighborhoods, housing accessibility, and energy conservation.
The foregoing resolution was approved at a regular meeting of the Planning Commission of the City of Kerman on the 13th day of May, 2019, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

The foregoing ordinance is hereby approved.

__________________________
Kevin Nehring
Chairman

ATTEST:

__________________________
Olivia Pimentel
Planning Commission Secretary
### Program Implementation Status

<table>
<thead>
<tr>
<th>Program Description</th>
<th>Objective</th>
<th>Time frame in H.E.</th>
<th>Status of Program Implementation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program 1</td>
<td>Regional Collaboration on Housing Opportunities</td>
<td>Biannual</td>
<td>Accomplished – City of Kerman continues to work with MJHE committee</td>
</tr>
<tr>
<td>Program 2</td>
<td>Review Annexation Standards in MOU</td>
<td>As deemed appropriate</td>
<td>Ongoing- Review with annexation requests</td>
</tr>
<tr>
<td>Program 3</td>
<td>Rezone and Provision of Adequate Sites</td>
<td>Annual Update</td>
<td>2018 City of Kerman rezoned 6 of the required 8.4, working on remaining 2.4 acres for Multi-Family (R3 zone). Initiated Ord Amendment for Multi-family (R3) zone district to comply with State standards</td>
</tr>
<tr>
<td>Program 4</td>
<td>Monitoring of Residential Capacity(No Net Loss)</td>
<td>Annual</td>
<td>City adopted ordinance to increase minimum density to 20 units per acre. Rezoned property site zoned Rural Residential (RR) in city limits to Multi-Family Residential</td>
</tr>
<tr>
<td>Program 5</td>
<td>Water and Wastewater Service</td>
<td>End of 2016</td>
<td>Accomplished – City continues to work to address water supply and infrastructure capacity limits and grant priority to affordable housing units</td>
</tr>
<tr>
<td>Program 6</td>
<td>Affordable Housing Development and Preservation</td>
<td>Annual</td>
<td>Accomplished – 2018 City adopted ordinance to increase density bonus, courtesy reviews on all applications, also streamlines applications</td>
</tr>
<tr>
<td>Program 7</td>
<td>Farmworker Housing</td>
<td>Annual</td>
<td>Accomplished 2018 Adopted ordinance relating to Farmworker/Employee Housing (Program 10)</td>
</tr>
<tr>
<td>Program 8</td>
<td>Preservation of Assisted Housing at Risk of Converting to Market Rate</td>
<td>By 2018</td>
<td>City will contact property owners and send notices to tenants of their rights and eligibility to obtain special Section 8 vouchers reserved for tenants of converted HUD properties</td>
</tr>
<tr>
<td>Program 9</td>
<td>Encourage and Facilitate Accessory Units (Second Units)</td>
<td></td>
<td>Accomplished –2018 City adopted ordinance to allow second units in all residential zone districts by right, and streamline permit processing</td>
</tr>
<tr>
<td>Program 10</td>
<td>Zoning Code Amendments</td>
<td></td>
<td>Ongoing- ordinances adopted 2018 to address Farmworker Housing, Second units- done (program 9),Density Bonus, done</td>
</tr>
<tr>
<td>Program 11</td>
<td>Lot Consolidation and Lot Splits</td>
<td>As needed</td>
<td>Ongoing as development occurs, City will encourage lot consolidation or lot splitting to promote the efficient use of land for residential development pursuant to Subdivision Map Act.</td>
</tr>
<tr>
<td>Program 12</td>
<td>Monitoring of Planning and Development Fees</td>
<td>Ongoing</td>
<td>Ongoing, City will monitor fees charges for housing development and consider incentives to facilitate affordable housing-City waived Development Impact Fees for an affordable housing apartment project in 2017-Gateway Villa Apartments 61 units.</td>
</tr>
<tr>
<td>Program 13</td>
<td>Monitor CUP Requirement for Multifamily and Mixed Uses</td>
<td>Ongoing</td>
<td>Ongoing, City is monitoring CUP requirements to ensure it does not impact mixed or multifamily uses</td>
</tr>
<tr>
<td>Program 14</td>
<td>Housing Rehabilitation Program</td>
<td>Ongoing</td>
<td>City participates with both Fresno County Housing Assistance Rehabilitation Program (HARP) and USDA Home Repair home repair loans/grants- City has loan/grant packager for USDA on staff to assist.-Promote via periodic Utility newsletters, counter brochures, website.</td>
</tr>
<tr>
<td>Program 15</td>
<td>Fresno County Rental Rehabilitation Program</td>
<td>Ongoing</td>
<td>City provides rehabilitation program resources via periodic Utility newsletters, counter brochures. Referral to Fresno County</td>
</tr>
<tr>
<td>Program</td>
<td>Program Title</td>
<td>Status</td>
<td>Description</td>
</tr>
<tr>
<td>---------</td>
<td>---------------------------------------------------</td>
<td>---------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Program 16</td>
<td>Code Enforcement</td>
<td>Ongoing</td>
<td>City continues to use code enforcement and substandard abatement processes to bring substandard housing units into compliance. Refer income-eligible households for County housing rehabilitation program. In addition, City staff loan officer assist elderly and disabled with application completion and submittal.</td>
</tr>
<tr>
<td>Program 17</td>
<td>Fresno County Homebuyer Assistance Program (HAP)</td>
<td>Ongoing</td>
<td>City staff participates with Fresno County’s Homebuyer Assistance Program (HAP). Brochures available at counter and periodic Utility newsletter. Refer all inquiries to Fresno County.</td>
</tr>
<tr>
<td>Program 18</td>
<td>Fire-Time Homebuyer Resources</td>
<td>Ongoing</td>
<td>City staff participates with Fresno County’s First-Time Homebuyer Assistance Program. Brochures available at counter and periodic Utility newsletter. Refer all inquiries to Fresno County.</td>
</tr>
<tr>
<td>Program 20</td>
<td>Housing Choice Vouchers</td>
<td>Ongoing</td>
<td>City is has a brochure for counter and website. Referrals are made to Housing Authorities.</td>
</tr>
<tr>
<td>Program 21</td>
<td>Fair Housing</td>
<td>Ongoing</td>
<td>City working on informational fair housing resources brochure for over counter, public library and has City website resources listed.</td>
</tr>
</tbody>
</table>