City of Firebaugh
Planning Commission Agenda
December 14, 2020 • 6:00 p.m.

*SPECIAL NOTICE DUE TO COVID-19 MEETING WILL BE HELD VIA TELECONFERENCE ONLY – THE MEETING WILL NOT BE OPEN TO THE PUBLIC

PURSUANT TO PARAGRAPH 11 OF EXECUTIVE ORDER N-25-20, EXECUTED BY THE GOVERNOR OF CALIFORNIA ON MARCH 12, 2020

Members of the public who wish to address the Planning Commission may do so by submitting a written comments to the Deputy Clerk via email deputyclerk@ci.firebaugh.ca.us Please provide: Commission Meeting Date, Item Number your comment are pertaining to, Name, Email and comment, no later than 3:00 PM the day of the meeting.

*Pursuant to Government Code Section 54953 (b)(2), all action taken during this teleconferenced meeting shall be by roll call vote.

Join Zoom Meeting
https://us02web.zoom.us/j/88510709395?pwd=OHJUNkdY3RGZ2YzYWxXWGx6UTBHdz09

Meeting ID: 885 1070 9395  
Password: 066306  
One tap mobile: 1-669-900-9128

1. Call to Order

2. Roll Call:
   Chairperson: Mark Fickett
   Vice Chairperson: Ivan Garcia
   Commissioners: Dennis Vasquez
                Silvia Renteria
                Nicole Molina

3. Pledge of Allegiance

4. Approval of Minutes: November 9, 2020

5. Public Comments

   This portion of the agenda is reserved for persons wishing to address the Planning Commission on any matter that is not listed on the agenda. Individuals must give their name and address and limit their comments to three minutes. Issues raised during Public Comments are informational only and the Planning Commission cannot take action at this time. Comments should be directed to the chairperson and not to individual Commissioners or staff members.

6. New Business

   A. Site Plan Review 2020-03 (Topete). A proposal to convert an existing single-family dwelling into a residential duplex at 1465 15th Street. Resolution PZ20-09.

7. Other Business

   None.
8. **City Planner’s Comments**

9. **Planning Commissioner Comments**

10. **Adjournment**

Next Resolution Number PZ21-01


Public Notification: Agenda posted 72 hours prior to meeting date

Date/Time posted: December 11, 2020, 5:00 p.m.  

Verified by ___________
FIREBAUGH PLANNING COMMISSION

STAFF REPORT

Date: December 14, 2020
To: Firebaugh Planning Commission
From: Karl Schoettler, Planning Consultant
Subject: Site Plan Review 2020-03 (Topete) Request for approval to convert a single family home into a duplex

Summary/Recommendation

The applicant is proposing to convert an existing single family home at the northwest corner of 15th Street and O Street into a duplex. It is recommended the Planning Commission take the following actions:

1. Ask for the City Planner to deliver the staff report;
2. Ask any questions of staff regarding the project;
3. Ask the applicant for a statement regarding the project;
4. Ask for a motion to approve the project by adopting Resolution PZ20-09.

Discussion/Analysis

The applicant is proposing to convert an existing single family home located at 1465 15th Street into a residential duplex. The structure would also be increased in size to provide more living space. The parcel is located at the northwest corner of 15th Street and O Street (see Map 1 (Location) and Map 2 (Aerial Photo).

The site is zoned R-2 (Low Density Multiple Family Residential) and the proposed use is permitted by the zoning, subject to approval of a Site Plan Review permit.

The existing home contains approximately 3,585 square feet. It is proposed to be increased by 991 square feet as part of the conversion to two units. Proposed Unit “A” will be within the west side of the dwelling and contain 2,610 square feet while Unit B will contain 1,966 square feet and be situated within the O Street side of the building.

Unit A will include four bedrooms, two bathrooms, dining room, living room, kitchen and laundry room and also a two-car carport that opens onto 15th Street. Unit B will feature three bedrooms, two bathrooms a living room, dining room/kitchen, as well as a new two-car carport with new driveway that opens onto O Street.
The rear (north) yard will be divided by a new fence, creating individual private yards for each unit. New fences and gates will be installed adjacent to each carport to enclose the rear yards.
The site is served by both 15th Street and O Street and curbs and gutters exist along both frontage. There is a sidewalk along the O Street frontage but not along the 15th Street frontage. The project will be required to install city-standard sidewalk along the 15th Street frontage.

