

## **EXETER PLANNING COMMISSION**

**August 17, 2023**

### **A-1 Call to Order**

The City of Exeter Planning Commission met in a regular session on Thursday, August 17, 2023, at 5:30 p.m.

### **A-2 Roll Call**

Roll call showed present for the meeting Commissioners Bonner, Stewart, Chair Whitmire, Vice Chair Lopez, and Becker. Assistant City Planner Tristan Suire was also present.

### **A-3 Minutes of Meeting May 18, 2023**

Commissioner Stewart moved and Vice Chair Lopez seconded a motion to approve the minutes of May 18, 2023, as presented.

AYES: Stewart, Lopez, Becker, Bonner, and Whitmire

ABSENT: N/A

ABTAIN: N/A

### **A-5 Public Comment**

Chair Whitmire opened the floor for the public comment portion of the meeting. There being no public comments, this portion of the meeting was closed.

**B-1 Resolution 2023-08 approving Site Plan Review 2023-03 for a gateway sign, located in the public right-of-way at the intersection of N. B Street and E. Pine Street in Exeter.** Assistant City Planner Tristan Suire provided a report for the Commissioner's review and consideration. The Commissioners posed questions and Mr. Suire and City Administrator Adam Ennis provided responses thereto. Following discussion, it was moved by Commissioner Stewart, seconded by Vice Chair Whitmire, and unanimously carried to adopt Resolution 2023-08 subject to the conditions as presented.

AYES: Stewart, Lopez, Becker, Bonner, and Whitmire

ABSENT: N/A

### **C- Director's Report-**

Assistant City Planner Tristan Suire provided an update on City projects, developments, and permits.

City Administrator provided an update on City projects and developments.

**D-Adjournment-** The Planning Commission meeting adjourned at 6:04 p.m.

Planning Commission Secretary, Christina Arias

# City of Exeter Agenda Item Transmittal

**Meeting Date:** September 21, 2023

**Agenda Item Number:** B1

**Wording for Agenda:** Adopt Resolution 2023-09 approving Site Plan Review 2023-04 for an O'Reilly's Auto Parts, located on the south side of Visalia Road, west of north Belmont Road in Exeter subject to the conditions as presented.

**Submitting Department:** Planning Department  
**Contact Name:** Greg Collins, City Planner, Tristan Suire, Assistant City Planner  
**Phone:** 559- 734-8737  
**Email:** [greg@weplancities.com](mailto:greg@weplancities.com), [tristan@weplancities.com](mailto:tristan@weplancities.com)

