

# **CITY OF VISALIA**

## **HISTORIC PRESERVATION ADVISORY COMMITTEE**

**Wednesday, May 12, 2021 at 5:30PM**

CHAIR: Patricia Kane      VICE-CHAIR: Vacant

### COMMITTEE MEMBERS:

Michael Kreps, Marilyn Mitchell, Jay Hohlbauch, Walter Deissler, Peggy Lambert

**315 East Acequia Avenue, Visalia**

## **AGENDA**

### **A. Citizen's Comments**

### **B. Project Review:**

1. **HPAC No. 2021-05**; A request by Dan Cloer to construct a new fence for an existing single-family residence, located at 610 S. Stevenson Street (APN: 096-152-010).
2. **HPAC No. 2021-06**; A request by Jay LeDuc to conduct a reroof for an existing single-family residence, located at 415 W. Race Street (APN: 093-165-003).
3. **HPAC No. 2021-07**; A request by Carmelita J. Rodriguez to convert an existing carport into an accessory dwelling unit on a site with a duplex, located at 622 S. Church Street (APN: 097-072-012).

### **C. Discussion Items**

1. Review of Committee Member Application – Tyler Davis
2. May 3<sup>rd</sup>, 2021 Visalia City Council Meeting - Changes Regarding City Council Appointed Committees
3. Historic Preservation Ordinance Update
4. Local Register of Historic Structures Update
5. Committee and Staff Comments

### **D. Adjournment**

If you desire to make comments regarding any project on the agenda, the following methods may be utilized:

- Mailing written comments to the City of Visalia Planning Division, Attn: Cristobal Carrillo, 315 East Acequia Avenue, Visalia, CA, 93291;
- Dropping off written comments to the City of Visalia Planning Division, Attn: Cristobal Carrillo, 315 East Acequia Avenue, Visalia, CA, 93291;
- Emailing comments to [cristobal.carrillo@visalia.city](mailto:cristobal.carrillo@visalia.city); or
- Calling Cristobal Carrillo at (559) 713-4443 between the hours of 8:00am to 5:00pm, Monday through Friday.

The above methods for providing public comment are strongly encouraged. Comments must be received no later than 5:00pm on the day of the meeting. All comments received will be shared at the meeting.

**If you wish to provide public comment during the Historic Preservation Advisory Committee meeting, you may participate via phone conference by calling (559) 713-4041 at 5:30pm on the day of the meeting. Members of the public may also attend the meeting via Zoom video conference. If you are interested in participating via Zoom please contact City staff at (559) 713-4443 or e-mail [crisobal.carrillo@visalia.city](mailto:crisobal.carrillo@visalia.city) no later than 5:00pm on the day of the meeting to receive a link.**

**Attendance of the meeting in person will be limited due to social distancing requirements. If you would like to attend the Historic Preservation Advisory Committee meeting in person please contact City staff at (559) 713-4443 or e-mail [crisobal.carrillo@visalia.city](mailto:crisobal.carrillo@visalia.city) no later than 5:00pm on the day of the meeting, or call (559) 713-4041 after 5:00pm so that arrangements can be made.**

In compliance with the Americans Disabilities Act, if you need special assistance to participate in meetings call (559) 713-4443 (Staff Representative) 48-hours in advance of the meeting. For Hearing Impaired – Call (559) 713-4900 (TTY) 48-hours in advance of the scheduled meeting time to request signing services. Visually Impaired - If enlarged print or a Braille copy is desired, please request in advance of the meeting and services will be provided as possible after the meeting. City Staff to the Committee is Cristobal Carrillo, Associate Planner, 559-713-4443, [crisobal.carrillo@visalia.city](mailto:crisobal.carrillo@visalia.city).

Éste Aviso es para informarle que habra una audiencia para el público ante el Comité de Preservación Histórica de la Ciudad de Visalia. Para más información, o para dar comentario público respecto a esta solicitud, por favor llame a la Ciudad de Visalia al numero (559) 713-4443.

Additional information about the Historic Preservation Advisory Committee may be found by contacting Cristobal Carrillo, Associate Planner at 559-713-4443, emailing [crisobal.carrillo@visalia.city](mailto:crisobal.carrillo@visalia.city), or by visiting the following link: [https://www.visalia.city/government/committees/historic\\_preservation\\_advisory\\_committee.asp](https://www.visalia.city/government/committees/historic_preservation_advisory_committee.asp)



# **HISTORIC PRESERVATION ADVISORY COMMITTEE**

**May 12, 2021**

## **HPAC Item No. 2021-05**

Applicant/

Owner: Dan Cloer

Location: 610 S. Stevenson Street (APN: 096-152-010)

Project: A request to construct a new fence for an existing single-family residence.

### **STAFF RECOMMENDATION**

Staff recommends that the Historic Preservation Advisory Committee (HPAC) approve HPAC Item No. 2021-05 as modified and as described in the findings and conditions of this report.



### **SITE DATA**

The site is zoned R-1-5 (Single Family Residential, 5,000 sq. ft. minimum site area). The site is located within the Historic District and is not listed on the Local Register of Historic Structures.

Per the 2010-2012 Homebuilders Addition Historic Survey, the building was built in 1928 and contains “Venacular” architectural elements.

### **PROJECT DESCRIPTION**

The applicant proposes replacing and extending an existing wood fence along the western property boundary of the project site (see Exhibit “A”). The project site contains a single-family residence and detached garage. Per the elevations in Exhibit “B”, the applicant proposes installation of six-foot-tall wood fence with horizontal wood rails, to match the appearance and orientation of the siding on the dwelling. The existing fence to be replaced will remain in its current location. The portion of fence to be added will be setback

approximately 5 feet from the property line in order to comply with existing R-1-5 Zone street side yard setbacks. The applicant proposes the fencing to block a west facing bedroom window from view of the public right-of-way.

## **DISCUSSION**

### Development Standards

Per the requirements of the R-1-5 Zone, six-foot-tall fencing located in a required street side yard shall be setback a minimum five feet from a property boundary. The existing fence does not meet this requirement, as it is located on the property boundary. However, the location of the existing fencing is permitted to remain, continue, and be altered as a “legal nonconforming structure” so long as the fencing lawfully existed prior to the effective date of existing zoning rules (Visalia Municipal Code Section 17.40.070 – Nonconforming Structures). As such, the applicant is permitted to replace the existing fencing and keep it in its current location.

The above does not extend to any extensions of fencing. Per Visalia Municipal Code Section 17.40.070.E, *“Expansions shall not...increase discrepancy of nonconformance with physical development standards.”* Per Exhibit “A”, the applicant proposes expanding fencing to enclose a west facing bedroom window. The new fencing will be five feet from the street side property line along Stevenson Street, in compliance with existing setbacks. Given the above, the proposal complies with all development standards for fencing in the R-1-5 Zone.

### Architectural Compatibility

Fencing containing horizontal rails is a relatively recent architectural development, providing residences with a modern seeming, non-traditional method to screen properties. This type of fence orientation would be unique within the streetscape, the Historic District, and out of place on the project site. However, the wood materials proposed are consistent with fencing overall in the Historic District and City. Condition No. 4 is recommended modifying the proposal to require fence rails to be oriented vertically (i.e. north to south) and be made of wood materials as shown in Exhibit “B”.

## **FINDINGS AND CONDITIONS**

Staff recommends that the Committee approve HPAC No. 2021-04 as modified, based upon the following findings:

1. That the building is not listed on the Local Register of Historic Structures and is within the Historic District.
2. That the proposed development, as modified, is consistent with residential uses in the Historic District.
3. That the proposed development, as modified, is consistent with the Zoning Ordinance, Historic Preservation Ordinance, and Historic Preservation Element.
4. That the proposed development, as modified, will not be injurious to the surrounding properties or character of the Historic District.

And subject to the following conditions:

1. That the site be developed consistent with the site plan in Exhibit “A” and elevations in Exhibit “B” as modified by the Committee.
2. That the project undergoes the appropriate City permitting process.
3. That any other exterior alterations to the site shall be brought before this Committee for review and approval prior to the issuance of any building permits and/or their installation or construction.

4. That fencing be oriented vertically (i.e. fence rails oriented north to south) and be constructed of wood materials as shown in Exhibit “B”. Fencing shall be architecturally compatible with the existing residence on the project site.
5. That all other City codes, ordinances, standards, and regulations shall be met.

#### **ATTACHMENTS**

- Exhibit “A” – Site Plan
- Exhibit “B” – Elevations
- Aerial Photo
- Historic District and Local Register Map
- Project Application

#### **APPEAL INFORMATION**

According to the City of Visalia Zoning Ordinance Section 17.56.060, an appeal to the City Council may be submitted within ten days following the date of a decision by the Historic Preservation Advisory Committee (HPAC). An appeal with applicable fees shall be in writing and shall be filed with the City Clerk at 220 N. Santa Fe Street. The appeal shall specify errors or abuses of discretion by the HPAC, or decisions not supported by the evidence in the record. The appeal form can be found on the city’s website [www.visalia.city](http://www.visalia.city) or from the City Clerk.