There are existing street trees along that frontage and the City desires that they remain – to provide shade and beautification. There appears to be room to situate the sidewalk behind the trees but it is possible it may need to encroach onto the property. In that instance the City will require an easement be recorded allowing for public passage over those portions of the property. This may be only a few inches.

There are existing water and sewer lines that run under the alley on the east side of the site and the home is already connected to these utilities. Storm drainage is provided by existing curbs and gutters that channel stormwater to drop inlets north of the site.
The exterior of the home will be refinished with new brick veneer base along portions of the façade (see Exhibit 2). There will also be some new windows and doors installed. The project meets all zoning requirements in terms of setbacks, building height, lot coverage and parking, among others. This and adjoining blocks to the north, east and south are zoned for low density multi-family residential development and this project fits with this zone designation.

Exhibit 1: Site Plan
Exhibit 2: Architectural Elevation Drawings
The project has been reviewed by City staff including Public Works, Police, Fire, Engineering and Building Departments who have contributed conditions of approval that are listed in the attached resolution. With these conditions in place it is recommended the Planning Commission approve the project.

BACKGROUND INFORMATION

Applicant/ Juan Topete
Property 1900 Vollmer Way
Owner: San Jose, CA 95116

Location: The subject site is located on the northwest corner of 15th Street and O Street (1465 15th Street). The Assessor Parcel Number is 008-134-005.

Request: The applicant is requesting approval to convert and expand an existing 3,585 single family home into a residential duplex. Unit “A” will contain 2,610 square feet while Unit “B” will contain 1,966 square feet. The home will be remodeled inside and receive new façade treatments on the exterior.

Site: The subject site contains 11,250 square feet (0.26 acre) and contains an existing single family home with a two-car garage. Additional improvements include landscaping, curbs, gutters and sidewalk. Surrounding land uses are as follows:

   North: Single family dwellings
   South: Multi-family dwelling
   East: Single family dwellings
   West: Auto sales lot

Zone: The site is zoned R-2 (Low Density Multi Family Residential). Key development standards for the R-2 zone are as follows:

   Front yard setback: 15 feet, minimum
   Rear yard setback: 10 feet, minimum
   Side yard setbacks:
      Street side yard: 10 feet, minimum
      Interior side yard: 5 feet, minimum
   Lot coverage: 50%, maximum
   Building height: 25 feet/2 stories, maximum
   Parking: 1-1/2 spaces per unit.
Surrounding zone classifications are as follows:

- North: R-2 (Low Density Multi Family Residential)
- South: R-2 (Low Density Multi Family Residential)
- West: C-3 (General Commercial)
- East: R-2 (Low Density Multi Family Residential)

General Plan: The subject site is currently designated “Medium Density Residential” by the Land Use Element of the Firebaugh General Plan. The R-2 zone is consistent with the land use designation.

Access: Access to the site is provided by 15th Street and O Street, as well as an alley along the west side of the site. O Street is classified as a Collector Street by the Circulation Element of the 2035 Firebaugh General Plan. In the vicinity of the site O Street is improved with one travel lane and one parking lane in each direction along with curbs, gutters and sidewalk (along O Street).

15th Street is classified as a Local street and also features one travel lane and one parking lane in each direction along with curbs and gutters but no sidewalks along the site frontage.

The intersection of O and 15th Street is controlled by stop signs in all four directions.

The alley along the west side of the site is paved.

Infrastructure: There are existing water and sewer lines that under the alley along the west side of the site. Storm drainage is via surface curbs and gutters that drain to drop inlets leading to underground storm drain lines.

Services: Police and fire protection are provided by the City of Firebaugh.

