



CITY *of* CLOVIS

AGENDA • CITY COUNCIL MEETING

Council Chamber, 1033 Fifth Street, Clovis, CA 93612 (559) 324-2060
www.cityofclovis.com

June 21, 2021

6:00 PM

Council Chamber

In compliance with the Americans with Disabilities Act, if you need special assistance to access the City Council Chamber to participate at this meeting, please contact the City Clerk or General Services Director at (559) 324-2060 (TTY – 711). Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the Council Chamber.

The Clovis City Council meetings are open to the public at the physical address listed above. There are numerous ways to participate in the City Council meetings: you are able to attend in person; you may submit written comments as described below; you may participate by calling in by phone (see “Verbal Comments” below); and you may view the meeting which is webcast and accessed at <https://cityofclovis.com/government/city-council/city-council-agendas/>.

Written Comments

- Members of the public are encouraged to submit written comments at: <https://cityofclovis.com/government/city-council/city-council-agendas/> at least two (2) hours before the meeting (4:00 p.m.). You will be prompted to provide:

- Council Meeting Date
- Item Number
- Name
- Email
- Comment



- Please submit a separate form for each item you are commenting on.
- A copy of your written comment will be provided to the City Council noting the item number. If you wish to make a verbal comment, please see instructions below.
- Please be aware that any written comments received that do not specify a particular agenda item will be marked for the general public comment portion of the agenda.
- If a written comment is received after 4:00 p.m. on the day of the meeting, efforts will be made to provide the comment to the City Council during the meeting. However, staff cannot guarantee that written comments received after 4:00 p.m. will be provided to City Council during the meeting. All written comments received prior to the end of the meeting will be made part of the record of proceedings.

Verbal Comments

- If you wish to speak to the Council on an item by telephone, you should contact the City Clerk at (559) 324-2060 no later than 4:00 p.m. the day of the meeting.
- You will be asked to provide your name, phone number, and your email. You will be emailed instructions to log into Webex to participate in the meeting. Staff recommends participants log into the Webex at 5:30 p.m. the day of the meeting to perform an audio check.
- All callers will be placed on mute, and at the appropriate time for your comment your microphone will be unmuted.
- You will be able to speak to the Council for up to three (3) minutes.

Webex Participation

- Reasonable efforts will be made to allow written and verbal comment from a participant communicating with the host of the virtual meeting. To do so, a participant will need to chat with the host and request to make a written or verbal comment. The host will make reasonable efforts to make written and verbal comments available to the City Council. Due to the new untested format of these meetings, the City cannot guarantee that these written and verbal comments initiated via chat will occur. Participants desiring to make a verbal comment via chat will need to ensure that they accessed the meeting with audio transmission capabilities.

CALL TO ORDER

FLAG SALUTE - Councilmember Whalen

ROLL CALL

Public Comments - This is an opportunity for the members of the public to address the City Council on any matter within the City Council's jurisdiction that is not listed on the Agenda. In order for everyone to be heard, please limit your comments to 5 minutes or less, or 10 minutes per topic. Anyone wishing to be placed on the Agenda for a specific topic should contact the City Manager's office and submit correspondence at least 10 days before the desired date of appearance.

ORDINANCES AND RESOLUTIONS - With respect to the approval of resolutions and ordinances, the reading of the title shall be deemed a motion to waive a reading of the complete resolution or ordinance and unless there is a request by a Councilmember that the resolution or ordinance be read in full, further reading of the resolution or ordinance shall be deemed waived by unanimous consent of the Council.

CONSENT CALENDAR - Items considered routine in nature are to be placed upon the Consent Calendar. They will all be considered and voted upon in one vote as one item unless a Councilmember requests individual consideration. A Councilmember's vote in favor of the Consent Calendar is considered and recorded as a separate affirmative vote in favor of each action listed. Motions in favor of adoption of the Consent Calendar are deemed to include a motion to waive the reading of any ordinance or resolution on the Consent Calendar. For adoption of ordinances, only those that have received a unanimous vote upon introduction are considered Consent items.

1. Administration - Approval - Minutes from the June 14, 2021 Council Meeting.
2. General Services - Approval – Res. 21-____, Adopting the FY2021-2022 Consolidated Transportation Service Agency (CTSA) Operations and Program Budget for Roundup Transit Services.
3. Planning and Development Services - Approval - For the City Council to approve an updated Consultant List from which Professional Consultants shall be selected.
4. Planning and Development Services - Approval – Res. 21-____, Final Map Tract 6268, located on the east side of Clovis Avenue, south of Riordan Avenue (Continental Estates Clovis, LLC (Sobaje)).
5. Planning and Development Services - Approval – Res. 21- ____, Annexation of Proposed Tract 6268, located on the east side of Clovis Avenue, south of Riordan Avenue, to the Landscape Maintenance District No. 1 of the City of Clovis (Continental Estates Clovis, LLC (Sobaje)).
6. Planning and Development Services - Approval – Final Acceptance for Final Map for Tract 6180, located at the southwest corner of North Locan and Teague Avenues (DYP 6180, L.P., De Young Properties)

PUBLIC HEARINGS - A public hearing is an open consideration within a regular or special meeting of the City Council, for which special notice has been given and may be required. When a public hearing is continued, noticing of the adjourned item is required as per Government Code 54955.1.

7. Consider Actions related to Annexation of Territory (Annexation #69, T6339 - NWC Locan/Teague, T6332 - NEC Locan/Teague, Future phase - NEC Locan/Teague) to the City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services).
 - a. Consider Approval - Res. 21-____, A Resolution annexing territory (Annexation #69) (T6339 - NWC Locan/Teague, T6332 - NEC Locan/Teague, Future phase - NEC Locan/Teague) to the City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services) and calling a special landowner election to annex territory (Annexation #69) to City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services).
 - b. Consider Approval - Res. 21-____, A Resolution of the City of Clovis declaring the results of a special landowner election and directing recording of the Notice of Special Tax Lien for City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services).

Staff: Jay Schengel, Finance Director

Recommendation: Approve

8. Consider Approval – Res. 21-____, Authorizing Approval of the Application and Adopting Permanent Local Housing Allocation Plan for the Permanent Local Housing Allocation Program; and Approving Commitment of Funds to The Jefferson Affordable Housing Project located at 1703 N. De Wolf Avenue.

Staff: Andrew Haussler, Community and Economic Development Director

Recommendation: Approve

9. Consider items associated with the establishment of objective standards for single family residential development.
- a. Consider Approval – Res. 21-____, A request to adopt objective single family residential design and development standards.
 - b. Consider Introduction – Ord. 21-____, A request to amend the standards of the R-1-MD (Single Family Residential Medium Density) zone district and the general property development and use standards related to parking for single family residential uses.
 - c. Consider Policy Direction – A request to provide direction to Staff to remove an existing standard requiring that all park and landscape improvements be installed and accepted prior to issuance of 40% of a subdivision tract’s building permit.

Staff: Dave Merchen, City Planner
Recommendation: Approve

COUNCIL ITEMS

10. Consider - For the City Council to Provide Direction on how City Council meetings will be conducted going forward.

Staff: John Holt, Assistant City Manager / City Clerk
Recommendation: Provide Direction

WORKSHOP - For the Clovis City Council to conduct a workshop to discuss the impact on ongoing City operations during the COVID-19 State of Emergency as declared by the Federal Government, State of California, County of Fresno, and City of Clovis; and to explore actions the City may take in response to the crisis.

CITY MANAGER COMMENTS

COUNCIL COMMENTS

ADJOURNMENT

MEETINGS AND KEY ISSUES

Regular City Council Meetings are held at 6:00 P.M. in the Council Chamber. The following are future meeting dates:

July 6, 2021 (Tue.)
July 12, 2021 (Mon.)
July 19, 2021 (Mon.)
Aug. 2, 2021 (Mon.)

CLOVIS CITY COUNCIL MEETING

June 14, 2021

6:00 P.M.

Council Chamber

Meeting called to order by Mayor Flores
Flag Salute led by Councilmember Bessinger

Roll Call: Present: Councilmembers Ashbeck, Bessinger, Mouanoutoua, Whalen
Mayor Flores
Absent: None

PUBLIC COMMENTS - NONE

Mayor Flores asked to take a moment of silence to honor Judith Barkman who recently passed.

CONSENT CALENDAR 6:07

Motion by Councilmember Ashbeck, seconded by Councilmember Bessinger, that the items on the Consent Calendar be approved. Motion carried by unanimous vote.

1. Administration - Approved - Minutes from the June 7, 2021 Council Meeting.

PUBLIC HEARINGS

2. 6:08 - APPROVED - **RES. 21-63**, 2021-2022 CITY OF CLOVIS ANNUAL BUDGET, FIVE YEAR CAPITAL IMPROVEMENT PROGRAM, AND INFORMATION REGARDING THE CLOVIS SUCCESSOR AGENCY.
 - a) Finance Department (Jay Schengel)
 - b) City Council/City Attorney/City Manager/City Clerk (John Holt/Jesse Velez)
 - c) Police Department (Curt Fleming)
 - d) Fire Department (John Binaski)
 - e) Public Utilities Department (Scott Redelfs)
 - f) Planning and Development Services/Community Investment Program (Renee Mathis)
 - g) General Services (Shonna Halterman)
 - h) Community and Economic Development/Successor Agency (Andrew Haussler)

Motion by Councilmember Ashbeck, seconded by Councilmember Mouanoutoua, for the Council to approve Resolution 21-63, approving the 2021-2022 City of Clovis Annual Budget, Five Year Capital Improvement Program, and Information regarding the Clovis Successor Agency.

ADMINISTRATIVE ITEMS

3. 8:15 - WORKSHOP – TO UPDATE CITY COUNCIL AND REQUEST POLICY DIRECTION ON THE CITY’S SEWER INFRASTRUCTURE OVER THE NEXT TWENTY (20) YEARS AND FORECASTED REVENUES AND EXPENDITURES.

PRELIMINARY - SUBJECT TO APPROVAL

AGENDA ITEM NO. 1.

It was the consensus of City Council, with Councilmember Whalen dissenting, to concur with staff's recommended reimbursement priority for Sewer Major Facilities as follows:

- 1. First priority – Bond debt payments
- 2. Second priority – Funding of needed projects
- 3. Third priority – Reimbursement to developers who install facilities above their obligation or fair share
- 4. Fourth priority – Enterprise fund (rate payers).

WORKSHOP – 10:10

CITY MANAGER COMMENTS – 10:16

COUNCIL COMMENTS 10:17

Mayor Flores adjourned the meeting of the Council to June 21, 2021

Meeting adjourned: 10:22 p.m.

Mayor

City Clerk



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: General Services Department

DATE: June 21, 2021

SUBJECT: General Services - Approval – Res. 21-____, Adopting the FY2021-2022 Consolidated Transportation Service Agency (CTSA) Operations and Program Budget for Roundup Transit Services.

ATTACHMENTS: 1. Resolution 21-____
2. FY 2021-2022 CTSA OPB

CONFLICT OF INTEREST

None

RECOMMENDATION

For the City Council to approve a resolution adopting the FY2021-2022 Consolidated Transportation Service Agency (CTSA) Operations and Program Budget for Roundup Transit.

EXECUTIVE SUMMARY

The CTSA Operations and Program Budget (OPB) is a planning document required to maintain compliance with Public Utilities Code regulations to secure Transportation Development Act (TDA) funds for designated Consolidated Transportation Service Agencies. The document is revised annually as required.

BACKGROUND

The CTSA Operations and Program Budget (OPB) for the Clovis Urban Area, Fresno Metropolitan Area, Rural Fresno County, and the City of Clovis has been developed in cooperation with the Fresno Council of Governments (FCOG). The OPB is intended to serve the following purposes:

1. Provide a program of operations, including an implementation schedule for new or modified services, and a program budget for the Clovis CTSA coordinated and consolidated social service transportation services for the program year beginning July 1, 2021, through June 30, 2022.

2. Serve as a resource document for local elected officials, social service agencies, and citizens.
3. Demonstrate the CTSA's compliance with Section 99275.5 of the Public Utilities Code concerning Transportation Development Act (TDA) Local Transportation Fund (LTF) Article 4.5 claim evaluation criteria and required findings, and with the Fresno Council of Governments Assembly Bill 120 Action Plan.
4. Document efforts to improve coordination and consolidation of social services transportation services in order to meet state regulations.

Transportation Development Act (TDA) regulations require the Council to adopt the document by Resolution. The CTSA budget has been prepared in accordance with the City's proposed FY2021-2022 budget. The Clovis section of the CTSA document is written to be a stand-alone document for specialized transportation for the elderly and disabled citizens of Clovis and is consistent with the Americans with Disabilities Act of 1995 (ADA) Paratransit Implementation Plan, 1196 and 1197 Updated Plan.

FISCAL IMPACT

None

REASON FOR RECOMMENDATION

As a designated CTSA, the City of Clovis is required to prepare the OPB annually to comply with Section 99275.5 of the Public Utilities Code concerning the Transportation Development Act (TDA) Local Transportation Funds (LTF) Article 4.5 claim criteria and required productivity findings.

ACTIONS FOLLOWING APPROVAL

Include Resolution 21-____ in the Clovis section of the CTSA document and file document with the Fresno Council of Governments.

Prepared by: Amy Hance, General Services Manager

Reviewed by: City Manager *JH*

RESOLUTION 21 -

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS ADOPTING THE CTSA’S OPERATIONS AND PROGRAM BUDGET FOR CLOVIS TRANSIT ROUNDUP SERVICES

WHEREAS, the Fresno Council of Governments (COG) has separately designated the Clovis Transit Roundup Service as a Consolidated Transportation Service Agency (CTSA); and,

WHEREAS, the document has been prepared in cooperation with Fresno Area Express, Clovis Transit, and the Fresno County Rural Transit Agency (FCRTA); and,

WHEREAS, Clovis Transit has prepared, under contract, the FY 2021-2022 “Operations Program and Budget for the Clovis CTSA”, and,

WHEREAS, the document has been prepared in conjunction with the annual performance evaluation process, the Short Range Transit Plans and Public Transit Budgets; and,

WHEREAS, said document has been reviewed during the past forty-five (45) days.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Clovis does hereby adopt the “Operations and Program Budget for the Clovis CTSA 2021-2022”, as the basis for its continued responsibility as the designated CTSA for the City of Clovis.

* * * * *

The foregoing resolution was approved at the regularly scheduled meeting of the Clovis City Council on the 21st day of June, 2021, by the following vote to wit:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Dated: June 21, 2021

Mayor

City Clerk

CONSOLIDATED TRANSPORTATION SERVICE AGENCY
OPERATIONS PROGRAM AND BUDGET
FOR FISCAL YEAR 2021 - 22
CLOVIS URBAN AREA

Date: May 2021

SUBMITTED TO
THE FRESNO COUNCIL OF GOVERNMENTS

PREPARED BY
CITY OF CLOVIS
THE CLOVIS CONSOLIDATED TRANSPORTATION SERVICE AGENCY

155 N. Sunnyside Ave
Clovis, CA 93611
Phone: 559-324-2760

TABLE OF CONTENTS

CLOVIS URBAN CTSA..... 1
 INTRODUCTION..... 1

 GOALS, OBJECTIVES & POLICIES FOR CTSA - STATE & REGIONAL..... 2

 GOALS, OBJECTIVES & STANDARDS FOR THE LOCAL CLOVIS CTSA..... 4
 GOAL 1 Service Level.....4
 GOAL 2 Service Quality.....5
 GOAL 3 Service Productivity..... 6
 GOAL 4 System Image..... 6

 OVERVIEW..... 7
 DESCRIPTION OF EXISTING PARATRANSIT SERVICE..... 9

 ANNUAL PRODUCTIVITY TRENDS.....12
 FISCAL YEAR EST. 2020-2021 BUDGET FOR THE CLOVIS CTSA.....13
 FISCAL YEAR PROJ. 2021-2022 BUDGET FOR THE CLOVIS CTSA14
 FOLLOW-UP ON 2015-2018 TRIENNIAL PERFORMANCE AUDIT15
 FOLLOW-UP ON 2019 PRODUCTIVITY EVALUATION.....17

ATTACHMENTS

A. ORGANIZATIONAL CHART..... A-1
 B. MAP-SERVICE AREA..... A-2
 C. RESOLUTION..... A-3

OPERATIONS AND PROGRAM BUDGET OF THE CLOVIS URBAN CONSOLIDATED TRANSPORTATION SERVICE AGENCY

INTRODUCTION

The City of Clovis operates two types of public transit service. Clovis Stageline provides general public, fixed-route service within the City limits and into the northeast area of Fresno including CSUF. Clovis Roundup operates specialized demand-responsive service for elderly and disabled residents with scheduled trips within Clovis/ Fresno metropolitan area. The City of Clovis has designated Roundup services as the Consolidated Transportation Service Agency (CTSA) for the Clovis Transit service area.

INTRODUCTION

The Consolidated Transportation Service Agency (CTSA) Operations Program and Budget (OPB) for the Clovis Urban Area has been developed in cooperation with the Fresno Council of Governments (Fresno COG). The OPB is intended to:

1. Provide a program of operations, including an implementation schedule for new or modified services, and a program budget for CTSA coordinated and consolidated social service transportation services for the program year, July 1, 2021 through June 30, 2022.
2. Serve as a resource document for local elected officials, social service agencies, and citizens.
3. Demonstrate the CTSA's compliance with Section 99275.5 of the Public Utilities Code concerning Article 4.5 claim evaluation criteria and required findings, and with the Fresno COG Assembly Bill 120 Action Plan (adopted February 1982).
4. Document efforts to improve coordination and consolidation of social service transportation services in order to:
 - a. Demonstrate compliance with Chapter 1120 of the 1979 California Statutes by addressing and substantiating which of the coordination benefits specifically listing in the legislation should be pursued by the CTSA.
 - b. Create additional opportunities to utilize supplemental grant funding available from federal and state assistance programs to support social service transportation services by demonstrating that "coordination criteria" have been met.

Operational concerns for FY22 include:

- Continue close monitoring of operations during unprecedented shift in ridership due to coronavirus pandemic;
- Continue enhanced cleaning and safety initiatives to maintain sanitary environment inside vehicle for employees and passengers;
- Monitor demand for service to newly-expanded city areas to the northeast and southeast, including Harlan Ranch, Loma Vista, and Heritage Grove;
- Continue to monitor impacts of VMT and maximize any potential mitigation resulting from route changes;
- Construction of transit hub at Landmark Square;
- Continue zero-emission pilot project;
- Monitor legislative relief in response to coronavirus pandemic and plan for changes in efficiency metrics and potential impacts on funding;
- Continue coordination efforts with other transit agencies in the region including Fresno Area Express, Fresno County Rural Transit Agency, and Fresno Council of Governments; and
- Continue on-going assessment regarding feasibility of federal funding and the potential short- and long-term impacts on operations and services to the community.

GOALS, OBJECTIVES, AND POLICIES FOR CONSOLIDATED TRANSPORTATION SERVICE AGENCIES (STATE AND REGIONAL MANDATES)

In 1985 the Clovis City Council adopted the following goals, objectives and standards for Clovis Transit as part of the transit planning process. Annually the Council reviews and amends these standards as needed.

Chapter 1120 of the 1979 California Statutes and the Assembly Bill 120 Action Plan declare goals, objectives and policies which apply "generally" to CTSA services. These are as follows:

GOAL

Improve transportation service required by social service fund recipients by promoting the improved coordination and consolidation of transportation services.

Objectives Which May Apply

1. Centralized administration for the elimination of duplicated administrative requirements.

2. Identification and consolidation of all sources of funding for the provision of more effective and cost-efficient services.
3. Centralized dispatching for more efficient vehicle use.
4. Centralized maintenance for adequate, regular and more cost-effective vehicle maintenance.
5. Adequate driver training programs for safer vehicle operation and lower insurance costs.
6. Combined purchasing for more effective cost savings.

Policies

1. Any centralized administration shall utilize, to the maximum extent possible, existing public and private administrative capabilities and expertise to achieve the system goals.
2. Existing sources of funding utilized prior to the Social Service Transportation Improvement Act (Assembly Bill 120) shall, to the maximum extent possible, be continued.
3. The consolidation of services shall, to the maximum extent possible, utilize existing agency operating and maintenance personnel and expertise.
4. The Fresno COG shall utilize its regulatory roll over Transportation Development Act (TDA) moneys by monitoring and evaluating the performance of the CTSA's through the TDA claim process, an annual financial audit, and annual productivity evaluation, a triennial performance audit, and the CTSA's compliance with the Action Plan.
5. The Fresno COG, as part of its ongoing transportation planning process, which includes review by various technical committees, shall review CTSA designates compliance with the Action Plan at least annually.
6. The Fresno COG shall review, through the Executive Order 12372 review process, the transportation services offered by social service agencies and their consistency with the Action Plan, and make appropriate comments and findings encouraging their participation with the CTSA, as part of the final Clearinghouse commentary.
7. The Fresno COG shall encourage members to evaluate their financial commitments to local social service projects (which either in full or part provide transportation services) and make appropriate recommendations for proper coordination with the CTSA in order to maximize the effective use of local transportation dollars.
8. Transportation Development Act/Local Transportation Fund (TDA/LTF) Article 4.5 moneys shall not be expended without a minimum dollar for dollar match with other available funds to the CTSA.
8. The CTSA shall be required to maintain, at a minimum, an overall farebox revenue to operating cost ratio of 10% for all CTSA transportation services. The 10% farebox

recovery may also be provided for by CTSA contractual arrangements or donations. The funding formula would then be 45% TDA/LTF Article 4.5 moneys and 55% local match. *(This specific efficiency requirement has been suspended by the California Legislature for FY19/20, FY20/21, and FY21/22 due to impacts of the coronavirus pandemic on public transit.)*

GOALS, OBJECTIVES, AND STANDARDS FOR THE CLOVIS CONSOLIDATED TRANSPORTATION SERVICE AGENCY (LOCAL MANDATES)

In 1985, the Clovis City Council adopted the following goals, objectives and standards for Clovis Transit as part of the transit planning process. Annually the Council reviews and amends these standards as needed.

GOAL 1. SERVICE LEVELS: CLOVIS TRANSIT WILL PROVIDE PUBLIC TRANSPORTATION SERVICE TO A MAXIMUM NUMBER OF PEOPLE IN THE CLOVIS AREA.

Objective A: To provide a transit system that meets the public transportation needs of the service area.

Standard 1: Clovis Transit's demand responsive service (Roundup) will operate seven (7) days a week excluding City observed holidays. Operational hours for demand responsive service in Clovis are 6:15 A.M. to 7:15 P.M. Monday through Friday. Saturday & Sunday hours are 7:00 A.M. to 3:30 P.M.

Standard 2: Clovis Transit's CTSA Roundup services shall implement "real time dispatching" for demand responsive service to improve overall operations and increase ridership.

Objective B: To provide CTSA Roundup transit services that adequately serves elderly and disabled residents.

Standard 1: Clovis Transit should maintain base fare levels for elderly and disabled riders, those qualifying for ADA paratransit service.

Standard 2: As per The Americans with Disabilities Act of 1990 (ADA) all new vehicles purchased must have ADA lifts. All vehicles met those regulations as of March 16, 1997.

Objective C: To secure a stable and sufficient local funding mechanism.

Standard 1: Clovis Transit should identify and coordinate funding mechanisms that will address all transportation funding needs in the Clovis Area.

Standard 2: Clovis Transit should identify short and long range needs and maximize revenue resources, utilizing all funding mechanisms including federal grants, State enabling legislation, and farebox revenue.

GOAL 2. SERVICE QUALITY: CLOVIS TRANSIT WILL PROVIDE A QUALITY SERVICE.

Objective A: To provide reliable public transit service.

Standard 1: Clovis Transit's CTSA Roundup Services should operate its demand response service within five (5) minutes before the scheduled pick up time and no more than fifteen (15) minutes after the scheduled pick up time. Drivers shall not wait for patrons for more than five (5) minutes after arrival at the designated pick up time. Passengers going to Fresno must be ready an hour before the appointment time and may wait 45 minutes to one hour for a ride back to Clovis.

Objective B: To provide clean, attractive and comfortable vehicles and facilities.

Standard 1: All CTSA Roundup vehicles returning to the yard after revenue service should be swept and dusted before being assigned for service the following day.

Standard 2: The exteriors of Clovis Transit vehicles should be cleaned at least once a week.

Standard 3: In winter, the heaters on Clovis Transit vehicles should work 100% of the time.

Standard 4: In summer, at least 95% of all vehicles on the street should have operable air-conditioners.

Objective C: To provide a safe system.

Standard 1: Clovis Transit vehicles should operate in excess of 150,000 miles between preventable accidents, and bus operators should be formally recognized for their safe driving.

Standard 2: Buses should be checked daily for proper operation and condition of lights, mirrors, radios, and fluids; detailed mechanical inspections should be completed every 3,000 miles/45 days. Operations, maintenance, and other employees will be provided safety training at the beginning of their employment and such training will be updated on a regularly scheduled basis.

Objective D: To record and respond to all public comments.

Standard 1: Clovis Transit should continue to track and evaluate all compliments, complaints, and inquiries from the public.

GOAL 3: SERVICE PRODUCTIVITY: CLOVIS TRANSIT WILL OPERATE AN EFFICIENT AND EFFECTIVE BUS SYSTEM.

Objective A: To establish and maintain system-wide productivity indicators.

Standard 1: Clovis Transit should achieve a 10% farebox recovery ratio for demand responsive (CTSA Roundup Service) and 20% for fixed route (Stageline Services). *(As of October 2020, the Clovis City Council made permanent an earlier fare suspension that was put into place under an Emergency Order by the City Manager. All productivity indicators will be continued to be measured to ensure efficient and adequate service)*

Standard 2: Clovis Transit should record and report, at least monthly with quarterly reports forwarded to Clovis City Council, the following performance indicators.

- Total Monthly Ridership
- Total Monthly Revenue
- Total Monthly Expense
- Total Revenue Hours
- Passengers Per Revenue Mile
- Total Revenue Miles
- Total Non-Revenue Miles
- Average Weekday Ridership
- Farebox Ratio
- Total Road Calls
- Total Operating Expense Per Passenger
- Total Operating Expense Per Revenue Hour
- Total Operating Expense Per Revenue Mile
- Total Revenue Per Revenue Hour
- Total Revenue Per Revenue Mile
- Passengers Per Revenue Hour
- Equivalent Full Time Employees

GOAL 4 SYSTEM IMAGE: CLOVIS TRANSIT WILL STRIVE TO PROMOTE ITS SERVICE AND IMPROVE ITS IMAGE.

Objective A: To provide complete and accurate public transit information.

Standard 1: Current bus schedules and system information should be available to the public at all major public facilities and on the internet.

Standard 2: Telephone service information should be available to the public at all times during hours of operation.

Objective B: To provide for community involvement in transit system affairs.

Standard 1: Clovis Transit should become involved in and work with citizen groups, civic groups, and other area associations to communicate the services and benefits of Clovis Transit.

Standard 2: Clovis Transit should maintain a positive presence on the city's social media channels, disseminating useful information to passengers and the community on a regular schedule.

OVERVIEW

The "Assembly Bill 120 Action Plan for Fresno County" (February 1982) developed by the Fresno COG designated the City of Clovis as the CTSA for the Clovis Urbanized Area. The Clovis CTSA is coordinated by the Transit Supervisor and General Services Manager.

Clovis Roundup provides demand-responsive, curb-to-curb and door-to-door transportation service for disabled residents within the City's existing Sphere of Influence. Service is available Monday through Friday and limited weekend service within the Clovis area, and Monday through Friday to Fresno with limited service in accordance with the ADA ¾ mile rule on Saturday.

The program was originally funded with an Older Americans Act Grant but now is funded by City and TDA/Local Transportation Funds. The most significant social service provider in Clovis is the Clovis Senior Activity Center. Most social services in the area are provided by or through the Senior Center. Clovis Transit also works closely with Central Valley Regional Center, Clovis Unified School District and various County departments. In FY 88, the Clovis City Council designated its Roundup service solely as a Consolidated Transportation Service Agency (CTSA) function. Local Measure "C" dollars are used to provide the necessary match of TDA/LTF Article 4.5 funds.

Roundup service operates within Clovis Monday through Friday, 6:15 A.M. to 7:15 P.M. and weekends from 7:30 A.M. to 3:00 P.M. Service to Fresno is available Monday through Friday, 7:00 A.M. to 5:00 P.M and in a limited capacity on Saturday in accordance with the ADA ¾ mile rule. Reservations can be made from the day prior to the trip up to fourteen (14) days in advance.

In April of 2020, under an Emergency Order issued by the Clovis City Manager, the Clovis City Council approved the temporary suspension of fares during the COVID19 pandemic. The action was one of many intended to provide a safer environment on the buses by eliminating the need for cash or passes to be passed from person to person. Effective October, 2020, the city council approved a permanent zero-fare model for all Clovis Transit bus services. In fall of 2019, Clovis Transit had provided free rides for all passengers using grant funds to underwrite fares. This resulted in a 35% increase in ridership, and once the health crisis subsides, ridership levels are expected to rise again due to the free-fare model.

Marketing efforts in FY 21-22 will include social media, bus advertising, newsletters, and community events. Clovis Transit uses Google Transit for passenger route-planning and is integrated with Fresno Area Express. Route information is listed in the City of Fresno FAX guide. Fresno Area Express has also adopted a fare-free model, albeit temporary and without a permanent funding stream. Passes and other rider programs have been eliminated by both Clovis Transit and Fresno Area Express.

During FY 20-21, utilizing California Emergency Management Agency Proposition 1B Transit Safety and Security Grants, site cameras and security systems were purchased. The project includes:

- Purchase of security systems and cameras for the Transit building located in Landmark Square. The cameras will be installed inside the new building and on the exterior of the 7-acre project site, providing an enhanced level of safety for visitors and employees. Additionally, a building security system will provide a secure work site for employees assigned to the Transit building. The interior of the building will be accessible by authorized persons only. Several monitoring stations were also purchased to facilitate monitoring of traffic and pedestrians inside and outside the building along with the activity at the large bus shelter north of the transit building.

Other projects were completed including:

- Construction of the DSS bus stop that will serve the new Fresno County Department of Social Services Clovis Campus offices. The 250' bus stop has three 20' bus stops and benches and has been designed to accommodate Clovis Transit, FAX, and FCRTA buses that will be stopping frequently at the service center.
- Replacement of camera systems at the City of Clovis' Operation and Maintenance Yard. The new cameras will provide enhanced security for employees and the bus fleet that is housed at the Yard.
- Replacement of the boiler systems in the Fleet Shop at the Maintenance Yard.

Additionally, Low Carbon Transit Operations Program (LCTOP) funds, Public Transportation Modernization, Improvement, and Enhancement Account (PTMISEA), and SB1 State of Good Repair funds were received and will be used for multi-year projects which include:

- Construction of a transit center and administrative offices.
- Purchase of Automated Passenger Counters and Automated Location Announcer systems.
- Planned replacement of heavy-duty vehicle lifts at fleet shop.
- The first phase of the route re-design project has begun which includes the design and distribution of a community needs survey. This project was delayed due to the pandemic but as health conditions have improved, work has begun again. The survey will be targeted to underrepresented and disadvantaged community members, and also open to the community at large. Results of the survey will be combined with comments received through the Fresno Council of Government's Unmet Needs Process and incorporated into any design and/or service change of the current routes.
- Rolling multiple year allocation of funds toward the purchase of a zero-emission bus.