**EXHIBIT "A"**



**Dan Cloer, owner**  
**610 S. Stevenson, Visalia**

approximate property line — — — — —

"Builders" Historical District

current fence footprint **██████████**

proposed new fence line **■ ■ ■ ■ ■ ■ ■ ■**

I'd like to replace the old current fence (solid white line) and extend the fence along the dotted white line 5-feet east of the sidewalk/property line, then south and east to close-in west-facing bedroom. City Planning Dept says new fence must be 5 feet inside the property line (yellow dashed line).



## EXHIBIT "B"

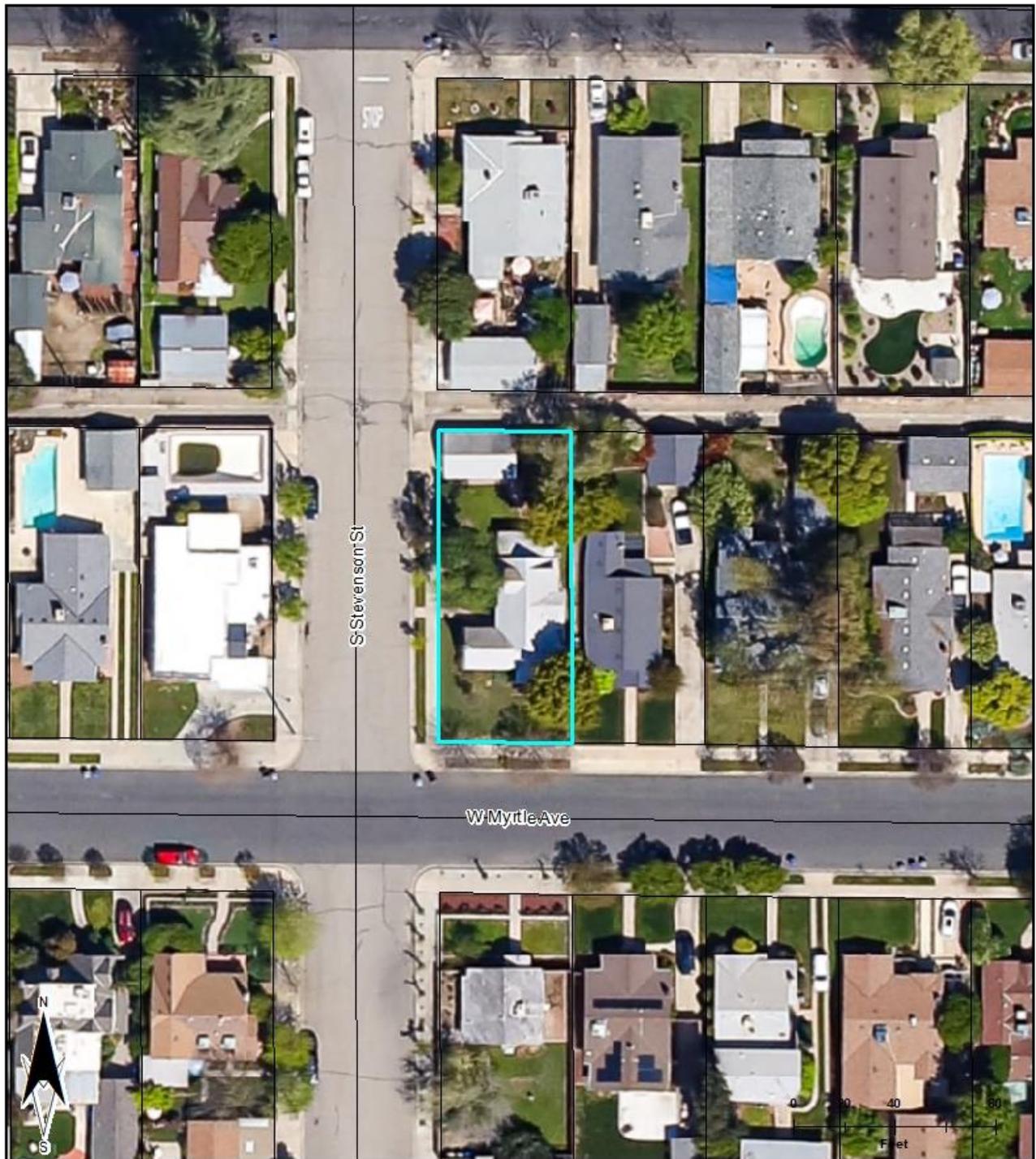


proposed fence style above (horizontal wood, metal poles left, poles in wood casing right) 6-foot height

We would prefer to update the style to better match the shape of the house and siding-style of the house.

The current fence style (below) is a good side fence between houses, but not street side.



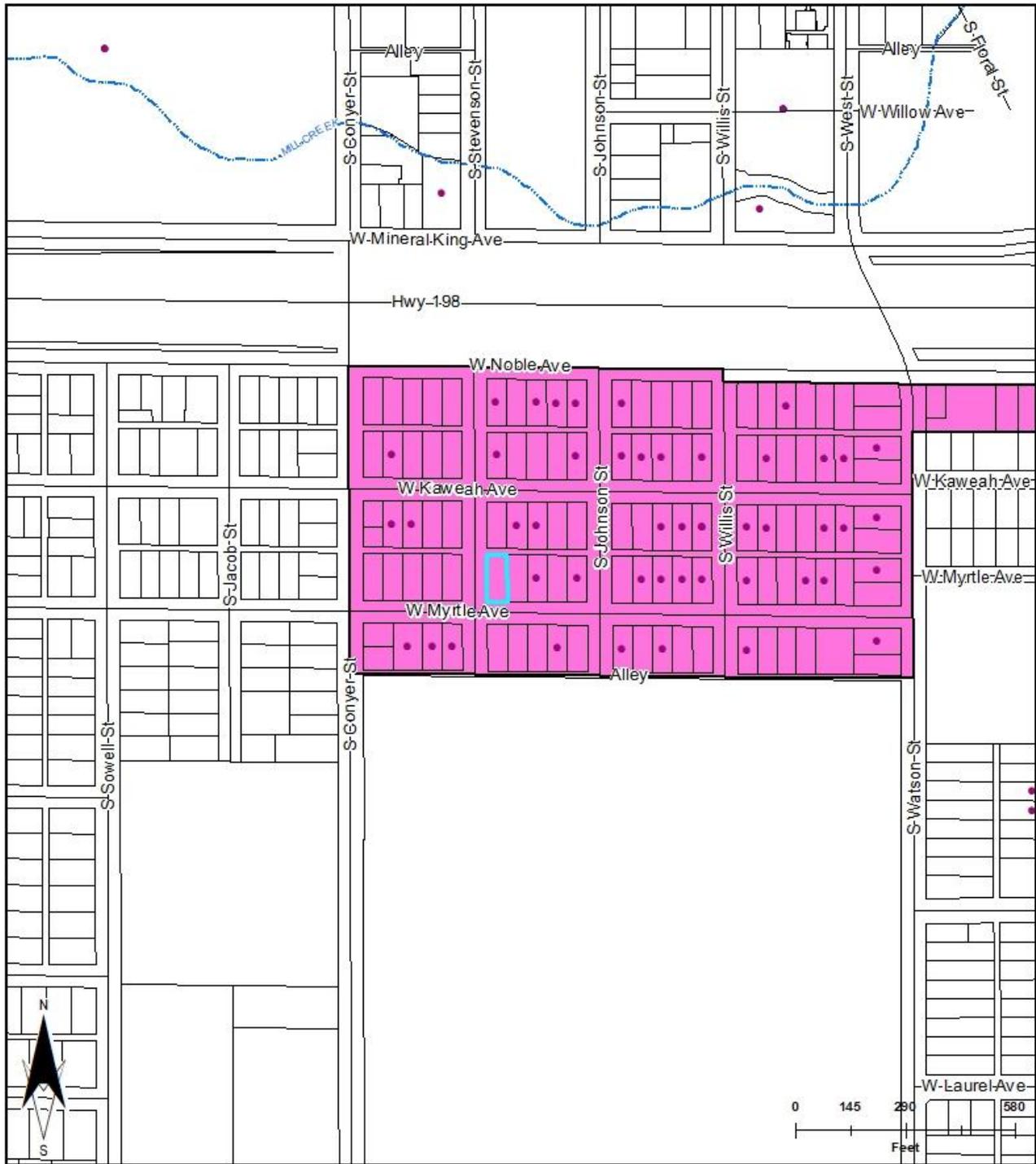


**HPAC No. 2021-05**  
**610 S. Stevenson St.**

Aerial Map

**Legend**

-  City Limits
-  Streets
-  Railroad
-  Waterways
-  Parcels



# HPAC No. 2021-05 610 S. Stevenson St.

Aerial Map

### Legend

- City Limits
- Streets
- Railroad
- Waterways
- Parcels
- Local Registry
- Historical District



c. If masonry is used as an exterior material, please provide the following information:

Material: \_\_\_\_\_

Size: \_\_\_\_\_

Color: \_\_\_\_\_

3. Roof: (Please indicate proposed changes to):

Style: \_\_\_\_\_

Pitch: \_\_\_\_\_

Material: \_\_\_\_\_

4. Proposed Building Height:

Height to eave: \_\_\_\_\_

Height to peak of roof: \_\_\_\_\_

5. Setbacks: (Measurement from curb and property line to proposed structures)

a. Setbacks on proposed project:

Front: \_\_\_\_\_

Rear: \_\_\_\_\_

Sides: NEW FENCE LINE 5' INSIDE/HOUSE SIDE FROM SIDEWALK

b. Setbacks on adjacent properties (distance from curb is sufficient)

Front only: \_\_\_\_\_

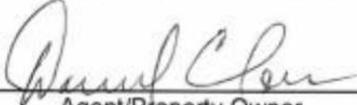


6. Landscaping: (Indicate any mature trees on plans)

\_\_\_\_\_  
\_\_\_\_\_

7. Signs: (If applicable)

Please provide a sketch of the proposed sign indicating colors and materials and a plot plan showing the location of the sign on the property.