Environmental: The project is categorically exempt from review under the Guidelines of the California Environmental Quality Act per Section 15301 (e) (Additions to existing structures up to 50% or 2,500 s.f., whichever is less, or 10,000 s.f. where services are available and site complies with General Plan) of the Guidelines of the California Environmental Quality Act.
RESOLUTION PZ 2020-09

BEFORE THE PLANNING COMMISSION
CITY OF FIREBAUGH
COUNTY OF FRESNO, STATE OF CALIFORNIA

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF FIREBAUGH
APPROVING SITE PLAN REVIEW 2020-03 (TOPETO) FOR THE CONVERSION OF
AN EXISTING SINGLE FAMILY DWELLING INTO A RESIDENTIAL DUPLEX, ON
THE NORTHWEST CORNER OF O STREET AND 15TH STREET.

WHEREAS, a Site Plan Review application was submitted by Juan Topete, 1900
Vollmer Way, San Jose, CA 95116 to convert an existing single family home on the northwest
corner of O Street and 15th Street into a residential duplex. The Assessor Parcel Number of the
site is 008-134-005, and

WHEREAS, the site is zoned “R-2” (Low Density Multi-Family Residential) and the
project as designed complies with standards of this zone, and

WHEREAS, the project proposes converting an existing 3,585 square foot single family
home into two units; the building will be expanded in the process. Unit “A” will contain 2,610
square feet, Unit “B” will contain 1,966 square feet. Unit A will feature four bedrooms and two
bathrooms while Unit B will feature three bedrooms and two bathrooms. Other improvements
include new carports, roofing, windows and doors, and

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

WHEREAS, the City has determined the project to be exempt from review under Section
15301 (e) of the Guidelines of the California Environmental Quality Act (Additions to existing
structures up to 50% or 2,500 s.f., whichever is less, or 10,000 s.f. where services are available
and the site complies with General Plan), and

WHEREAS, the Planning Commission has considered the staff report and related
materials and accepted testimony regarding the proposed project.

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

1. The project as conditioned is consistent with the Firebaugh General Plan and the
Firebaugh Zoning Ordinance.
2. The project will not have a significant impact on the environment and is exempt from review under Section 15301 (e) of the Guidelines of the California Environmental Quality Act (Additions to existing structures up to 50% or 2,500 s.f., whichever is less, or 10,000 s.f. where services are available and the site complies with General Plan).

3. The project will not have an adverse impact on the health, safety and welfare of residents in the neighborhood or community.

NOW, THEREFORE BE IT RESOLVED THAT Site Plan Review 2020-03 is approved subject to the following conditions:

1. The project shall comply with requirements of the City Engineer. Public improvements shall conform to the latest edition of the City of Firebaugh Improvement Standards and Specifications and any modifications thereto approved by the City Engineer in place at the time of construction. Improvements shall conform to other City adopted documents including the General Plan, Improvement Standards Manual, Water Master Plan, Sewer Master Plan and Storm Water Master Plan. The work shall comply with all applicable State, Federal, and local laws and regulations.

2. The project shall install a city-standard sidewalk along the 15th Street frontage of the site, behind the existing trees that are situated along the curb. If the sidewalk encroaches on the applicant’s property an access easement shall be recorded.

3. Prior to occupancy the applicant shall revamp the landscaping to include a combination of turf, groundcover and shrubs. The applicant shall prepare a landscaping plan and submit that to the City Planner for review, prior to construction.

4. Unless exempt, prepare a Dust Control Plan (DCP) and file the Plan with the San Joaquin Valley Air Pollution Control District for construction activities pursuant to Regulation VIII (Rules 8011-8081).

5. All outdoor light fixtures shall be hooded and adjusted to prevent unnecessary illumination of adjoining properties and street right-of-way.

6. The site shall be maintained in a clean, dust-free, litter and weed-free fashion.
The foregoing resolution was adopted upon a motion of Commissioner ____________ second by Commissioner ________________, at a regular meeting of the Firebaugh Planning Commission on the 14th of December, 2020, by the following roll call vote:

AYES: 
NOES: 
ABSTAIN: 
ABSENT: 

______________________________________
Chairperson, Firebaugh Planning Commission

______________________________________
Secretary, Firebaugh Planning Commission