A Measure C New Technology Grant was awarded in FY18-19 for a three-year zero-emission battery electric bus pilot project. This pilot project will help determine the costs required for infrastructure, charging, and operation of electric buses by a public transit agency. The 2018 mandate from the California Air Resources Board requiring the conversion to zero-emission transit buses for public transit operators by 2030 has made this project necessary to develop a plan to meet that requirement. The infrastructure phase is complete and the buses will be in service and on the road soon.

In March, 2020, the novel coronavirus (COVID-19) spread throughout the globe causing a pandemic and a state of emergency in California and Clovis. A shelter-in-place order along with shuttering of all non-essential businesses resulted in a drastic reduction in ridership on fixed-route services and paratransit services in Clovis. A year after the initial stay-at-home order, schools and businesses are opening with capacity restrictions. As more of the general public become vaccinated, the case rates are predicted to drop and conditions should improve. A plan has been developed by the state government to remove most restrictions in June, 2021. The FY2021-2022 budget was developed with a cautiously optimistic perspective based on a gradual return of ridership and a normalizing of everyday life.

DESCRIPTION OF EXISTING PARATRANSIT SERVICES

A. CITY OF CLOVIS - ROUNDUP

1. Background

Roundup is a demand-responsive service providing door-to-door service. Service is available to qualified riders requesting transportation within the service area and provides essential service to many ambulatory and non-ambulatory passengers. Service is currently provided by radio dispatched, lift-equipped buses as well as wheelchair accessible minivans.

2. Service Area

Roundup, operated by the City of Clovis, provides door-to-door service on a demand-responsive basis to disabled residents within its existing boundaries, primarily along Shepherd Avenue to the north, Dakota Avenue to the south, Locan/DeWolf/Leonard Avenues to the east, and west to the City limits. Service for the residents of the Fresno County island of Tarpey Village is also provided with reimbursement from the County of Fresno. Zonal service is also operated within the City of Fresno as far north as Shepherd Avenue, south to Kings Canyon, west to West Avenue and south to Downtown Fresno.

3. Days and Hours of Operation

Currently, Roundup operates within Clovis' Sphere of Influence Monday through Friday from 6:15 A.M. to 7:15 P.M. and Saturday & Sunday service from 7:30 A.M. to 3:00 P.M. as demand requires. Service to Fresno operates Monday through Friday 7:00 A.M. to 5:00 P.M., and on Saturdays in accordance with the ADA $\frac{3}{4}$ mile rule.

4. Response Time

Service is provided on both an advance-reservation basis and a real-time, space-available basis. Passengers may make reservations up to fourteen (14) days in advance or the required one working day in advance. Service is offered on a first-called/first-served basis. Roundup policy requires the passenger to be ready at least one (1) hour before a scheduled Fresno appointment and 45 minutes for a Clovis appointment with pick-up within 5 minutes of designated time and no longer than 15 minutes after designated time for pick-up.

5. Eligibility/Accommodations

Service is available to those persons who have been ADA certified. To become certified, the applicant must complete an ADA application, have it signed by a medical professional and return it to the administrative offices located at 155 N. Sunnyside Ave. Applications are reviewed by the Transit Supervisor and any applications needing further review will be sent to the General Services Manager and/or Fresno Area Express for evaluation and determination using their qualified medical staff person.

In order to comply with ADA requirements for destination to origin service, the driver will provide assistance to passengers who require help to/from the door of their origin or destination. However, for safety purposes, drivers are required to stay in sight of the vehicle at all times and may travel no farther than 100 feet to provide assistance. Drivers will enter a foyer/lobby area to collect a passenger but will not enter a private residence or individual room inside a building. Drivers will assist passengers using a wheelchair over one curb or step only. Case-by-case situations may require additional modifications to ensure that the origin-to-destination requirement is met.

6. Fares

All rides on Clovis Transit are free for the passenger. A passenger may be accompanied by one caregiver/attendant, and up to 3 guests.

7. Restriction on Trip Purpose and Capacity Constraints

Roundup does not restrict trips based on trip purpose. Dispatchers schedule as many trips as can be accommodated beyond pre-scheduled subscription trips (less than 50%) on a space-available basis.

Roundup policies do not restrict the number of trips provided to an individual nor is a waiting list maintained. Roundup's operational practices do not allow for substantial numbers of untimely pick-ups, trip denials, missed trips, or excessively long trips that would limit availability of service. In order to improve efficiency, a no-show policy is enforced. The No Show Policy states that any passengers who miss four or more trips in a month will be assessed and those passengers who no-show at least 3% of their monthly trips will receive a warning letter. Additional no-shows may lead to suspension from the Roundup service. See the policy for more details.

8. Automated Dispatching

Clovis Transit completed a successful implementation of new transit dispatching software in

August 2014. The system automates all dispatching, routing and scheduling functions as well as creates reports regarding ridership, fares, and operating costs. Drivers use a tablet for their manifest and trip reporting. The software has also allowed for the ability to revise the no-show policy to be a percentage of the planned trips instead of a quantity of trips per month. Additionally, trips can be booked through the city’s web-based app, Go Clovis.

9. Vehicle Fleet

Roundup operates with seventeen (17) lift-equipped mid-size buses and six (6) wheelchair accessible mini-vans.

Vehicle Profile -- Roundup Fleet

Year	Model	Number	Lift/Ramp Equipped
2007	Glaval Cutaway	1	Yes
2008	Glaval Cutaway	6	Yes
2012	Arboc Low-Floor	6	Yes
2013	Braun Activan	2	Yes
2018	Braun Activan	2	Yes
2019	Champion Low-Floor	3	Yes
2020	Braun Activan	3	Yes
Total		23	

10. Ridership

Year	Inter-city Trips to Fresno	Trips within Clovis	Total
FY 17-18	22,303	29,758	52,061
FY 18-19	21,961	30,991	52,952
FY 19-20	20,222	30,162	50,384
Estimated FY 20-21	12,000	20,000	32,000
Projected FY 21-22	14,000	24,000	38,000

CLOVIS ROUNDUP ANNUAL PRODUCTIVITY TRENDS FY2018-2022									
INDICATOR	Fiscal Year					Percentage Change			
	2017-2018	2018-2019	2019-2020	ESTIMATED 2020-2021	PROJECTED 2021-2022	2017-18/ 2018-19	2018-19/ 2019-20	2019-20/ 2020-21	2020-21/ 2021-22
Total Passengers	52,061	52,952	50,384	32,000	38,000	1.7	-4.6	-36.5	18.7
Vehicle Hours	28,040	31,313	28,448	22,000	26,000	11.7	-9.2	-22.7	18.2
Vehicle Miles	346,495	377,173	346,021	220,000	260,000	8.6	-8.3	-36.5	18.2
Operating Costs	\$2,916,696	\$3,407,650	\$3,316,107	\$3,125,000	\$3,280,000	16.8	-2.6	-2.7	5.0
Fares*	\$291,668	\$340,765	\$76,485	\$0	\$0	16.8	-77.6	-100.0	0.0
Employees	19	19	19	19	19	0.0	0.0	0.0	0.0
Passengers/Hour	1.86	1.69	1.77	1.96	1.96	-9.1	4.7	10.7	0.0
Passengers/Mile	0.15	0.14	0.15	0.18	0.18	-6.7	7.1	20.0	0.0
Cost/Vehicle Hour	\$104.02	\$108.83	\$116.57	\$142.05	\$126.15	4.6	7.1	54.4	-11.2
Cost/Vehicle Mile	\$8.42	\$9.03	\$9.58	\$14.20	\$12.62	7.2	6.1	106.2	-11.1
Vehicle Hours/Employee	1,475	1,648	1,497	1,150	1,370	11.7	-9.2	-23.2	19.1
Operation Subsidy/Passenger	\$54.26	\$62.76	\$64.30	\$98.00	\$86.00	15.7	2.5	58.6	-12.2
Farebox Ratio**	10%	10%	N/A	N/A	N/A	0.0	N/A	N/A	N/A
Farebox Ratio w/out Measure C	3.1%	2.0%	N/A	N/A	N/A	-35.5	N/A	N/A	N/A
*FY18 fares include \$199,811 in Measure C funds									
*FY19 fares include \$256,607 in Measure C funds									
*FY20 fares were suspended in April, 2020 under an EO issued by Clovis City Manager; fb ratio was suspended by California Legislature thru end of Fy21/22									
*FY21 fares were permently eliminated in October, 2020 by the Clovis City Council									

ROUNDUP TRANSIT ESTIMATED CTSA BUDGET FISCAL YEAR 2020-2021						
	FARES/MISC.	TDA ARTICLE 4	TDA ARTICLE 4.5	STA FUNDS	MEASURE C	TOTAL EXPENDITURES
PERSONNEL						
Personnel (Salaries and Overtime)	2,800		235,400	627,200		865,400
Extra Help				470,000		470,000
Benefit Package				592,100		592,100
SERVICES, MATERIALS, &						
Vehicle Charges				33,900	491,000	524,900
Admin/Misc./COVID19 Supplies		49,500		15,800		65,300
Communicatations		60,000				60,000
Marketing and Promotion		13,500				13,500
General Services/Admin Charges		508,400				508,400
Training and Membership Dues		3,000				3,000
Travel and Meeting Expenses		300				300
Insurance		53,100				53,100
CAPITAL EXPENSES/GRANTS						
STA purchase of 3 Round Up vans				170,000		170,000
TOTALS	2,800	687,800	235,400	1,909,000	491,000	3,326,000

ROUNDUP TRANSIT PROJECTED CTSA BUDGET FISCAL YEAR 2021-2022						
	FARES/MISC.	TDA ARTICLE 4	TDA ARTICLE 4.5	STA FUNDS	MEASURE C	TOTAL EXPENDITURES
PERSONNEL						
Personnel (Salaries and Overtime)			259,000	679,500		938,500
Extra Help				600,000		600,000
Benefit Package		687,500				687,500
SERVICES, MATERIALS, &						
Vehicle Charges		42,700			501,000	543,700
Admin/Misc./COVID19 Supplies		90,000				90,000
Communicatations		60,000				60,000
Marketing and Promotion		14,000				14,000
General Services/Admin Charges		596,200				596,200
Training and Membership Dues		3,600				3,600
Travel and Meeting Expenses		7,000				7,000
Insurance		78,700				78,700
CAPITAL EXPENSES/GRANTS						
TOTALS	0	1,579,700	259,000	*1,279,500	501,000	3,619,200

*NOTE: THESE FUNDS WERE ROLLED OVER FROM A PRIOR YEAR.

FOLLOW-UP ACTIONS ON THE TRIENNIAL PERFORMANCE AUDIT FISCAL YEARS FY 2015/16 – FY 2017/18

The latest Triennial Performance Audit of the City of Clovis Transit System was completed by Moore and Associates in June 2019. The audit concluded that during the audited period the City of Clovis was conducting its transit operations in an effective manner. The audit recommended the following:

FUNCTIONAL REVIEW, FINDINGS AND RECOMMENDATIONS

Triennial Audit Findings

1. Of the fifteen compliance areas evaluated by the auditors, the operator was found not in compliance within one area: the timely submittal of its Transit Operators Financial Transactions Report to the State Controller during the audit period. All other applicable audit areas were found within compliance.
2. The City of Clovis participates in the CHP Transit Operator Compliance Program in which the CHP has conducted inspections within the 13 months prior to each TDA claim. The CHP inspection reports submitted for review were found to be satisfactory.
3. The City's required farebox recovery ratio was met with the assistance of local Measure C funds. The audited farebox with Measure C revenue for fixed route was 20 percent and 10 percent for demand response. The average farebox for the fixed route without local funds was 5.47 percent and the average farebox for demand response without local funds was 3.47 percent during the audit period.
5. Clovis satisfactorily implemented two of three prior audit recommendations. The recommendations implemented pertained to ensuring that Clovis Transit's system information was displayed on Fresno State University's website page and that State Controller reports would be submitted by the due date. The recommendation pertaining to travel training was not implemented and is forwarded for full implementation in this audit.
6. Fixed route operating costs increased by 11 percent during the audit period. Dial-A-Ride operating costs increased 15.3 percent. The increase in operating costs is attributed to higher labor and maintenance costs, insurance and workers compensation and more buses in revenue service.
7. Fixed-route ridership decreased 15 percent and Dial-A-Ride ridership decreased 14.2 percent during this evaluation period.
8. Fixed-route vehicle service hours remained essentially the same over the audit period as did vehicle service miles. On Dial-A-Ride, the trend followed the decrease in passengers; vehicle service hours decreased by 11.2 percent and vehicle service miles

decreased by 13.1 percent. This indicates relative stability in service hours and miles and reflects proper route streamlining and other service efficiencies implemented during the period.

9. Operating cost per passenger, an indicator of cost effectiveness, increased 38 percent system-wide. Cost per passenger increased by 25.1 percent on fixed route and 52.3 percent on Dial-A-Ride. The trend for this indicator reflects a substantial increase in operating costs when compared to the decline in passenger trips.
10. In 2015, the City purchased the Clovis Lumber Yard, located on 3rd Street just east of Clovis Avenue, for \$2.85 million, which will be part of a larger civic development that would include a transit center, library, and senior center. The proposed transit center will be composed of transit offices, driver break rooms, and meeting rooms as well as a hub for Clovis Transit and other transit systems.
11. The City and Fresno State University executed an agreement in May 2015 whereby Fresno State students, faculty, and staff can ride free on the Stageline fixed route by presenting their university identification cards. This transit agreement complements the free on-campus transit service provided by Fresno State's Bulldog Express shuttle.
12. Clovis and its regional partners have continued to work toward a seamless fare media system in the metropolitan area, including the integration of the SPX Genfare electronic farebox system on Round Up and Stageline vehicles.
13. In November 2012, Clovis received six new Arboc low floor buses that have wheelchair ramps with a 1,000-pound weight capacity rating. The City discovered a few defects with the Arboc buses, which were then made roadworthy with the assistance of mechanics. Clovis received two Champion buses in May and June 2015.
14. In August 2014, Clovis Transit implemented new dispatching software for Round Up. The Mobilitat Easy Rides dispatching and scheduling software is composed of an Internet desktop interface that is accessible through mobile display tablets. The new software has resulted in more accurate reporting of vehicle service hours and mileage.
15. Clovis Transit Schedule Guide was updated and published in April 2014 for the Stageline fixed route. The schedule guide is a glossy tri-fold brochure that folds out into a system map with schedules, general service information, rider etiquette, fares, and a destination guide and legend.

Triennial Audit Recommendations

1. Establish a formal travel training program in anticipation of the new transportation hub.

This recommendation is carried over from the prior performance audit. Clovis continues to provide travel training upon request but has yet to establish a formal travel training

program. The need for such a program has become more apparent with the increase in the number of wheelchair-bound passengers. The City has proposed the construction of a transportation hub and senior activity center in Old Town Clovis on 3rd Street just east of Clovis Avenue. With the addition of a new transit facility, Clovis Transit will have proper facilities to grow and improve travel training to the community. The new facility will offer space not only for travel training but ADA assessments.

Comments: The City has plans for a formal travel training program once the new transit hub facility is completed. This will allow adequate space and a central location for travel training.

2. Ensure the timely completion and submittal of the annual State Controller Transit Operators Financial Transactions Reports.

For current audit review period, the City did not submit its annual Transit Operators Financial Transactions Reports to the State within the statutory time frame. PUC 99243 (a), requires transit operators to file an annual report with the State Controller's Office within a prescribed period of time. In FY2015-16, the deadline was 110 days following the end of the fiscal year, or October 18, 2016, if filing electronically. Beginning in FY2016/17, the deadline was extended to seven months following the end of the fiscal year, or January 31. In FY2015/16, the City's State Controller Report was submitted on October 26, 2016, more than one week after the stipulated deadline. The delinquent submission was due to the unexpected death of the city accountant responsible for the report. The unexpected change in personnel resulted in delays to several job duties, including the filing of that year's State Controller Report

Comments: All employees involved in the preparation of the State Controller Reports will be aware of the January 31 deadline and will strive to complete and submit the report on time each year. Given subsequent reports have been submitted on time according to the deadline, and that the circumstances resulting in the delay in FY2015-16 are unlikely to reoccur, there is likely no further action required.

CLOVIS STAGELINE/ROUNDUP: 2019 PRODUCTIVITY EVALUATION COMMITTEE RECOMMENDATIONS

A. Comply, where feasible, with the FY15 through FY18 Triennial Performance Audit Recommendations.

This is ongoing

B. Continue to monitor effectiveness of Stageline service, optimize routing, and seek ways to increase ridership to maintain the State-mandated 20% farebox ratio without continued reliance on Measure C farebox subsidy.

Although the farebox ratio was not achieved directly from ridership contributions, the Clovis City Council allocated Measure "C" funds be utilized on the Local Transportation Fund Claim to meet the State mandated 20% ratio.

C. Continue to improve CTSA potential through increased coordination and consolidation with local social service transportation providers to reduce its reliance on Measure C farebox subsidy.

Currently, Clovis Transit is working with CVRC by transporting clients and providing assistance in the transitional training of special needs riders who are able to travel on either demand responsive or fixed-route service. This on-going coordination with local social service agencies to improve independent living skills of special riders will continue. Additional coordination occurs with Clovis Unified School District to assist special needs classes in travel training and education regarding transportation available to the disabled.

D. Continue to coordinate with FAX to consolidate services for maximum efficiency and effectiveness.

This is ongoing. Coordination occurs for Clovis Transit to accommodate transfers from Handy Ride to Round Up. Most recently, Clovis, Fresno County Rural Transit and FAX are working together on a county-wide farebox system.

E. Implement responsibilities under the Americans with Disabilities Act of 1990.

Full compliance has been obtained.

F. Address responsibilities under the Clean Air Act of 1990, the San Joaquin Valley Unified Air Pollution Control District Clean Air Plan, the Council of Fresno County Governments Transportation Control Measures Plan and Congestion Management Plan (CMP).

This is ongoing. When operationally feasible, Clovis Transit will purchase low emission vehicles to help reduce emissions. Clovis Transit did obtain full California Air Resources Board compliance in regard to the December 31, 2010 deadline for reduced emissions.

G. Coordinate with the Fresno County Department of Social Services to plan and implement transportation strategies focused on addressing the State mandates Welfare to Work - CalWorks Program.

Coordination with Human Services is ongoing including coordinating with bus pass purchases. A number of students in the program attend the Clovis Adult School, Institute of Technology, and Clovis Community College – Herndon Campus, which are served every 30 minutes.

H. Evaluate results of the TDA Triennial Performance Audit for FY 2015-2016 through FY 2018-2019.

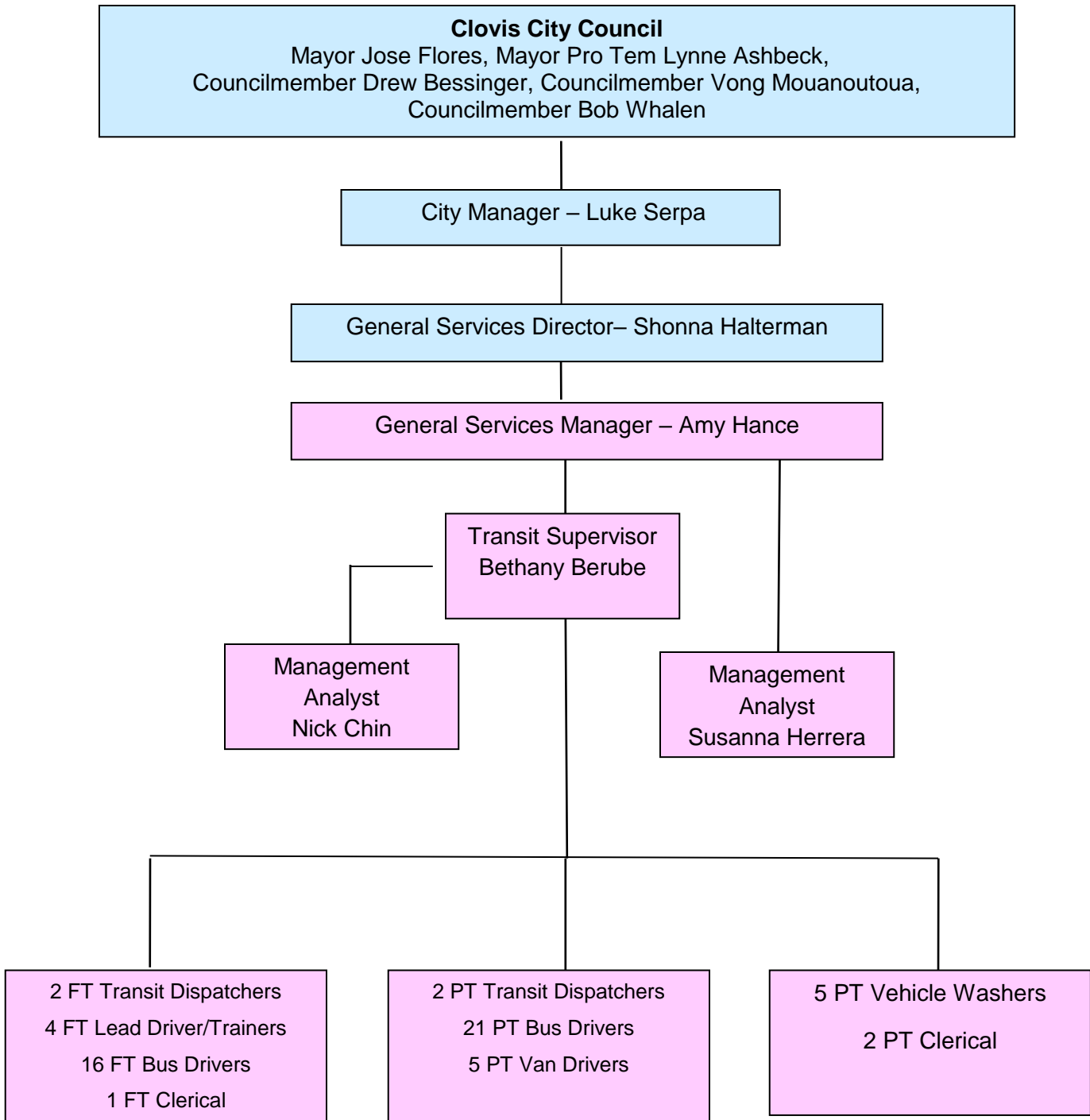
Last audit was completed for FY 2015-2016, FY 2016-2017, and FY 2017-2018. We received the results in June, 2019. Meeting with the auditors have been completed and the results will be continuously evaluated to ensure compliance with recommendations.

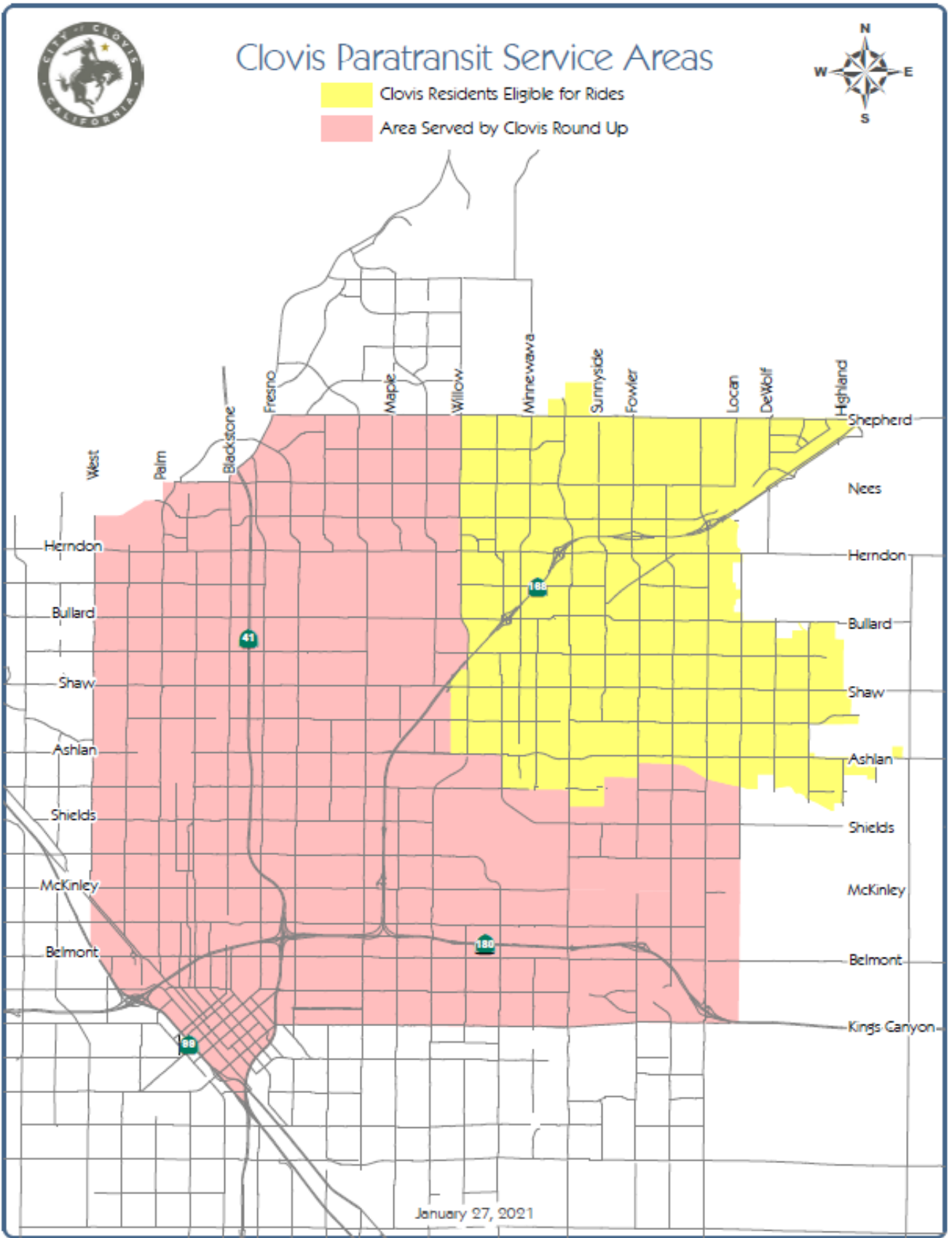
I. Prepare and adopt updated Short Range Transit Plans / Operation Program and Budget to reflect the inclusion of Measure C funded programs.

Measure C funds and LTF funds that are fully allocated to transit as of July 2014 will be analyzed for cost effective service enhancements. All funding is utilized to efficiently support current service levels.

**AMERICANS WITH DISABILITIES ACT OF 1990
ADA PARATRANSIT PLAN**

As of 1996, the City of Clovis has been in full compliance with the ADA. Clovis Transit's entire fleet is lift-equipped. ADA reports have been completed until 1996 and letters of compliance completed for each year thereafter.





RESOLUTION 21 -

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS
ADOPTING THE CTSA’S OPERATIONS AND PROGRAM BUDGET
FOR CLOVIS TRANSIT ROUNDUP SERVICES**

WHEREAS, the Fresno Council of Governments (FCOG) has separately designated the Clovis Transit Roundup Service as a Consolidated Transportation Service Agency (CTSA); and,

WHEREAS, the document has been prepared in cooperation with Fresno Area Express, Clovis Transit, and the Fresno County Rural Transit Agency (FCRTA); and,

WHEREAS, Clovis Transit has prepared, under contract, the FY 2021-2022 “Operations Program and Budget for the Clovis CTSA”, and,

WHEREAS, the document has been prepared in conjunction with the annual performance evaluation process, the Short Range Transit Plans and Public Transit Budgets; and,

WHEREAS, said document has been reviewed during the past forty-five (45) days.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Clovis does hereby adopt the “Operations and Program Budget for the Clovis CTSA 2021-2022, as the basis for its continued responsibility as the designated CTSA for the City of Clovis

* * * * *

The foregoing resolution was approved at the regularly scheduled meeting of the Clovis City Council on the 21st of June, 2021, by the following vote to wit:

AYES:
NOES:
ABSENT:

Dated:

Mayor

City Clerk



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: June 21, 2021

SUBJECT: Planning and Development Services - Approval - For the City Council to approve an updated Consultant List from which Professional Consultants shall be selected.

ATTACHMENTS: 1. City of Clovis Fiscal Year 2021-2022 Consultant Master List

CONFLICT OF INTEREST

None.

RECOMMENDATION

For the City Council to approve the attached Consultant List for implementing the Community Investment Program to evaluate private development and public works projects for FY 2021-2022, effective July 1, 2021.

BACKGROUND

In accordance with Clovis Municipal Code, Section 2-7.08, Paragraph C, the City Manager shall annually recommend to the City Council for approval a list of qualified professional consultants as selected by the City Engineer. These professional consultants shall be utilized to implement the City's Five-Year Community Investment Program to evaluate private development and public works projects and perform special studies. The list includes consultants expressing interest in performing work for the City and possessing the required qualifications.

FISCAL IMPACT

None.

REASON FOR RECOMMENDATION

The updated attached list includes qualified professional consulting firms who have expressed a desire to be considered for City projects.

ACTIONS FOLLOWING APPROVAL

None.