Signed:   
Agent/Property Owner

Date: 4/21/21

If the application is approved, a building permit may not be issued and construction may not begin until 10 days after the Committee's decision. This is to allow appeals to be submitted, as prescribed in Article 26, Section 7712 of the City of Visalia Historic Preservation District Ordinance.

Applications for Historic Preservation must be submitted to the City of Visalia Planning Division NO LESS THAN 8 CALENDAR DAYS PRIOR to the meeting.

Applicants or their representative are requested to attend the meeting.

The Historic Preservation Advisory Committee meets every 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of the month (except holidays and special circumstances) at 5:30 p.m. in the City Hall East Conference Room.

For additional information or assistance in completing this application, please feel free to call (559) 713-4359.

# **HISTORIC PRESERVATION ADVISORY COMMITTEE**

**May 12, 2021**

## **HPAC Item No. 2021-06**

Applicant/

Owner: Jay LeDuc

Location: 415 W. Race Avenue (APN: 093-165-003)

Project: A request to conduct a reroof for an existing single-family residence.

### **STAFF RECOMMENDATION**

Staff recommends that the Historic Preservation Advisory Committee (HPAC) approve HPAC Item No. 2021-06 as modified by staff in the findings and conditions of this report.

### **SITE DATA**

The site is zoned R-1-5 (Single Family Residential, 5,000 sq. ft. minimum site area). The site is located within the Historic District and is listed on the Local Register of Historic Structures with a “Focus” classification.

Per the Historic Survey, the building was built in 1917 and contains “Period Revival” architectural elements.

### **PROJECT DESCRIPTION**

The applicant proposes conducting a full reroof to a single-family residence, replacing existing wood shingles with Cool Roof composite shingles (See Exhibit “A”). The applicant proposes the work to reduce water leakage and bring the roof up to current Building Code standards, so that the residence is in livable condition.

A Building Permit for the reroof was issued by City staff on April 1, 2021. No consultation was conducted with Historic Preservation staff at the time of issuance. The applicant had already commenced work on the reroof when informed of the historic nature of the site by Neighborhood Preservation staff. Upon notification, the applicant submitted the reroof request for HPAC review. Per Exhibit “A”, the wood shake has already been removed from the residence. Boarding placed on the windows is temporary and will be removed upon occupancy of the residence.

The applicant states that the proposed composite shingles will retain an “antique appearance” and that per their knowledge, roof material suppliers do not have wood shake material readily available for use. Per the project application the applicant also notes that the reroof work is being conducted to help qualify for a loan on the project site. No other exterior alterations are proposed.

## **DISCUSSION**

### Development Standards

Per Historic Preservation Ordinance Section 17.56.050.C.7.1, reroofs are exempt from HPAC review if conducted with like materials. Since the applicant proposes a change in materials from wood shingles to composite shingles, this proposal is subject to HPAC review.

The building footprint will not be altered as a result of the proposal. As such, the project complies with development standards for the R-1-5 Zone.

### Architectural Compatibility

Despite the addition of exterior brickwork and a carport, the residence has largely maintained its original appearance. Features such as wood shingles, wood siding, window shutters, and an arched doorway have been retained. The residence is classified on the Local Register of Historic Structures as a “Focus” structure, meaning it has “significant value” due to its “good to excellent quality” of preservation (Visalia General Plan, Historic Preservation Element, Page 3-3). Given the “Focus” classification of the residence, preservation of original features should be paramount. Retention of the wood shingle material would help to preserve the overall architectural integrity of the residence. Any change to the roof with different materials would be a detriment to the sites overall historic aesthetic and put it at odds with its “Focus” classification.

Provisions within the Visalia Municipal Code also support maintaining the existing roof materials. Historic Preservation Ordinance Section 17.56.110.B states “*the removal or alteration of any historic material or distinctive architectural features should be avoided when possible.*” Given the above, staff recommends that the applicant’s proposal be modified to require that the original wood shingle material be reused to conduct the reroof, or new wood shingles similar in appearance to the original be employed.

## **FINDINGS AND CONDITIONS**

Staff recommends that the Committee approve HPAC No. 2021-06 as modified by staff based upon the following findings:

1. That the residence is listed on the Local Register of Historic Structures and is within the Historic District.
2. That the wood shingle roofing material on the residence constitutes a distinctive architectural feature, whose removal should be avoided.
3. That the proposed change to the roofing material for the residence is not consistent with the Historic Preservation Ordinance and the purposes and intent of the Historic Preservation Element.
4. That replacement of the existing wood shingle roofing material with comp shingles would be injurious to the historic integrity and aesthetic of the residence and “Focus” classification.
5. That reuse of the original wood shingles, or replacement with wood shingles similar in appearance to the original materials, will preserve the historic architecture of the residence and will be consistent with the Historic Preservation Ordinance and Element.

And subject to the following conditions:

1. That the reroof of the residence be completed by reusing the original wood shingle material, or by using new wood shingles similar in appearance to the original material as depicted in the “Prior Appearance” picture in Exhibit “A”.

2. That the applicant shall obtain a Building Permit for all reroofing activities.
3. That any other exterior alterations to the structures shall be brought before this Committee for review and approval prior to the issuance of any Building Permits and/or their installation or construction.
4. That all other City codes, ordinances, standards, and regulations shall be met.

#### **ATTACHMENTS**

- Exhibit “A” – Building Elevations/Reroof Material
- Aerial Photo
- Historic District and Local Register Map
- Project Application

#### **APPEAL INFORMATION**

According to the City of Visalia Zoning Ordinance Section 17.56.060, an appeal to the City Council may be submitted within ten days following the date of a decision by the Historic Preservation Advisory Committee (HPAC). An appeal with applicable fees shall be in writing and shall be filed with the City Clerk at 220 N. Santa Fe Street. The appeal shall specify errors or abuses of discretion by the HPAC, or decisions not supported by the evidence in the record. The appeal form can be found on the city’s website [www.visalia.city](http://www.visalia.city) or from the City Clerk.

**EXHIBIT "A"**

415 W Race Ave

(prior appearance) (House purchased Boarded Up in March 21)



**Antique Brown**

Highlander NEX product literature available: [visit the Highlander NEX product page.](#)

[Browse our Video Library.](#)

[View the Roof Designer visualizer.](#)

Sample pieces or photographs of shingles may not accurately represent the true color level or variations of color blends that will appear on the roof.

Current appearance  
permit # B211390  
for sheeting & roofing to cool roof  
material (Antique appearance)

↑  
proposed roof material  
CRC ID#  
0850-0025 on issued  
permit.

