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Director

July 10, 2019

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(sent via e-mail only)

Please reply to:
Alondra Williams
559 621-8052

SUBJECT: Development Review Committee (DRC) Comments for P19-02775. The proposed project pertains to the development of a new Better Flooring and Haus Construction building/site. The proposed development plans to build on 1.15 acres of property located at NE Corner of N. Cypress & E. Turner. The proposed development will consist of: 12,293 SF metal building and develop lot with parking lot, landscape and sidewalk. The existing site is currently a dirt lot. The subject property is located at 1148 N CYPRESS AVE (APN: 31013303).

On 06/25/2019, the DRC met to discuss preliminary comments/conditions related to this project. This letter and attached documents constitute(s) an initial correction list. Once **all** corrections are made, please submit one copy of plans for review. Once corrections are verified, you may formally submit your application. In addition to this initial correction list, a submittal checklist is provided at the end of this letter (Part B).

Please be advised this letter and related comments do not represent approval of the project, nor do they encompass all conditions that will be required of the project. The intent is to provide feedback so that a complete application can be submitted.

Please note: This letter is best viewed electronically as it contains numerous internet links. These links are underlined and in blue. Please click on these links to access more information.

PART A: INITIAL COMMENTS/CORRECTION LIST

1. Zoning and Land Use Requirements (Planning Division)

	a.	The entire Development code can be accessed by going to the Municode Website .
	b.	The subject site is zoned IL/UGM/cz (Light Industrial/Urban Growth Management/conditions of zoning). The requirements for the IL/UGM/cz zone district can be accessed by visiting Section 15-1303 of the Fresno Municipal Code. The proposed use, Business Services, Warehousing, Storage, and Distribution - Indoor Warehousing and Storage, is a permitted use. A Development Permit is required (submittal requirements contained in Part B below).
	c.	The proposed use is not a Special Use pursuant to Article 27 of the Fresno Development Code.

d.	For General Site Regulations, please review Article 20 of the Fresno Development Code. Please review and amend plans accordingly.
e.	For Landscaping requirements, please review Article 23 of the Fresno Development Code. Please review and amend plans accordingly.
f.	For Parking and Loading requirements, please review Article 24 of the Fresno Development Code. Please review and amend plans accordingly.
g.	For requirements related to Performance Standards (maintenance, lighting, noise, odors, hazardous materials, etc.) please review Article 25 of the Fresno Development Code. Please review and amend plans and operational statement accordingly.
h.	Make all corrections listed in the DRC letter on the project's site plan and elevations.
i.	Proposed and existing trees and landscaping shall be shown on the landscape plans.
j.	Development shall take place in accordance with the policies of the Fresno General Plan , McLane Community Plan, and with the IL/UGM/cz planned land use designation.
k.	Planner Review Comments: Please see attached comments from Planning in the "Attachment" section of the record.

2. Public Works Department - Traffic

a.	The project is subject to the City of Fresno Parking Manual .
b.	Development shall take place in accordance with the Standard Specifications and Standard Drawings of the City of Fresno Public Works Department.
c.	Site plan shall comply with the Traffic Planning Submittal Requirements .
d.	For Public Works comments, see attachment.

3. Fire Department

a.	No comment at this time.
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4. Building and Safety Services Division

a.	Plans and permits will be required for the proposed project and reviewed through a separate permitting process. Please click on this link for more information . Please submit these plans for building permits directly to the Building and Safety Services Division.
b.	1. Building, Grading and Utility plans are required to be submitted to Building and Safety Services Department for approval and permits.

5. Department of Public Utilities: Solid Waste

a.	This location is serviced by a Commercial Solid Waste Franchisee. For service information, please contact Mid Valley Disposal at 559-237-9425.
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		<p>General Requirements:</p> <ul style="list-style-type: none"> • This location will require a one, 2-cell trash enclosure, designed to accommodate separate facilities containing 2 - 4cu. yd. bins, one for trash and one for recycling collection to be constructed to current Solid Waste standards (P-33, P-34 and P-95) to be serviced weekly. • Developer will need to provide a 44' (centerline) turning radius at all corners and a T-turnaround (or hammerhead) area where the solid waste vehicle is to turn around. <p>Future Needs/Requirements:</p> <p>Revise plans to address concerns stated above and resubmit for approval.</p>
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6. Department of Public Utilities: Planning and Engineering (sewer and water)

	a.	<p>Sewer is available in North Cypress Avenue and East Turner Avenue</p> <p>4-inch lateral has been installed in North Cypress Avenue by previous Subdivider</p> <p>Sewer fees will be due upon building permits: Sewer lateral, Oversize Sewer, 4-inch Sewer House Branch, and Sewer Facility charges in the form of STEP(Simple Tier Equity Program)</p>
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7. Other Comments

	1	Public Works-CFD	<p>This site is within the Fancher Creek Industrial Park and has maintenance requirements that were conditioned with Parcel Map 2004-36 and have not been satisfied. A HOLD of Occupancy will be placed on this site at time of official submittal.</p>
	2	Flood Control District	<p>Drainage Fees have been prepaid for this project. No drainage fee due.</p> <p>The District has a Notice of Requirements Review Service Charge for preparation of project comments. This review service charge is based on acreage and a copy of the FMFCD Development Review Services Charges Worksheet is located in the document section.</p> <p>Drainage from the site shall be directed to Turner and/or Cypress Avenue.</p> <p>The minimum finish floor elevation shall be 334.43 (U.S.G.S. Datum).</p> <p>A Grading plan will be requested for review and approval by FMFCD.</p> <p>Permanent drainage service is available.</p> <p>Preliminary review by Gary Chapman.</p>
	3	Historic Preservation	No Comment
	4	Irrigation District	FID does not own, operate or maintain any facilities located on the subject property.
	5	Airports	Airspace Protection