Prepared by: Tatiana Partain, Principal Office Assistant

Reviewed by: City Manager *JA*

CITY OF CLOVIS FY 2021-2022 CONSULTANT LIST

CONSULTANT	ADDRESS	CITY	ZIP
Achievement Engineering Corp.	5070 N 6th St., Suite 188	Fresno	93720
Alan Mok Engineering	7415 N. Palm Ave, Suite 101	Fresno	93711
Alisto Engineering Group	1575 Treat Blvd., Suite 201	Walnut Creek	94598
Associated Transportation Engineers	100 N. Hope Avenue, Suite 4	Santa Barbara	93110
ATI Architects and Engineers	2510 Douglas Blvd.	Roseville	95661
Begur Consulting	6350 Greenfield Drive	Gilroy	95020
Berg & Associates	302 W. 5th St. Suite 210	San Pedro	90731
Biggs Cardosa Associates Inc.	5250 N. Palm Ave., Suite 211	Fresno	93704
Black and Veatch	8950 Cal Center Drive, Suite 238	Sacramento	95826
Blackburn Consulting	360 W. Bedford Ave., Suite 101	Fresno	93711
Blair, Church and Flynn	451 Clovis Avenue, Suite 200	Clovis	93612
Boyle Engineering Corporation	1360 E. Spruce Ave.	Fresno	93720
Broussard and Associates	389 Clovis Avenue	Clovis	93612
Brown & Caldwell	3480 Buskirk Avenue	Pleasant Hill	94523
Brown Buntin Associates	406 W School Ave	Visalia	93291
Bruce Hale Design	1201 N W Blakely Court	Seattle WA	98177
BSA Architects	350 Pacific Avenue, Suite 302	San Francisco	94111
BSK and Associates	567 W. Shaw Avenue, Suite B	Fresno	93704
California Associates Laboratories LLP	4124 W. Swift Avenue, Suite 107	Fresno	93722
California Utility Consultants	456 Clovis Ave Suite 6	Clovis	93612
Carollo Engineers	7580 N. Ingram Ave, Suite 112	Fresno	93711
CEI Engineering Assoc., Inc.	1044 E. Herndon Ave., Suite 108	Fresno	93720
CH&D Architects	2120 20th Street	Sacramento	95818
Cole & Russell Architects, Inc.	600 Vine Street, Suite 202	Cincinnati	45202
Cornerstone Structural Engineering Group	986 W. Alluvial Avenue, Suite 201	Fresno	93704
Cotton/Bridges/Associates	3840 Rosin Court, Suite 130	Sacramento	95834
CSG Consultants	21 Alisal St #108	Salinas	93901
Dale Rutherford Architecture	333 W. Shaw Avenue, Suite 102	Fresno	93704
Danielian Associates	Sixty Corporate Park	Irvine	92606
Derivi Construction Architecture	924 N. Yosemite Street	Stockton	95203
DeWees Design	58 Plaza Square, Studio A	Orange	92866

CONSULTANT	ADDRESS	CITY	ZIP
Dixon & Associates Land Surveying	620 Dewitt Ave Suite 101	Clovis	93612
DKS Associates	1956 Webster Street, Suite 300	Oakland	94612
Don Dommer Associates	1144 65th Street, Suite G	Oakland	94608
Donabedian Hannah Architecture	5070 N. Sixth St., Suite 103	Fresno	93710
Douglas "John" Johnson Land Surveying	4444 N. Dickenson	Fresno	93704
Electrical Power Systems	4049 N. Fresno Street	Fresno	93726
Engineering Designs	5155 N. First Street	Fresno	93710
Environmental Science Associates	8950 Cal Center Drive, Suite 300	Sacramento	95826
ESP (Espinosa) Surveying	2598 North Miami Ave	Fresno	93727
Fehr & Peers	2990 Lava Ridge Court #200	Roseville	95661
Geocon Consultants, Inc.	3160 Gold Valley Drive, Suite 800	Rancho Cordova	95742
Geo-Logic Associates	143 E. Spring Hill Drive	Grass Valley	95945
Harbour & Associates	389 Clovis Avenue, Suite 300	Clovis	93612
Harris Construction	5286 E. Home Avenue	Fresno	93727
HDR Engineering	2365 Iron Point Road #300	Folsom	95630
Hilliard Architects, Inc.	57 Post Street, Suite 512	San Francisco	94104
HLA Group, Landscape Architects & Planners	1990 Third Street, Suite 500	Sacramento	95814
HydroScience Engineers, Inc.	3353 Bradshaw Road, Suite 218	Sacramento	95827
Infrastructure Engineering Corporation	14271 Danielson Street	Poway	92064
Integrated Designs By Somam Inc	6011 N. Fresno Street, Suite 130	Fresno	93710
J. Dorbritz, A.I.A.	800 Frenwood Pacific	Topanga	90290
J.D. Walsh, Architecture & Urban Devel.	1945 Belding Drive	Palm Springs	92262
James Oakes	191 W. Shaw Avenue, Suite 101	Fresno	93704
JLB Traffic Engineering Inc	5928 E Kavaland	Fresno	93727
Johnson Architecture	942 E. Olive Ave.	Fresno	93728
Kenneth D. Schmidt & Associates	600 W. Shaw Avenue, Suite 250	Fresno	93704
Kitchell	2450 Venture Oaks Way, STE 500	Sacramento	95833
Kittelsohn & Associates	1455 Response Road, Suite 120	Sacramento	95815
Kleinfelder	5125 N. Gates Avenue, Suite 102	Fresno	93706
Krazan & Associates	215 W. Dakota Avenue	Clovis	93612
Lars Andersen & Associates	4694 W. Jacquelyn, Suite 119	Fresno	93722
Lee & Ro, Inc.	11171 Sun Center Drive, Suite 210	Rancho Cordova	95670
Lore Engineering, Inc.	620 Dewitt Ave Suite 101	Fresno	93612

CONSULTANT	ADDRESS	CITY	ZIP
Mark Thomas & Co Inc	7571 N Remington Ave, Suite 102	Fresno	93711
Marks Bloxom Architects	555 W. Shaw Ave Suite B7	Fresno	93704
McPheeters & Associates	1486 Tollhouse Rd.	Clovis	93611
Michael K. Nunley & Associates, Inc	8405 N Fresno St, Suite 120	Fresno	93720
Michael Sutherland & Associates	36691 Avenue 12	Madera	93638
Mid-Valley Engineering	5635 N. Figarden Drive, Suite 107	Fresno	93720
MIG	800 Hearst Avenue	Berkeley	94710
Miyamoto International, Inc.	1450 Halyard Drive, Suite One	West Sacramento	95691
Moore Twining Labs, Inc.	2527 Fresno St.	Fresno	93721
Morton & Pitalo Inc	75 Iron Point Circle #120	Folsom	95630
MWM Architects, Inc.	2333 Harrison Street	Oakland	94612
Nichols Consulting Engineers	1101 Pacific Avenue, Suite 300	Santa Cruz	95060
Nichols Consulting Engineers, Chtd.	8795 Folsom Blvd., Suite 250	Sacramento	95826
Nichols Consulting Engineers, Chtd.	501 Canal Blvd., Suite C	Richmond	94804
Ninyo & Moore	675 Hegenberger Road, Suite 220	Oakland	94621
Northstar Engineering Group	909 14th Street	Modesto	95354
NV5	1215 West Center Street, Suite 201	Manteca	95337
O'Dell Engineering	1165 Scenic Drive, Suite A	Modesto	95350
Peters Engineering	952 Pollasky Ave.	Clovis	93612
Precision Civil Engineering	1234 O Street	Fresno	93722
Provost and Pritchard, Inc.	2505 Alluvial Ave.	Clovis	93611
Quad-Knopf Engineering, Inc.	6051 North Fresno Street, Suite 20	Fresno	93710
R.W. Greenwood and Associates	2558 E. Olive Avenue	Fresno	93701
Rincon Consultants Inc	1530 Monterey St Suite D	San Luis Obispo	93401
RMA GeoScience	3897 N Ann Ave	Fresno	93727
Robert Boro & Associates	P.O. Box 4734	Fresno	93744
RRM Design Group	210 East F Street	Oakdale	95361
RRM Design Group	3765 S. Higuera Street, Suite 102	San Luis Obispo	93401
Safety Network	2310 Larkin	Fresno	93727
Salem Engineering Group	4729 W. Jacquelyn Avenue	Fresno	93722
Santina & Thompson	1355 Willow Way, Suite 280	Concord	94520
Sasaki Associates, Inc.	900 N. Point Street, Suite B300	San Francisco	94109
Schricker Engineering Group inc	2550 Walsh Ave Suite 120	Santa Clara	95051

CONSULTANT	ADDRESS	CITY	ZIP
SCS Engineers	3117 Fite Circle Suite 108	Sacramento	95827
See's Consulting & Technical (mail only)	P.O. Box 28246	Fresno	93729
Sigfried Engineering, Inc.	4045 Coronado Avenue	Stockton	95204
Technicon Engineering Services	4539 N. Brawley Avenue, # 108	Fresno	93722
The Beals Group	#2 N. Market Street	San Jose	95113
The Taylor Group Architects	10 River Park East, Suite 104	Fresno	93720
TJKM Transportation Consultants	4234 Hacienda Drive, Suite 101	Pleasanton	94588
Transportation Planning Group	222 N. Garden, Suite 100	Visalia	93291
Triad Architecture & Planning Assoc.	516 W. Shaw Ave., Suite 206	Fresno	93704
Tri-City Engineering	4630 W. Jennifer, Suite 101	Fresno	93722
Trinity Engineering Labs	1187 N Willow #105 PMB 20	Clovis	93611
Vanir	4540 Duckhorn Drive, Suite 300	Sacramento	95834
Vector Engineering	12438 Loma Rica Road, Suite C	Grass Valley	95945
Vermeltoort Architects	8525 N Cedar #106	Fresno	93720
VRPA Technologies (DBE)	4630 W Jennifer	Fresno	93722
Wald, Ruhnke & Dost Architects, LLP	330 Fifth Street, Suite C	Clovis	93612
West Coast Land Surveying	704 Loyola	Clovis	
West Yost Assoc	2020 Research Park Dr #100	Davis	95618
Willdan Associates	2495 Natomas Park Drive, Suite 550	Sacramento	95833
Willdan Serving Public Agencies	2014 Tulare Street, Suite 515	Fresno	93721
Wilson & Associates	4221 W. Sierra Madre, Suite 201	Fresno	93722
WLC	10470 Foothill Blvd. Virginia Dart Tower	Rancho Cucamonga	91730
Wood Architects	5761 Stoddard Road	Modesto	95356
Yamabe and Horn Engineering, Inc.	2985 N. Burl Ave., Suite 101	Fresno	93727



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: June 21, 2021

SUBJECT: Planning and Development Services - Approval – Res. 21-____, Final Map Tract 6268, located on the east side of Clovis Avenue, south of Riordan Avenue (Continental Estates Clovis, LLC (Sobaje)).

ATTACHMENTS: 1. Res. 21-____
2. Vicinity Map
3. Copy of Final Map

CONFLICT OF INTEREST

None

RECOMMENDATION

For the City Council to approve Res. 21-____, which will:

1. Accept the offer of dedication of parcels and public utility easement within Tract 6268; and
2. Authorize recording of the final map.

EXECUTIVE SUMMARY

The owner, Continental Estates Clovis, LLC, acting as the subdivider, has submitted a final map. The improvement plans are being processed by City staff. The improvements to be installed include curb, gutter, sidewalk, street lights, fire hydrants, street paving, sanitary sewer, water mains, and landscaping. The subject tract is located on the east side of Clovis Avenue, south of Riordan Avenue. It contains approximately 2.39 acres and consists of 10 residential units, zoned R-2.

FISCAL IMPACT

The subdivider will be installing curb, gutter, sidewalk, street lights, fire hydrants, street paving, sanitary sewer, water mains and landscaping, which will be perpetually maintained by the City of Clovis.

REASON FOR RECOMMENDATION

The subdivision agreement has been executed by the subdivider and all development fees paid or deferred in accordance with Municipal Code. The agreement provides for the developer to complete a technically correct map and improvement plans, and to complete all required improvements in compliance with the conditions of approval. The improvements are adequately secured.

ACTIONS FOLLOWING APPROVAL

The final map will be filed with the Fresno County Recorder's office for recording.

Prepared by: Gene G. Abella, Civil Engineer

Reviewed by: City Manager *GA*

RESOLUTION 21-___

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS
APPROVING FINAL SUBDIVISION MAP FOR TRACT NO. 6268**

WHEREAS, a final map has been presented to the City Council of the City of Clovis for Tract 6268, by the City of Clovis, a Municipal Corporation; and

WHEREAS, said final tract conforms to the requirements of Chapter 2, Part 2, of Division 4 of the Business and Professions Code and to local ordinances.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Clovis as follows:

1. The final map of Tract 6268, consisting of two (2) sheets, a copy of which is on file with the City Clerk, be and the same is hereby approved.
2. Approval of the Subdivision improvement plans for said tract are being completed by City Staff.
3. The preliminary Engineer's Cost Estimate of development cost of said tract, a copy of which is on file with the City Clerk, be and the same is hereby approved and adopted as the estimated cost of improvements for said subdivision in the sum of \$271,794.00.
4. The offer and dedication for public use of the parcels and easements specified on said map are accepted by the City of Clovis and the City Clerk is authorized and directed to execute said subdivision map.
5. This Council finds that the proposed subdivision, together with the provisions for its design and improvement, are consistent with applicable general and specific plans of the City of Clovis.
6. Improvement Security, as provided hereunder and in said Subdivision Agreement, is fixed at one hundred percent (100%) of the remaining improvements to be constructed or the sum of \$272,000.00 for guaranteeing specific performance of said agreement and fifty percent (50%) of the remaining improvements or the sum of \$136,000.00 for payment of labor and materials furnished by contractors, subcontractors, labormen and materialmen in connection with the improvements required to be made or constructed by said subdivider in conformity with said subdivision map or said agreement.
7. Subdivider shall furnish a bond in the sum of \$27,200.00 being the amount determined by the City Council of the City as necessary for the guarantee and warranty of the work for a period of one year following the completion and acceptance of the tract against any defective work or labor done, or defective materials furnished. Said bond is required to be furnished prior to acceptance of the tract by the City Council.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on June 21, 2021, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

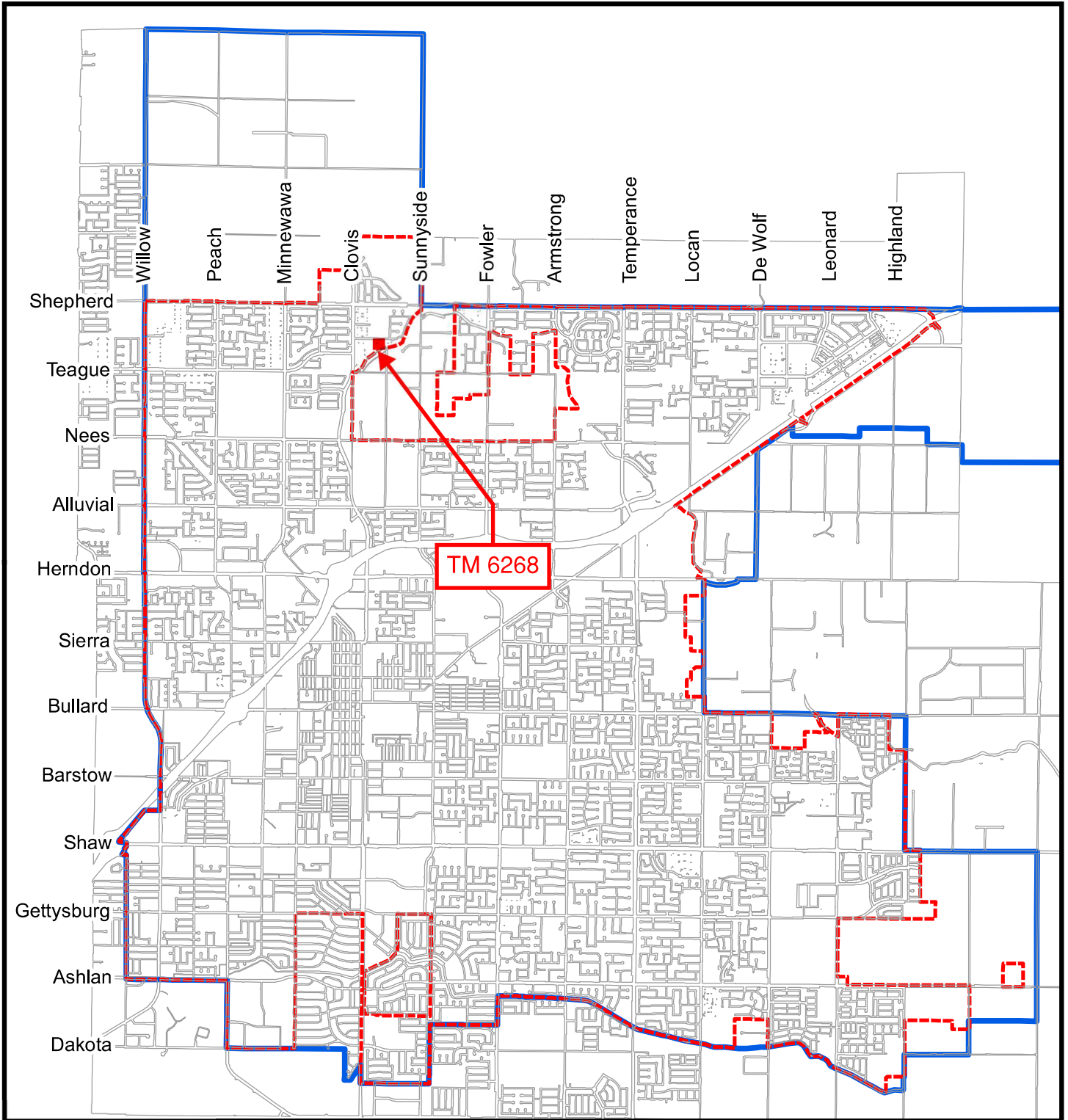
DATED:

Mayor

City Clerk

VICINITY MAP

TM 6268 (Continental Estates Clovis, LLC)



ATTACHMENT 2



RECORD TITLE INTEREST STATEMENT

THE UNDERSIGNED, BEING ALL PARTIES HAVING ANY RECORD TITLE INTEREST IN THE LAND WITHIN THIS SUBDIVISION, HEREBY CONSENT TO THE PREPARATION AND RECORDATION OF THIS MAP AND OFFER FOR DEDICATION FOR PUBLIC USE THE PARCELS AND EASEMENTS SPECIFIED ON SAID MAP AS INTENDED FOR PUBLIC USE FOR THE PURPOSES SPECIFIED THEREIN.

CONTINENTAL ESTATES CLOVIS, LLC, A CALIFORNIA LIMITED LIABILITY COMPANY

BY: JOHN M. SOBAJE MANAGER

NOTARY'S ACKNOWLEDGEMENTS:

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA... }
COUNTY OF _____ } ...SS

ON _____ BEFORE ME, _____, NOTARY PUBLIC

PERSONALLY APPEARED JOHN M. SOBAJE AND KRISTEN SOBAJE,

WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME IN THEIR AUTHORIZED CAPACITIES, AND THAT BY THEIR SIGNATURES ON THE INSTRUMENT THE PERSONS, OR THE ENTITY UPON BEHALF OF WHICH THE PERSONS ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND.

NAME: _____ SIGNATURE _____

MY COMMISSION EXPIRES _____ COMMISSION NUMBER _____

PRINCIPAL OFFICE LOCATED IN THE COUNTY OF _____

(DO NOT SEAL)

FINAL MAP OF

TRACT NO. 6268

BEING A RESUBDIVISION OF PARCEL 2 OF PARCEL MAP NO. 6067, FILED IN BOOK 39 OF PARCEL MAPS, PAGE 8 FRESNO COUNTY RECORDS IN THE CITY OF CLOVIS FRESNO COUNTY, CALIFORNIA

SURVEYED AND PLATTED IN JUNE, 2019 BY DALE G. MELL & ASSOCIATES

CONSISTING OF TWO SHEETS SHEET 1 OF 2 SHEETS



SURVEYOR'S STATEMENT

THE SURVEY FOR THIS MAP WAS MADE BY ME OR UNDER MY DIRECTION AND IS TRUE AND COMPLETE AS SHOWN.

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION, AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF CONTINENTAL ESTATES CLOVIS, LLC IN JUNE, 2019. I HEREBY STATE THAT ALL THE MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED, OR THAT THEY WILL BE SET IN THOSE POSITIONS ON OR BEFORE ONE YEAR OF THE DATE THIS MAP IS RECORDED, OR ANY TIME EXTENSION APPROVED BY THE CITY ENGINEER. THE MONUMENTS ARE, OR WILL BE, SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED, AND THAT THIS FINAL MAP SUBSTANTIALLY CONFORMS TO THE CONDITIONALLY APPROVED TENTATIVE MAP.

DALE G. MELL, PLS 4823 EXP 09/30/22

DATE:

CITY ENGINEER'S STATEMENT

I, MICHAEL J. HARRISON, CITY ENGINEER OF THE CITY OF CLOVIS, HEREBY STATE THAT I HAVE EXAMINED THIS MAP, THAT THE SUBDIVISION SHOWN IS SUBSTANTIALLY THE SAME AS IT APPEARED ON THE TENTATIVE MAP, AND ANY APPROVED ALTERATIONS THEREOF, THAT ALL PROVISIONS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCES APPLICABLE AT THE TIME OF APPROVAL OF THE TENTATIVE MAP HAVE BEEN COMPLIED WITH, AND THAT I AM SATISFIED THAT THE MAP IS TECHNICALLY CORRECT.

MICHAEL J. HARRISON, P.L.S. 8088 LICENSE EXPIRES 03-31-2022 CITY ENGINEER

DATE:



LEGAL DESCRIPTION

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF CLOVIS, COUNTY OF FRESNO, STATE OF CALIFORNIA AND IS DESCRIBED AS FOLLOWS:

THAT PORTION OF PARCEL 2 OF PARCEL MAP NO. 6067, IN THE COUNTY OF FRESNO, STATE OF CALIFORNIA, ACCORDING TO THE MAP THEREOF RECORDED IN BOOK 39 OF PARCEL MAPS AT PAGE 8, FRESNO COUNTY RECORDS; DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID PARCEL 2; THENCE SOUTH 00°00'13" EAST, ALONG THE EAST LINE OF SAID PARCEL 2, A DISTANCE OF 35.00 FEET TO THE TRUE POINT OF BEGINNING; THENCE SOUTH 00°00'13" EAST, CONTINUING ALONG THE EAST LINE OF SAID PARCEL 2, A DISTANCE OF 254.47 FEET; THENCE SOUTH 55°08'41" WEST, A DISTANCE OF 155.83 FEET TO THE BEGINNING OF A 292.00 FOOT RADIUS TANGENT CURVE, CONCAVE TO THE NORTHWEST; THENCE SOUTHWESTERLY, ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 14°48'45", AN ARC DISTANCE OF 75.32 FEET; THENCE NON-TANGENT TO SAID CURVE, SOUTH 89°59'49" WEST, A DISTANCE OF 109.42 FEET; THENCE NORTH 00°00'11" WEST, A DISTANCE OF 379.05 FEET; THENCE SOUTH 89°50'08" EAST, A DISTANCE OF 303.94 FEET TO THE TRUE POINT OF BEGINNING.

THIS PROPERTY IS SUBJECT TO THE FOLLOWING:

- 1. RESERVATIONS CONTAINED IN THE PATENT FROM THE UNITED STATES OF AMERICA WHICH AMONG OTHER THINGS RECITES AS FOLLOWS: SUBJECT TO ANY VESTED AND ACCRUED WATER RIGHTS FOR MINING, AGRICULTURAL, MANUFACTURING OR OTHER PURPOSES AND RIGHTS TO DITCHES AND RESERVOIRS USED IN CONNECTION WITH SUCH WATER RIGHTS, AS MAY BE RECOGNIZED AND ACKNOWLEDGED BY THE LOCAL CUSTOMS, LAWS AND DECISIONS OF THE COURTS; AND ALSO SUBJECT TO THE RIGHT OF THE PROPRIETOR OF A VEIN OR LODE TO EXTRACT AND REMOVE HIS ORE THEREFROM SHOULD THE SAME BE FOUND TO PENETRATE OR INTERSECT THE PREMISES HEREBY GRANTED, AS PROVIDED BY LAW; AND THE RESERVATION FROM THE LANDS HEREBY GRANTED OF A RIGHT OF WAY THEREON FOR DITCHES OR CANALS CONSTRUCTED BY THE AUTHORITY OF THE UNITED STATES, RECORDED MAY 7, 1884 IN BOOK 4, PAGE 556 OF PATENTS, FRESNO COUNTY RECORDS; REFERENCE IS MADE TO SAID DOCUMENT FOR FULL PARTICULARS.
- 2. THE EFFECT OF AN INSTRUMENT ENTITLED "BEFORE THE BOARD OF DIRECTORS OF THE FRESNO METROPOLITAN FLOOD CONTROL DISTRICT RESOLUTION PROVIDING FOR THE RECORDATION OF A MAP IDENTIFYING AREAS SUBJECT TO PAYMENT OF DRAINAGE FEES AND/OR REQUIREMENTS TO CONSTRUCT PLANNED LOCAL DRAINAGE FACILITIES", EXECUTED BY FRESNO METROPOLITAN FLOOD CONTROL DISTRICT AND CITY OF FRESNO, RECORDED JULY 31, 1985 AS DOCUMENT NO. 95092128, OFFICIAL RECORDS FRESNO COUNTY; REFERENCE IS MADE TO SAID DOCUMENT FOR FULL PARTICULARS.
- 3. THE EFFECT OF AN INSTRUMENT ENTITLED "AGREEMENT", EXECUTED BY C. LARRY RIORDAN & PATRICIA V. RIORDAN AND FRESNO IRRIGATION DISTRICT, RECORDED MAY 11, 1960 IN BOOK 4386, AT PAGE 534, AS DOCUMENT NO. 34279, OFFICIAL RECORDS FRESNO COUNTY; REFERENCE IS MADE TO SAID DOCUMENT FOR FULL PARTICULARS.

CITY CLERK'S CERTIFICATE

I, JOHN HOLT, DO HEREBY CERTIFY THAT THE COUNCIL OF THE CITY OF CLOVIS BY RESOLUTION ADOPTED ON _____ APPROVED THE WITHIN MAP AND ACCEPTED SUBJECT TO IMPROVEMENT ON BEHALF OF THE PUBLIC ANY REAL PROPERTY AND EASEMENTS OFFERED FOR DESIGNATION FOR PUBLIC USE IN CONFORMITY WITH THE TERMS OF THE OFFER OF DEDICATION.

BY: JOHN HOLT, CITY CLERK

DATE:

RECORDER'S CERTIFICATE

DOCUMENT NO. _____ FEE \$ _____ FILED THIS _____ DAY OF _____, 20____, AT _____ M. IN VOLUME _____ OF PLATS, AT PAGES _____, FRESNO COUNTY RECORDS, AT THE REQUEST OF DALE G. MELL & ASSOCIATES.

PAUL DICTOS, C.P.A. FRESNO COUNTY RECORDER

BY: _____ DEPUTY COUNTY RECORDER

PREPARED BY:

DALE G. MELL & ASSOCIATES
ENGINEERING & SURVEYING SERVICES
2090 NORTH WINERY AVENUE, FRESNO, CALIFORNIA 93703
(559) 292-4046 • FAX 251-9220 • EMAIL STAFF@DALEMELL.COM
18.056FM 10.08.2020

BASIS OF BEARINGS

THE EAST LINE OF THE NORTHEAST QUARTER OF SECTION 29, T. 12 S., R. 21 E., M.D.B. & M. WAS TAKEN TO BE NORTH 00°00'22" WEST, PER R-1 REFERENCE HEREON.

TRACT NO.	5889, VOLUME 73 OF PLATS, AT PAGES 56-58, F.C.R.
20	21 22 46

NOTES

- 3/4" O.D. X 30' LONG IRON PIPE TO BE SET 6" DOWN AND TAGGED PLS 4823 AT ALL CORNERS, ANGLE POINTS, BEGINNING OF CURVES, AND END OF CURVES.
- CENTERLINE OF RIORDAN AVENUE WAS ESTABLISHED FROM A BEST-FIT LINE, UTILIZING M3, M9 & M10 AND PASSING THROUGH M12 AS SHOWN ON R-1 REFERENCE HEREON.

PARCEL MAP NO. 7422
BOOK 56 OF PARCEL MAPS
AT PAGE 75, F.C.R.

PARCEL 4
144.99'

SHEPHERD AVENUE

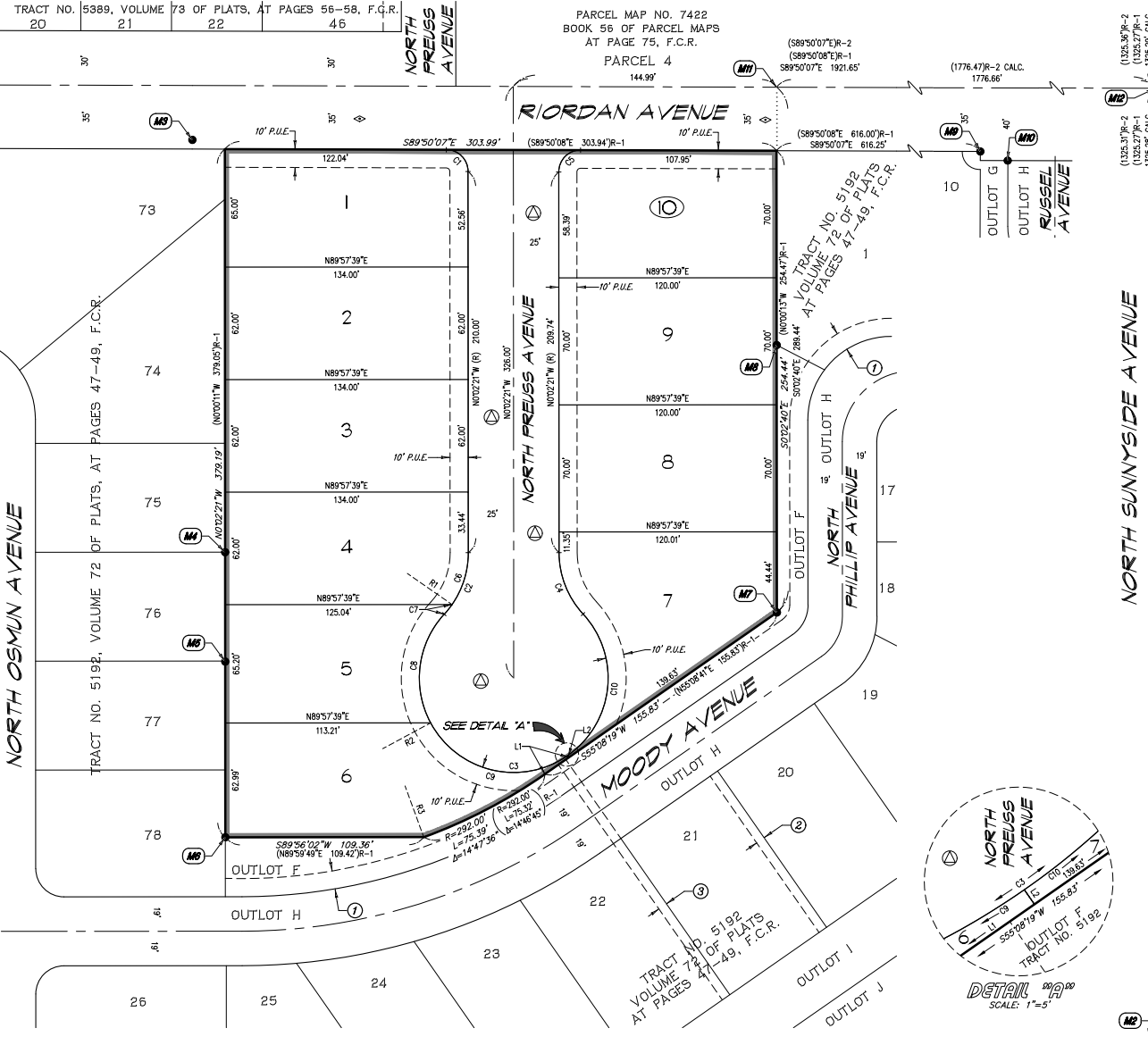
FINAL MAP AGENDA ITEM NO. 4.