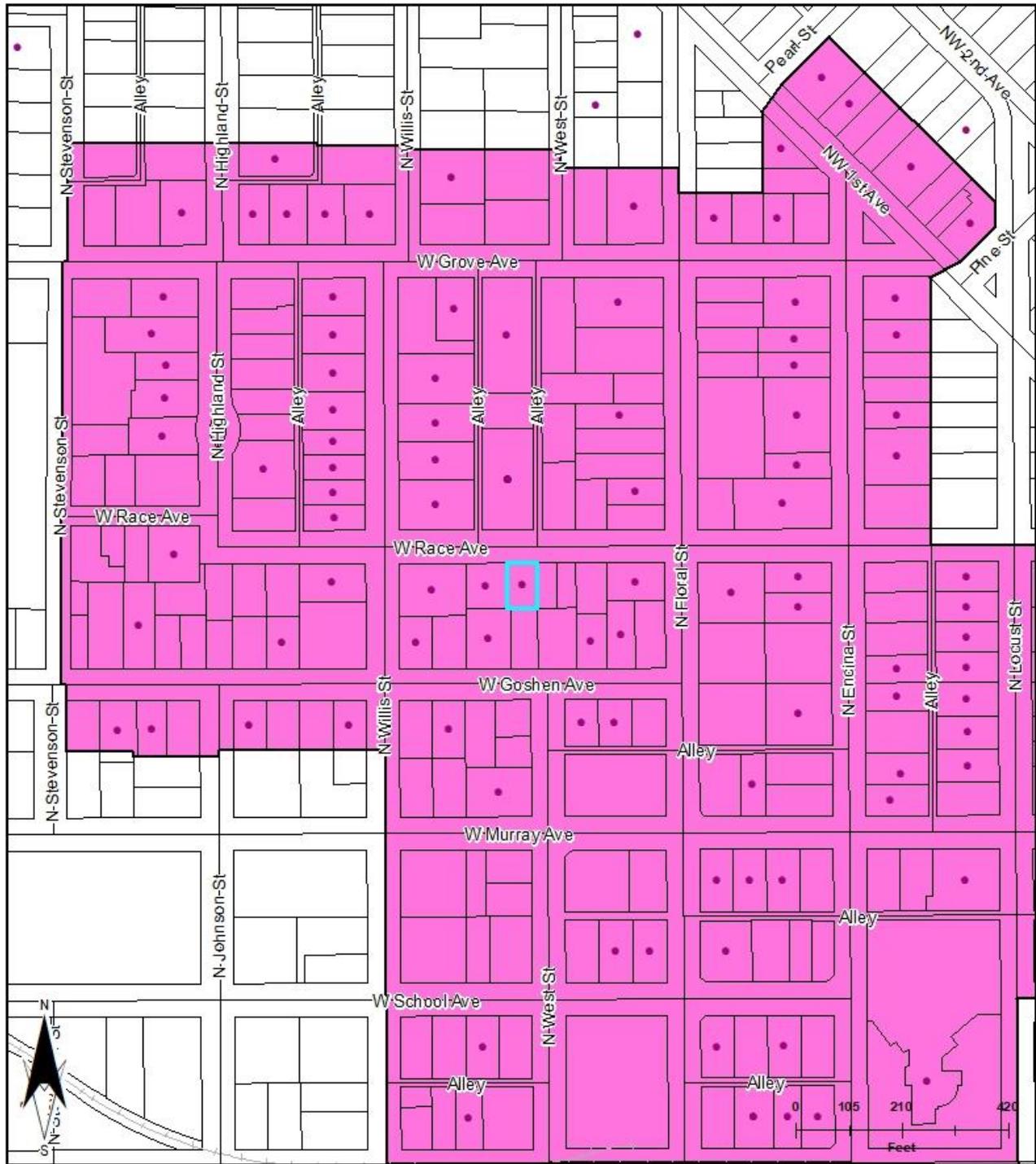


**HPAC No. 2021-06**  
**415 W. Race Avenue**

Aerial Map

**Legend**

-  City Limits
-  Streets
-  Railroad
-  Waterways
-  Parcels



# HPAC No. 2021-06 415 W. Race Avenue

Aerial Map

### Legend

- City Limits
- Streets
- Railroad
- Waterways
- Parcels
- Local Registry
- Historical District



Project Address: 415 W Race St Visalia  
HPAC NO.: \_\_\_\_\_

CITY OF VISALIA  
**HISTORIC PRESERVATION ADVISORY COMMITTEE**  
REVIEW APPLICATION

LOCATION OF PROJECT: 415 W Race St Visalia DATE: 4-28-21  
APPLICANT/PROJECT CONTACT: Jay LeDuc PHONE: (559) 367-9864  
APPLICANT ADDRESS: 21269 Grangeville Blvd Lemoore Ca 93245  
E-MAIL ADDRESS: qualifiedservice2@gmail.com APN#: 093165003  
PROPERTY OWNER: Jay Buys Houses LLC  
GENERAL DESCRIPTION OF PROJECT: Old shake roof Had damage, Replace with current building cool roof to meet current city building standards  
BRIEF NARRATIVE/REASON FOR PROJECT: Damaged roof, leaking. Must Bring up to code - (on 4-1) Permit issued project started and OSB sheets installed already. Told by Tracy (on 4-27) at code enforcement, house in historic registry - Following application process as instructed  
NAME & PHONE NUMBER OF PERSON ATTENDING THE MEETINGS: Jay LeDuc  
RELATIONSHIP TO PROPERTY OWNER: The Owner

**REQUIRED MATERIALS:**

- Completed application
- Completed Agency Authorization form (if represented by an agent)\*\*
- 2 copies of site plan, elevations, landscape plans, etc. (as necessary)
- 1 copy of 8-1/2" x 11" reduction of all plans

NOTE: Additional materials may be requested, as necessary

\*\*If the property owner is not the applicant, an Agency Authorization must also be submitted.

Please provide the following information as it pertains to your project (drawings and a plot plan must be submitted with this application. These plans are for the HPAC process only. Building permits require a separate application and separate materials).

1. Type of Action (check one):

- New Construction
- Signs
- Alteration to existing structure
- Moving-New Location
- Other: new roof with antique appearance
- Demolition - (May require inspection by the City of Visalia Building Division)

For further information contact Historic Preservation staff representative.

If moving or demolition permit – it is not necessary to complete the following questions.

2. Exterior Elevations:

a. Proposed Materials on exterior elevation (type and description of siding and trims):

no change

b. Description and type of proposed windows and doors (include material of window frame):

no change

pictures & permit attached

c. If masonry is used as an exterior material, please provide the following information:

Material: no change  
Size: /  
Color: /

3. Roof: (Please indicate proposed changes to):

Style: Antique Brown, composition roof with Antique look  
Pitch: no change  
Material: Composition cool roof material with Antique appearance

4. Proposed Building Height:

Height to eave: no change  
Height to peak of roof: /

5. Setbacks: (Measurement from curb and property line to proposed structures)

a. Setbacks on proposed project:

Front: no change  
Rear: /  
Sides: /

b. Setbacks on adjacent properties (distance from curb is sufficient)

Front only: no change

6. Landscaping: (Indicate any mature trees on plans)

no change

7. Signs: (If applicable)

Please provide a sketch of the proposed sign indicating colors and materials and a plot plan showing the location of the sign on the property.

Signed: *Jay L. Duce* Date: 4-28-21  
Agent/Property Owner

If the application is approved, a building permit may not be issued and construction may not begin until 10 days after the Committee's decision. This is to allow appeals to be submitted, as prescribed in Article 26, Section 7712 of the City of Visalia Historic Preservation District Ordinance.

Applications for Historic Preservation must be submitted to the City of Visalia Planning Division NO LESS THAN 8 CALENDAR DAYS PRIOR to the meeting.

Applicants or their representative are requested to attend the meeting.

The Historic Preservation Advisory Committee meets every 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of the month (except holidays and special circumstances) at 5:30 p.m. in the City Hall East Conference Room.

For additional information or assistance in completing this application, please feel free to call (559) 713-4359.

- New roof needed to restore to livable condition and preservation
- Meet current Building standards 2019 Ca Energy Standards Title 24, Part 6
- suppliers informed me shake (original) is not readily available
- Quality for future loan on property

# **HISTORIC PRESERVATION ADVISORY COMMITTEE**

**May 12, 2021**

## **HPAC Item No. 2021-07**

Applicant/

Owner: Carmelita J. Rodriguez

Location: 622 S. Church Street (APN: 097-072-012)

Project: A request to convert an existing carport into an accessory dwelling unit on a site with a duplex.

### **STAFF RECOMMENDATION**

Staff recommends that the Historic Preservation Advisory Committee (HPAC) approve HPAC Item No. 2021-07 based upon the findings and conditions in this report.

### **SITE DATA**

The site is zoned R-M-2 (Multifamily Residential, 3,000 sq. ft. minimum site area per unit) and currently contains a duplex with a detached carport.

The site is located within the Historic District and duplex listed on the Local Register of Historic Structures. The duplex is classified as a "Background" structure in the "Vernacular" style. However, records indicate that the original structure may have been altered in appearance as a result of fire damage. A Building Permit was issued in 1997 to repair the damage and convert the residence into a duplex with a detached carport. It is unclear whether the Local Register designation still applies. The HPAC is currently undergoing an effort to conduct a comprehensive update of the Local Register. The site will be evaluated as part of that effort. At present, the project site is still subject to HPAC review as it is located within the Historic District.

### **PROJECT DESCRIPTION**

The request is to convert an existing 361 sq. ft. carport into an Accessory Dwelling Unit (ADU) as depicted in the Site Plan in Exhibit "A". Per the project application, the property owner intends to use the ADU as a residence for her son. Per Exhibit "A" the ADU will be located on the same site as an existing 1,512 sq. ft. duplex. The duplex is situated west of the ADU and will block the unit from view of Church Street. Per the floor plan in Exhibit "B" the ADU will contain one bedroom, a bathroom, a kitchen, and living room space.