**For action by:**  
 City Council  
 Planning Comm.

**Regular Session:**  
 Consent Calendar  
 Regular Item  
 Public Hearing

**Review:**

**City Administrator  
(Initials Required)**



### Department Recommendation:

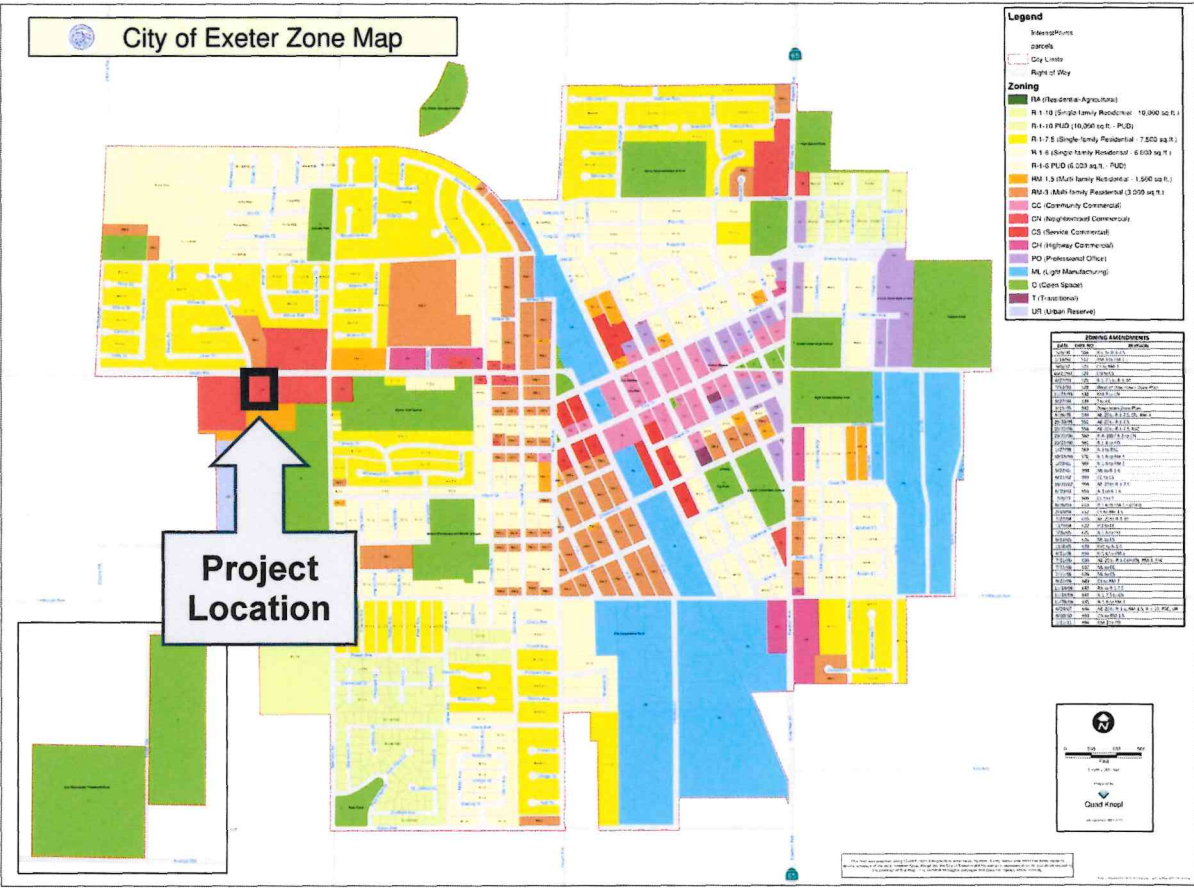
Staff recommends that the Planning Commission adopt Resolution 2023-09 approving Site Plan Review 2023-04, O'Reilly's Auto Parts Project, located on the south side of Visalia Road, west of N. Belmont Road, subject to the conditions provided by the Site Plan Review Committee.

### Summary/Background:

The applicant, Phil Hopper, has proposed a project located on south side of Visalia Road, west of N. Belmont Road, and has requested approval of Site Plan Permit 2023-04. The subject property is currently vacant. The applicant proposes to construct a new auto parts store and associated public improvements. See Vicinity Map below:



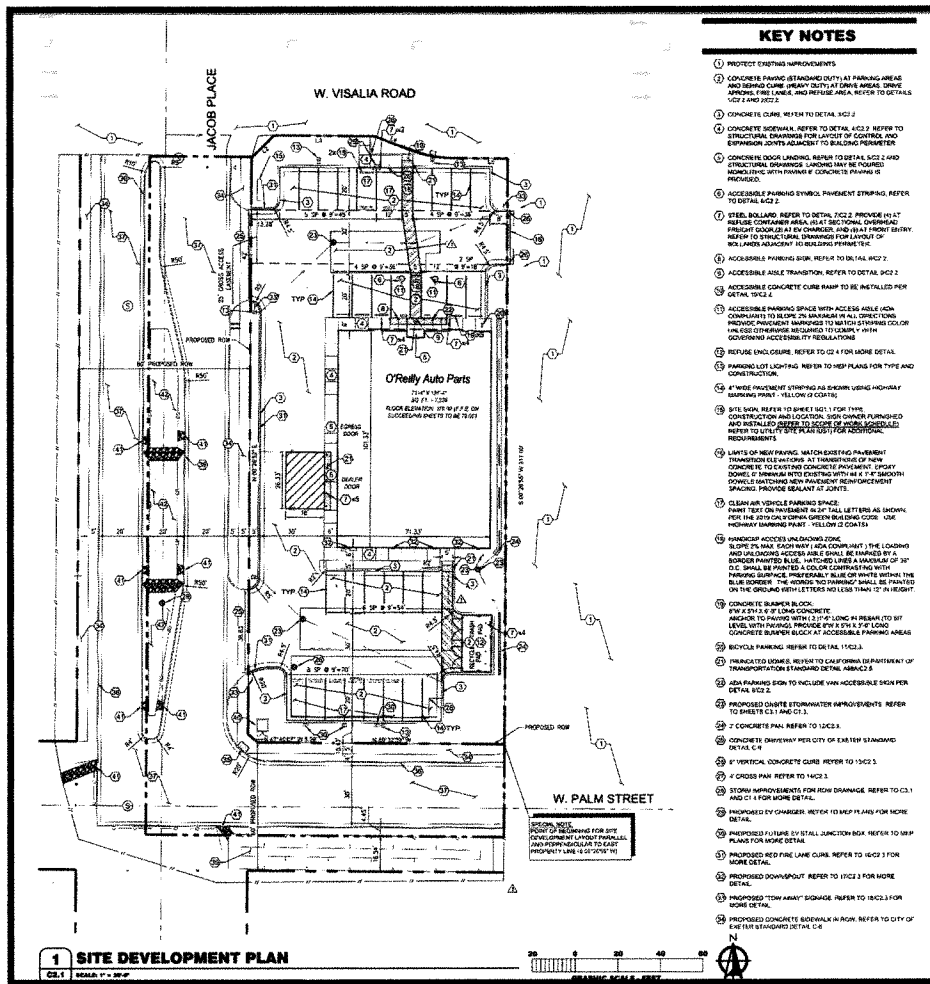
Presently, the property is zoned CN (Neighborhood Commercial) which permits the use of “Retail stores and service establishments that supply commodities or services that meet the convenience needs of residents from one or more neighborhoods”. The proposed project is consistent with the purposes for the Neighborhood Commercial district, “to provide for the development of small scale, low intensity commercial uses that serve the daily needs of residential neighborhoods that are in close proximity”. See Zoning Map below:



**Project Information**

Detailed information on the planning application is as follows:

The applicant has proposed to construct a new O’Reilly’s Auto Parts retail store with parking area and landscaping on the northern half of the subject property, as well as a number of improvements to the public right-of-way. The proposed structure has a footprint of approximately 7,228 square feet. The proposed parking facilities are intended to connect to the existing parking lot directly east of the subject property and will be subject to a cross-access agreement. See Site Plans below:



## Site Plan Review Committee

The Site Plan Review Committee reviewed O'Reilly's Auto Parts Project Site Plan Review documents at their June and August meetings. The Committee made the following findings about the proposed project:

- A cross access agreement is required with the property immediately east of the subject property to ensure that the proposed drive aisles provide sufficient internal circulation.
- Prior to issuance of building permits, the applicant must sign a maintenance agreement with the City to ensure that the proposed on and off-site storm drainage infrastructure is maintained regardless of ownership.
- The applicants have worked closely with city staff to ensure that all off-site improvements are compliant with the Southwest Exeter Specific Plan.

## Zoning

The project is zoned CN (Neighborhood Commercial) and the proposed project is in compliance with all standards of the CN district. The design standards of the Southwest Specific Plan are also met. All improvements in the public right-of-way will be constructed consistent with City standards.

### Infrastructure

The project will extend and connect to a proposed 6" water main extension and 6" PVC sanitary sewer main extension in the Jacob Avenue right-of-way. The proposed project will connect to existing electrical infrastructure for power. The applicant has proposed a series of bioswales and underground water storage tanks to retain stormwater on site, as well as coordinating with the city on using the proposed Jacob Avenue median as a bioswale. Prior to issuance of a building permit, the applicant will be required to submit grading and drainage plans subject to the approval of the City Engineer.

### Access

Ingress and egress to the subject property will be provided by two approaches onto the east side of the extension of Jacob Avenue. There will also be a connection and cross-access agreement made to allow passage of vehicles between the parking lot in the existing property immediately east. The proposed plans provide sufficient access to the subject property.