TRACT NO. 6268

BEING A RESUBDIVISION OF PARCEL 2 OF PARCEL MAP NO. 6067, FILED IN BOOK 39 OF PARCEL MAPS, PAGE 8 FRESNO COUNTY RECORDS IN THE CITY OF CLOVIS FRESNO COUNTY, CALIFORNIA

SURVEYED AND PLATTED IN JUNE, 2019
BY DALE G. MELL & ASSOCIATES

CONSISTING OF TWO SHEETS
SHEET 2 OF 2 SHEETS



BASIS OF BEARINGS

NORTH SUNNYSIDE AVENUE

LEGEND

- MONUMENTS FOUND AND ACCEPTED OR AS NOTED
- () R-1 RECORD DATA PER TRACT NO. 5192, FILED IN VOLUME 72 OF PLATS, AT PAGES 47 - 49, F.C.R. OR CALCULATED THEREFROM
- () R-2 RECORD DATA PER PARCEL MAP NO. 6067, FILED IN BOOK 39 OF PARCEL MAPS, AT PAGE 8, F.C.R. OR CALCULATED THEREFROM
- F.C.R. FRESNO COUNTY RECORDS
- O.R.F.C. OFFICIAL RECORDS FRESNO COUNTY
- (R) DENOTES RADIAL BEARING
- ① 10' PUBLIC UTILITY EASEMENT PREVIOUSLY DEDICATED FOR PUBLIC USE PER R-1 REFERENCE HEREON
- ② AN EASEMENT PREVIOUSLY GRANTED TO PATRICIA VIOLET RIORDAN FOR IRRIGATION PIPELINE PURPOSES PER DOCUMENT RECORDED MARCH 6, 2008 AS INSTRUMENT NO. 2008-0033359, O.R.F.C.
- ③ 5' PRIVATE IRRIGATION PIPELINE EASEMENT AS SHOWN ON R-1 REFERENCE HEREON
- ◇ PORTION PREVIOUSLY OFFERED FOR DEDICATION FOR PUBLIC STREET PURPOSES PER R-1 REFERENCE HEREON
- BLUE BORDER INDICATES LIMITS OF THIS SUBDIVISION

- THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED IN FEE FOR PUBLIC PURPOSES
- ⊙ INDICATES PORTIONS NOW OFFERED FOR DEDICATION FOR PUBLIC STREET AND UTILITY PURPOSES
- THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS AN EASEMENT FOR PUBLIC PURPOSES
- P.U.E. PUBLIC UTILITY EASEMENT NOW OFFERED FOR DEDICATION FOR PUBLIC USE

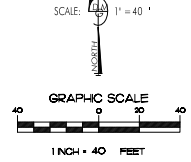
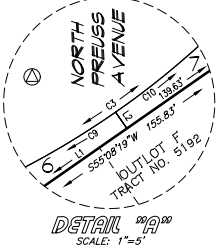
MONUMENTS & CALCULATED POSITIONS

- M1 NORTHEAST CORNER SECTION 29, T. 12 S., R. 21 E., M.D.B. & M. FOUND MAG NAIL IN AC PAVEMENT, POSITION VERIFIED WITH CORNER RECORD NO. 3148.
- M2 EAST QUARTER CORNER SECTION 29, T. 12 S., R. 21 E., M.D.B. & M. FOUND MAG NAIL IN AC PAVEMENT, POSITION VERIFIED WITH CORNER RECORD NO. 4302.
- M3 NORTHWEST CORNER PARCEL 2 PARCEL MAP NO. 6067, FOUND 3/4" IRON PIPE, DOWN 0.1', TAGGED RICE 39501, MONUMENT OF RECORDS PER R-1 & R-2.
- M4 NORTHEAST CORNER LOT 76 TRACT NO. 5192, FOUND 3/4" IRON PIPE, DOWN 0.3', TAGGED DIXON LS 5277, MONUMENT OF RECORDS PER R-1.
- M5 SOUTHWEST CORNER LOT 76 TRACT NO. 5192, FOUND 3/4" IRON PIPE, DOWN 0.3', TAGGED DIXON LS 5277, MONUMENT OF RECORDS PER R-1.
- M6 NORTHEAST CORNER OUTLOT F ON EAST LINE OF LOT 78 TRACT NO. 5192, FOUND 3/4" IRON PIPE, DOWN 0.5', TAGGED DIXON LS 5277, MONUMENT OF RECORDS PER R-1.
- M7 SOUTHWEST CORNER REMAINDER ON WEST LINE OF OUTLOT F TRACT NO. 5192, FOUND 3/4" IRON PIPE, DOWN 0.3', TAGGED DIXON LS 5277, MONUMENT OF RECORDS PER R-1.
- M8 SOUTHWEST CORNER LOT 11 TRACT NO. 5192, FOUND 3/4" IRON PIPE, DOWN 0.2', TAGGED DIXON LS 5277, MONUMENT OF RECORDS PER R-1.
- M9 MOST NORTHERLY NORTHEAST CORNER OUTLOT G TRACT NO. 5192, FOUND 3/4" IRON PIPE, DOWN 1.0', TAGGED DIXON LS 5277, MONUMENT OF RECORDS PER R-1.
- M10 NORTHWEST CORNER OUTLOT H TRACT NO. 5192, FOUND BRASS CAP MONUMENT, EXPOSED IN WALK, STAMPED LS 5277, MONUMENT OF RECORDS PER R-1.
- M11 CALCULATED POSITION FOR NORTHEAST CORNER PARCEL 2 PARCEL MAP NO. 6067 PER R-2, ESTABLISHED AT THE INTERSECTION OF RIORDAN AVENUE AND THE NORTHERLY EXTENSION OF MONUMENT LINE M7 & M8 SHOWN HEREON.
- M12 CALCULATED POSITION FOR NORTH 1/16 CORNER EAST LINE SECTION 29, T. 12 S., R. 21 E., M.D.B. & M., PER R-1.

CURVE TABLE			
CURVE #	RADIUS	LENGTH	DELTA
C1	12.00'	18.81'	89°47'46"
C2	50.00'	37.23'	42°40'05"
C3	52.00'	240.81'	265°20'09"
C4	50.00'	37.23'	42°40'05"
C5	12.00'	18.89'	90°12'14"
C6	50.00'	30.40'	34°50'27"
C7	50.00'	6.83'	74°9'38"
C8	52.00'	64.39'	70°56'43"
C9	52.00'	87.62'	96°32'42"
C10	52.00'	88.80'	97°50'44"

LINE TABLE		
LINE #	BEARING	LENGTH
L1	S55°08'19" W (R)	16.20'
L2	S34°51'41" E (R)	1.22'

RADIAL LINE TABLE	
LINE #	DIRECTION
R1	S55°11'54" E
R2	S61°41'01" W
R3	S20°04'05" E





CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: June 21, 2021

SUBJECT: Planning and Development Services - Approval – Res. 21- ____, Annexation of Proposed Tract 6268, located on the east side of Clovis Avenue, south of Riordan Avenue, to the Landscape Maintenance District No. 1 of the City of Clovis (Continental Estates Clovis, LLC (Sobaje)).

ATTACHMENTS: 1. Res. 21-__

CONFLICT OF INTEREST

None

RECOMMENDATION

For the City Council to approve Res. 21-____, that will annex proposed Tract 6268, located on the east side of Clovis Avenue, south of Riordan Avenue, to the Landscape Maintenance District No. 1 of the City of Clovis.

EXECUTIVE SUMMARY

The owner, Continental Estates Clovis, LLC, acting as the subdivider, has requested to be annexed to the Landscape Maintenance District No. 1 of the City of Clovis as set forth by the Conditions of Approval for Vesting Tentative Tract Map 6268.

BACKGROUND

Continental Estates Clovis, LLC, the developer of Tract 6268, has executed a covenant that this development be annexed to the City of Clovis LMD No. 1. An executed copy can be provided on request. Council formed the original District on July 15, 1985, for the purpose of funding the maintenance of landscaped areas and parks.

Under the provisions of the Landscaping and Lighting Act of 1972 and in accordance with Article XIII C and Article XIII D of Proposition 218, all the owners of property proposed for annexation have provided a written request and consent to annexation and have executed a covenant (petition) indicating acceptance of the annual assessment.

FISCAL IMPACT

This project will add landscaping to the Landscape Maintenance District No. 1 of the City of Clovis shown as follows:

	<u>Tract 6268</u>	<u>Year to Date</u>
LMD Landscaping added:	0.053 acres	6.607 acres
Resource needs added:	0.005 persons	0.542 persons

The resource needs estimate is based on 1 person per 10 acres of landscaped area.

REASON FOR RECOMMENDATION

The property owners for the subject tract have requested annexation into the City of Clovis LMD No. 1.

ACTIONS FOLLOWING APPROVAL

Tract 6268 shall become a part of City of Clovis LMD No. 1 and will be assessed next year for maintenance costs.

Prepared by: Gene G. Abella, Civil Engineer

Reviewed by: City Manager *GA*

RESOLUTION 21-___

**RESOLUTION OF THE COUNCIL OF THE CITY OF CLOVIS, CALIFORNIA,
APPROVING ANNEXATION TO LANDSCAPING MAINTENANCE DISTRICT NO. 1
OF THE CITY OF CLOVIS**

WHEREAS, City of Clovis Landscape Maintenance District No. 1 ("District") was formed by Resolution No. 85-78, adopted July 15, 1985, pursuant to Part 2 of Division 15 of the Streets and Highways Code (Landscape and Lighting Act of 1972), herein the "Act"; and

WHEREAS, all of the owners of property proposed to be annexed to the District consisting of proposed Tract No. 6268, as described in Attachment "A" attached hereto and incorporated herein by reference, have consented to said annexation and such annexation may be ordered without notice and hearing or filing of engineer's report, or both.

NOW, THEREFORE, IT IS RESOLVED AND ORDERED, as follows:

1. That the public interest and convenience require that certain property described in Attachment "A" attached hereto and by reference incorporated herein be annexed into Landscape Maintenance District No. 1 of the City of Clovis for the maintenance and servicing of landscaping facilities.

2. The City Clerk shall receive and file the maps showing the boundaries of the areas annexed as set forth in Attachment "A" which boundaries shall be used for assessment proceedings until and unless a change of organization is approved pursuant to the Act.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on June 21, 2021, by the following vote, to wit:

AYES:
NOES:
ABSENT:
ABSTAIN:

DATED:

Mayor

City Clerk

ATTACHMENT 1

ATTACHMENT "A"

Legal Description

Lots 1 through 10, inclusive, of Tract Map 6268 recorded in Volume _____ of Plats at Pages _____ through _____, Fresno County Records.



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: June 21, 2021

SUBJECT: Planning and Development Services - Approval – Final Acceptance for Final Map for Tract 6180, located at the southwest corner of North Locan and Teague Avenues (DYP 6180, L.P., De Young Properties)

ATTACHMENTS: 1. Vicinity Map

CONFLICT OF INTEREST

None

RECOMMENDATION

1. Accept the public improvements for Tract 6180; authorize recording of the Notice of Completion; and
2. Authorize release of the Performance Surety immediately and then release the Labor and Materials Surety ninety (90) days after the recordation of the Notice of Completion, provided no liens have been filed; and release of Public Improvements Maintenance Surety upon the expiration of the one-year warranty period, and provided any defective work has been repaired to the City's satisfaction.

EXECUTIVE SUMMARY

The owner, DYP 6180, L.P., has requested final acceptance of the public improvements constructed or installed in conjunction with this tract. The public improvements include all those shown on the subdivision improvement plans approved by the City Engineer. The construction or installation of the public improvements is complete. The owner has requested final acceptance. Staff is recommending approval of their request.

BACKGROUND

City Inspection staff including those of the various affected departments have certified that all the public improvements requested for acceptance have been constructed or installed in accordance with the approved plans, specifications and standards, and to the satisfaction of the City Engineer. The developer has furnished the required Maintenance Surety to

guarantee the accepted public improvements for a period of one year from the date of Council acceptance.

FISCAL IMPACT

The costs for periodic routine maintenance, as well as repairs needed as the improvements deteriorate with age and usage, will be incorporated into the annual maintenance budget of the Public Utilities Department as these costs are identified.

REASON FOR RECOMMENDATION

The Subdivision Map Act requires that once construction of the required improvements has been completed in compliance with all codes, plans and specifications, and all other required documents have been completed and submitted, final acceptance is required and the appropriate sureties are released.

ACTIONS FOLLOWING APPROVAL

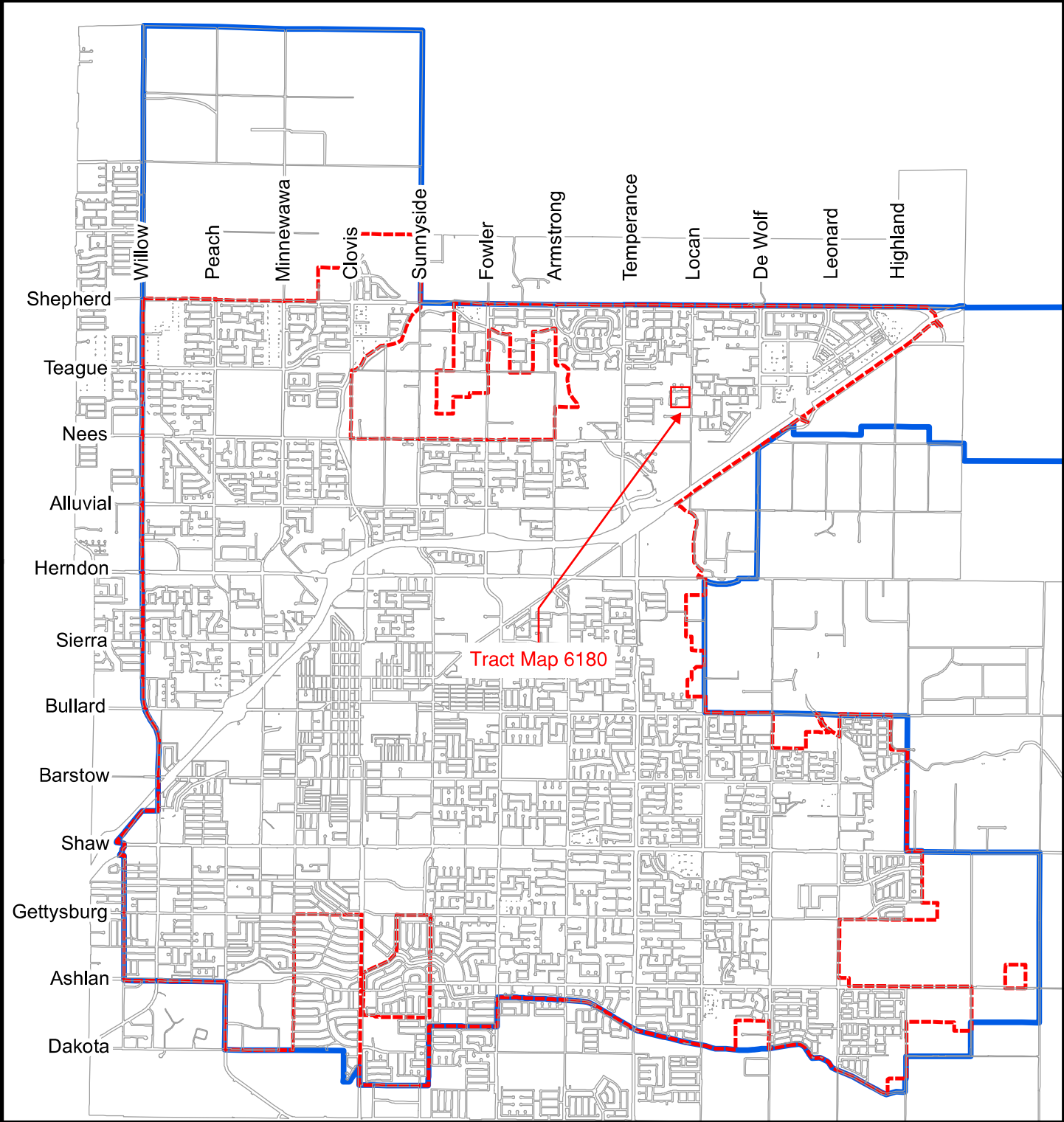
Record the Notice of Completion and release the Performance, Labor and Materials, and Maintenance Sureties as appropriate.

Prepared by: Gene G. Abella, Civil Engineer

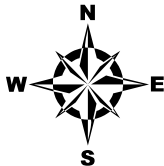
Reviewed by: City Manager GA

VICINITY MAP

Tract Map 6180 (DYP 6180, L.P., DeYoung Properties)



ATTACHMENT 1





CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Finance Department

DATE: June 21, 2021

SUBJECT: Consider Actions related to Annexation of Territory (Annexation #69, T6339 - NWC Locan/Teague, T6332 - NEC Locan/Teague, Future phase - NEC Locan/Teague) to the City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services).

a. Consider Approval - Res. 21-____, A Resolution annexing territory (Annexation #69) (T6339 - NWC Locan/Teague, T6332 - NEC Locan/Teague, Future phase - NEC Locan/Teague) to the City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services) and calling a special landowner election to annex territory (Annexation #69) to City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services).

b. Consider Approval - Res. 21-____, A Resolution of the City of Clovis declaring the results of a special landowner election and directing recording of the Notice of Special Tax Lien for City of Clovis Community Facilities District No. 2004-1 (Police and Fire Services).

Staff: Jay Schengel, Finance Director

Recommendation: Approve

ATTACHMENTS: 1. Resolution of Annexation
2. Resolution Declaring Results

CONFLICT OF INTEREST

None.

RECOMMENDATION

- That the Council hold a public hearing and approve actions related to the Annexation of Territory (Annexation #69) to Community Facilities District No. 2004-1.

- Consider Approval – Res. 21-____, A Resolution of annexation of territory (Annexation #69) to the Community Facilities District (City of Clovis Community Facilities District No. 2004-1) and to authorize the levy of Special Taxes therein and submitting Levy of Special Taxes to Qualified Electors.
- Call for Special Election and have Clerk announce the vote.
- Consider Approval – Res. 21-____, A Resolution of the City Council of the City of Clovis Declaring the Results of the Special Annexation Election; Determining Validity of Prior Proceedings and Directing Recording of the Notice of Special Tax Lien (City of Clovis Community Facilities District No. 2004-1) (Police and Fire Services).

EXECUTIVE SUMMARY

Since the condition to establish a CFD was imposed on the developments being processed by the City, developments proceeding after March 8, 2004, must petition to be annexed to the existing CFD. Several property owners have submitted petitions to annex territory to the Community Facilities District 2004-1 and to include their property within the District as provided by the conditions of approval of the development entitlements.

To initiate the process for annexation of territory to a CFD, the Council approved a Resolution of Intention-Annexation #69 (ROI) to annex territory to the CFD on May 17, 2021. The ROI set a public hearing for June 21, 2021. The action today finalizes the annexation to the CFD.

BACKGROUND

Since the condition to establish a CFD was imposed on the developments being processed by the City, developments proceeding after March 8, 2004 must petition to be annexed to the existing CFD. Several property owners have submitted petitions to annex territory to the Community Facilities District 2004-1 and to include their property within the District as provided by the conditions of approval of the development entitlements.

To initiate the process for annexation of territory to a CFD, the Council approved a Resolution of Intention-Annexation #69 (ROI) to annex territory to the CFD. The ROI set a public hearing for June 21, 2021. The Rate and Method of Apportionment (RMA) referred to in the ROI is the same as adopted by the Council with the Resolution of Formation adopted March 8, 2004. RMA provides, among other things, definitions, identifies what properties will be taxed, and the maximum special tax.

The conditions as provided in the Rate and Method of Apportionment will apply to territory annexed to the Community Facilities Districts to provide funding for public safety operations in new growth areas. The major conditions include:

1. The maximum annual tax will be \$260.08 for single family residential and \$224.55 for multi-family residential.
2. The maximum tax will be increased by the Escalator Factor, which is the greater of the change in CPI or percentage change in population.
3. There will be a review not later than five years of inception of the CFD.

4. The annual tax will not apply to commercially zoned property.
5. The tax will apply only to that property for which a building permit is issued after January 1, 2004.
6. The costs of salary and benefit increases funded by the CFD will be limited to the Escalator Factor.

The purpose of the hearing is to take public comment on the annexation of territory to the CFD and to accept protests from any interested person within the proposed boundaries. If no property owner protests are received, the Council may take the initial actions to annex the territory to the CFD by approving a resolution on the annexation to the CFD and calling a special property owner election. Once the election is called, the City Clerk tabulates the ballots. If the property owners of two-thirds (2/3) of the property within the proposed boundaries vote in favor of the CFD, then the Council can take action to direct the recording of Notice of Special Tax Lien. A unanimous vote is required to have the election the same night as approval of the resolution of annexation. The recording of the Tax Lien is contingent upon the property being annexed to the City. The property included within the CFD is being processed for annexation to the City and the Local Agency Formation Commission has approved the annexations.

After the annexation is complete and the Notice of Tax Lien has been recorded, any final maps within the CFD may be recorded and construction permits for homes can be issued. One of the conditions of the CFD is that the tax will only be collected on those properties where a building permit for a residence has been issued.

FISCAL IMPACT

If approved, residential units built within the boundaries of the CFD will be assessed annually according to the conditions of the CFD formation and those assessments will be utilized to fund police and fire services.

REASON FOR RECOMMENDATION

All requirements for the annexation of territory to the CFD have been completed and the Council may take action to annex territory to the CFD.

ACTIONS FOLLOWING APPROVAL

After approval of the resolution directing the recordation of the Notice of Tax Lien, the lien will be recorded.

Prepared by: Steve Nourian, Senior Accounting Systems Technician

Reviewed by: City Manager JA

RESOLUTION NO. 21-**A RESOLUTION OF ANNEXATION OF TERRITORY TO COMMUNITY FACILITIES DISTRICT AND TO AUTHORIZE THE LEVY OF SPECIAL TAXES THEREIN AND SUBMITTING LEVY OF SPECIAL TAXES TO QUALIFIED ELECTORS****CITY OF CLOVIS
Community Services District No. 2004-1
(Police and Fire Services)
Annexation No. 69**

RESOLVED by the City Council (the "Council") of the City of Clovis (the "City"), County of Fresno, State of California, that:

WHEREAS, this Council, on May 17, 2021, adopted A Resolution of Intention to Annex Territory to the Community Services District and to Authorize the Levy of Special Taxes Therein (the "Resolution of Intention") stating its intention to annex the territory to the City's Community Services District 2004-1 (the "District"), pursuant to Mello Roos Community Facilities Act of 1982, Sections 53311 and following of the California Government Code (the "Act"); and

WHEREAS, a copy of the Resolution of Intention, incorporating a description and map of the proposed boundaries of the territory to be annexed to the District and stating the services to be provided and the rate and method of apportionment of the special tax to be levied within the District to pay for the services for the District, is on file with the Clerk of the Council and the provisions thereof are fully incorporated herein by this reference as if fully set forth herein; and

WHEREAS, on the date hereof, this Council held a noticed public hearing as required by the Act and the Resolution of Intention relative to the proposed annexation of territory to the District; and

WHEREAS, at such hearing all interested persons desiring to be heard on all matters pertaining to the annexation of territory to the District and the levy of said special taxes within the area proposed to be annexed were heard and a full and fair hearing was held; and

WHEREAS, prior to the time fixed for said hearing, written protests had not been filed against the proposed annexation of territory to the District by (i) 50% or more of the registered voters, or six registered voters, whichever is more, residing in the existing District, or (ii) 50% or more of the registered voters, or six registered voters, whichever is more, residing in the territory proposed to be annexed to the District, or (iii) owners of one-half or more of the area of land in the territory proposed to be annexed to the District; and

WHEREAS, Annexation Map No. 69 to the District, has been filed with the City Clerk, which map shows the territory to be annexed in these proceedings, and a copy thereof is on file with the City Clerk.

NOW, THEREFORE, IT IS HEREBY ORDERED,

1. All prior proceedings taken by this Council with respect to the District and the proposed annexation of territory thereto have been duly considered and are hereby determined to be valid and in conformity with the Act, and the District has been validly established pursuant to the Act.
2. The description and map of the boundaries of the territory to be annexed to District, as described in said Annexation Map No. 69 to the District on file with the Clerk are hereby finally approved, are incorporated herein by reference, and shall be included within the boundaries of the District, and said territory is hereby ordered annexed to the District, subject to voter approval of the levy of the special taxes therein as hereinafter provided.
3. The provisions of the Resolution of Intention and Resolution No. 21-59 adopted by this Council for the District on May 17, 2021 each as heretofore adopted by this Council are by this reference incorporated herein, as if fully set forth herein.
4. Pursuant to the provisions of the Act, the proposition of the levy of the special tax within the territory to be annexed to the District shall be submitted to the voters of the area to be annexed to the District at an election called therefore as hereinafter provided.
5. This Council hereby finds that fewer than 12 persons have been registered to vote within the territory proposed to be annexed to the District for each of the 90 days preceding the close of the hearing heretofore conducted and concluded by this Council for the purposes of these annexation proceedings. Accordingly, and pursuant to the Act, this Council finds that for purposes of these proceedings the qualified electors are the landowners within the territory proposed to be annexed to the District and that the vote shall be by said landowners, each having one vote for each acre or portion thereof such landowner owns in the territory proposed to be annexed to the District.
6. Pursuant to the Act, the election shall be conducted by mail ballot under Section 4000 of the California Elections Code. This Council hereby determines that paragraphs (a), (b), (c)(1), and (c)(3) of said Section 4000 are applicable to this election.
7. The Council hereby calls a special election to consider the measure described in the ballot referred to below, which election shall be held on June 21, 2021, in the regular meeting place of this Council, City Council Chambers, City Hall, 1033 5th Street, Clovis, California. This Council hereby further finds that the provision of the Act requiring a minimum of 90 days to elapse before said election is for the protection of voters and that the voters have waived such requirement and the date for the election herein specified is established accordingly.
8. The City Clerk is hereby appointed as the election official to conduct the election and shall cause to be provided to each landowner in the territory to be annexed to the District. The City Clerk shall accept the ballots of the qualified electors received prior to 5:00 o'clock p.m. on June 21, 2021, whether received by mail or by personal delivery.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on June 21, 2021, by the following vote, to wit.

AYES:

NOES:

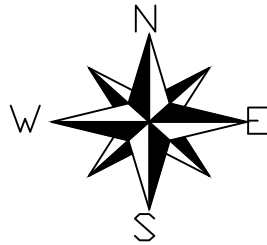
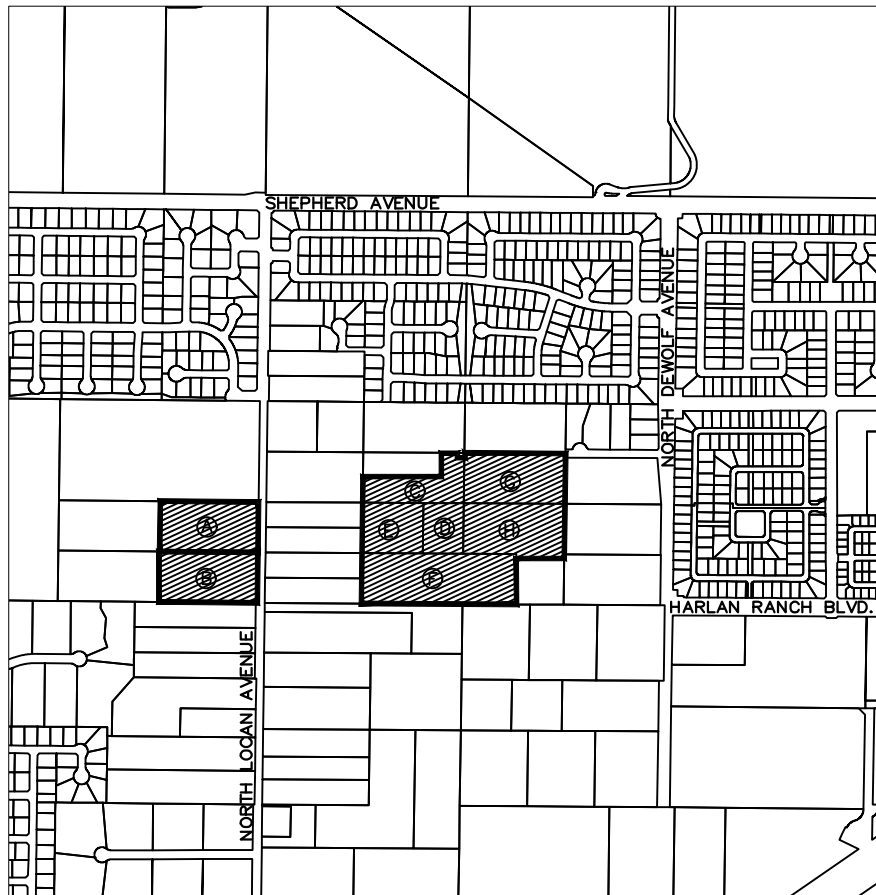
ABSENT:

ABSTAIN:

DATED: June 21, 2021

Mayor

City Clerk



- LEGEND**
- PARCEL
 - ANNEXATION BOUNDARY
 - (A) APN 559-051-14
 - (B) APN 559-051-16
 - (C) APN 558-520-57
 - (D) APN 558-020-11
 - (E) APN 558-020-12
 - (F) APN 558-020-84
 - (G) APN 558-290-06
 - (H) APN 558-020-87

FILED IN THE OFFICE OF THE CITY CLERK THIS _____ DAY OF _____, 2021. I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING PROPOSED BOUNDARIES OF ANNEXATION NO. 69 TO COMMUNITY FACILITIES DISTRICT NO. 2004-1 (POLICE AND FIRE SERVICES), CITY OF CLOVIS, COUNTY OF FRESNO, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF CLOVIS AT A REGULAR MEETING THEREOF, HELD ON THE 21ST DAY OF _____, 2021, BY ITS RESOLUTION NO. 21-_____.

 JOHN HOLT
 CITY CLERK
 CITY OF CLOVIS

FILED THIS _____ DAY OF _____, 2021, AT THE HOUR OF _____ O'CLOCK _____ M. IN THE BOOK _____ PAGE _____ OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS AND AS INSTRUMENT NO. _____ IN THE OFFICE OF THE COUNTY RECORDER IN THE COUNTY OF FRESNO, STATE OF CALIFORNIA.

 PAUL A. DICTOS, C.P.A. BY: DEPUTY COUNTY RECORDER
 COUNTY ASSESSOR-RECORDER
 COUNTY OF FRESNO
 STATE OF CALIFORNIA

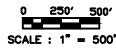
REFERENCE IS MADE TO THAT BOUNDARY MAP OF COMMUNITY FACILITIES DISTRICT NO 2004-1 (POLICE AND FIRE SERVICES) OF THE CITY OF CLOVIS RECORDED WITH THE FRESNO COUNTY RECORDER'S OFFICE ON FEBRUARY 19, 2004, IN BOOK 40 OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS, PAGE 57.

THE LINES AND DIMENSIONS OF EACH LOT OR PARCEL SHOWN ON THIS DIAGRAM SHALL BE THOSE LINES AND DIMENSIONS AS SHOWN ON THE FRESNO COUNTY ASSESSORS MAPS FOR THOSE PARCELS LISTED.

THE FRESNO COUNTY ASSESSORS MAPS SHALL GOVERN FOR ALL DETAILS CONCERNING THE LINES AND DIMENSIONS OF SUCH LOTS OF PARCELS.

ANNEXATION MAP NO. 69

COMMUNITY FACILITIES DISTRICT NO. 2004-1
 (POLICE AND FIRE SERVICES)



CITY OF CLOVIS
 COUNTY OF FRESNO
 STATE OF CALIFORNIA

RESOLUTION NO. 21-**A RESOLUTION DECLARING RESULTS OF SPECIAL ANNEXATION ELECTION,
DETERMINING VALIDITY OF PRIOR PROCEEDINGS, AND DIRECTING
RECORDING OF AMENDED NOTICE OF SPECIAL TAX LIEN****CITY OF CLOVIS
Community Facilities District No. 2004-1
(Police and Fire Services)
Annexation No. 69**

RESOLVED by the City Council (the "Council") of the City of Clovis (the "City"), County of Fresno, State of California, that:

WHEREAS, in proceedings heretofore conducted by the Council pursuant to the Mello-Roos Community Facilities Act of 1982, as amended (the "Act"), this Council has heretofore adopted a resolution calling a special election of the qualified landowner electors in the territory of land proposed to be annexed to Community Facilities District No. 2004-1 (Police and Fire Services) (the "CFD"); and

WHEREAS, pursuant to the terms of the resolution which is hereby incorporated herein by this reference, the special election has been held and the City Clerk has filed a Canvass of Votes Cast in Special Election, a copy of which is attached hereto as Attachment A of Attachment 2; and

WHEREAS, this Council has reviewed the Canvass and hereby approves it.