Elevations provided in Exhibit "C" indicate that the ADU exterior will match with the main duplex through placement of similarly styled comp shingles, horizontal lap siding, and a screen vent. Vinyl windows with grilles and a decorative door are also proposed.

Vehicular access to the unit will be provided through an existing 16 ft. wide alleyway to the east of the project site. The site will contain three parking stalls, one located off Church Street, and two more located off the alleyway. Existing landscaping is shown in Exhibit "A" and consists of Queen Palm trees and turf.

## **DISCUSSION**

### Land Use Compatibility

The subject site is zoned R-M-2, which permits placement of multiple units depending on the size of the parcel. At a size of 6,191 sq. ft. the project site is permitted by right to contain up to two dwelling units. Recent changes to State law also permit the establishment of an ADU on a multifamily site subject to development standards and Building Permit approval.

Though the areas in the immediate vicinity of the project site are zoned R-1-5 (Single Family Residential, 5,000 sq. ft. minimum site area), most properties contain more than one unit. Two sites across the street from the project site contain as many as four units on parcels of similar size. As such, the proposed use is considered compatible with the site and surrounding area.

### Development Standards

The applicant proposes creating an ADU by converting an existing carport located in the rear yard of the project site. The applicant will not increase the footprint of the structure or change its location. The structure currently conforms with standards for accessory structures in a rear yard, including not exceed the height limitation of 12 feet and being located a minimum of three feet from any property line. Rear yard coverage limitations do not apply in this instance because the carport as it does not contain at least one wall (Visalia Municipal Code Section 17.12.100.B). Since no changes are proposed to the location, size, or height of the structure, the ADU will comply with development standards for the R-M-2 Zone. Compliance with ADU development standards is included as Condition No. 3.

### Architectural Compatibility

The ADU as shown in Exhibit "C" is has been designed to share physical attributes with the main duplex as shown in Exhibit "D". Both the duplex and ADU will contain lap siding, comp shingle roofing, and a vent feature at the tip of the roof. However, per the elevations, the slats within the vent will run horizontally. Condition No. 2 is recommended for adoption requiring that the screen vent for the ADU contain vertical slats similar in style to the duplex as shown in Exhibit "D".

### Parking

Per the Visalia Municipal Code, a duplex requires a minimum of three parking stalls. Per recent State changes to ADU rules, no additional parking is required if an ADU is located within an architecturally and historically significant Historic District (Government Code section 65852.2). The Site Plan indicates that three parking stalls will be provided onsite. As such, the proposal meets all requirements for parking.

### Alleyway

Per the Engineering Division comments included within Site Plan Review No. 2021-040, the ADU must maintain sufficient distance from the alleyway. Condition No. 7 is included requiring the applicant to comply with all requirements identified by the Engineering Division within the comments of Site Plan Review No. 2021-040. Items shall be verified during Building Permit submittal.

## **FINDINGS AND CONDITIONS**

Staff recommends that the Committee approve HPAC Item No. 2021-07 based upon the following findings:

1. That the site is within the Historic District and is listed on the Local Register of Historic Structures.

2. That the proposed development is consistent with residential uses in the Historic District.
3. That the proposed development is consistent with the purposes and intent of the Historic Preservation Ordinance and Element.
4. That the proposed development will not be injurious to the surrounding properties or character of the Historic District.

And subject to the following conditions:

1. That the site be developed in compliance with the site plan in Exhibit "A", floor plans in Exhibit "B", and elevations in Exhibit "C", except as altered by the conditions below.
2. That the screen vent for the Accessory Dwelling Unit contain vertical slats as shown for the duplex in Exhibit "D".
3. That the Building Permit submittal for the Accessory Dwelling Unit show compliance with all City and State development standards for Accessory Dwelling Units in the R-M-2 Zone.
4. That the project undergoes the appropriate City permitting process.
5. That any other exterior alterations to the site shall be brought before this Committee for review and approval prior to the issuance of any building permits and/or their installation or construction.
6. That all other City codes, ordinances, standards, and regulations shall be met.
7. That the applicant shall comply with all requirements of Site Plan Review No. 2021-040.

## **ATTACHMENTS**

- Exhibit “A” – Site and Landscaping Plan
- Exhibit “B” – Floor Plans
- Exhibit “C” – ADU Elevations
- Exhibit “D” – Duplex Elevations
- Aerial Map
- Historic District and Local Register Map
- Project Application

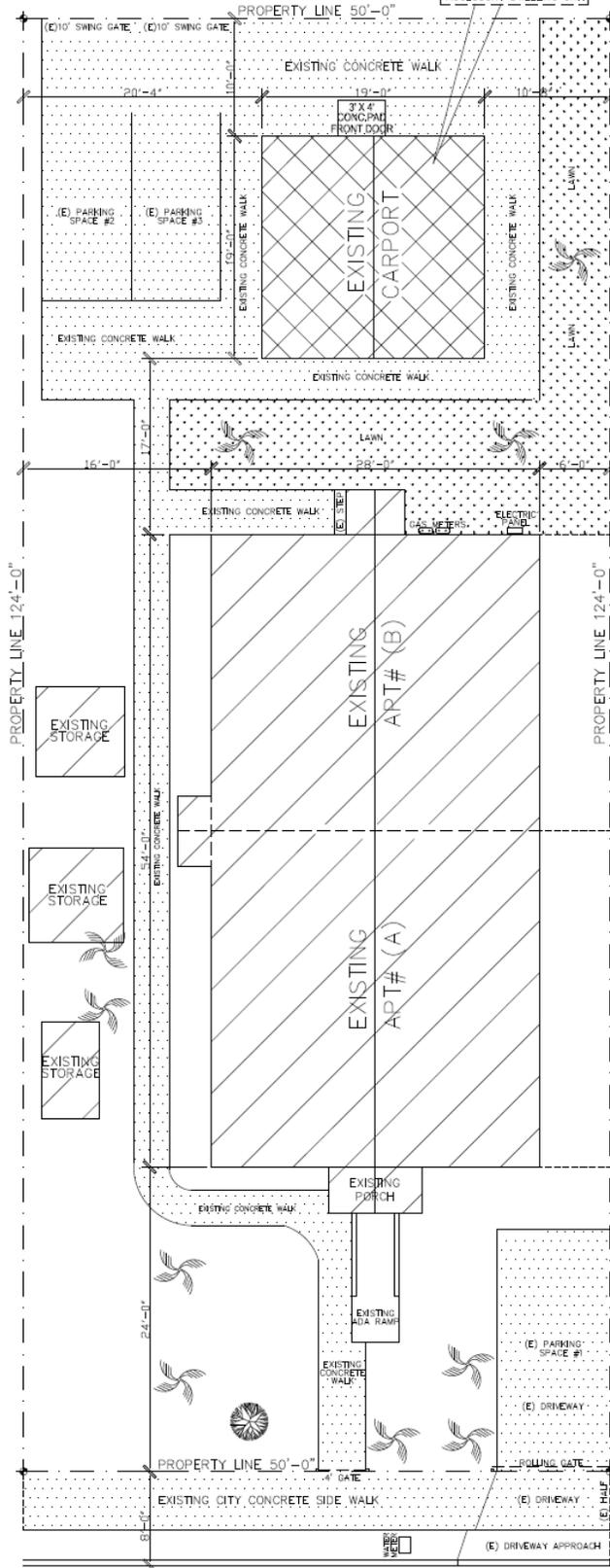
### **APPEAL INFORMATION**

According to the City of Visalia Zoning Ordinance Section 17.56.060, an appeal to the City Council may be submitted within ten days following the date of a decision by the Historic Preservation Advisory Committee (HPAC). An appeal with applicable fees shall be in writing and shall be filed with the City Clerk at 220 N. Santa Fe Street. The appeal shall specify errors or abuses of discretion by the HPAC, or decisions not supported by the evidence in the record. The appeal form can be found on the city’s website [www.visalia.city](http://www.visalia.city) or from the City Clerk.