### Landscaping and Irrigation

The applicants have proposed new landscape areas and tree wells both on site and in conjunction with the public right-of-way improvements. Landscaping and irrigation plans will be required for review and approval by staff when improvement plans are submitted.

### Environmental Review

The proposed "project" is exempt from California Environmental Quality Act (CEQA) review, subject to the Class 32 Infill Development categorical exemption (CEQA Guidelines §15354). A Notice of Exemption has been prepared by staff and can be submitted to the County Clerk upon approval of the project by the Planning Commission.

### Facts

#### Applicant

Phil Hopper, 233 S. Patterson Ave., Springfield, MO. 65802

#### Agent

Jonathan Romaguera, 1128 Trade Center Dr., Rancho Cordova CA. 95742

#### Location

The subject parcel is located on the south side of W. Visalia Road, west of N. Belmont Road, containing approximately 3.13 acres. The Assessor's Parcel Number (APN) for the subject property is 133-280-021

#### Request

The applicant requests approval of Site Plan Permit 2023-04, permitting the construction of a automobile parts supply store at the site of an existing vacant parcel on the south side of W. Visalia Road, west of N. Belmont Road.

### Zone

The subject property is zoned CN (Neighborhood Commercial), the zoning standards for this district are as follows:

Site Area: Minimum 6,000 sq. ft.

Building Height: Maximum height of commercial structures shall be 35 feet; accessory structures shall be 15 feet.

Front yard: 15-foot setback required.

Rear yard: 10-foot setback required because the subject property abuts a residential district.

Side yard: No requirement.

Parking: One stall required per 500 square feet of building area. The proposed auto parts store is 7,228 square feet, and therefore requires fifteen (15) parking stalls. The applicant has proposed construction of a parking lot with 28 parking stalls, as well as a cross access agreement with the existing parking lot directly east of the subject property.

Surrounding zone classifications are as follows:

North: RM-3 "Multi-family Residential (3,000 sq. ft.)"  
South: RM-1.5 "Multi-family Residential (1,500 sq. ft.)"  
East: CN "Neighborhood Commercial"  
West: CN "Neighborhood Commercial"

Site:

The subject site is currently a vacant parcel.

Surrounding land uses are as follows:

North: Jacobs Square Multifamily Residential  
South: Vacant  
East: Dollar General Store  
West: Vacant

Design:

The proposed project has been designed to be sensitive to the architectural design requirements of the Southwest Specific Plan, and includes changes in roofline elevation, and variation to the form of the building itself. In addition, the applicant revised the architectural design of the site to better match the character of the existing commercial development to the east of the subject property. The design of the project itself will not negatively impact surrounding properties, and

represents the development of new commercial space along a major commercial thoroughfare in the City.

**Prior Council/Commission Actions:** N/A

**Attachments:** Site Plan 2023-04, O'Reilly's Auto Parts Commercial Development Project

Resolution 2023-09 Approving Site Plan 2023-04, O'Reilly's Auto Parts

<p><b>Recommended motion to be made by Planning Commission:</b> I move to adopt Resolution 2023-09, subject to the conditions as presented.</p>
---