NOW, THEREFORE, IT IS HEREBY ORDERED as follows:

1. The issue presented at the special election was the levy of a special tax within the territory annexed to the CFD, to be levied in accordance with the formula heretofore approved by this Council as described in Resolution No. 21-33, a Resolution of Annexation of Territory to Community Facilities District, authorizing the Levy of a Special Tax and Submitting Levy of Tax to Qualified Electors, adopted June 21, 2021.
2. Pursuant to the Canvass on file with the City Clerk, the issue presented at the special election was approved by the landowners of the territory annexed to the CFD by more than two-thirds (2/3) of the landowners voting at the special election.
3. Pursuant to the voter approval, said annexed territory to the CFD is hereby declared to be fully annexed to and part of the CFD and this Council may levy special taxes therein as heretofore provided in these proceedings.

4. It is hereby found that all prior proceedings and actions taken by this Council pursuant to the CFD and the territory annexed thereto were valid and in conformity with the Act.

Within 15 days of the date hereof, the City Clerk shall execute and cause to be recorded in the office of the County Recorder of the County of Fresno, an amendment to the Notice of Special Tax Lien as required by Section 3117.5 of the California Streets and Highways Code.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on June 21, 2021 by the following vote, to wit.

AYES:

NOES:

ABSENT:

ABSTAIN:

DATED: June 21, 2021

Mayor

City Clerk

**CITY OF CLOVIS
Community Facilities District No. 2004-1
(Police and Fire Services)
Annexation No. 69**

CANVASS AND STATEMENT OF RESULT OF ELECTION

I hereby certify that on this date, I canvassed the returns of the election held on this date, in the territory annexed to Community Facilities District No. 2004-1 (Police and Fire Services) of the City of Clovis which election is designated as the Special Tax Annexation Election, and the total number of ballots cast in the territory to be annexed and the total number of votes cast for and against the measure are as follows and the totals as shown for and against the measure are full, true and correct:

Qualified Landowner Votes	Votes Cast	YES	NO
--	-----------------------	------------	-----------

**City of Clovis
Community Facilities District No. 2004-1
(Police and Fire Services), Annexation No. 69
Special Tax Annexation Election,
June 21, 2021.**

BALLOT MEASURE: Shall the City of Clovis, by and for its Community Facilities District No. 2004-1 (Police and Fire Services) (the "CFD"), be authorized to levy special taxes within the territory annexed to the CFD pursuant to and as described in Resolution No. 21-___ of the City of Clovis, adopted by its Council on June 21, 2021?

IN WITNESS WHEREOF, I HAVE HEREUNTO SET MY HAND this ____ day of _____ 2021.

CITY OF CLOVIS

By: _____
City Clerk



CITY of CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Administration

DATE: June 21, 2021

SUBJECT: Consider Approval – Res. 21-___, Authorizing Approval of the Application and Adopting Permanent Local Housing Allocation Plan for the Permanent Local Housing Allocation Program; and Approving Commitment of Funds to The Jefferson Affordable Housing Project located at 1703 N. De Wolf Avenue.

Staff: Andrew Haussler, Community and Economic Development Director

Recommendation: Approve

ATTACHMENTS:

1. Resolution Approving Application
2. PLHA Plan (2019-23) and Application
3. Request Letter for Reservation of Funds

CONFLICT OF INTEREST

None

RECOMMENDATION

For the City Council to authorize approval of the application and adopting Permanent Local Housing Allocation Plan for the Permanent Local Housing Allocation Program and approving allocation of funding to The Jefferson Affordable Housing Project located at 1703 N. De Wolf Avenue.

EXECUTIVE SUMMARY

On May 3, 2021, California HCD released a Notice of Funding Availability for the Permanent Local Housing Allocation Program. Staff is seeking approval of the application and adopting the Permanent Local Housing Allocation Plan for the Permanent Local Housing Allocation Program in the amount of \$933,789 for immediate allocation and approximately \$1.26 million for future allocations during the five-year program. In addition, staff is requesting Council to approve the commitment of \$1,283,000 Permanent Local Housing Allocation Program funds for The Jefferson Affordable Housing Project located at 1703 N. De Wolf Avenue.

BACKGROUND

Permanent Local Housing Allocation Program Grant Application

The City of Clovis has long sought after grant funding to provide funding for affordable housing development. Staff received a NOFA from California HCD regarding the Permanent Local Housing Allocation Program and is seeking authorization to submit an application in the amount of \$933,789 for immediate allocation and approximately \$1.26 million for future allocations during the five-year program. The program allows for 5% of the allocation to be used for administrative expenses.

Permanent Local Housing Allocation Program Five-Year Plan

A five-year (2019-2023) plan for use of the funds is also required to be approved by City Council. Over the five years it is expected that Clovis will be eligible to receive \$2,193,654. The program allows the City flexibility in allocating this funding. Potential uses include loans for multi-family developments, housing vouchers, down-payment assistance, homeless services, and housing rehabilitation activities.

Based on the current funding available, the largest need and opportunity is to encourage the development of affordable multi-family housing units. Staff is recommending utilizing this funding to encourage subsidized multi-family developments affordable to households making less than 80% of area median income with a prioritization for units affordable to households that make at or less than 60% of area median income.

The assistance must be in the form of a loan at a low interest rate (3% or less) and only require repayment if the project produces income. This will allow projects to seek significant outside funding to produce the maximum amount of affordable units in the City. If other uses are of interest to the City, the plan can be amended in the future.

Future allocations will be dependent on revenue generated for the Program through a state-wide recording fee that is designed to provide a consistent stream of affordable housing funding to local jurisdictions such as Clovis. Staff will submit annually for allocations into the future and the forecast is for the funding stream to increase.

Request for Reservation of PHLA Funds

A unique opportunity has been afforded to the City to support a 58 unit affordable housing project seeking funding. The Affordable Housing Development Corporation is in position to apply for Affordable Housing Tax Credits that would finance the majority of the project. The application deadline is July 1, 2021. With the recent natural disasters in Fresno County (the Creek Fire), additional tax credits are available and this is likely a one-time opportunity. A commitment letter from the City reserving \$1,283,000 in PHLA funds for the project is critical to the competitiveness of the application. The funding will be available via the PHLA funding source when the funds will need to be invested (summer of 2022). A commitment of these funds would result in more competitive applications as it would count towards "local match" resulting in higher scores and the likelihood of being funded. If the PHLA funds do not materialize, the City would not be obligated to provide the investment. The overall project development cost is expected to be \$26.7 million dollars. The use of PHLA funds to leverage external resources is critical to developing affordable units in Clovis.

Staff has reviewed the following for the project:

- Project Details:
 - Location - 1703 N. DeWolf Avenue
 - Site Plan – Included in Attachment #3
 - Unit Details
 - Number of Units (59)
 - Number of Affordable Units (58)
 - Affordability Levels:
 - 100% of the units (with the exception of the manager unit) will be rent restricted to individuals with incomes ranging from 30%-60% of the Area Median Income (AMI). 10% of the units will be restricted to 30% of AMI, 15% will be restricted to 40% AMI, 40% will be restricted to 50% AMI and the remainder will be restricted to 60% AMI.
 - Project financing
 - Amount of PLHA funding requested - \$1,283,000
 - Amount of PLHA funding requested per Affordable Unit: \$22,120
 - Total Cost of the Project - \$26,749,203

Based on the proposed project, staff is recommending approval for the City Manager to submit a commitment letter as part of the application to the Affordable Housing Tax Credit program as requested. If awarded tax credits, it is likely that the project would be in position to begin construction in the summer of 2022.

For future allocations of funds, staff will return to City Council with parameters to develop a request for proposal process.

FISCAL IMPACT

There would be no impact to the City's General Fund, and would provide funding for affordable housing projects and programs in the City of Clovis. If the application is funded by California HCD, a budget amendment in the amount of the grant award would be submitted for Council approval.

REASON FOR RECOMMENDATION

California HCD requires City Council approval of the 2019-23 Permanent Local Housing Allocation Plan before an application can be submitted for the Local Housing Allocation Program. The commitment letter would allow a feasible affordable housing project to seek significant funding from the Affordable Housing Tax Credit Program.

ACTIONS FOLLOWING APPROVAL

Staff will prepare and submit the Local Housing Allocation Program Plan and grant application to California HCD and submit a commitment letter for The Jefferson Affordable Housing Project located at 1703 N. DeWolf Avenue. If the project is awarded Affordable Housing Tax Credits and moves forward, staff would return with the necessary loan documents for approval.

Prepared by: Andrew Haussler, Community & Economic Development Director

Reviewed by: City Manager LS

RESOLUTION 21-__

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS
AUTHORIZING THE APPLICATION AND ADOPTING THE PLHA PLAN FOR THE
PERMANENT LOCAL HOUSING ALLOCATION PROGRAM**

WHEREAS, the Department is authorized to provide up to \$304 million under the SB 2 Permanent Local Housing Allocation Program Formula Component from the Building Homes and Jobs Trust Fund for assistance to Cities and Counties as described in Health and Safety Code section 50470 et seq. (Chapter 364, Statutes of 2017 (SB 2)); and

WHEREAS, the State of California (the “State”), Department of Housing and Community Development (“Department”) issued a Notice of Funding Availability (“NOFA”) dated 5/3/2021 under the Permanent Local Housing Allocation (PLHA) Program; and

WHEREAS, the City of Clovis is an eligible Local government who has applied for program funds to administer one or more eligible activities, or a Local or Regional Housing Trust Fund to whom an eligible Local government delegated its PLHA formula allocation; and

WHEREAS, the Department may approve funding allocations for PLHA Program, subject to the terms and conditions of the Guidelines, NOFA, Program requirements, the Standard Agreement, and other contracts between the Department and PLHA grant recipients.

NOW, THEREFORE, BE IT RESOLVED, that:

1. If Applicant receives a grant of PLHA funds from the Department pursuant to the above referenced PLHA NOFA, it represents and certifies that it will use all such funds in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including without limitation all rules and laws regarding the PLHA Program, as well as any and all contracts Applicant may have with the Department.
2. Applicant is hereby authorized and directed to receive a PLHA grant, in an amount not to exceed the five-year estimate of the PLHA formula allocations, as stated in Appendix C of the current NOFA in accordance with all applicable rules and laws.
3. Applicant hereby agrees to use the PLHA funds for eligible activities as approved by the Department and in accordance with all Program requirements, Guidelines, other rules and laws, as well as in a manner consistent and in compliance with the Standard Agreement and other contracts between the Applicant and the Department.
4. Pursuant to Section 302(c)(4) of the Guidelines, Applicant’s PLHA Plan for the 2019-2023 Allocations is attached to this resolution, and Applicant hereby adopts this PLHA Plan and certifies compliance with all public notice, public comment, and public hearing requirements in accordance with the Guidelines.

5. Application certifies that it has or will subgrant some or all of its PLHA funds to another entity or entities. Pursuant to Guidelines Section 302(c)(3), "entity" means a housing developer or program operator, but does not mean an administering Local government to whom a Local government may delegate its PLHA allocation.
6. Pursuant to Applicant's certification in this resolution, the PLHA funds will be expended only for eligible Activities and consistent with all program requirements.
7. Applicant certifies that, if funds are used for the acquisition, construction or rehabilitation of for-sale housing projects or units within for-sale housing projects, the grantee shall record a deed restriction against the property that will ensure compliance with one of the requirements stated in Guidelines Section 302(c)(6)(A),(B) and (C).
8. Applicant certifies that, if funds are used for the development of an Affordable Rental Housing Development, the Local government shall make PLHA assistance in the form of a low-interest, deferred loan to the Sponsor of the Project, and such loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a Regulatory Agreement shall restrict occupancy and rents in accordance with a Local government-approved underwriting of the Project for a term of at least 55 years.
9. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement, the PLHA Program Guidelines and any other applicable SB 2 Guidelines published by the Department.
10. The City Manager is authorized to execute the PLHA Program Application, the PLHA Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the Program or the PLHA grant awarded to Applicant, as the Department may deem appropriate.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on June 21, 2021 by the following vote, to wit.

AYES:
 NOES:
 ABSENT:
 ABSTAIN:

DATED: June 21, 2021

Mayor

City Clerk

Permanent Local Housing Allocation (PLHA) Formula Allocation

2021 Application for New Applicants



**State of California
Governor, Gavin Newsom**

**Lourdes Castro Ramírez, Secretary
Business, Consumer Services and Housing Agency**

**Gustavo Velasquez, Director
Department of Housing and Community Development**

Program Design and Implementation, PLHA Program
2020 West El Camino Avenue, Suite 150, Sacramento, CA 95833
PLHA Program Email: PLHA@hcd.ca.gov

**Final Filing Date: December 31, 2021
at 11:59 P.M. PST**

<p>Instructions</p> <p>This application form is limited to Applicants who did not apply to the 2020 Formula Allocation NOFA</p>	<p>Rev. 5/14/21</p>
---	---------------------

When opening this file, a yellow banner at the top may appear with a button that says "Enable Content". It is essential that you click this box so that the macros are enabled. Enabling macros is necessary for full worksheet functionality. Macros do not work with Microsoft's Excel version for Apple Mac.

Applications must be submitted electronically to the Department's website. Requirements for uploading the Application Workbook and required supporting documentation, including naming conventions, are described in the application instructions available at <https://www.hcd.ca.gov/grants-funding/active-funding/plha.shtml>. All applicable information must be received by HCD no later than 11:59 p.m. on:

Friday, December 31, 2021

Applications must be on the Department's forms and cannot be altered or modified by the Applicant. Excel forms must be in Excel format and 'save as' .xls or .xlsx. Do not 'save as' .xlsm or .pdf format. If you encounter problems with the application, please fill out the Application Support worksheet and email the entire workbook to Application Support at AppSupport@hcd.ca.gov and PLHA@hcd.ca.gov

General Instructions Additional instructions and guidance are given throughout the Formula Allocation Application in "red" text and in cell comments.

Guideline references are made with "§" and the corresponding guideline section number.

"Yellow" cells are for Applicant input. Failure to provide the required attachments and documentation will disqualify your application from consideration.

Required attachments are indicated in "orange" throughout the Supplemental Application. Failure to provide the required attachments and documentation may disqualify your application from consideration. Electronically attached files must use the naming convention in the PLHA Application. For Example: "App1 Payee Data" for Applicant 1 Payee Data Record/STD. 204.

Threshold items are indicated in "blue" cells.

"Red" shaded cells indicate the Sponsor has failed to meet a requirement of the program.

Applicant must complete the following worksheets in the PLHA Formula Allocation Application.

Formula Allocation Application

302(c)(4) Plan

Legislative Contacts

Checklist

Threshold Requirement	Electronic File Name	Document Description	Included?
X	Application and Adopting the PLHA Plan (2019-2023 Allocations) Reso	Pursuant to section 302(c)(4) of the Guidelines, Applicant's PLHA Plan for 2019-2023 allocations is attached to this resolution, and Applicant certifies compliance with all public notice, comment, and hearing requirements in accordance with the Guidelines.	
	App1 TIN	Taxpayer Identification Number Document	
X	Applicant Delegation Agreement	Legally binding agreement between Delegating and Administering Local Governments (sample provided—just click on icon in row 17, column AI)	
X	Plan Adoption Reso.	§302(c)(4)(D) Evidence that the Plan was authorized and adopted by resolution by the Local jurisdiction and that the public had an adequate opportunity to review and comment on its content. PLHA webpage for Plan Adoption Resolution Document	
X	Reuse Plan	Program Income Reuse Plan describing how repaid loans or accrued interest will be used for eligible activities in Section 301.	
X	Executed Application	Provide a copy of the signed application. Signature in blue ink preferred.	

Disclosure of Application (California Public Records Act Statutes of 1968 Chapter 1473): Information provided in the application will become a public record available for review by the public, pursuant to the California Public Records Act Statutes of 1968 Chapter 1473. As such, any materials provided will be disclosable to any person making a request under this Act. The Department cautions Applicants to use discretion in providing information not specifically requested, including but not limited to, bank accounts, personal phone numbers and home addresses. By providing this information to the Department, the Applicant is waiving any claim of confidentiality and consents to the disclosure of submitted material upon request.

Local Government Formula Allocation for New Applicants

Rev. 5/14/21

Eligible Applicant Type:	Entitlement
Local Government Recipient of PLHA Formula Allocation:	
2019 PLHA Formula Allocation Amount:	\$365,609
2020 PLHA Formula Allocation Amount:	\$568,270
2020 Allowable Local Admin (5%):	\$18,280
2021 Allowable Local Admin (5%):	\$28,414

Instructions: If the Local Government Recipient of the PLHA Formula Allocation delegated its PLHA formula allocation to a Local Housing Trust Fund or to another Local Government, the Applicant (for which information is required below) is the Local Housing Trust Fund or administering Local Government. The PLHA award will be made to the Applicant (upon meeting threshold requirements) and the Applicant is responsible for meeting all program requirements throughout the term of the Standard Agreement.

The 302(c)(4) Plan template worksheet requires first choosing one or more of the Eligible Activities listed below. If "Yes" is clicked, the 302(c)(4) Plan worksheet opens a series of questions about what precise activities are planned. Some specific activities, such as providing downpayment assistance to lower-income households for acquisition of an affordable home, could be included under either Activity 2 or 9. Please only choose one of those Activities; don't list the downpayment assistance under both Activities.

If the PLHA funds are used for the same Activity but for different Area Median Income (AMI) level, select the same Activity twice (or more times) and the different AMI level the Activity will serve. Please enter the percentage of funds allocated to the Activity in only the first Activity listing to avoid double counting the funding allocation.

For each year (2019-2023), allocations must equal to 100% annually including the allowable administrative costs of up to five percent.


Eligible Applicants §300

§300(a) and (b) Eligible Applicants for the Entitlement and Non-Entitlement formula component described in Section §100(b)(1) and (2) are limited to the metropolitan cities and urban counties allocated a grant for the federal fiscal year 2017 pursuant to the federal CDBG formula specified in 42 USC, Section §5306 and Non-entitlement local governments.

Applicant:	City of Clovis				
Address:	1033 Fifth Street				
City:	Clovis	State:	CA	Zip:	93612
County:	Fresno				
Auth Rep Name:	Andrew Haussler	Title:	Comm. & Econ. Dev. Dir.	Auth Rep. Email:	andrewh@cityofclovis.com
Phone:	559-324-2095				
Address:	1033 Fifth Street	City:	Clovis	State:	CA
Zip Code:	93612				
Contact Name:	Andrew Haussler	Title:	Comm. & Econ. Dev. Dir.	Contact Email:	andrewh@cityofclovis.com
Contact Phone:	559-324-2095				
Address:	1033 Fifth Street	City:	Clovis	State:	CA
Zip Code:	93612				

§300(d) Is Applicant delegated by another Local government to administer on its behalf its formula allocation of program funds? No

§300(d) If Applicant answered "Yes" above, has the Applicant attached the legally binding agreement required by §300 (c) and (d)? N/A

A sample agreement can be found by double clicking on the icon to the right 

File Name:	Application and Adopting the PLHA Plan (2019-2023 Allocations) Reso	Pursuant to section 302(c)(4) of the Guidelines, Applicant's PLHA Plan for 2019-2023 allocations is attached to this resolution, and Applicant certifies compliance with all public notice, comment, and hearing requirements in accordance with the Guidelines.	Yes	Uploaded to HCD?	Yes
File Name:	App1 TIN	Taxpayer Identification Number Document		Uploaded to HCD?	Yes
File Name:	Applicant Delegation Agreement	Legally binding agreement between Delegating and Administering Local Governments (sample provided—just click on icon in row 17, column AI)		Uploaded to HCD?	N/A

Eligible Activities, §301

§301(a) Eligible activities are limited to the following:	Included?
§301(a)(1) The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to Extremely low-, Very low-, Low-, or Moderate-income households, including necessary operating subsidies.	<input checked="" type="checkbox"/> YES
§301(a)(2) The predevelopment, development, acquisition, rehabilitation, and preservation of affordable rental and ownership housing, including Accessory Dwelling Units (ADUs), that meets the needs of a growing workforce earning up to 120 percent of AMI, or 150 percent of AMI in high-cost areas. ADUs shall be available for occupancy for a term of no less than 30 days.	<input type="checkbox"/> YES
§301(a)(3) Matching portions of funds placed into Local or Regional Housing Trust Funds.	<input type="checkbox"/> YES
§301(a)(4) Matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund pursuant to subdivision (d) of HSC Section 34176.	<input type="checkbox"/> YES
§301(a)(5) Capitalized Reserves for services connected to the preservation and creation of new permanent supportive housing.	<input type="checkbox"/> YES
§301(a)(6) Assisting persons who are experiencing or At-risk of homelessness, including, but not limited to, providing rapid re-housing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.	<input type="checkbox"/> YES
§301(a)(7) Accessibility modifications in Lower-income Owner-occupied housing.	<input type="checkbox"/> YES
§301(a)(8) Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments.	<input type="checkbox"/> YES
§301(a)(9) Homeownership opportunities, including, but not limited to, down payment assistance.	<input type="checkbox"/> YES
§301(a)(10) Fiscal incentives made by a county to a city within the county to incentivize approval of one or more affordable housing Projects, or matching funds invested by a county in an affordable housing development Project in a city within the county, provided that the city has made an equal or greater investment in the Project. The county fiscal incentives shall be in the form of a grant or low-interest loan to an affordable housing Project. Matching funds investments by both the county and the city also shall be a grant or low-interest deferred loan to the affordable housing Project.	<input type="checkbox"/> YES

Threshold Requirements, §302

§302(a) The Applicant's Housing Element and Delegating Local Government's Housing Element (if applicable) was/were adopted by the Local Government's governing body by the application submittal date subsequently determined to be in substantial compliance with state Housing Element Law pursuant to Government Code Section 65585.	Yes
§302(c)(2) Applicant certified in the Resolution submitted with this application that submission of the application was authorized by the governing board of the Applicant.	Yes
§302(c)(3) Applicant certified in the Resolution submitted with this application that, if the Local Government proposes allocation of funds for any activity to another entity, the Local government's selection process had no conflicts of interest and was accessible to the public.	Yes
§302(c)(4) Applicant certified in the Resolution submitted with this application that the application include a Plan in accordance with §302(c)(4)?	Yes
§302(c)(4)(D) Applicant certified in the Resolution submitted with this application that the Plan was authorized and adopted by resolution by the Local Government and that the public had an adequate opportunity to review and comment on its content.	71
§302(c)(5) Applicant certified in the Resolution submitted with this application that the Plan submitted is for a term of five years (2019-2023). Local Governments agree to inform the Department of changes made to the Plan in each succeeding year of the term of the Plan.	Yes

§302(c)(6) Applicant certified in the Resolution submitted with this application that it will ensure compliance with §302(c)(6) if funds are used for the acquisition, construction, or rehabilitation of for-sale housing projects or units within for-sale housing projects.			Yes
§302(c)(7) Applicant certified in the Resolution submitted with this application that it will ensure that the PLHA assistance is in the form of a low-interest, deferred loan to the Sponsor of the Project, if funds are used for the development of an Affordable Rental Housing Development. The loan shall be evidenced through a Promissory Note secured by a Deed of Trust and a Regulatory Agreement shall restrict occupancy and rents in accordance with the Local government-approved underwriting of the Project for a term of at least 55 years.			Yes
§302(c)(8) Has Applicant attached a program income reuse plan describing how repaid loans or accrued interest will be reused for eligible activities specified in Section 301?			Yes
File Name:	Reuse Plan	Program Income Reuse Plan describing how repaid loans or accrued interest will be used for eligible activities in Section 301.	Narrative uploaded to HCD?
Administration			
Applicant agrees to adhere to §500 , Accounting Records.			Yes
Applicant agrees to adhere to §501 , Audits/Monitoring of PLHA Files.			Yes
Applicant agrees to adhere to §502 , Cancellation/Termination.			Yes
Applicant agrees to adhere to §503 , Reporting.			Yes
Certifications			
On behalf of the entity identified below, I certify that: The information, statements and attachments included in this application are, to the best of my knowledge and belief, true and correct and I possess the legal authority to submit this application on behalf of the entity identified in the signature block.			
Luke Serpa	City Manager		
Authorized Representative Printed Name	Title	Signature	Date

§302(c)(4) Plan

Rev. 5/14/21

§302(c)(4)(A) Describe the manner in which allocated funds will be used for eligible activities.
 The City of Clovis plans to use PLHA funds for the following activities:
 1) Capital Development - Multi-Family Housing: consistent with the Permanent Local Housing Allocation (PLHA) Final Guidelines section §301(a)(1), to subsidize the development of affordable multi-family housing for households with incomes at or below 80% AMI; and
 2) Program Administration: consistent with the Permanent Local Housing Allocation (PLHA) Final Guidelines section §301(b), to provide administration of program and activities.

§302(c)(4)(B) Provide a description of the way the Local government will prioritize investments that increase the supply of housing for households with incomes at or below 60 percent of Area Median Income (AMI).
 All funding directed towards multi-family housing development activities will restrict the PLHA-funded rental units to households making at or below 80% AMI. Priority for funds will be provided to projects serving households at more deeply targeted AMI levels at or below 60% to projects proposing to serve special needs populations.

§302(c)(4)(C) Provide a description of how the Plan is consistent with the programs set forth in the Local Government's Housing Element.
 The City's Housing Element includes programs for Program 7: Affordable Housing Incentives which includes strengthening partnerships with housing developers to expand affordable housing opportunities and providing financial incentives. The City plans to use PLHA funds for activities that address this program.

Activities Detail (Activities Detail (Must Make a Selection on Formula Allocation Application worksheet under Eligible Activities, §301))

§301(a)(1) The predevelopment, development, acquisition, rehabilitation, and preservation of multifamily, residential live-work, rental housing that is affordable to extremely low-, very low-, low-, or moderate-income households, including necessary Operating subsidies.

§302(c)(4)(E)(i) Provide a detailed and complete description of how allocated funds will be used for each proposed Affordable Rental Housing Activity.
 The City will allocate PLHA funds in this category to provide construction/permanent gap financing for the new construction of multifamily rental housing and/or necessary operating subsidies. In compliance with §302(c)(7), loans will be provided as low-interest, deferred payment loans. Funded units will serve households at or below 80% AMI; however, priority will be given to projects serving at or below 60% AMI and maybe special needs populations.

Complete the table below for each proposed Affordable Rental Housing Activity to be funded with 2019-2023 PLHA allocations. If a single Activity will be assisting households at more than one level of Area Median Income, please list the Activity as many times as needed to capture all of the AMI levels that will be assisted, but only show the percentage of annual funding allocated to the Activity one time (to avoid double counting).

Funding Allocation Year	2019	2020	2021	2022	2023										
§302(c)(4)(E)(i) Percentage of Funds Allocated for the Proposed Affordable Rental Housing Activity	95.0%	95.0%	95.0%	95.0%	95.0%										
§302(c)(4)(E)(ii) Area Median Income Level Served	60%	60%	60%	60%	60%										TOTAL
§302(c)(4)(E)(ii) Unmet share of the RHNA at the AMI Level Note: complete for year 2019 & 2020 only	837	897													1734
§302(c)(4)(E)(ii) Projected Number of Households Served	0	0	58	18	18										94
§302(c)(4)(E)(iv) Period of Affordability for the Proposed Affordable Rental Housing Activity (55 years required for rental housing projects)	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	55 Years	

§302(c)(4)(E)(iii) A description of major steps/actions and a proposed schedule for the implementation and completion of the Activity.

The City will coordinate allocation of the PLHA funds for Capital Development - Multi-Family Housing activities with its annual federal funding cycle for the Community Development Block Grant (CDBG) program or the State/Federal Tax Credit application timeframe. This funding cycle typically commences with a NOFA in January-February, a Public Comment Period and Public Hearing on recommended funding allocations for specific projects, and City Council approval of the funding plan in April-May. For each PLHA-funded project approved by the City Council, a loan agreement will be prepared and will include a timeline with development milestones, all necessary loan provisions, and the roles and responsibilities of those in the project partnership, including developer and project sponsor. Priority for projects proposing units at deeper affordability levels may be given priority during the annual funding process.

§301(a)(2) The predevelopment, development, acquisition, rehabilitation, and preservation of Affordable rental and ownership housing, including Accessory Dwelling Units (ADUs), that meets the needs of a growing workforce earning up to 120 percent of AMI, or 150 percent of AMI in high-cost areas. ADUs shall be available for occupancy for a term of no less than 30 days.

§301(a)(3) Matching portions of funds placed into Local or Regional Housing Trust Funds.

§301(a)(4) Matching portions of funds available through the Low- and Moderate-Income Housing Asset Fund pursuant to subdivision (d) of HSC Section 34176.

§301(a)(5) Capitalized Reserves for Services connected to the preservation and creation of new permanent supportive housing.

§301(a)(6) Assisting persons who are experiencing or At risk of homelessness, including, but not limited to, providing rapid rehousing, rental assistance, supportive/case management services that allow people to obtain and retain housing, operating and capital costs for navigation centers and emergency shelters, and the new construction, rehabilitation, and preservation of permanent and transitional housing.

§301(a)(7) Accessibility modifications in Lower-income Owner-occupied housing.

§301(a)(8) Efforts to acquire and rehabilitate foreclosed or vacant homes and apartments.

§301(a)(9) Homeownership opportunities, including, but not limited to, down payment assistance.

§301(a)(10) Fiscal incentives made by a county to a city within the county to incentivize approval of one or more affordable housing Projects, or matching funds invested by a county in an affordable housing development Project in a city within the county, provided that the city has made an equal or greater investment in the Project. The county fiscal incentives shall be in the form of a grant or low-interest loan to an affordable housing Project. Matching funds investments by both the county and the city also shall be a grant or low-interest deferred loan to the affordable housing Project.

Legislative and Congressional Information

Rev. 5/14/21

Provide the Legislative and Congressional information for the applicant and each activity location, (if different than applicant location), included in this application.

To locate or verify the Legislative and Congressional information, click on the respective links below and enter the applicant office location zip code, the activity location site zip code(s) (i.e. zip code(s) where activities are performed), and any additional activity location site(s), as applicable.

[California State Assembly](#)

[California State Senate](#)

[U.S. House of Representatives](#)

Applicant Office Location

	District #	First Name	Last Name
State Assembly Member	23	Jim	Patterson
State Senate Member	8	Andreas	Borgeas
U.S. House of Representatives	22	Devin	Nunes

Activity Location 1 (if different from applicant location)

	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			

Activity Location 2 (if different from applicant location)

	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			

Activity Location 3 (if different from applicant location)

	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			

Activity Location 4 (if different from applicant location)

	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			

Activity Location 5 (if different from applicant location)

	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			

Activity Location 6 (if different from applicant location)

	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			

Activity Location 7 (if different from applicant location)

	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			

Activity Location 8 (if different from applicant location)

	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			

Activity Location 9 (if different from applicant location)

	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			

Activity Location 10 (if different from applicant location)

	District #	First Name	Last Name
State Assembly Member			
State Senate Member			
U.S. House of Representatives			

Application Development Team (ADT) Support Form

Rev. 5/14/21

Please complete the "yellow" cells in the form below and email a copy to: AppSupport@hcd.ca.gov. and PLHA@hcd.ca.gov. A member of the Application Development Team will respond to your request within ASAP.