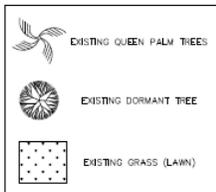
# Exhibit "A"

== EXISTING ALLEY ==

**NOTE**  
THE EXISTING CARPORT TO BE CONVERTED INTO AN ACCESSORY DWELLING UNIT



## LANDSCAPE LEGEND



622 S. CHURCH STREET

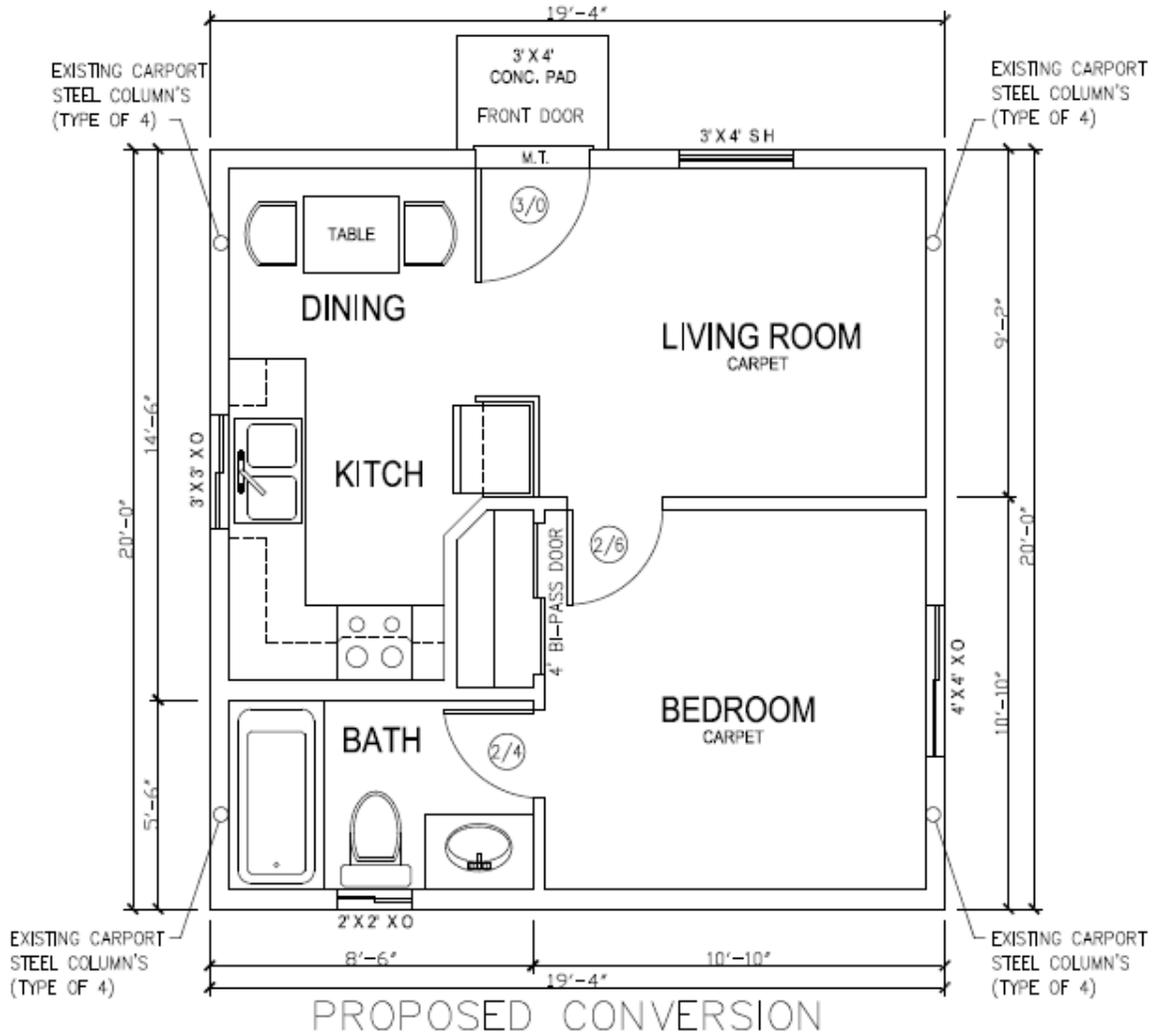


# SITE PLAN

APN# 097-072-012

HPAC NO. 2021-07

# Exhibit "B"

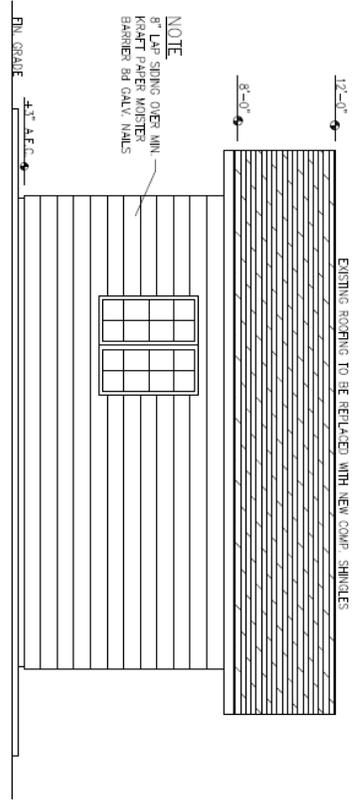


## FLOOR PLAN

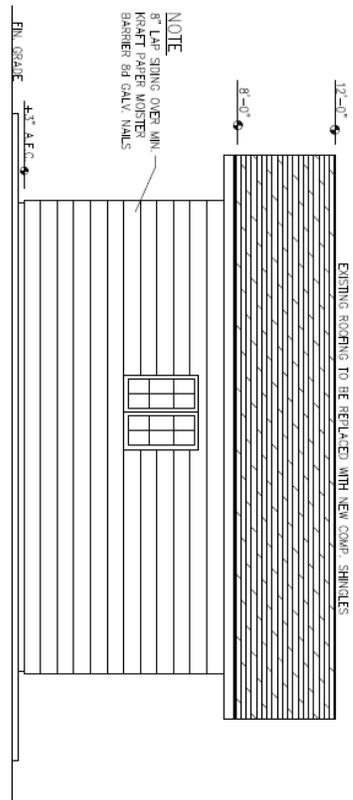
A.D.U. UNIT 386 SQ. FT.

SCALE: 1/4" = 1'-0"