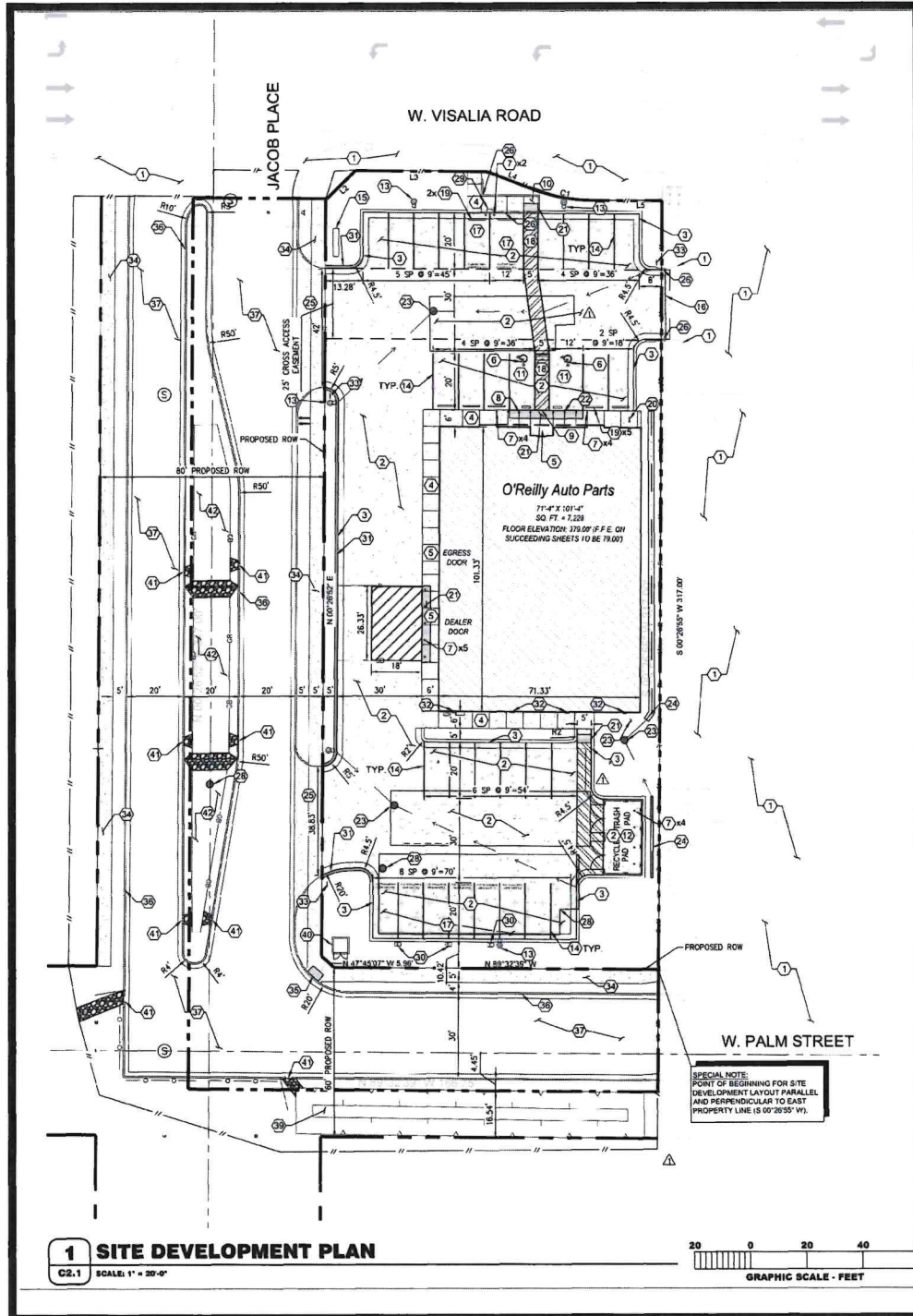


# Attachment A

## Pending Site Plans

Site Plan Review 2023-04 – O'Reilly's Auto Parts Retail Store, Assessor Parcel

Number 133-280-021





**RESOLUTION 2023-09**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF EXETER APPROVING AN APPLICATION FOR SITE PLAN PERMIT NO. 2023-04 FOR AN O'REILLY'S AUTO PARTS LOCATED ON THE SOUTH SIDE OF W. VISALIA ROAD, WEST OF N. BELMONT ROAD (APN: 133-280-021).**

**WHEREAS**, the City of Exeter ("City") controls the discretionary review of all uses on the permitted and conditional use lists of Exeter's zone districts through the Site Plan Review process, pursuant to Chapter 17.54 of the Exeter Municipal Code; and

**WHEREAS**, decisions regarding Site Plan Review are based upon meeting the required municipal code standards, improvement standards, and the findings and conditions of the Site Plan Review Committee; and