Full Name:		Date Requested:		Application Version Date:	
------------	--	-----------------	--	---------------------------	--

Organization:		Email:		Contact Phone:	
---------------	--	--------	--	----------------	--

Justification:

Issue #	Program Name &	Tab	Section	Cell#	Update/Comment	Urgency	ADT Status	Status Date
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								
21								
22								
23								
24								
25								

City of Clovis
Permanent Local Housing Allocation (PLHA)
REUSE PLAN

The City of Clovis will reuse any program income generated from the PLHA program to continue to subsidize the development of affordable multifamily housing for households with incomes at or below 80% area median income and will prioritize at or below 60% area median income. More specifically, program income will be used to provide construction/permanent gap financing for the new construction of multifamily rental housing and/or necessary operating subsidies. This is an eligible activity under Section §301(a)(1) of the PLHA guidelines.

This Program Income Reuse Plan may be amended from time to time should the City's affordable housing goals and priorities change. However, all program income will be reused and spent on PLHA eligible activities as outlined in Section §301 of the PLHA guidelines.



June 10, 2021

Mr. Andy Haussler
 Community & Economic Development Director
 City of Clovis
 1033 Fifth Street
 Clovis, CA 93612

Re: Request for City of Clovis Funding for *The Jefferson*, a low-income housing development

Dear Andy,

On behalf of Affordable Housing Development Corporation (AHDC), we are formally requesting the City of Clovis Permanent Local Housing Allocation (PLHA) for Years 1-3, totaling \$1,283,000 for our proposed low-income housing development, *The Jefferson*, located at 1703 N. De Wolf Avenue Clovis, California 93619. These funds would be loaned to a single purpose to-be-formed low-income housing tax credit limited partnership that AHDC or one of its affiliates would be a part of. The residual receipts loan would be for a term of 55 years with a simple interest rate.

The Jefferson is a proposed low-income residential housing community. The development will consist of 59 total units, including one manager's unit with a mix of 4 one-bedroom units and 37 two-bedroom units and 19 three-bedroom units ranging in square footage from approximately 650 to 850 square feet. The target population primarily consists of residents from Clovis that are income qualified. 100% of the units (with the exception of the manager unit) will be rent restricted to individuals with incomes ranging from 30%-60% of the Area Median Income (AMI). 10% of the units will be restricted to 30% of AMI, 15% will be restricted to 40% AMI, 40% will be restricted to 50% AMI and the remainder will be restricted to 60% AMI.

AHDC is intending to purchase the 2.6 acres of multifamily property and we plan to apply for Low Income Housing Tax Credits (LIHTCs) on July 1st. We have been working with City staff, including Planning, Public Works, and Community Development to assess the design of our proposed development as well as determine funding opportunities that could assist in the leveraging of the tax credits and provide gap funding. On July 1st, there is a unique opportunity to apply for Federal Disaster Recovery Tax Credits (Federal Credit Ceiling established by the Consolidated Appropriations Act, 2021) that are available to 22 counties in CA, one of which is Fresno, due to last year's devastating Creek Fire. These additional tax credits are only slated to be available for the

Attachment 3



second application round (July 1st) for the 9% LIHTCs, which essentially doubles the amounts of credits that Fresno County can typically access. As you know, our community is in desperate need for affordable housing and based on our company's history of owning and operating both affordable and market rate housing in Clovis and throughout the state, we know how impactful the housing and services can be to our residents and their families.

AHDC will be the developer and owner in the to-be-formed tax credit limited partnership ownership structure. *The Jefferson* is slated to receive all entitlement approvals, including Site Plan Review Amendment and Density Bonus from the City of Clovis in June 2021. Additional anticipated sources of financing include 9% low-income housing tax credits, a conventional permanent loan and deferred developer fee.

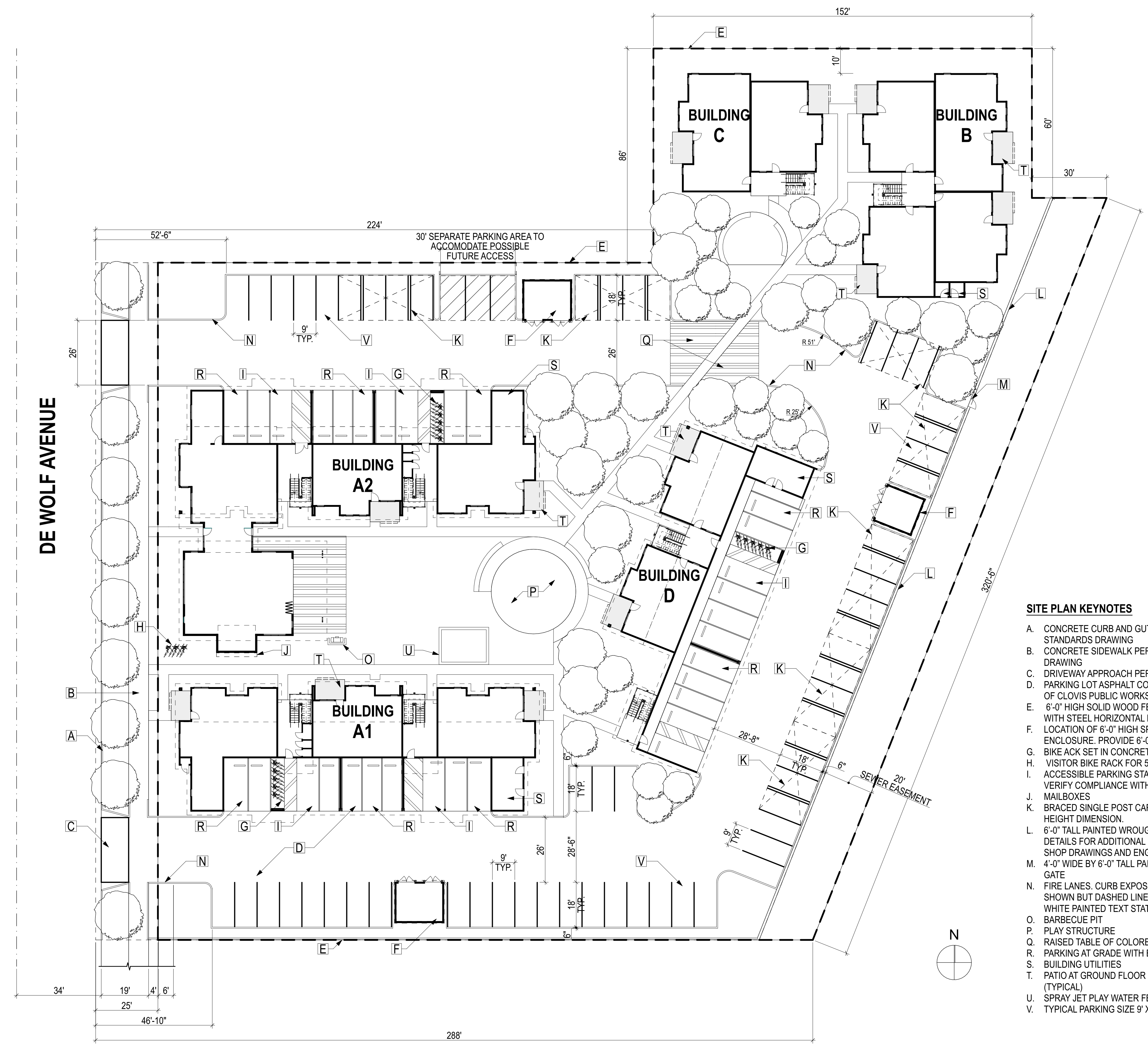
Preliminary Sources and Uses are as follows:

Sources:	
Permanent Loan:	2,638,000
Tax Credit Equity:	21,528,228
City of Clovis PLHA Funds (Years 1 -3):	1,283,000
Gap/Shortfall/Deferred Developer Fee:	1,299,976
Total Development Costs	26,749,203

Uses	
Land:	1,025,000
Construction Costs:	17,454,150
Financing Costs:	1,640,551
Permits and Impact Fees:	2,295,645
Reserves:	124,237
Developer Fee:	2,200,000
Other Soft Costs:	2,009,620
Total Development Costs	26,749,203

Sincerely,

Laurie Doyle
Executive Vice President



SITE PLAN KEYNOTES

- A. CONCRETE CURB AND GUTTER PER CITY OF CLOVIS PUBLIC WORKS STANDARDS DRAWING
- B. CONCRETE SIDEWALK PER CITY OF CLOVIS PUBLIC WORKS STANDARDS DRAWING
- C. DRIVEWAY APPROACH PER CITY OF CLOVIS PUBLIC WORKS STANDARDS
- D. PARKING LOT ASPHALT CONCRETE PAVING OVER PREPARED BASE PER CITY OF CLOVIS PUBLIC WORKS STANDARDS (TYPICAL)
- E. 6'-0" HIGH SOLID WOOD FENCE WITH STEEL POSTS AT A MAXIMUM OF 6'-0" O.C. WITH STEEL HORIZONTAL RAILS FOR ATTACHMENT OF WOOD BOARDS
- F. LOCATION OF 6'-0" HIGH SPLIT FACE CONCRETE MASONRY TRASH ENCLOSURE. PROVIDE 6'-0" HIGH METAL GATES
- G. BIKE RACK SET IN CONCRETE BASE AND COVERED
- H. VISITOR BIKE RACK FOR 5 BIKES
- I. ACCESSIBLE PARKING STALLS, SIGNAGE, UNLOADING AISLE, AND RAMPS. VERIFY COMPLIANCE WITH CURRENT ACCESSIBILITY CODE.
- J. MAILBOXES
- K. BRACED SINGLE POST CARPORT. PROVIDE 8'-2" MINIMUM VERTICAL CLEAR HEIGHT DIMENSION.
- L. 6'-0" TALL PAINTED WROUGHT IRON FENCE. REFER TO ARCHITECTURAL SITE DETAILS FOR ADDITIONAL INFORMATION. GATE CONTRACTOR TO PROVIDE SHOP DRAWINGS AND ENGINEERING FOR DEFERRED APPROVAL.
- M. 4'-0" WIDE BY 6'-0" TALL PAINTED WROUGHT IRON FIRE DEPARTMENT MAN GATE
- N. FIRE LANES. CURB EXPOSED FACES (OR ON PAVING WHERE NO CURB IS SHOWN BUT DASHED LINE IS SHOWN ON PLAN) SHALL BE PAINTED RED WITH WHITE PAINTED TEXT STATING "NO PARKING FIRE LANE"
- O. BARBECUE PIT
- P. PLAY STRUCTURE
- Q. RAISED TABLE OF COLORED AND SCORED CONCRETE WITH 2 COLORS
- R. PARKING AT GRADE WITH BUILDING ABOVE AT 2ND AND 3RD STORIES
- S. BUILDING UTILITIES
- T. PATIO AT GROUND FLOOR WITH BALCONIES ABOVE AT UPPER FLOORS (TYPICAL)
- U. SPRAY JET PLAY WATER FEATURE
- V. TYPICAL PARKING SIZE 9' X18'

PROJECT DATA

OWNER INFORMATION:	AHDC, LAURIE DOYLE
ADDRESS:	3128 WILLOW AVENUE, SUITE 101 CLOVIS, CA 93612
PHONE NUMBER:	559.292.3385 x112
ARCHITECT INFORMATION:	DAVID MOGAVERO
EMAIL ADDRESS:	DMOGAVERO@MOGAVEROARCHITECTS.COM
PHONE NUMBER:	916.443.1033
SITE DATA	
SITE ADDRESS:	1703 N. DE WOLF AVENUE CLOVIS, CA 93619
APN:	554-053-41
PROJECT DESCRIPTION:	59 AFFORDABLE RENTAL UNITS AND COMMUNITY FACILITIES
VEHICLE PARKING ANALYSIS:	SIXTY COVERED STANDARD THIRTY OPEN STANDARD NINETY TOTAL PARKING STALLS PROVIDED
BIKE PARKING ANALYSIS:	THIRTY LONG-TERM STALLS SIX SHORT-TERM STALLS 36 TOTAL PARKING STALLS PROVIDED
EXISTING USE:	VACANT
PROPOSED USE:	MULTI-FAMILY APARTMENT COMPLEX
EXISTING PARCEL:	1
ZONING:	R-3
LOT AREA:	113,256 SQUARE FEET = 2.60 ACRES
GENERAL PLAN:	HIGH DENSITY

SHADE TREE TABLE

ONE TREE ON SITE PER TWO REQUIRED PARKING STALLS			
PARKING STALLS ON SITE:	90		
TREES PROVIDED ON-SITE:	50		
PARKING LOT AREA TO BE 50% SHADED WITHIN 15 YEARS			
PARKING LOT AREA: (NOTE 1)	24,092		
50% TO BE SHADED:	12,046		
QTY	TYPE OF TREE	AREA OF TREE	TOTAL AREA OF TREES
15	CHINESE PISTACHE	490	7,350
15	LONDON PLANE	490	7,350
20	SAW LEAF ZELKOVA	490	9,800
TOTAL SHADE PROVIDED:			24,500

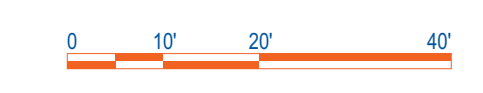
NOTES:

- 1. Not including parking spaces under buildings or carports.

UNIT MIX

BUILDING TYPE	UNIT TYPE			
	1 BR	2 BR	3 BR	TOTAL
BUILDING A1	4	6	5	15
BUILDING A2	4	6	4	14
BUILDING B	-	9	3	12
BUILDING C	-	3	3	6
BUILDING D	-	8	4	12
TOTAL:	8	32	19	59

SITE PLAN - SCALE 1" = 20'

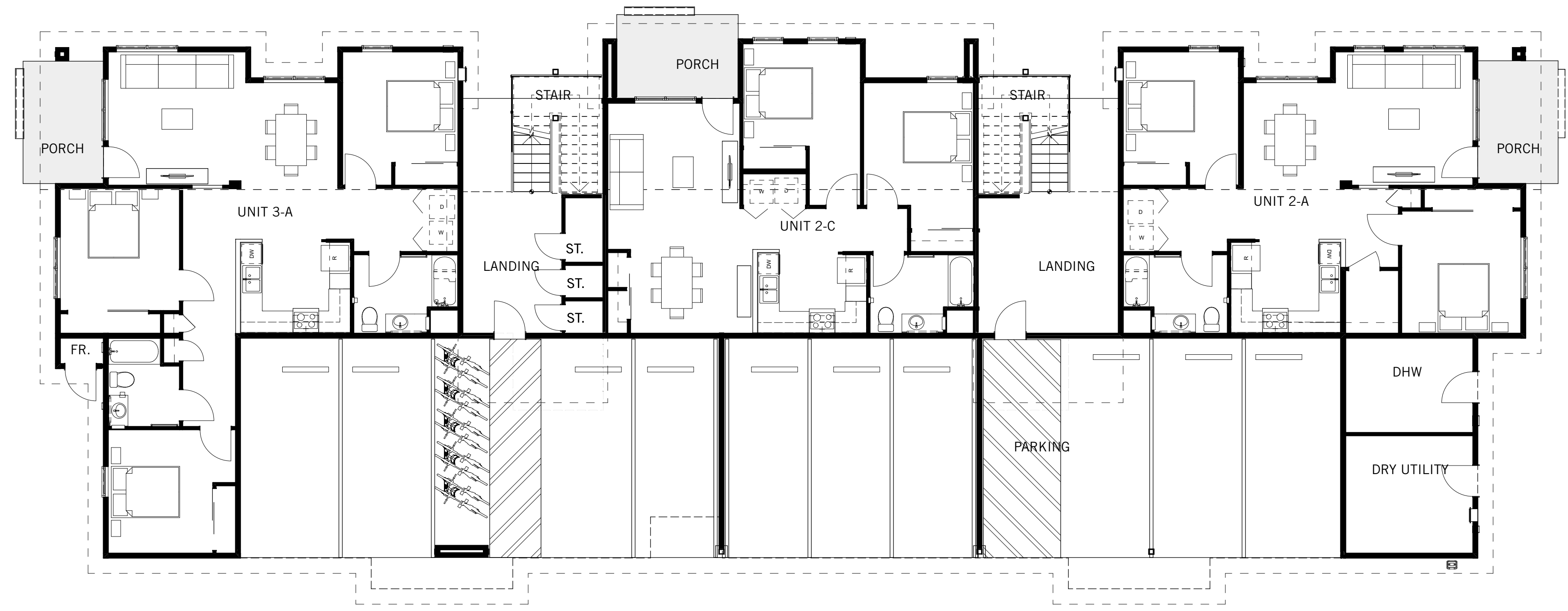
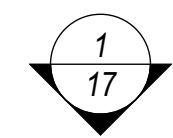




05/26/21 11:11 AM - 2021/05/26 11:11 AM - 2021/05/26 11:11 AM

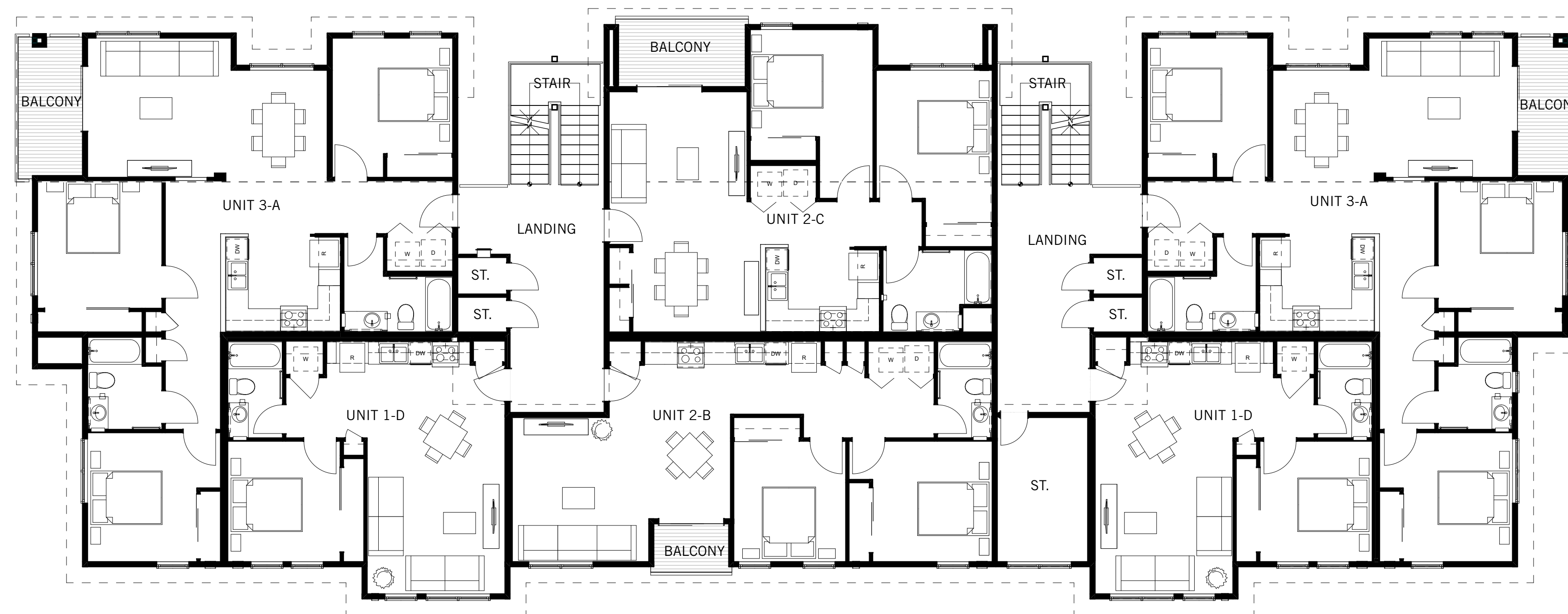
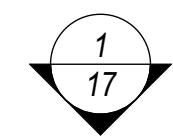
ILLUSTRATIVE AND LANDSCAPE SITE PLAN - SCALE 1" = 20'

0 10' 20' 40'



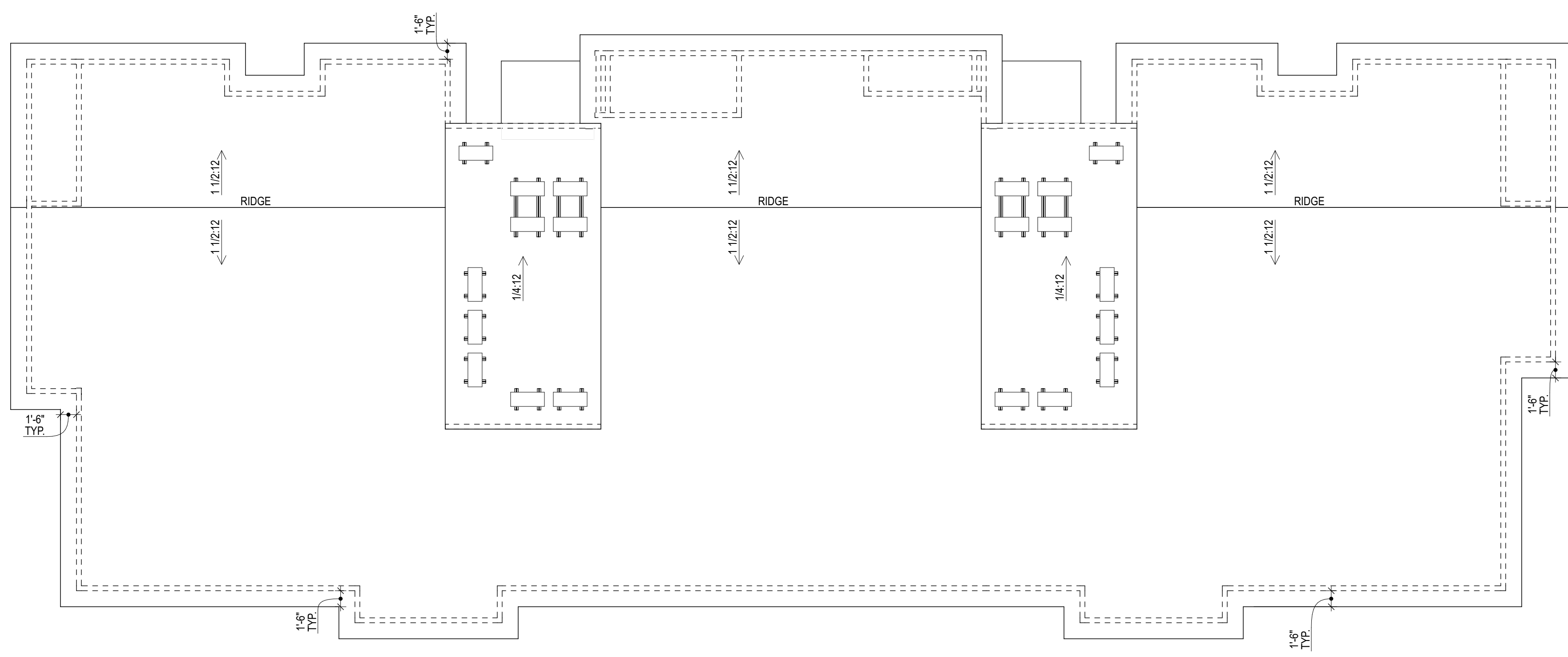
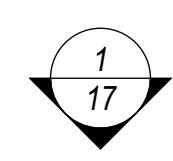
■ GROUND FLOOR PLAN - SCALE 1/8" = 1'-0"

BBB&B MAJMA-Serve-23.indd - BBB&B-Base-04-ARCH-03-202105 - 04 Wolf - Clovis - Print - Wednesday, Jun 2, 2021 1:17 PM



■ SECOND FLOOR PLAN - SCALE 1/8" = 1'-0"

\\bls\arc\13018\13018.dwg - 05/26/21 11:17 AM



■ ROOF PLAN - SCALE 1/8" = 1'-0"

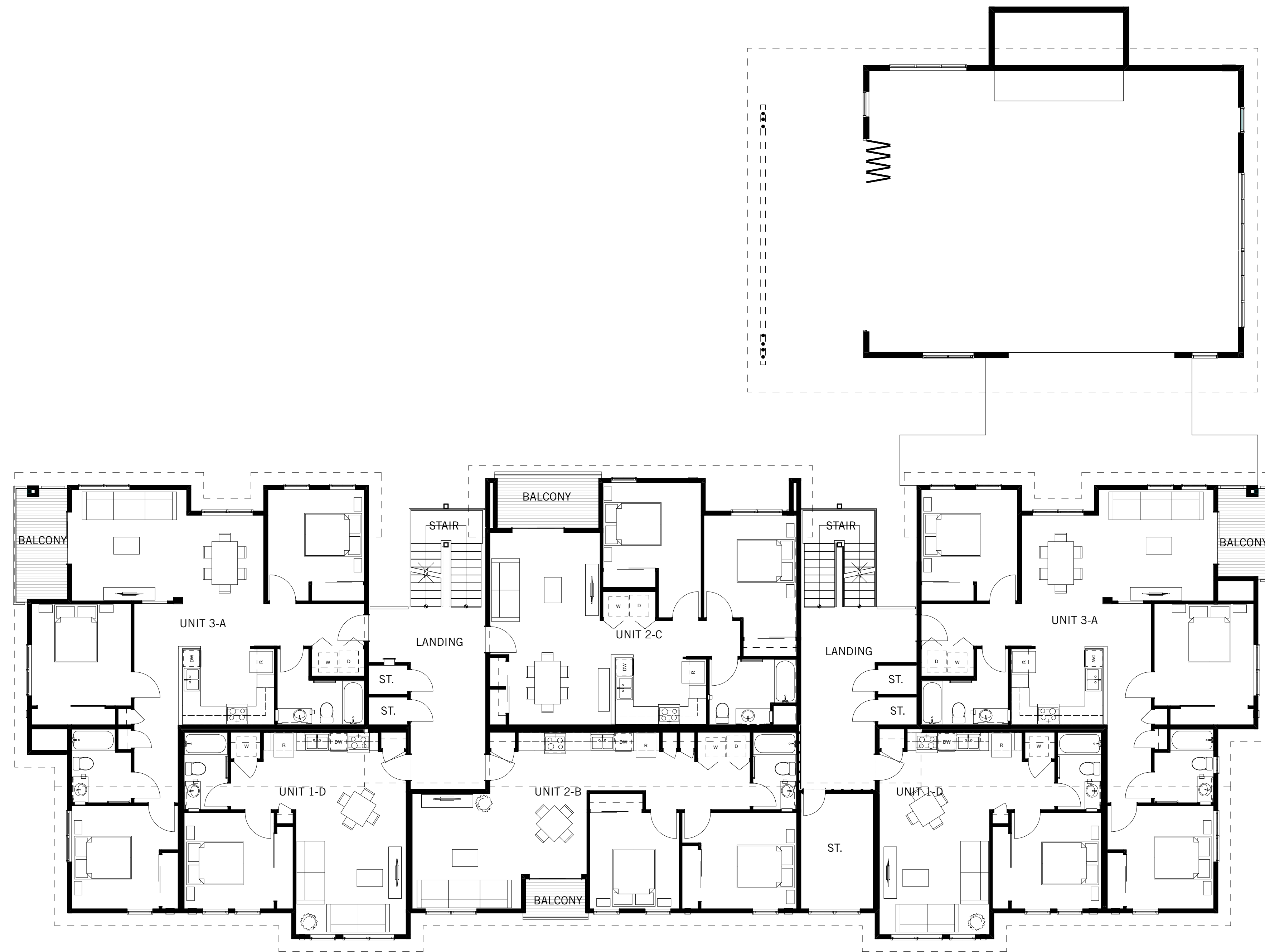
\\Bldg01\MS\BMS\Server\21\loc1 - Bldg01\Bldg01\ARCH\CH02 21212105 - De Wolf - Clovis - Final - Revise.dwg, Jun 2, 2021, 1:17 PM



■ GROUND FLOOR PLAN - SCALE 1/8" = 1'-0"



B:\Arch\13\1301\1301-21\1301-21.dwg - B:\Arch\13\1301\1301-21\1301-21.dwg - Print - 2021/11/17 PM



■ SECOND FLOOR PLAN - SCALE 1/8" = 1'-0"



BBB&B - M:\B2M-Serve-21\ba2 - BB&B\ba2\ba2-02\ba2-0212103 - BA_Wall_Clovis_Planet_Rev001.dwg, Jun 2, 2021, 1:11 PM



■ STREET VIEW ELEVATION - SCALE 1/8" = 1'-0" 



■ BUILDING A1 - REAR ELEVATION - SCALE 1/8" = 1'-0" 

05/26/2021 11:11 AM - Building A1 - Rear Elevation - Scale 1/8" = 1'-0" - Building A1 - Rear Elevation - Scale 1/8" = 1'-0" - Building A1 - Rear Elevation - Scale 1/8" = 1'-0"



■ BUILDING D WEST ELEVATION - SCALE 1/8" = 1'-0" 

B:\Draws\1410101\Drawings\1410101.dwg - B:\Draws\1410101\Drawings\1410101.dwg - B:\Draws\1410101\Drawings\1410101.dwg - B:\Draws\1410101\Drawings\1410101.dwg - B:\Draws\1410101\Drawings\1410101.dwg - B:\Draws\1410101\Drawings\1410101.dwg - B:\Draws\1410101\Drawings\1410101.dwg - B:\Draws\1410101\Drawings\1410101.dwg - B:\Draws\1410101\Drawings\1410101.dwg - B:\Draws\1410101\Drawings\1410101.dwg



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: June 21, 2021

SUBJECT: Consider Various items associated with the establishment of Objective Standards for Single Family Residential Development:

a. Consider Approval – Res 21-____, A request to adopt objective single family residential design and development standards.

b. Consider Introduction – Ord 21-____, A request to amend the standards of the R-1-MD (Single Family Residential Medium Density) zone district and the general property development and use standards related to parking for single family residential uses.

c. Consider Policy Direction – A request to provide direction to Staff to remove an existing standard requiring that all park and landscape improvements be installed and accepted prior to issuance of 40% of a subdivision tract's building permit.

Staff: Dave Merchen, City Planner

Recommendation: Approve

ATTACHMENTS:

1. Resolution 21-____
2. Ordinance 21-____
3. Single Family Objective Design and Development Standards
4. March 1, 2021 City Council Staff Report
5. Questions and Answers from March 1, 2021 – Objective Standards

CONFLICT OF INTEREST

None.

RECOMMENDATION

Staff and the Planning Commission recommend:

- a. The adoption of a resolution approving single family objective design and development standards (Attachments 1 and 3);
- b. Approval of the introduction of the accompanying ordinance amendment (Attachment 2);

- c. In the event that the Council chooses not to adopt objective standards, Staff recommends that Council provide direction to remove an existing standard requiring that all park and landscape improvements be installed and accepted for maintenance by the City prior to issuance of 40% of a tract's building permits. (This requirement is eliminated in objective standards, so separate policy direction is not required if the objective standards are adopted).