# Exhibit "C"

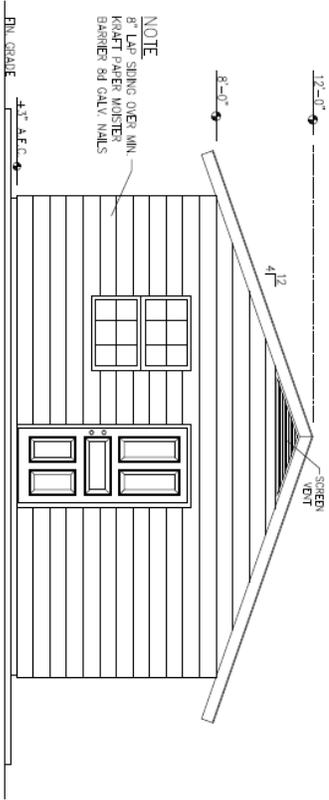


**SOUTH VIEW**  
LEFT ELEVATION  
SCALE: 1/4" = 1'-0"

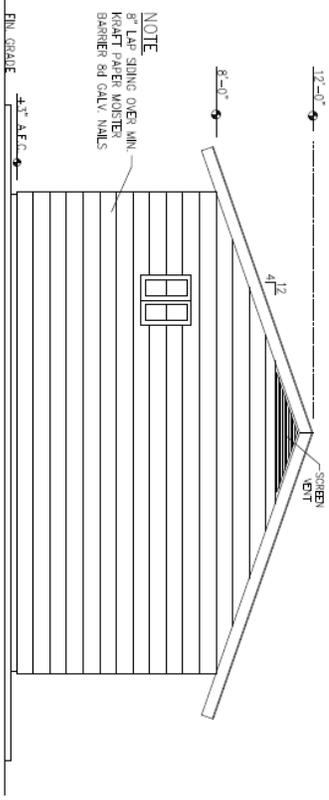


**NORTH VIEW**  
RIGHT ELEVATION  
SCALE: 1/4" = 1'-0"

**NOTE**  
THE PROPOSED ADU UNIT  
EXTERIOR CONVENING TO BE  
8" LAP SIDING TO MATCH  
THE EXISTING UNITS



**PROPOSED CONVERSION**  
**EAST VIEW**  
FRONT ELEVATION  
SCALE: 1/4" = 1'-0"



**WEST VIEW**  
REAR ELEVATION  
SCALE: 1/4" = 1'-0"

# Exhibit "D"



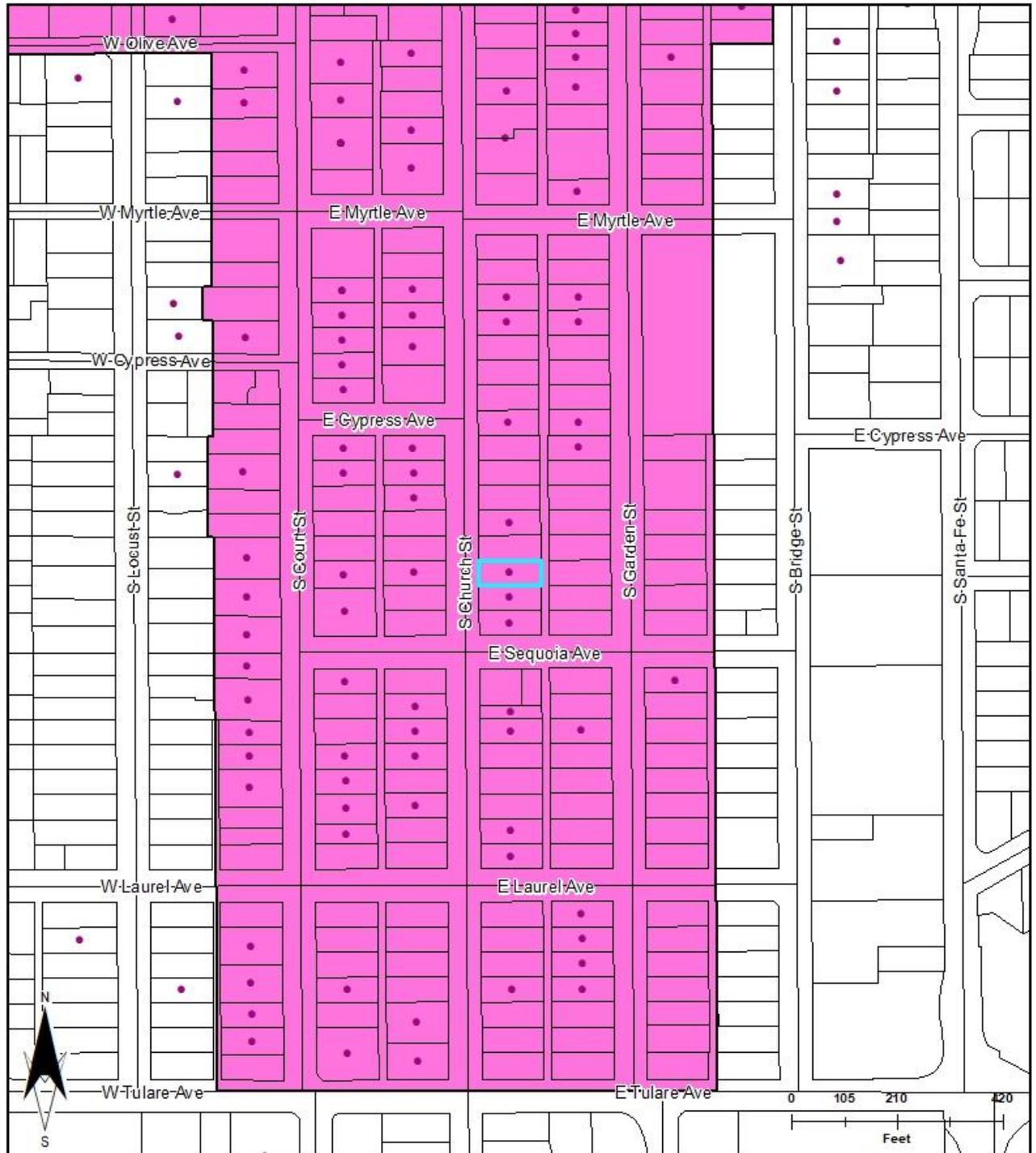


# HPAC No. 2021-07 622 S. Church St.

Aerial Map

### Legend

-  City Limits
-  Streets
-  Railroad
-  Waterways
-  Parcels



**HPAC No. 2021-07**  
**622 S. Church St.**

Aerial Map

**Legend**

-  City Limits
-  Streets
-  Railroad
-  Waterways
-  Parcels
-  Local Registry
-  Historical District



Project Address: \_\_\_\_\_  
HPAC NO.: \_\_\_\_\_

CITY OF VISALIA  
HISTORIC PRESERVATION ADVISORY COMMITTEE  
REVIEW APPLICATION

LOCATION OF PROJECT: 622 S. CHURCH ST. VISALIA, CA. DATE: 04-02-2021  
APPLICANT/PROJECT CONTACT: CARMELITA J. RODRIGUEZ PHONE: (559) 679-0831  
APPLICANT ADDRESS: 1152 ALAMITH ST. TULARE, CA. 93274  
E-MAIL ADDRESS: CARMELITAR1967@GMAIL.COM APN#: 097-072-012  
PROPERTY OWNER: CARMELITA J. RODRIGUEZ  
GENERAL DESCRIPTION OF PROJECT: EXISTING CARPORT TO BE CONVERTED INTO A (NEW) ACCESSORY DWELLING UNIT  
BRIEF NARRATIVE/REASON FOR PROJECT: IS TO PROVIDE A PLACE FOR MY SON TO LIVE (BEEN THAT HE IS SSI RECIPIENT)

NAME & PHONE NUMBER OF PERSON ATTENDING THE MEETINGS: \_\_\_\_\_  
RELATIONSHIP TO PROPERTY OWNER: \_\_\_\_\_

**REQUIRED MATERIALS:**

- Completed application
- Completed Agency Authorization form (if represented by an agent)\*\*
- 2 copies of site plan, elevations, landscape plans, etc. (as necessary)
- 1 copy of 8-1/2" x 11" reduction of all plans

NOTE: Additional materials may be requested, as necessary

\*\*If the property owner is not the applicant, an Agency Authorization must also be submitted.

Please provide the following information as it pertains to your project (drawings and a plot plan must be submitted with this application. These plans are for the HPAC process only. Building permits require a separate application and separate materials).

1. Type of Action (check one):

- New Construction  Signs  
 Alteration to existing structure  Moving-New Location  
 Other: \_\_\_\_\_  
 Demolition - (May require inspection by the City of Visalia Building Division)

For further information contact Historic Preservation staff representative.

If moving or demolition permit – it is not necessary to complete the following questions.

2. Exterior Elevations:

- a. Proposed Materials on exterior elevation (type and description of siding and trims):

LAP SIDING WITH TRIM ON GABLE AREA AND STUCCO ON ALL THE WALLS BELLOW PLATE LINE TO MATCH EXISTING APT'S

- b. Description and type of proposed windows and doors (include material of window frame):

ALL WINDOWS VINYL FRAME AS PER-T-24 & METAL EXT DOOR PAINTED AS PER HISTORICAL RECOMENDATIONS OF (CALOIL)

c. If masonry is used as an exterior material, please provide the following information:

Material: N/A

Size: \_\_\_\_\_

Color: \_\_\_\_\_

3. Roof: (Please indicate proposed changes to):

Style: EXISTING GABLE ROOF STYLE TO REMAIN

Pitch: EXISTING 4/12 ROOF PITCH TO REMAIN

Material: EXISTING COMP-SHINGLES TO BE REPLACED  
(NEW COMP SHINGLES TO BE INSTALLED)

4. Proposed Building Height:

Height to eave: EXISTING 8' PLATE LINE TO REMAIN

Height to peak of roof: EXISTING 12' RIDGE LINE TO REMAIN

5. Setbacks: (Measurement from curb and property line to proposed structures)

a. Setbacks on proposed project:

Front: 95' FROM PROPERTY LINE - 103' FROM CURB FACE

Rear: 10' FROM PROPERTY LINE - EXISTING REAR ALLEY

Sides: 20'-4" NORTH SIDE & 10'-8" SOUTH SIDE

b. Setbacks on adjacent properties (distance from curb is sufficient)

Front only: 103' FROM CURB FACE

6. Landscaping: (Indicate any mature trees on plans)

AS SHOWN IN THE PLAN (EXISTING) 1- DORMANT TREE & 10 GREEN PALM TREES

7. Signs: (If applicable)

Please provide a sketch of the proposed sign indicating colors and materials and a plot plan showing the location of the sign on the property.

Signed: Carmelita G. Rodriguez Date: 4/2/2021  
Agent/Property Owner

If the application is approved, a building permit may not be issued and construction may not begin until 10 days after the Committee's decision. This is to allow appeals to be submitted, as prescribed in Article 26, Section 7712 of the City of Visalia Historic Preservation District Ordinance.

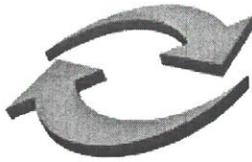
Applications for Historic Preservation must be submitted to the City of Visalia Planning Division NO LESS THAN 8 CALENDAR DAYS PRIOR to the meeting.

Applicants or their representative are requested to attend the meeting.

The Historic Preservation Advisory Committee meets every 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of the month (except holidays and special circumstances) at 5:30 p.m. in the City Hall East Conference Room.

For additional information or assistance in completing this application, please feel free to call (559) 713-4359.