**WHEREAS**, Site Plan Permit 2023-04 is a request submitted by Phil Hopper and their agent, Jonathan Romaguera, to construct an O'Reilly's Auto Parts store within the CN (Neighborhood Commercial) district. The project site is located on the south side of W. Visalia Road, west of N. Belmont Road, (APN: 133-280-021); and

**WHEREAS**, the project proposes construction of a new building and parking lot on the vacant lot that will serve as an O'Reilly's Auto Parts store, as well as a number of improvements to the public right-of-way, including the southward extension of Jacob Avenue; and

**WHEREAS**, the subject site is zoned CN, Neighborhood Commercial, the purpose of which is defined by Section 17.22.01 of the Exeter Municipal Code, "to provide for the development of small scale, low intensity commercial uses that serve the daily needs of residential neighborhoods"; and

**WHEREAS**, pursuant to Exeter Municipal Code Section 17.22.02 Permitted Uses, the proposed project is classified as a "Retail stores and services establishments that supply commodities or services that meet the convenience needs of residents from one or more neighborhoods", permitted with the approval of a Site Plan Review; and

**WHEREAS**, on September 21, 2023, the Planning Commission conducted a regularly scheduled meeting to consider Site Plan Permit No. 2023-04; and

**WHEREAS**, the project has been determined exempt from the requirements of the California Environmental Quality Act (CEQA) per categorical exemption Article 19 §15332, Class 32, "In-Fill Development Projects"; and

**WHEREAS**, the applicants will be required to obtain a business license and secure a building permit prior to operation of the proposed business; and

**NOW, THEREFORE BE IT RESOLVED, that based upon the evidence in the Staff Report, findings of the Site Plan Review Committee, and the Exeter Municipal Code, the Planning Commission hereby approves Site Plan Permit No. 2023-04, subject to the following conditions:**

- 1) Notwithstanding all other conditions, all construction and improvements need to be in strict accordance with zoning, building, fire, and all other codes and ordinances of the City of Exeter
- 2) All development impact fees will need to be paid prior to the issuance of a building permit.
- 3) If a Notice of Exemption is filed, the developer would be required to pay all associated County filing fees.
- 4) Before installation or erection of any signage, the applicant must submit an application for sign permit(s) and be approved. All signs shall be compliant with the City of Exeter sign standards.
- 5) Before installation or erection of any fencing, the applicant must submit an application for fence permit(s) and be approved. All fencing shall be compliant with the City of Exeter fence and wall standards.
- 6) All lighting must be installed with canopies, hoods, or other devices designed to direct lighting down and away from the street, and compliant with all improvement standards of the City of Exeter.
- 7) All connections made to the existing electrical grid must be made via underground connections, no hanging power lines, or above ground electrical connections are permitted.
- 8) The Applicant shall be responsible for obtaining and complying with an encroachment permit(s) from the Public Works Department for any work performed within the public right-of-way. A minimum four working days prior to the start of construction, the Applicant must submit for review and appeal of an Encroachment Permit application to the Public Works Director.
- 9) Water meters are required on all structures to measure the rate of consumption for the proposed project and must be installed compliant with all improvement standards of the City of Exeter.
- 10) Prior to issuance of building permits, a parcel map must be recorded dividing the subject property as proposed in the Site Plans.
- 11) Prior to issuance of grading permits, fire hydrant locations must be approved by the Fire Chief or their designee.
- 12) Project must meet all provisions of the current California Fire and Building Codes in effect at the time of plan check submittal.