EXECUTIVE SUMMARY

At its March 1, 2021 meeting, the City Council considered the adoption of single family objective standards and an accompanying ordinance amendment. After significant discussion, primarily focused on recommended changes to the existing standards for the R-1-MD (Single Family Residential Medium Density (4.1 – 7.0 DU/acre)) Zone District, the Council continued the item. The staff report from the March 1, 2021 meeting is included as Attachment 4. A summary of key topics discussed during the March 1st meeting is presented in a question-and-answer format in Attachment 5.

BACKGROUND

In October of 2019, the State of California approved Senate Bill (SB) 330, known as the Housing Crisis Act of 2019, which is aimed at increasing housing production. A portion of SB330 focuses on objective design standards in regard to streamlined review for residential projects. Under State law, objective standards are defined as those that involve no personal or subjective judgment by a public official and are uniformly verifiable by reference to an external and uniform benchmark.

Objective standards for multi-family development were adopted by the City in December of 2019. Draft objective standards applicable to single family development are now complete and have been scheduled for consideration. Some of these standards propose to alter existing requirements in the Development Code, focusing primarily on the R-1-MD Zone District. These standards, if adopted, also require amendments to the Development Code to eliminate inconsistencies.

PROPOSAL AND ANALYSIS

A full description and analysis of the proposed objective standards is provided in the March 1, 2021 staff report, included with this report as Attachment 4. A summary of the topics discussed during the March 1, 2021 meeting, presented in question-and-answer format, is also included as Attachment 5.

Description of Proposal

Staff is recommending the approval of the following actions:

- a. First, the adoption of objective standards for single family development is recommended to facilitate compliance with State Law (as amended by SB 330). While there is no deadline to adopt new standards, the requirement to apply objective standards is already in effect. Until the City adopts new standards, only the objective criteria in the existing development code can be applied.
- b. Second, an amendment to the development code is recommended to ensure that there are no conflicts between the code and the new objective standards. This applies primarily to the R-1-MD Zone.

- c. Finally, at the request of the Building Industry Association (BIA), staff is recommending that the Council provide direction to staff relative to one specific standard in the event the full set of standards is not adopted. Staff concurs and recommends that the Council direct staff to remove the requirement stating all park and landscape improvements shall be installed and accepted for maintenance by the City prior to issuance of 40% of a subdivisions tract's building permits (Attachment 3 - Standard IV.J.6.b).

Relationship Between Proposed Standards and Existing City Requirements

While many of the recommended objective standards can already be found in the Development Code, other criteria reflect conditions that have been routinely applied but have never been officially adopted. The City is currently limited to applying only those objective standards that have been adopted. Therefore, adoption of the single family objective standards will ensure that the City can comply with the requirements of State law while continuing to apply many of the routine conditions of approval that it has historically incorporated into housing projects. Objective standards apply to projects in all residential zone districts, except the R-1-PRD (Planned Residential Development) District. The PRD District requires the adoption of custom standards on a project-by-project basis, which does not allow for objective criteria.

Consultation with Building Industry Association

Staff consulted with the Building Industry Association (BIA) and other members of the development community early in the process of developing the objective standards. A consistent theme in these discussions was the need for objective standards that facilitate development on lot sizes smaller than 6000 square feet. Most new subdivisions include lots of this size. After evaluating these standards and discussing them with industry representatives, staff identified several existing criteria that seemed to unnecessarily constrain development on smaller lots.

The result of this analysis was to recommend changes to the existing standards in the R-1-MD zone district, which allows lot sizes between 4500 and 6000 square feet. The purpose of the changes is to allow greater flexibility on smaller lots through reduced setbacks, greater lot coverage, and smaller garages. Because these reduced standards have been approved by the City and implemented through the Planned Residential Development (PRD) process for many years, concerns regarding potential impacts to neighborhood quality were minimal. The standards would not increase the number of lots that could be allowed within a land use classification, but they could allow a larger home to be built on the same size lot.

Alternatives to the Recommended Standards

During the City's Council's discussion of the objective standards on March 1st, the primary focus was on the reductions to the existing standards in the R-1-MD zone district. As explained above, these standards will trigger an amendment to the Development Code if they are approved. While the reduced R-1-MD standards are intended to increase flexibility on smaller lot development, SB 330 does not require the City to reduce its standards or increase building intensity. Therefore, the Council may direct that any of the recommended criteria be removed from the list of objective standards prior to adoption. If the Council wishes to remove any of the recommended reductions to the R-1-MD standards, the standards in the existing Development

Code would be applied. Removal or modification of any proposed standard will not detract from the overall effectiveness of the standards or the City's ability to comply with the requirements of SB 330.

Compact Single Family Standards (1800 Square Foot Lots)

The BIA has provided recommendations for objective development standards that would apply to lots as small as 1800 square feet. The existing Development Code does not include a zone district that would accommodate individual single family lots of this size. Currently, when such lots are proposed, they are accommodated through the PRD process. To implement objective standards for 1800 square foot lots, a new zone district will need to be incorporated into the Development Code. Staff is working with BIA representatives to draft comprehensive standards for a new zone district, including provisions for mandatory open space and subdivision amenities. When completed, the new zone district will be presented to the Planning Commission and City Council for consideration as a separate item.

Park and Landscape Improvements – 40% Building Permit Requirement

The draft single family objective standards considered by the Planning Commission in January included a requirement stating that all park and landscape improvements shown within an approved tract map must be installed and accepted for maintenance prior to the issuance of 40% of the tract's building permits (Attachment 3 - Standard IV.J.6.b). After further internal discussion and consultation with representatives of the Building Industry Association (BIA), staff is recommending that this requirement be removed. The City's acceptance of subdivision improvements, together with its' release of the developer's surety bond, cannot occur until all required park and landscaping improvements have been installed. Therefore, the City has sufficient protection to ensure that these improvements will be installed and there is no need to track build-out of the project and place an arbitrary limit on how many building permits can be issued. BIA representatives have confirmed that the requirement constitutes a substantive constraint on their business practices without a defined need.

In recent discussions with the BIA regarding the objective standards, a request was made to Staff to allow the City Council to provide direction on this single topic separately from the remainder of the standards. Staff has no objection to this request, and the item has been described appropriately on the agenda. If the Council adopts the full objective standards, the 40% building permit trigger will be eliminated, and separate policy direction will not be required.

California Environmental Quality Act (CEQA)

The City has determined that the project is in substantial conformance with the environmental analysis performed for the 2014 General Plan Update and 2014 Development Code Update. Ordinance Amendment OA2021-002 does not involve substantial changes to the original 2014 Development Code Update and will not involve new significant environmental effects or a substantial increase in the severity of previously identified significant effects. No major revisions will be required with the adopted Environmental Impact Report to accommodate the proposed project. Therefore, subject to CEQA Section 15162, no further environmental review is required for this project.

The City published notice of this public hearing in *The Business Journal* on Wednesday, June 9, 2021.

FISCAL IMPACT

No fiscal impacts have been identified with respect to the proposed ordinance amendment.

REASON FOR RECOMMENDATION

SB330 requires the application of objective standards for qualifying housing development applications. The proposed single family objective standards will allow the City to comply with the requirements of SB 330 and will streamline the approval process when the standards are applied. Where the recommended standards modify the existing requirements of the Development Code, a corresponding amendment to the Code is proposed to eliminate any inconsistencies.

The findings to consider when making a decision on an ordinance amendment include:

1. The proposed amendment is consistent with the goals, policies, and actions of the General Plan.

The proposed modifications to the Development Code are consistent with the goals, policies and actions of the General Plan. Neither the objective standards nor the corresponding changes proposed through Ordinance Amendment OA2021-002 include changes to land use designations or modifications to specific policies that would negatively impact the overarching goals of the General Plan.

2. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City.


The proposed ordinance amendment is not proposing any development projects. Modifications to the development standards are consistent with established practices implemented in conjunction with single family subdivisions approved in the PRD zone district. Therefore, the proposed modifications will not be detrimental to the public interest, health, safety, or general welfare of the City.

3. The proposed amendment is internally consistent with other applicable provisions of the Development Code, which include a wide range of development and design standards for residential development at varying densities.

ACTIONS FOLLOWING APPROVAL

If the proposed ordinance is introduced, a second reading will be scheduled for consideration on a City Council agenda in July.

Prepared by: Dave Merchen, City Planner

Reviewed by: City Manager 

RESOLUTION 21-____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVIS ADOPTING
OBJECTIVE STANDARDS FOR THE DEVELOPMENT OF SINGLE FAMILY RESIDENTIAL
HOUSING PROJECTS AND FINDING THAT THE PROJECT IS NOT SUBJECT TO
FURTHER ENVIRONMENTAL REVIEW PURSUANT TO SECTION 15162 OF THE CEQA
GUIDELINES**

WHEREAS, the State of California adopted Senate Bill (SB) 330, known as the Housing Crisis Act of 2019, which includes a requirement that objective design standards be utilized in the review of qualifying residential projects; and

WHEREAS, the City of Clovis prepared objective design and development for single family development standards (the Project) which will allow the City to comply with the requirements of SB 330 and streamline the process of reviewing qualifying single-family projects; and

WHEREAS, the Clovis Planning Commission considered the Project at its January 28, 2021 meeting and adopted a resolution recommending that the City Council approve the Project with certain changes; and

WHEREAS, the City Council held a noticed public hearing on March 1, 2021 to consider the Project, at which time the Council continued the matter to a date uncertain; and

WHEREAS, the City scheduled a noticed Public Hearing on the Project for June 21, 2021 and published notice of the Public Hearing in the Fresno Business Journal ten days prior to the Public Hearing, and otherwise posted notice of the Public Hearing according to applicable law; and

WHEREAS, a duly noticed hearing was held on June 21, 2021; and

WHEREAS, the City Council has given careful consideration to the Project on June 21, 2021, and considered the CEQA analysis outlined in the staff report and elsewhere in the Administrative Record which supports the finding that this project is in substantial conformance with the environmental analysis performed for the 2014 General Plan Update and 2014 Development Code Update and does not involve substantial changes that will create new significant environmental effects or cause a substantial increase in the severity of previously identified significant effects; and

WHEREAS, the City Council has reviewed and considered the staff report and all written materials submitted in connection with the application and hearing and considered the testimony presented during the public hearing ("Administrative Record").

**NOW, THEREFORE, BASED UPON THE ENTIRE RECORD OF THE PROCEEDINGS,
THE PLANNING COMMISSION RESOLVES AND FINDS AS FOLLOWS:**

- 1. The adoption of single family objective design standards is in substantial conformance with the environmental analysis performed for the 2014 General Plan Update and 2014 Development Code Update. Ordinance Amendment OA2021-002 does not involve substantial changes to the original 2014 Development Code Update and will not involve new significant environmental effects or a substantial increase in the severity of previously identified significant effects. No major revisions will be required with the adopted Environmental Impact Report to accommodate the proposed project. Therefore, subject to CEQA Guidelines Section 15162, no further environmental review is required for this project.

- 2. The Single Family Objective Design and Development Standards are hereby approved.

* * * * *

The foregoing resolution was introduced and adopted at a regular meeting of the City Council of the City of Clovis held on June 21, 2021, by the following vote, to wit.

AYES:
NOES:
ABSENT:
ABSTAIN:

DATED: June 21, 2021

Mayor

City Clerk

ORDINANCE 21-____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CLOVIS AMENDING THE CLOVIS DEVELOPMENT CODE, TITLE 9 OF THE CLOVIS MUNICIPAL CODE AND FINDING THAT THE PROJECT IS NOT SUBJECT TO FURTHER ENVIRONMENTAL REVIEW PURSUANT TO SECTION 15162 OF THE CEQA GUIDELINES

WHEREAS, the State of California adopted Senate Bill (SB) 330, known as the Housing Crisis Act of 2019, which includes a requirement that objective design standards be utilized in the review of qualifying residential projects; and

WHEREAS, the City of Clovis prepared objective design standards for single family development which will allow the City to comply with the requirements of SB 330 and streamline the process of reviewing qualifying single-family projects; and

WHEREAS, the City's current Development Code was adopted by the City Council on October 8, 2014; and

WHEREAS, some of these single family objective standards will alter existing standards and criteria specified in the Development Code, requiring amendments to the Development Code to eliminate inconsistencies; and

WHEREAS, Ordinance Amendment OA 2021-002 was initiated to amend Sections 9.10.030 and 9.32.040 of the Development Code accordingly; and

WHEREAS, the Planning Commission held a noticed Public Hearing on January 28, 2021 to consider modifications to the Development Code, at which time interested persons were given opportunity to comment on the project; and

WHEREAS, the Planning Commission voted and recommended that the City Council approve Ordinance Amendment OA2021-002; and

WHEREAS, the Planning Commission's recommendations were forwarded to the City Council for consideration; and

WHEREAS, the City Council held a noticed public hearing on March 1, 2021 to consider Ordinance Amendment OA2021-002, at which time the Council continued the matter to a date uncertain; and

WHEREAS, the City published a Notice of the City Council Public Hearing for June 21, 2021, to consider Ordinance Amendment OA2021-002, in the Fresno Business Journal and posted notice of the Public Hearing according to applicable law; and

WHEREAS, the City Council held a noticed public hearing on June 21, 2021, to consider the approval of Ordinance Amendment OA2021-002; and

WHEREAS, on June 21, 2021, the City Council considered testimony and information received at the public hearing and the oral and written reports from City staff, as well as other documents contained in the record of proceedings (“Administrative Record”) relating to OA2021-002, which are maintained at the offices of the City of Clovis Department of Planning and Development Services; and

WHEREAS, the City Council has reviewed and considered the staff report and all written materials submitted in connection with the request and hearing and considering the testimony presented during the public hearing; and

WHEREAS, the Ordinance Amendment is in substantial conformance with the environmental analysis performed for the 2014 General Plan Update and 2014 Development Code Update. Ordinance Amendment OA2021-002 does not involve substantial changes to the original 2014 Development Code Update and will not involve new significant environmental effects or a substantial increase in the severity of previously identified significant effects. No major revisions will be required with the adopted Environmental Impact Report to accommodate the proposed project. Therefore, subject to CEQA Section 15162, no further environmental review is required for this project; and

WHEREAS, the proposed amendment is consistent with the goals, policies, and actions of the General Plan and any applicable specific plans; and

WHEREAS, the proposed amendment would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City; and

WHEREAS, the proposed amendment is internally consistent with other applicable provisions of this Development Code.

NOW, THEREFORE, BASED UPON THE ENTIRE RECORD OF THE PROCEEDINGS, THE CITY COUNCIL RESOLVES AND FINDS AS FOLLOWS:

Section 1

1. The Ordinance Amendment is in substantial conformance with the environmental analysis performed for the 2014 General Plan Update and 2014 Development Code Update. Ordinance Amendment OA2021-002 does not involve substantial changes to the original 2014 Development Code Update and will not involve new significant environmental effects or a substantial increase in the severity of previously identified significant effects. No major revisions will be required with the adopted Environmental Impact Report to accommodate the proposed project. Therefore, subject to CEQA Section 15162, no further environmental review is required for this project.
2. The City Council approves the amendment to the Development Code as set forth in **Attachment A**.

3. Directs that the record of proceedings be contained in the Department of Planning and Development Services located at 1033 5th Street, Clovis, CA 93612, and that the custodian of the record be the City Planner or other person designated by the Director of Planning and Development Services.

Section 2 The provisions of this Ordinance are hereby declared to be severable. If any provision, clause, word, sentence, or paragraph of this Ordinance or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions of this Ordinance.

Section 3 This Ordinance shall go into effect and be in full force from and after thirty (30) days after its final passage and adoption.

APPROVED: June 21, 2021

_____	_____
Mayor	City Clerk
* * * * *	* * * * *

The foregoing Ordinance was introduced and read at a regular meeting of the City Council held on June 21, 2021, and was adopted at a regular meeting of said Council held on July 6, 2021, by the following vote, to wit:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

DATED:

City Clerk

OA 2021-002: Development Code Amendments

Chapter 9.10: Residential Zoning Districts

Section 9.10.030: Residential District General Development Standards

Table 2-3: Residential Zones General Development Standards - Requirements by Individual Zoning District

**TABLE 2-3
RESIDENTIAL ZONES GENERAL DEVELOPMENT STANDARDS
REQUIREMENTS BY INDIVIDUAL ZONING DISTRICT (Continued)**

Development Feature		R-1-MD
Minimum Parcel Size		4,500 sq. ft.
Minimum Parcel Width		50 ft.
Minimum Corner Parcel Width		50 ft.
Minimum Reverse Corner Parcel Width		50 ft.
Minimum Parcel Depth		90 ft.
Setbacks Required (1)		
Front		<u>10 15 ft. to living/porch and projections;</u> <u>20' 18 to garage wall and 20' minimum to garage door</u>
Side (Each)		<u>4 ft. (garage)</u> <u>3 ft. (interior)</u>
Street Side		10 ft.
Reversed Corner (Street Side)		15 ft. (12)(26)
Rear		<u>10 15 ft.</u>
Accessory structures		See Section 9.40.030 (Accessory uses and structures)
Maximum Parcel Coverage		<u>55</u> 45%
Main Structure – Maximum Height (Whichever Is Less)		35 ft./2-1/2 stories
Accessory Structure – Maximum Height (Whichever Is Less)		See Section 9.40.030 (Accessory uses and structures)
Antennas, Vertical		See Chapter 42 of this title (Wireless Telecommunication Facilities)
Fences/Walls/Hedges		See Section 9.24.060 (Fences, walls, and hedges)
Off-Street Parking		See Chapter 32 of this title (Parking and Loading Standards)

**TABLE 2-3
RESIDENTIAL ZONES GENERAL DEVELOPMENT STANDARDS
REQUIREMENTS BY INDIVIDUAL ZONING DISTRICT (Continued)**

Development Feature		R-1-MD
Satellite Antennas		See Chapter 42 of this title (Wireless Telecommunication Facilities)

Chapter 9.32: Parking and Loading Standards
Section 9.32.040: Number of Parking Spaces Required
Table 3-12: Parking Requirements by Land Use

Single-family dwellings	2 covered (garage or carport**, ***) spaces for each dwelling unit.
Residential planned unit developments	2 covered (garage or carport**, ***) spaces, plus 1 covered or uncovered guest space for each dwelling unit

** Each two (2) car garage or carport shall have and maintain a clear inside dimension of at least twenty feet (20') by twenty-two feet (22'), except that a 2 car garage within the R-1-MD Zone may have a clear inside dimension of at least twenty feet (20') by twenty feet (20'). If a third car bay is provided, it shall have and maintain a clear inside dimension of at least ten feet (10') by twenty feet (20').

*** Tandem parking may shall not be allowed to satisfy this garage requirement. A two (2) car tandem garage shall have a clear inside dimension of at least ten feet (10') by forty feet (40'). The Director of Planning and Development Services may approve offset garages through the administrative use permit (AUP) approval process.

SINGLE-FAMILY RESIDENTIAL DESIGN & DEVELOPMENT STANDARDS

ATTACHMENT 3

March 2021



I. INTRODUCTION

The State of California has approved several bills related to housing, including the recently adopted Senate Bill (SB) 330, known as the Housing Crisis Act of 2019, which is aimed at increasing housing production. A portion of SB330 focuses on objective design standards in regard to streamlined review for residential projects. SB330 provides certainty in the development process, speeding the review of new Housing Development Projects in preserving existing housing and preventing certain zoning actions that reduce availability of housing. The bill establishes a statewide housing emergency until January 1, 2025. With the creation and implementation of the proposed objective design standards, the process of reviewing single-family projects will be more efficient.

II. APPLICABILITY

The Single-Family Design Standards shall apply to all projects of one or more detached single-family residential units. This document is intended to provide an objective design review process for all single-family dwelling units and provide guidance for applicants during the design process.

All single-family projects shall comply with the Clovis Development Code. The Single-Family Design Standards serve as minimum requirements for single-family residential development. These standards will be mandatory for all qualifying residential projects. For any project seeking exceptions to these standards or any of the City's applicable design standards, the City's existing discretionary Planned Residential Development (PRD) process is available.

III. OBJECTIVE RESIDENTIAL DESIGN STANDARDS

Consistent with existing State Law 65589.5, objective standards are those that involve no personal or subjective judgment by a public official and are uniformly verifiable by reference to an external and uniform benchmark.

Residential developments that are subject to Chapter 9.10 must be consistent with each of the standards below:

IV. STANDARDS

A. R-1 Zone District General Development Standards

1. Buildings setbacks for properties within the **A, R-R, R-A, R-1-A, R-1-AH, R-1, R-1-B, and R-1-C** Zone Districts shall be per the Development Code Table 2-3 (Section 9.10.030).
2. Building setbacks in the R-1-MD Zone District shall be per the Development Code (Section 9.10.030, Table 2-3, R-1-MD Development Standard Requirements) as shown and modified in Section IV.B. of this document.
3. Buildings shall be separated from each other and other structures per Clovis Fire Standards and California Building Codes.
4. When four (4) or more homes are proposed adjacent to a straight lineal public right-of-way, the front yard siting of homes shall provide a minimum of a two foot (2') variation from property line.

B. R-1-MD DEVELOPMENT STANDARDS

1. Buildings setbacks for properties within the **R-1-MD** Zone District shall be per the Development Code Table 2-3 (Section 9.10.030) **as modified in the table below:**

**TABLE 2-3
RESIDENTIAL ZONES GENERAL DEVELOPMENT STANDARDS
REQUIREMENTS FOR THE R-1-MD ZONE**

(NOTE: Only Standards Shown in Red Text Vary From Existing Code/Standards)

a)	Development Feature	R-1-MD
b)	Minimum Parcel Size	4,500 sq. ft.
c)	Minimum Parcel Width	50 ft.
d)	Minimum Corner Parcel Width	50 ft.
e)	Minimum Reverse Corner Parcel Width	50 ft.
f)	Minimum Parcel Depth	90 ft.
g)	Setbacks Required (1)	
h)	Front	<u>10 45 ft. to living/porch and projections; 20' 18 to garage wall and 20' minimum to garage door</u>
i)	Side (Each)	4 5 ft. (garage) 3 ft (interior)
j)	Street Side	10 ft.
k)	Reversed Corner (Street Side)	15 ft. (12)(26)
l)	Rear	10 45 ft.
m)	Accessory structures	See Section <u>9.40.030</u> (Accessory uses and structures)
n)	Maximum Parcel Coverage	55 45%
o)	Main Structure – Maximum Height (Whichever Is Less)	35 ft./2-1/2 stories
p)	Accessory Structure – Maximum Height (Whichever Is Less)	See Section <u>9.40.030</u> (Accessory uses and structures)
q)	Antennas, Vertical	See Chapter 42 of this title (Wireless Telecommunication Facilities)
r)	Fences/Walls/Hedges	See Section <u>9.24.060</u> (Fences, walls, and hedges)
s)	Off-Street Parking	See Chapter 32 of this title (Parking and Loading Standards)
t)	Satellite Antennas	See Chapter 42 of this title (Wireless Telecommunication Facilities)

Notes regarding R-1 MD Standards (All notes come from existing code - no changes):

- (1) No main structure shall be erected within fifty feet (50') of a railroad or freeway right-of-way. A garage or carport shall be located not less than twenty feet (20') from any street frontage where the garage door or carport opening faces the street.
- (8) In single-family residential districts, the Director, through a single-family residential site plan review application, may grant a bonus parcel coverage provision of up to forty-five percent (45%) in compliance with subsection B of this section (Bonus parcel coverage). A particular model home, existing home or subdivision may be granted bonus parcel coverage based upon the provision of amenities identified in subsection B of this section. In single-family residential districts where a cottage home is proposed through the City's cottage home program, the maximum parcel coverage shall be fifty percent (50%) per Planning Area 7 (PA7) development standards.
- (12) Private garages located in the side yard area shall be set back at least twenty feet (20') from the property line on the side street and not less than five feet (5') from the rear property line of a reversed corner lot.
- (14) A parcel siding a freeway right-of-way shall have a minimum width of eighty feet (80').
- (25) A parcel siding a freeway right-of-way shall have a minimum width of one hundred feet (100'). A cul-de-sac parcel in the R-1-B District shall have a minimum street frontage width of sixty feet (60'). A cul-de-sac parcel in the R-1-AH District shall have a minimum street frontage width of eighty feet (80'). A cul-de-sac parcel in the R-1-A District shall have a minimum street frontage width of fifty feet (50').
- (26) A reverse corner lot may process an administrative use permit (AUP) to construct side yard fencing at five feet (5') from property line. There shall be a ten-foot (10') corner cut off for sight distance visibility.

C. DRIVEWAYS & SITE ACCESS FOR ALL SINGLE-FAMILY DEVELOPMENT

- 1. Driveways providing site access shall be from an improved street, alley, or other public and/or private right-of-way, and shall be designed, constructed, and properly maintained as follows:
 - a. Number of driveways: A minimum of one (1) driveway access point shall be required for each parcel.
 - b. Distance from street corners.
 - 1) Clearance from obstruction. The nearest edge of a driveway apron or curb return shall be:
 - i. At least three feet (3') from the nearest alley or adjacent property line; and
 - ii. Eight feet (8') from the nearest street right-of-way; and
 - iii. At least seven feet (7') and six inches (6") from the nearest centerline of a fire hydrant; and
 - iv. Five feet (5') for the nearest centerline of a light standard, traffic signal, utility pole, or other similar facilities
 - v. Driveways shall have a minimum overhead clearance of fourteen feet (14') in height, except within a parking structure which may be reduced to seven feet (7').

- 2) Traffic safety visibility area. Structures or landscaping over thirty-six inches (36") in height shall not be allowed within a traffic safety sight distance area formed by the intersection of public rights-of-way, driveways, or alleys.

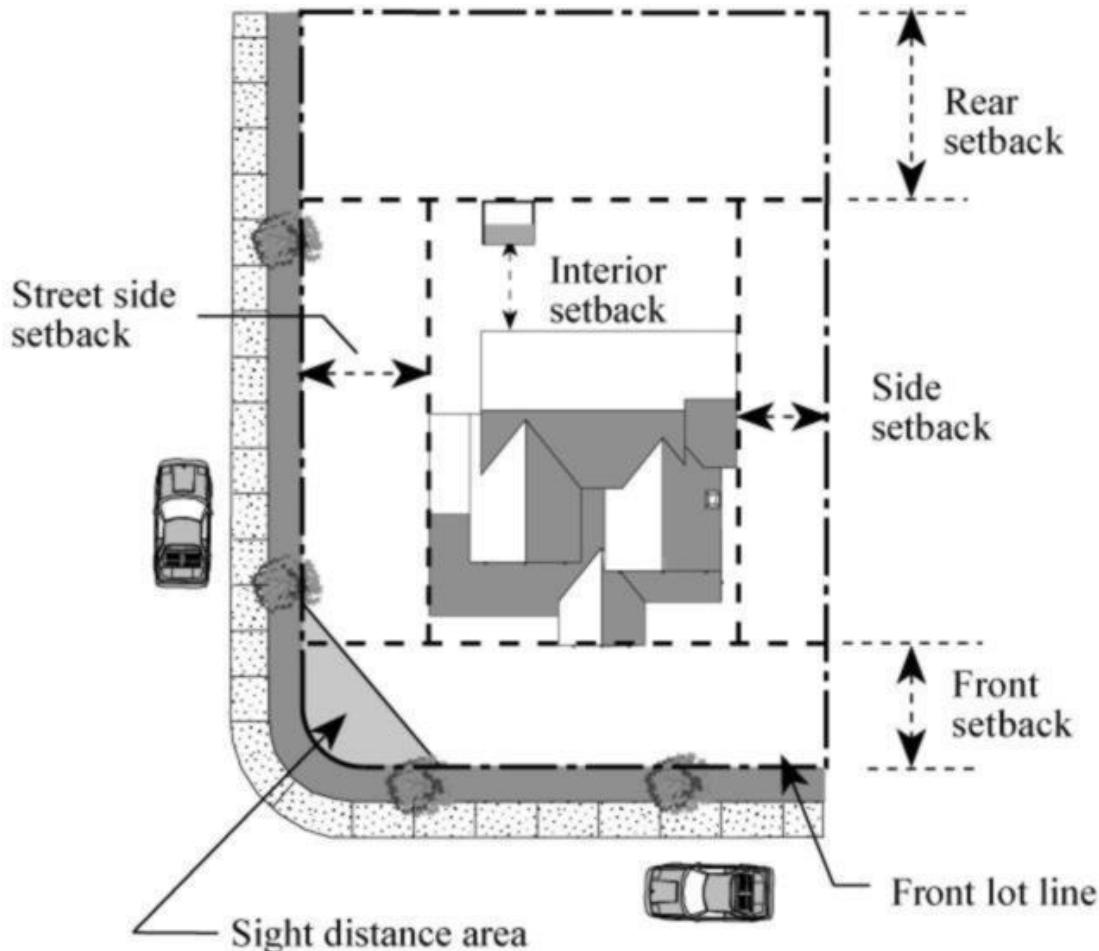
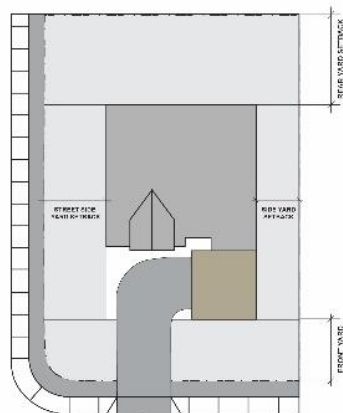


FIGURE 1
TRAFFIC SAFETY VISIBILITY AREA (CORNER CUTOFF)

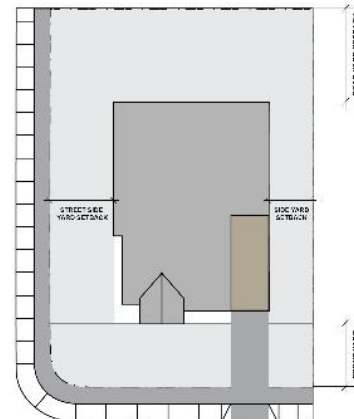
D. PARKING

1. General Parking Requirements
 - a. All required parking for the residence shall be located on the parcel which it serves.
 - b. The number of parking stalls shall be designed and constructed per Section 9.32.040, Table 3-12, of the Development Code.
2. Parking space and lot dimensions.
 - a. Minimum inside residential garage and carport dimensions. The minimum standard two (2) car garage or carport shall have and maintain a clear inside dimension of at least twenty feet (20') by twenty-two (22'). If a third car bay is provided, it shall have and maintain a clear inside dimension of at least 10 feet (10') by twenty feet (20').

- Tandem parking stalls are permitted and shall be a minimum of 10 feet (10') by twenty feet (20').
- b. Open parking space dimensions shall be ten (10) feet wide by twenty (20) feet long. Carports. Parking spaces under carports shall conform to the garage space standards.
 - c. Minimum inside residential garage and carport dimensions in the R-1-MD Zone District. **The minimum standard two (2) car garage or carport shall have and maintain a clear inside dimension of at least twenty feet (20') by twenty feet (20').**
 - d. **A tandem garage can be utilized to meet the off-street parking requirement of the R-1-MD Zone District and shall have and maintain a clear inside dimension of at least 10 feet (10') by forty feet (40').**
 - e. If a third car bay is provided, it shall have and maintain a clear inside dimension of at least 10 feet (10') by twenty feet (20').
 - f. Swing garages- **Swing single car** garages shall be a minimum of ten (10) feet wide by twenty (20) feet long; **Swing two car garages shall be a minimum of twenty (20) feet wide by twenty (20) feet long**; the side wall shall be placed at (10) feet from the front property line to the side wall.