CivicaAssist



Printed on 4/26/2021

**City Clerk - Application for Appointment to City Board, Committee or Commission [ Request Id: 265238 ]**

<p>◆ Subject Location</p> <p>Street Info: City / Zip</p>	<p>◆ Citizen Contact Information</p> <p>Citizen Name: Mr. Tyler Davis Email: <a href="mailto:stephen.davis@monrovia.com">stephen.davis@monrovia.com</a> Phone1 / Phone2: 5597073857 / na Address: 500 N Encina St City, Zip: Visalia, CA 93291</p>
<p>◆ Request Details [Information provided by Citizen]</p> <p>Please review the following handbook:</p>	
<p>How many years of being a Visalia Resident?:</p> <p>Are you a Visalia Registered Voter?:</p> <p>List any training and/or experience:</p> <p>Education-school, major, graduation date &amp; degree:</p> <p>Additional skills and/or interests:</p> <p>Community activities in which you are involved:</p> <p>Service on a City Board, Committee or Commission:</p> <p>Present Occupation:</p> <p>Name of Employer:</p> <p>Work Address:</p> <p>Work Phone Number:</p> <p>Potential Conflicts:</p> <p>If Yes, explain in detail any potential conflicts:</p> <p>First Choice for City Board/Committee/Commission:</p> <p>Applicable qualifications and experience:</p> <p>Goals for this appointment:</p> <p>Applicable qualifications and experience:</p> <p>Goals for this appointment:</p> <p>Applicable qualifications and experience:</p>	<p><b>12</b></p> <p><b>Yes</b></p> <p><b>College of the Sequoias, Ornamental Horticulture Associates Degree, 2008. Certificates in OH and Landscape Design</b></p> <p><b>Gardening, Historic Preservation, Community Building</b></p> <p><b>Visalia Succulent Club President</b></p> <p><b>Account Manager</b></p> <p><b>Monrovia</b></p> <p><b>32643 Rd 196 #9621, Woodlake, CA 93286</b></p> <p><b>5597073857</b></p> <p><b>No</b></p> <p><b>Historic Preservation Committee</b></p> <p><b>1. Owner of one of Visalia's historic homes for the past 12 years. 2. Served 8 years on Board of Trustees at the Sarah A Mooney Museum in Lemoore 3. Member/Supporter of the National Trust for Historic Preservation for 20 Years</b></p> <p><b>Reignite the conversation around historic preservation within Visalia, Help protect vulnerable historic resources that are under threat. Educate owners of historic resources that they have something special and unique. Evaluate potential additions to the local historical register.</b></p>

*Handwritten signature and date:*  
 [Signature]  
 4/27

Goals for this appointment:

Agree or Not Agree:

**Agree**

Male or Female:

**Male**

Ethnic Category:

**White - includes White, Anglo-Saxons, Europeans, and person of Indo-European, North Africa or Middle Eastern origin.**

◆ Staff Request Admin

Request ID: **265238**

Priority: **Normal**

Received/Entered: 4/26/2021 1:07:42 PM

Status: **Received**

Target Complete Date: 4/28/2021 1:07:42 PM

Actual Complete Date:

Color

Flag:

Request Source: Internet (N)

Original Assigned Staff: Gorelik, Ilya  
Kalar, Maggie  
Rouse, Kathy  
Ruiz, Gladys

◆ Staff / Citizen Action Log

No Staff/Citizen Actions have been added

**City of Visalia**  
**Agenda Item Transmittal**

**Meeting Date:** 5/3/2021

**Agenda Item Number (Assigned by City Clerk):** <#>

**Agenda Item Wording:** Approval of the City Council Sub-Committee's recommendations for changes regarding City Council appointed Committees with some minor provisions that also relate to Commissions; and appropriate \$10,000 for Committee/Commission expenses in FY 2021-22.

**Deadline for Action:** 5/3/2021

**Submitting Department:** Administration

**Contact Name and Phone Number:**  
Mayor Steve Nelsen, 713-4400 ext 7313 Council Member Brett Taylor

**Department Recommendation:** It is recommended that the Visalia City Council approve the recommended changes to the Council appointed Committees including some process changes that will also apply to the City's Commissions; and appropriate \$10,000 from the General Fund for Fiscal Year 2021-22 for Committee/Commission expenses that are approved and expended in accordance with City policy.

**Summary:**

1. **Geographical Diversity** - In making appointments, it is recommended that it is preferred that there be geographical diversity amongst the members. A general division would include at least one member from each quadrant as defined by the quads created with Highway 198 and Mooney Boulevard as the dividing lines. Quality of the candidates remains a high priority, but geographic diversity is preferred.
2. **Budget** - Appropriate \$10,000 in City Clerk's budget that can be requested by Committees and Commissions to fund projects such as publicity and incentives for the Council's Public Opinion Survey, putting on special events such as a Barrier Awareness Day or an Earth Day, and other projects. Direct staff to develop policies and processes for applying for these funds that are consistent with the City's purchasing policy. All expenditures would need to comply with these policies and be fully pre-approved by the Committee.
3. **Mission Statements** - Request that all Committees and Commissions review their Mission Statement and present their recommendation for a Mission Statement with their 2021-22 proposed work program, and their 2020-21 report. Given that this is already

April, this work should be presented to the Council at a Council meeting for approval no later than July 19, 2021.

4. **Work Program and Report** - Require all Committees and Commissions to develop an annual work program for the upcoming fiscal year and an annual report for the concluding year that is prepared and submitted by May 15 of each year. These documents will be presented to Council at a Council meeting for consideration and approval.
5. **Alternates** - Eliminate alternates on all Committees. The Sub-Committee noted that with the interest in having geographic diversity, new appointments should be considered as vacancies arise.
6. **Recognition** - City Council will hold an annual recognition event to honor the Committees and Commissions members. The Council will also recognize Committee and Commission members not continuing on the Committee or Commission.
7. **Orientation** - Staff will hold an orientation in July of each year to orient new Committee and Commission Members. Current members will also be invited as a “refresh” on subjects like the Brown Act, etc.
8. **Technical Advice to Historic Preservation Committee (HPC)** - Request that the Building Advisory Committee develop a streamlined process to provide timely input on construction proposals that are slated to come before the Historic Preservation Committee. The Sub-Committee feels that professional input on the costs and complexity of some of the proposed construction projects that come before the HPC could be beneficial to the applicants and the HPC.
9. **Committees to be Restructured** - To enhance the input on matters pertaining to the environment and disability awareness, the Council Sub-Committee is recommending that the Citizens Advisory Committee be restructured to include two members that have a specific interest in the environment, and two members that have specific interest in matters relating to people who are challenged with disabilities. The Sub-Committee had considerable discussion regarding these committees and believe that rather than having two committees that focus on these specific issues, it would be more beneficial for the community for these viewpoints to be better integrated into broad based community decisions and projects. In order to transition these two committees into the Citizens Advisory Committee, the Sub-Committee is recommending that a recruitment from the members of the Citizens Advisory Committee, the Disability Advocacy Committee and the Environmental Committee be conducted. Recruitment for all positions on the Citizens Advisory Committee would begin on May 4 through May 21 at 12 noon. Only current members of these three Committees will be eligible for appointment at this time. The Sub-Committee will review the applications and make a recommendation for appointments to the full Council in June.

**10. Further Council Discussion** – The Sub-committee recommends that two items be brought back to the City Council for further discussion and direction:

1. City Council grants including the non-profit grants and the Measure N Youth Grants
2. Processing of the Public Opinion Survey

**Background Discussion:** During the City Council's annual planning workshop, the Council asked for a comprehensive review of the Committees and Commissions. The review occurred over the past three Council meetings, and at the conclusion, the Council provided direction to staff on possible changes, and appointed a Council Subcommittee of Mayor Steve Nelsen and Council Member Brett Taylor to work with staff to flesh out changes consistent with the City Council direction.

The Subcommittee met and focused on Commissions in the first phase of changes which were adopted by the Council on April 19, 2021.

For both Committees and Commissions, the Council appeared to want more involvement in the appointment of the members, and was interested in considering geographic diversity as one factor to consider when appointing members. The Sub-committee did consider appointment by District, but believed it could be seen as a more politically motivated strategy, and could perhaps not provide the same diversity given the configuration of the current Districts, which can be a bit meandering. The Sub-committee felt that considering appointments based on the four quadrants of the community, with Mooney and Highway 198 as the dividing lines, would accomplish the same goal with a more consistent methodology. The quadrant consideration is meant to be a suggested consideration, and not a mandate for the Council. The experience and quality of the candidates, and other diversity that they may represent to create a well-rounded Commission that represents the community, will also be important considerations.

**Fiscal Impact:** Staff is recommending \$10,000 from the General Fund to be appropriate into the City Clerk's budget for Committees/Commissions expenditures. These funds will be spent according to City policies and procedures.

**Prior Council Action:**

January, 2021 – City Council requested a comprehensive review of Committees and Commissions during the annual planning retreat.

March 1, 2021, March 15, 2021, April 5, 2021 – Council received the first three phases of the report.

April 5, 2021 – Council provided direction to staff and appointed a Subcommittee comprised of Mayor Steve Nelsen and Council Member Brett Taylor to work with staff the development recommendations to the Committee and Commission process for Council consideration.

April 19, 2021 – Council approved the Sub-Committee recommendations related to Commissions.

**Other:** Click here to enter text.

**Committee/Commission Review and Action:**

Click here to enter text.

**Alternatives:** Click here to enter text.

**Attachments:** Click here to enter text.

**Recommended Motion (and Alternative Motions if expected):**

I move to approve the Council Sub Committee's recommendations regarding changes to the Council's Committees and Commissions and appropriate \$10,000 from the General Fund for Committee/Commission expenses in FY 2021-22.

Copies of this report have been provided to:

**Environmental Assessment Status**

**CEQA Review:** N/A