- 13) All plans submitted for plan review/permit will be required to be stamped and signed by a California Registered Design Professional.
- 14) No abandoned, junk, or inoperative vehicles or equipment of any kind can be parked, kept and/or stored on the premises.
- 15) Prior to issuance of a building permit, the applicant shall submit grading and drainage plans subject to the approval of the City Engineer.
- 16) Prior to the start of any demolition, grading and construction, a pre-construction meeting shall be held between the City staff and the Applicant's authorized representative(s), the general contractor and construction superintendent. The Applicant shall submit to the City Engineer and Chief Building Official a written list of his or her authorized representatives and their phone numbers of who will be present on the site while the work is in progress.
- 17) Grading/construction work including start-up of equipment/machinery shall not begin prior to 7:00A.M., Monday through Friday. Prior authorization must be obtained from the City Engineer for any work (including underground work) occurring on weekends and holidays.
- 18) Any trenches cut in public streets shall be backfilled, compacted, and resurfaced with rock base and AC paving in accordance with City Standards. Existing pavement shall be saw-cut. The Applicant shall resurface or reconstruct areas of the street as may be required by the Public Works Director.
- 19) All existing concrete frontage improvements (curb, gutter, sidewalk) which are to remain shall be repaired as needed to correct damage or grade discrepancies.
- 20) If controversy arises in relation to the location of a property line of a site, a Stop Work Order would be issued by the building official until the controversy is resolved. The developer would be responsible for retaining the services of a licensed Land Surveyor or licensed Civil Engineer to establish the location of the line in question. The Surveyor's report shall be submitted to the Building official for review. If a discrepancy exists between approved plans and field verification of property line location which affects the parameters of the project, the Stop Work Order shall not be removed until an amendment to the Site Plan Review is submitted, processed, and approved by the Planning Commission at the applicant's expense.
- 21) During construction, the Applicant shall maintain a program of dust control to prevent air pollution as well as discomfort or damage to adjacent and surrounding properties. The Applicant shall follow all rules, regulations, and requirements of the San Joaquin Valley Air Pollution Control District for dust and emission reduction.
- 22) In order to provide reasonable municipal protection during all phases of the construction, the developer will need to maintain passable vehicular access to all buildings to the satisfaction of the Fire Department, Police Department, and City Engineer.

- 23) All general contractors and subcontractors working within the City of Exeter are required to obtain a business license from the City Finance Department at Exeter City Hall.
- 24) Prior to issuance of final occupancy, the applicant will be required to provide evidence of an executed cross-access agreement with the property to the immediate east, APN 133-280-013, subject to the approval of the City Planner or their designee.
- 25) Prior to issuance of final occupancy, the applicant will be required to provide evidence of an executed maintenance agreement to ensure that the proposed on and off-site storm drainage infrastructure is maintained in good condition regardless of ownership, subject to the approval of the Public Works Director or their designee.
- 26) Prior to granting of final occupancy or final acceptance, the Applicant shall submit to the City Engineering Division an approved set of construction plans revised to reflect all field revisions and marked "Record Drawings."
- 27) All conditions of approval shall be satisfied by the owner/developer. All costs associated with compliance with the conditions shall be at the owner/developer's expense.
- 28) A new sewer later shall be installed to service the proposed development. Sewer lateral shall be sized per the currently adopted building codes.
- 29) Construction of Jacob Place and W. Palm Street shall conform to City Standards and shall be constructed per Site Plan submitted 8/14/2023.
- 30) Streetlights shall be required per City Standards. One shall be located at the northeast corner of W. Palm Street and Jacob Place, and one shall be placed at the mid-block on the west side of Jacob Place between W. Palm Street and Visalia Road.
- 31) Trash Enclosure shall be constructed per Site Plan submitted 8/14/23 and shall include a grease collection area, connect through a grease interceptor, and not include bollards within the enclosure per City Standards.
- 32) If cross access easement shown on Site Plan is not to be utilized, then abandonment of the easement shall be required.
- 33) The median along Jacob Place shall be constructed per the Site Plan submitted 8/14/2023 and shall include connection to a storm drainage basin and cannot be connected to underground storage for on-site construction. Median should act as a bioswale prior to access to permanent basin. Basin shall be dedicated to the City as an easement.
- 34) A maintenance plan and agreement will be required for the underground storage on-site. Plan shall identify maintenance activities and timeframes. The agreement shall run with the land informing future property owners of the existence of underground storm drainage and the

necessary maintenance to ensure proper operation and functionality. City shall review plan and agreement prior to occupancy.

The foregoing resolution was adopted upon a motion of Commission member \_\_\_\_\_; seconded by Commission member \_\_\_\_\_ at a regular meeting of the Exeter Planning Commission on September 21, 2023, by the following roll call vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Planning Commission Secretary