Swing-In Garage



Tandem Garage

3. Carports
 - a. Carports shall be complimentary to the main buildings utilizing similar colors. Carport posts shall be constructed with metal, concrete, masonry, or cementitious wood materials. Wood and non-painted metal posts are prohibited.
4. Garages
 - a. Garages shall be architecturally integrated, utilizing the same building, forms, materials, and colors as the main building.

E. OPEN SPACE AND LANDSCAPING

1. Open Spaces shall comply with the respective overlays, Specific Plans and Master Plans.
2. All landscaping (open space and private yards) shall conform the City of Clovis Water Efficient Landscape Ordinance.

F. FENCING

1. Perimeter Fence. Fencing shall be per the Development Code Section 9.24.060 (Fences, walls and hedges).

G. BUILDING FACADES AND FINISH MATERIALS

1. Building Height
 - a. Overall building heights shall be consistent with the underlying zone district.
2. Facade Articulation
 - a. Buildings shall incorporate at least one of the following for front elevations:
 - i. Front elevations shall include at least one architectural projection, such as a porch or courtyard. Additionally, large, flat wall sections with a width of 20' or greater shall be broken by projecting or recessing 6' minimum sections by a depth of at least 12".
3. Roof Articulation
 - a. Roofs shall utilized pitched forms with a minimum slope of 4:12. Roof pitch which is concealed from the public view or public right of way is not subject to a minimum slope.
4. Roof Materials
 - a. Roof material shall consist of tile, metal, fiberglass, or composite material representing wood or tile. Composite fiberglass shall be a minimum of a 30 year roof material.
5. Exterior Materials
 - a. When exterior materials are utilized together within a building elevation, they must relate to each other in traditional and logical form. For example, heavier materials support lighter materials such as rock forms on the bottom supporting lighter materials above such as stucco or cementitious wood siding.
 - b. Building facades shall incorporate details such as window trim, recessed windows, cornices, belt courses, coins, or other design elements.
 - c. Exterior elevations shall utilize durable materials such as stucco, concrete siding, rock, or metal. Wood siding such as T-1-11 and wood fire board shall be prohibited.
6. Exterior Colors
 - a. Buildings shall utilize at least two (2) colors (inclusive of trim) but not more than five (5) colors on the front elevations.
7. Windows
 - a. Windows shall be framed and trimmed.

8. Doors
 - a. Front entry doors shall have architectural details. Plain slab doors shall not be used.
9. Accessory Structures
 - a. Accessory structures shall be architecturally integrated, utilizing the same building, forms, materials, and colors as the main buildings.

H. UTILITIES

1. HVAC Units. HVAC units shall be ground mounted or screened with a permanent structure using the same materials as the main exterior materials, when roof mounted. HVAC equipment shall not be placed in or on the front and/or street corner sides on the buildings.

I. GRADING

1. Retaining Walls at property lines shall be masonry if the grade difference exceeds 12”.

J. SOLID WASTE, ENGINEERING AND RECYCLE COLLECTION STANDARDS

Utility facilities are often overlooked in the design of projects. The handling of these components of a project make a significant difference in their visual appearance and their use. They shall be functionally and conveniently placed without detracting from the project or assuming greater prominence than is necessary. As an example, trash receptacles, if not properly located, can detract from an otherwise nicely-designed project. These are details important in their aggregate to creating quality of living environments.

1. Trash Receptacles
 - a. Trash receptacles shall be placed in locations that prevent the intrusion of noise, odor, insects, and dust into living areas.
 - b. Applicant will be required to meet the state mandated waste diversion goal (recycling) to divert at least 50 percent of non-hazardous solid waste, including food and compostable material but not construction and demolition material and debris, annually.
 - c. Waste totes shall be stored in the back or side yard behind a fence or gate.
 - d. Waste tote storage - An all-weather surface and path shall be provided between the storage location and the street curb (driveways shall incorporate the driveway as part of the path).
2. Dedications and Street Improvements
 - a. All projects will be required to provide right-of-way on adjacent streets as necessary to conform to current governing planning documents, policies, and City Standards. All right-of-way provided shall be free and clear of all encumbrances.
 - b. All Projects will be required to provide for the acquisition of right-of-way as necessary to provide for transitions and to conform to the municipal code.
 - c. Projects will be required to construct street improvements in accordance with the City's specific plans and shall match existing improvements. The project applicant's engineer shall be responsible for verifying the type, location, and grades of existing improvements.

- d. Interior Streets – Dedicate to provide for 50' or 54' of right-of-way in conformance with the City policy on street widths, and improve with curb, gutter, 5' sidewalk adjacent to the curb, drive approaches, curb return ramps, streetlights, permanent paving, and all transitional paving as needed. Sidewalk alongside yards shall have full width sidewalk except where planter strips or meandering sidewalk is proposed.
 - e. Entry feature streets with median islands shall have a minimum of 22' wide travel lanes in each direction with parking or without parking.
 - f. Median cuts on major streets shall not be allowed without approval from the City Engineer.
 - g. Provide Temporary Turnabouts at the ends of all dead end streets that are to be extended in the future. Temporary turnabouts shall provide for a 48' radius dedication and installation of 45' of permanent/temporary paving plus 3' paved swale. Any lots that the temporary turnabout encroaches upon will not be able to be built upon until the street is extended and the temporary bulb and right-of-way can be abandoned.
 - h. Provide dedication for 10' public utility easements along all public street frontages. Alternative widths require written approval by the utilities companies.
 - i. Damaged or broken concrete improvements along the project frontage shall be removed and repaired to be compliant with City standards and ADA requirements prior to project completion.
3. Sewer
- a. All public sewer mains not located in otherwise dedicated rights-of-way shall be centered in a 15' wide public sewer easement. The easement area shall be located in drive aisles where it is easily accessible for City maintenance. Exceptions may be approved by the City Engineer.
 - b. Projects installing sewer infrastructure shall notify all property owners that have annexed to the City and are adjacent to the sewer to provide the owners an opportunity to connect in conformance to the municipal code. Property owners that choose to connect shall be responsible for sewer connection fees according to the municipal code and may work directly with the applicant to determine construction costs and location of services.
4. Water
- a. All development on projects that are not within the Fresno Irrigation District Service Area shall provide a City Engineer-approved water study to demonstrate that there is adequate water supply and pressure, and to determine what improvements are needed to service the property and/or project.
 - b. Projects shall identify and abandon all water wells to City standards in conformance to the Municipal Code.
 - c. All public water mains not located in otherwise dedicated rights-of-way shall be centered in a 15' wide public water easement. The easement area shall include water mains, hydrants, blow-offs, and water meters, and be located in drive aisles where it

is easily accessible for City maintenance. Exceptions may be approved by the City Engineer.

- d. Projects installing water infrastructure shall notify all property owners that have annexed to the City and are adjacent to the water to provide the owners an opportunity to connect in conformance to the municipal code. Property owners that choose to connect shall be responsible for water connection fees according to the municipal code and may work directly with the applicant to determine construction costs and location of services.

5. Grading and Drainage

- a. All projects shall provide for permanent storm drainage facilities according to the requirements of the Fresno Metropolitan Flood Control District (FMFCD). Projects that generate more runoff than provided for by the FMFCD master plan will be required to provide mitigation to modify the project flow characteristics to conform to the master plan.
- b. If any portion(s) of the project appear to lie within a flood zone, the project shall comply with the requirements of the Clovis Municipal Code.
- c. In the event permanent storm drainage facilities are not available, the applicant shall provide temporary on-site retention basins for storm water disposal and record a City prepared covenant for maintenance by the property owner. The size and design shall be in accordance with the City standards based on design calculations and access requirements for maintenance. The property owner shall be responsible for periodic cleaning of toxic material for the life of the temporary basin, which is solely for the convenience of the project. The applicant shall provide a cash deposit for each basin to offset the City's cost of maintaining the basins based on size, depth, expected maintenance schedule by the City, etc. in case of default by the property owner. Notice will be given by the City when the temporary basin(s) are no longer needed. The owner of the property on which the temporary basin(s) are located shall backfill said basin(s) within ninety (90) days after notice is given. In the event the owner fails to backfill said basin(s) within said 90 days, the City may cause the basin to be backfilled and place a lien on the property to cover the cost of the work, including the costs to prepare and enforce the lien. A covenant shall be prepared and recorded on the lot on which the basin(s) is/are located.

6. Irrigation and Landscaping Facilities

- a. All projects shall provide landscaping and irrigation as necessary to conform to current governing planning documents, policies, master plans, City Standards, and shall coordinate with existing improvements. Plans for landscaping and irrigation systems shall be prepared by an appropriately registered professional that include the verification of the size, location, and components of the existing improvements. Plans for publicly maintained systems shall consider expansion of the system where feasible to use the existing improvements as fully as possible. Plans shall be approved by the City of Clovis Planning and Development Services Department and Public Utilities Department prior to the beginning of construction or the recording of the final tract map, whichever occurs first. The landscape strip around a planned unit development may be maintained by a perpetual maintenance covenant.

- ~~b. All project park and landscape improvements shall be installed and accepted for maintenance by the City prior to issuance of 40% of the Tract's building permits. If the park improvements are not constructed on the Outlot for any reason within two (2) years of the recordation of the final map of Tract, City shall have the right to request from surety and receive upon City's demand, sufficient funding to complete the construction of improvements for the park. The two year period may be extended at City's sole option and discretion and upon such conditions as City shall determine.~~
- c. All projects shall record a City prepared covenant for annexation to the Landscape Maintenance District. The document shall be executed by the property owner, notarized, submitted to and approved by the City of Clovis City Engineer prior to final map approval or building permit approval. The covenant shall include acknowledgement and agreement by the property owner that such agreement serves as a petition pursuant to California State Proposition 218 and no further election shall be required for the establishment of the initial assessment. The annual assessment is subject to an annual change in the range of the assessment in the amount of the Consumer Price Index, U.S. City Average, All Urban Consumers (CPI Index), plus two percent (2%). The additional landscaping enhancements that exceed the City norms and are specific benefit to the property, if determined to be maintained by the Landscape Maintenance District, shall be maintained by an additional landscape maintenance assessment.
- d. All projects shall contact and address all requirements of the Fresno Irrigation District (FID). This may include dedicating easements, piping or relocating any existing FID canals and ditches, replacing any existing irrigation piping, concrete lining or improving any existing canals, construction or reconstruction of any canals, culverts, and bridge crossings. Plans for these requirements and improvements shall be reviewed by the City to verify and address conflicts with other City facilities. Plans for these requirements and improvements shall be submitted to and approved by FID prior to the release of any development permits or recording of the final tract map. All existing agricultural irrigation systems either on-site or in public right of way, whether FID or privately owned, shall be identified prior to any construction activity on the site. The construction drawings shall indicate the depth, location and type of material of any existing irrigation lines, as well as their disposition (abandonment, repair, relocation, and/or piping). Service to all downstream users of irrigation water shall be maintained at all times through preservation of existing facilities or, if the existing facilities are required to be relocated, the relocation and replacement of the existing facilities. It is the intent that downstream users not bear any burden as a result of development of the site. Therefore, the applicant shall pay all costs related to modification, relocation, or repair of any existing irrigation facilities resulting from or necessitated by the development of the site. The applicant shall consult with the Fresno Irrigation District for any additional requirements for lines to be abandoned, relocated, or piped. The applicant shall provide waivers from all users in order to abandon or modify any irrigation pipelines or for any service interruptions resulting from development activities. Any existing canals shall be piped. The material of the existing pipe shall be upgraded to the proper class of rubber gasket pipe at all locations unless otherwise approved by the City Engineer.
- e. All projects with water allocations shall have it transferred to the City of Clovis prior to the beginning of construction or the recording of the final tract map, whichever occurs first. The applicant shall apply to the Fresno Irrigation District (FID) for transfer of

irrigation water rights to the City of Clovis by executing a “Request for Change of Relative Value” that can be obtained and processed through FID. The applicant shall provide a copy of the completed form to the City.

- f. All projects that install privately maintained landscaping and irrigation in public rights-of-way shall record a City prepared covenant for maintenance of the landscape and irrigation by the property owner. The document shall be executed by the property owner, notarized, submitted to and approved by the City of Clovis City Engineer prior to final map approval or building permit approval. The privately maintained landscape and irrigation will not be maintained by the Clovis Landscape Maintenance District and it shall not eliminate the obligation to annex the property to the Clovis Landscape Maintenance District.
 - g. All perimeter walls shall be installed on private property and maintained by the property owner. When adjacent to public rights-of-way, the applicant shall execute a City prepared perpetual maintenance covenant that is recordable on all properties having a perimeter wall. The covenant shall indicate the property owner is responsible for maintenance and shall be executed by the property owner, notarized, submitted to and approved by the City of Clovis City Engineer prior to final map approval or the release of any development permits.
7. Miscellaneous
- a. All projects shall install street lights along the major streets and local streets on metal poles to local utility provider’s standards at the locations designated by the City Engineer. Street light locations shall be shown on the utility plans submitted with the final map for approval. Street lights at future traffic signal locations shall be installed on approved traffic signal poles, including all conduits and pull boxes. Street lights along the major streets shall be owned and maintained by local utility providers. Proof of local utility provider’s approval shall be provided. The applicant may install thematic lighting, as approved by the City Engineer. If the applicant chooses to install thematic lighting, the applicant shall provide a conceptual lighting plan identifying adjacent properties that may be incorporated with thematic lights to create a neighborhood effect. Thematic lighting shall be maintained by an additional landscape maintenance assessment. All street lights on wood poles shall be replaced with street lights on metal poles to local utility provider’s standards.
 - b. All existing overhead and new utility facilities located within the street right-of-way along the streets adjacent to the project shall be undergrounded unless otherwise approved by the City Engineer.
 - c. A deferment, modification, or waiver of any engineering conditions shall be considered by the City Engineer and will require their express written approval.
 - d. The conditions given herein are for the entire single-family development. Additional requirements for individual phases may be necessary pending review by the City Engineer in order to provide adequate circulation and adequate utility services.

K. BUILDING STANDARDS

- 1. Single-Family Residential Development is subject to the Current Edition(s) of the California Codes under Title 24.

L. PUBLIC SAFETY

1. Refer to the adopted standards of the Police Department and Fire Department.



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council

FROM: Planning and Development Services

DATE: March 1, 2021

SUBJECT: Consider items associated with the establishment of objective standards for single family residential development.

a. Consider Approval – Res. 21-____, A request to adopt objective single family residential design and development standards.

b. Consider Introduction – Ord. 21-____, A request to amend the standards of the R-1-MD (Single Family Residential Medium Density) zone district and the general property development and use standards related to parking for single family residential uses.

Staff: Dave Merchen, City Planner

Recommendation: Approve

ATTACHMENTS:

1. Single Family Objective Design and Development Standards
2. Resolution 21-____
3. Ordinance 21-____
4. January 28, 2021 Planning Commission Minutes

CONFLICT OF INTEREST

None.

RECOMMENDATION

Staff and the Planning Commission recommend the adoption of single family objective design and development standards, and the introduction of the accompanying ordinance amendment.

EXECUTIVE SUMMARY

In the Fall of 2019, the State of California approved several bills related to housing, including Senate Bill (SB) 330, known as the Housing Crisis Act of 2019. SB 330 is aimed at increasing housing production and includes a requirement that objective design standards be utilized in the review of qualifying residential projects. Objective standards for multi-family development were adopted by the City in December of 2019. Draft objective standards applicable to single family development are now complete and have been scheduled for consideration. Some of

ATTACHMENT 4

these standards alter existing requirements in the Development Code, focusing primarily on the R-1-MD (Single Family Residential Medium Density) zone district. These standards, if adopted, also require amendments to the Development Code to eliminate inconsistencies.

BACKGROUND

The State of California has approved several bills related to housing, including SB 330, known as the Housing Crisis Act of 2019 which is aimed at increasing housing production. A portion of SB 330 focuses on objective design standards in regard to streamlined review for residential projects. Under State law, objective standards are those that involve no personal or subjective judgment by a public official and are uniformly verifiable by reference to an external and uniform benchmark.

SB 330 provides certainty in the development process, speeding the review of new housing development projects, preserving existing housing, and preventing certain zoning actions that reduce availability of housing. The bill establishes a statewide housing emergency until January 1, 2025. With the creation and implementation of the proposed objective design standards, the City will be able to comply with the requirements of SB 330, and the process of reviewing qualifying single-family projects will be more efficient.

PROPOSAL AND ANALYSIS

All single-family projects will continue to comply with the Clovis Development Code. The single-family design standards will be used in tandem with the Development Code and will serve as minimum requirements for single-family residential development. The single-family design standards will apply to all projects of one or more detached single-family residential housing development projects within all residential zone districts except the PRD (Planned Residential Development) District. For any project seeking exceptions to these standards or any of the City's applicable design criteria, the City's existing discretionary Planned Residential Development (PRD) process is available.

For single family development, the objective design standards will be applied in conjunction with the approval of subdivision tract maps as well as with the layout and approval of permits for individual homes. Criteria is applicable to subdivisions, for instance, address dedications and street improvements, utilities, grading and drainage, etc. Standards applied to the placement and construction of homes on individual lots address features including building setbacks, height, driveway and parking configurations, fencing, building design, etc.

The recommended single family design standards are primarily an assemblage of existing practices and requirements from the Development Code. However, there are several instances where the recommended criteria constitute a change from existing requirements. The majority of these changes focus on development and design standards for lots as small as 4,500, pursuant to the R-1-MD (Single Family Residential Medium Density) zone district. These changes are intended to add enhanced flexibility when constructing single family homes on smaller lots. A summary of the changes, each of which will require a corresponding amendment to the Development Code, is outlined below:

- R-1-MD Setbacks: Reduce front setbacks from 15' to 10' for living space; from 20' to the garage to 18' to the garage, and 20' to the garage door.
- R-1-MD Setbacks: Reduce side setbacks from 5' to 4' on the garage side and 3' on the interior side. *(See the discussion below regarding the Planning Commission's Consideration and the Commission's recommendation on this reduced setback.)*
- R-1-MD Setbacks: Reduce rear setback from 15' to 10'.
- R-1-MD Parcel Coverage: Increase maximum lot coverage from 45% to 55%.
- Residential Garage Requirement: Remove prohibition on use of tandem garages to satisfy 2 car garage requirement.
- R-1-MD Garage Size: Reduce garage size from 22' x 20' to 20' x 20'.

Public Comments

A draft version of the single family development standards was published on the City's website in mid-October of 2020 and comments from interested parties were requested by December 1, 2020. Staff also took informal feedback and provided regular updates to the Building Industry Association (BIA) during routine monthly meetings between the City and the BIA. Two general comments were received, as summarized below:

- **Reduced Garage Sizes:** The City's existing Development Code specified a minimum garage size of 22' x 20'. The recommended objective standards reduce the minimum size in the R-1-MD zone district to 20' x 20', which has commonly been utilized in PRD projects. General comments were received requesting that the City consider further reductions in garage sizes to 18' x 20'.

Response: In the past, the City has allowed garage sizes of approximately 18' x 20' on an exception basis through the PRD zone. An informal survey of cities in California suggests that the prevailing garage size is 20' x 20' or larger, though several examples of smaller garage sizes were identified. Staff is not recommending a reduction beyond the 20' x 20' size because the narrower width reduces the usability of garages for both parking and storage.

- **Standards for Compact Development:** The recommended objective standards focus on single family development permitted under traditional residential zones, which allow lot sizes at a minimum of 4500 square feet. Comments from the BIA request that the City consider adopting objective standards for lots as small as 1800 square feet (see Attachment 4).

Response: The City has significant experience with compact residential development over the last several years, approving lots as small as 1800 square feet through the PRD process. Codifying the development criteria and establishing consistent standards for compact single family development has the potential to

further streamline the development process for these projects. However, a significant amendment to the Development Code, and likely the creation of a new zone district, would be necessary to implement these standards. Therefore, staff is recommending that objective standards for compact development be brought back as a separate item for consideration, along with an implementing zone district.

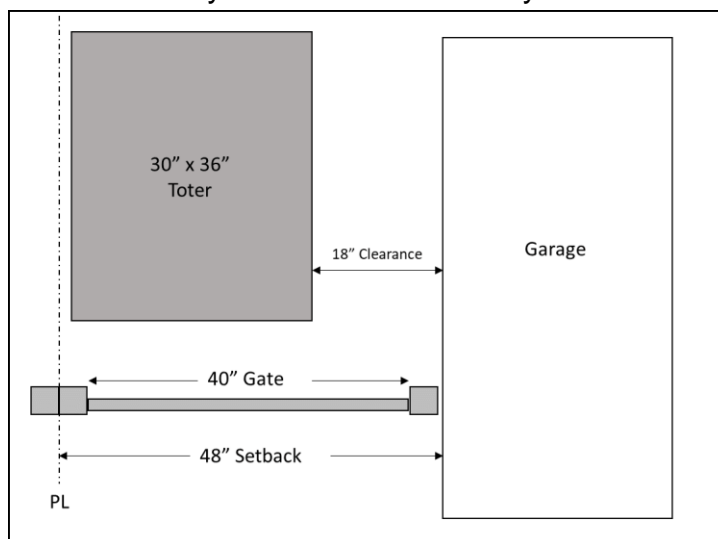
Planning Commission's Consideration

The Planning Commission conducted a public hearing regarding the proposed objective standards and ordinance amendment on January 28, 2021 (see Attachment 4, Planning Commission meeting minutes). During the hearing, multiple Commissioners expressed concerns regarding the proposal to modify the existing 5' side setbacks in the R-1-MD Zone District to allow for a 4' garage side setback and a 3' opposite side setback. The Commission ultimately voted 4-1 to approve the objective standards and ordinance amendment with the requirement for a 5' garage side setback to remain. Commissioner Hatcher was the dissenting vote. The Commission's action also incorporated a minor correction to the dimensions of swing-style garages that was referenced in standards.

Two general comments were made by Commissioners regarding the proposed 4' garage side setback. First, Commissioners noted that a 4' setback would not leave enough room for a person to move around their trash toters to get into their backyards. Because it isn't practical to expect all home owners to remove their toters every time they wish to enter their back yards from their gates, more toters would inevitably be stored in the front yards. Second, comments were made regarding the potential for the narrow side setbacks to slow entry by public safety first responders who would not be able to quickly bypass the trash toters stored on the side yard.

The use of a 4' garage side setback as a minimum standard has previously been incorporated into smaller-lot subdivisions approved by the City Council through the Planned Residential Development (PRD) process. Concerns similar to those identified above have been voiced by

Planning Commissioners in conjunction with previous requests to utilize the 4' setback. In drafting the recommended objective standards, staff evaluated the concerns that have been expressed by the Commission, including discussing the matter with representatives of the Police and Fire Departments. Although the wider setbacks provide an enhanced level of access to the side and rear yards of the affected residences, no objections have been identified to the use of a 4' garage side setback as a minimum standard. For this reason, and because the narrower setback allows greater flexibility for the placement of homes on smaller



lots, staff continues to recommend that the 4' side setback be included in the objective standards and ordinance amendment.

Changes Recommended After the Planning Commission Meeting

The draft single family objective standards considered by the Planning Commission in January included a requirement stating that all park and landscape improvements shown within an approved tract map must be installed and accepted for maintenance prior to the issuance of 40% of the tract's building permits. After further internal discussion and consultation with representatives of the Building Industry Association (BIA), staff is recommending that this requirement be removed. The City's acceptance of subdivision improvements, together with its release of the developer's surety bond, cannot occur until all required park and landscaping improvements have been installed. Therefore, the City has sufficient protection to ensure that these improvements will be installed and there is no need to track build-out of the project and place an arbitrary limit on how many building permits can be issued. BIA representatives have confirmed that the requirement constitutes a substantive constraint on their business practices without a defined need.

California Environmental Quality Act (CEQA)

The City has determined that the project is in substantial conformance with the environmental analysis performed for the 2014 General Plan Update and 2014 Development Code Update. Ordinance Amendment OA2021-002 does not involve substantial changes to the original 2014 Development Code Update and will not involve new significant environmental effects or a substantial increase in the severity of previously identified significant effects. No major revisions will be required with the adopted Environmental Impact Report to accommodate the proposed project. Therefore, subject to CEQA Section 15162, no further environmental review is required for this project.

The City published notice of this public hearing in *The Business Journal* on Wednesday, February 17, 2021.

FISCAL IMPACT

No fiscal impacts have been identified with respect to the proposed ordinance amendment.

REASON FOR RECOMMENDATION

SB 330 requires the application of objective standards for qualifying housing development applications. The proposed single family objective standards will allow the City to comply with the requirements of SB 330 and will streamline the approval process when the standards are applied. Where the recommended standards modify the existing requirements of the Development Code, a corresponding amendment to the Code is proposed to eliminate any inconsistencies.

The findings to consider when making a decision on an ordinance amendment include:

1. The proposed amendment is consistent with the goals, policies, and actions of the General Plan.

The proposed modifications to the Development Code are consistent with the goals, policies and actions of the General Plan. Neither the objective standards nor the corresponding changes proposed through Ordinance Amendment OA2021-002 include changes to land use designations or modifications to specific policies that would negatively impact the overarching goals of the General Plan.

2. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or general welfare of the City.

The proposed ordinance amendment is not proposing any development projects. Modifications to the development standards are consistent with established practices implemented in conjunction with single family subdivisions approved in the PRD zone district. Therefore, the proposed modifications will not be detrimental to the public interest, health, safety, or general welfare of the City.

3. The proposed amendment is internally consistent with other applicable provisions of the Development Code, which include a wide range of development and design standards for residential development at varying densities.

ACTIONS FOLLOWING APPROVAL

If the proposed ordinance is introduced, a second reading will be scheduled for consideration on the City Council's March 15, 2021 agenda.

Prepared by: Dave Merchen, City Planner

Reviewed by: City Manager 

Single Family Objective Standards Questions & Answers

- Why is the City considering the adoption of objective standards for single family residential development?

SB 330 limits local agencies to applying only those objective standards that have been adopted and are in effect when a preliminary application for a housing development project is submitted. While the City currently has some objective standards in its Development Code, other requirements that have routinely be applied as conditions of approval have never been adopted as development standards. Adoption of the single family objective standards will ensure that the City can comply with the requirements of State law while continuing to apply the typical conditions of approval that been routinely incorporated into new development projects.

- Is there a deadline for the adoption of objective standards?

There is no specific deadline for the adoption of new standards. However, the requirement to apply objective standards is already in effect. Therefore, only those limited objective standards which have already been adopted can be applied to qualifying projects until new or modified objective standards are adopted.

- Is there a penalty for failing to adopt objective standards?

There is no penalty for failing to adopt objective standards. However, SB 330 makes it clear that local agencies must apply objective standards and, if necessary, make decisions to deny or modify projects based on compliance with objective standards. SB 330 states that “the applicant, a person who would be eligible to apply for residency in the development or emergency shelter, or a housing organization may bring an action” to enforce these requirements.

- Has the City taken any other actions in response to SB 330?

The City adopted objective standards for multi-family development in December of 2019. The City also adopted an urgency ordinance in December of 2019, making several changes to the existing municipal code on topics such as density bonus requirements, preliminary application processes, accessory dwelling units, etc. The urgency ordinance has been extended twice and will be brought back before the Planning Commission and City Council through the traditional code adoption process before the end of 2021.

- Does SB 330 require the City to adopt reductions to existing standards or standards that will accommodate higher density development?

SB 330 does not require the City to reduce its standards or increase density; objective standards are necessary for projects proposed at any density. The standards applied to each type (density) of development must facilitate that development. (Cities can't apply

development standards, even objective standards, if those standards would make it infeasible to develop at the density allowed in the zone district.)

- What projects will be subject to the single family objective standards?

All subdivision projects, and the development of all subdivision lots, will be subject to the objective standards except those in the R-1-PRD (Planned Residential Development) Zone District. The PRD Zone District is designed to allow unique and custom standards to be developed on a project-by-project basis; therefore, it is not possible to provide objective standards for projects proposing to develop using the PRD process.

- Do the recommended standards change any existing standards or requirements?

The recommended standards reflect a combination of existing standards taken from the Development Code and routine conditions of approval that have been applied to subdivision projects for many years. There are a small number of changes recommended to the standards in the existing Development Code, mostly applying to the R-1-MD Zone District. These changes can be summarized as reductions to setbacks, a reduction to the minimum garage size, an increase in lot coverage, and the addition of tandem style garages as an alternative to traditional two car garages. If the recommended standards are adopted, the Development Code will also need to be amended to avoid conflicts.

- Why are the changes to the R-1-MD standards being proposed?

The R-1-MD zone accommodates lot sizes generally between 4500 and 6000 square feet. A majority of new subdivisions being proposed include lots within this range. However, most developers are choosing to rezone their projects to the PRD Zone instead of using the R-1-MD Zone. After consulting with members of the development community and reviewing the standards that have been approved by the Planning Commission and City Council through the PRD Zoning process, the proposed objective standards were developed. The reduced R-1-MD standards are recommended because they will increase the development community's flexibility to build on smaller lots and have the potential to accelerate housing development by making development standards more predictable and avoiding the need for a rezoning process. The City's previous approval and implementation of the standards through the PRD process has demonstrated that the quality of the neighborhoods will remain strong.

- If adopted, will the proposed objective standards increase density in residential neighborhoods?

No, the density is set by the General Plan designation for each property; the minimum parcel size is established by the zoning. Those factors will not change in conjunction with the objective standards. However, the recommended changes to the R-1-MD zone could potentially allow a bigger home to be built on the same size lot.

- Can the objective standards be adopted without incorporating the recommended changes to the R-1-MD standards?

Yes. The Council may direct that any of the recommended criteria be removed from the list of objective standards prior to adoption. If the Council wishes to remove any of the recommended reductions to the R-1-MD standards, the standards in the existing Development Code would be applied. Removal or modification of any proposed standard will not detract from the overall effectiveness of the standards or the City's ability to comply with the requirements of SB 330.

- The discussion on objective standards has focused a lot on the R-1-MD Zone District. Do the standards affect all the residential zone districts, or only the R-1-MD Zone District?

The recommended objective standards affect all residential zone districts. The focus on the R-1-MD has occurred because that is the only zone district where changes to the existing standards in the development code are recommended. The only portion of the standards specifically addressing the R-1-MD Zone is Section IV.B. All of the other sections apply to all residential zone districts equally.

- The BIA has requested that the City incorporate objective standards for lots as small as 1800 square feet (compact single family development). Do the recommended standards include criteria for this type of development?

The BIA has provided recommendations for objective development standards that would apply to lots as small as 1800 square feet. The existing Development Code does not include a zone district that would accommodate individual single family lots of this size. Currently, when such lots are proposed, they are accommodated through the PRD process. In order to implement objective standards for 1800 square foot lots, a new zone district will need to be incorporated into the Development Code. Staff is working with BIA representatives to draft comprehensive standards for a new zone district, including provisions for open space and subdivision amenities. When completed, the new zone district will be presented to the Planning Commission and City Council for consideration as a separate item.



CITY *of* CLOVIS

REPORT TO THE CITY COUNCIL

TO: Mayor and City Council
FROM: Administration
DATE: June 21, 2021
SUBJECT: Consider - For the City Council to Provide Direction on how City Council meetings will be conducted going forward.

Staff: John Holt, Assistant City Manager / City Clerk

Recommendation: Provide Direction

Staff will make a verbal presentation on options for City Council to consider on how City Council meetings will be conducted as we begin to open up.