			- Airspace review required for any objects over 100 feet tall.
	6	County PW and Planning	County recommends TIS. Please contact County staff to coordinate scoping.
	7	Long Range Planning	The proposed project is within Fresno Yosemite's Airport Influence Area [safety zone "6- Traffic Pattern Zone" & Noise Contour - "60-64 CNEL"]. Please refer to the Airport Land Use Compatibility Plan (ALUCP). More information on the ALUCP can be found on the website below: https://www.fresnocog.org/project/airport-land-use-commission-fresno-county/
	8	DPU Water Division	<ol style="list-style-type: none"> 1. On-site water facilities shall be private. 2. Installation of water meter(s) shall be required. 3. Destruct any existing on-site well in compliance with the State of California Well Standards, Bulletin 74-81 and 74-90 or current revisions issued by California Department of Water Resources and City of Fresno standards. <p>The water supply requirements for this project are as follows:</p> <ol style="list-style-type: none"> 1. The project applicant shall be required to pay Water Capacity Fee charges for the installation of new water services and meters to serve the property. <ol style="list-style-type: none"> a. The Water Capacity Fee charge assessed to the applicant shall be based on the number and size of service connections and water meters required to serve the property. b. The Water Capacity Fee charges by meter size are defined in the City's Master Fee Schedule. c. The City reserves the right to require an applicant to increase or decrease the size of a water meter for a project or a property to ensure that the meter is properly sized to accommodate fire protection requirements, and to allow for accurate volumetric flow measurements at low- and high-flow conditions. d. The Water Capacity Fee Charge for any new or expanded service connection shall be payable prior to the issuance of a building permit at the fee level in effect on the date such permit is issued. 2. The project applicant shall be required to pay all other water-related fees and charges in accordance with the City's Master Fee Schedule and Municipal Code.

Once all initial conditions contained above are met, submit one set of plans to myself for

review. If all conditions are met, you will be notified within one week that the application is ready for submittal.

PART B: SUBMITTAL CHECKLIST

All items below are required for a complete application package.

1.	For formal submittal, submit an electronic application and upload all needed documents online through the City of Fresno's Permitting Citizen Access Portal. To do this, visit www.fresno.gov/FAASTER and sign up for an account. If you need assistance submitting your application electronically, contact the Planning Division at 559-621-8277																				
2.	A detailed operational statement is required. The Operational Statement shall indicate business type, number of staff/employees, shifts, hours of operation, etc.																				
3.	Environmental Assessment Form																				
4.	<p>Application Fees</p> <p>Development (Site Plan Review) Fees:</p> <table data-bbox="289 785 873 1121"> <tr> <td>New application:</td> <td>\$6,905</td> </tr> <tr> <td>Parks Dept.</td> <td>\$56</td> </tr> <tr> <td>Fire Dept.</td> <td>\$247</td> </tr> <tr> <td>Police Dept.</td> <td>\$210</td> </tr> <tr> <td>Traffic Div. – Level 3</td> <td>\$518</td> </tr> <tr> <td>Scanning Entitlements</td> <td>\$172</td> </tr> <tr> <td>Initial Environmental Assessment</td> <td>\$1,181</td> </tr> <tr> <td>County Filing Fee</td> <td>\$50</td> </tr> <tr> <td>City Filing Fee</td> <td>\$55</td> </tr> <tr> <td>TOTAL</td> <td>\$9,394</td> </tr> </table> <p>All fees will be verified with the Development Services Division after formal submittal.</p>	New application:	\$6,905	Parks Dept.	\$56	Fire Dept.	\$247	Police Dept.	\$210	Traffic Div. – Level 3	\$518	Scanning Entitlements	\$172	Initial Environmental Assessment	\$1,181	County Filing Fee	\$50	City Filing Fee	\$55	TOTAL	\$9,394
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5.	Preliminary Title Report and Supporting Deed Documents (prepared within 30 days of submittal of the application; includes legal description)																				
6.	Letter of Owner Authorization (If Owner is not the Applicant)																				
7.	Site Plan: Two full size copies (folded to 8-1/2"x11" page size). Please deliver these plans to Erik Young at Planning Counter #11 in Room 3043, 3rd Floor, City Hall.																				
8.	Landscape Plan: Two full size copies (folded to 8-1/2"x11" page size). Please deliver these plans to Erik Young at Planning Counter #11 in Room 3043, 3rd Floor, City Hall.																				
9.	Elevations & Floor Plans: Submit electronically																				

10.	Prior to project submittal, an Indirect Source Review (ISR) - Air Impact Assessment (AIA) is required; please contact the San Joaquin Valley Unified Air Pollution Control District (District). District staff is available to meet with you and/or the applicant to further discuss the regulatory requirements that are associated with this project. To identify District rules or regulations that apply to this project or to obtain information about District permit requirements, the applicant is encouraged to contact the District's Small Business Assistance Office at (559)230-5888. Current District rules can be found here . If you have any questions or require further information, please call the District at (559)230-6000 and ask to speak to the ISR/CEQA group.
11.	Reminder only: Immediately following project submittal (once an application is assigned a project number) please pay the Fresno Metropolitan Flood Control District's Notice of Requirements Review Service Charge in person or by mail to the District office. More information related to this fee can be found by clicking on this link .

PART C: OTHER INFORMATION

Please feel free to use the following web links to assist in your project(s):

[Applications and Forms](#)

[GIS with Zoning Information](#)

Please note that this correction packet and related comments do not represent approval of the project. If you have any concerns about any of the preliminary comments contained in this packet, please do not hesitate to contact me at the number above or via e-mail at Alondra.Williams@fresno.gov