



# **CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY MEETING AGENDA**

**September 18, 2025  
5:30 PM**

***The Mission of the City of Coalinga is to provide for the preservation of the community character by delivering quality, responsive City services, in an efficient and cost-effective manner, and to develop, encourage, and promote a diversified economic base in order to ensure the future financial stability of the City for its citizens.***

**Notice is hereby given that the City Council will hold a Meeting, on September 18, 2025 in the City Council Chambers located at 155 West Durian, Coalinga, CA. Persons with disabilities who may need assistance should contact the City Clerk at least 24 hours prior to this meeting at 935-1533 x113. Anyone interested in translation services should contact the City Clerk at least 24 hours prior to the meeting at 935-1533 x113. The Meeting will begin at 5:30 p.m. and the agenda will be as follows:**

## **1. CALL TO ORDER**

1. Pledge of Allegiance
2. Changes to the Agenda
3. Council's Approval of Agenda

## **2. AWARDS, PRESENTATIONS, APPOINTMENTS AND PROCLAMATIONS (NONE)**

## **3. CITIZEN COMMENTS**

*This section of the agenda allows members of the public to address the City Council on any item within the jurisdiction of the Council. Members of the public, when recognized by the Mayor, should come forward to the lectern, identify themselves and use the microphone. Comments are normally limited to three (3) minutes. In accordance with State Open Meeting Laws, no action will be taken by the City Council this evening and all items will be referred to staff for follow up and a report.*

*Citizen Comments submitted in writing to the City Clerk by 5:00pm on the day of the City Council meeting shall be distributed to the City Council and included in the record,*

*however they will not be read.*

#### **4. PUBLIC HEARINGS**

1. Introduce and Waive the First Reading of Ordinance No. 874 Amending the Planning and Zoning Code to Implement Four (4) 6th Cycle Housing Element Programs

**Sean Brewer, City Manager**

#### **5. CONSENT CALENDAR**

1. Approve MINUTES - August 21, 2025
2. Approve MINUTES - September 4, 2025
3. Recommendation to Approve Resolution No. 4290 Adopting the City's FY2025/2026 Investment Policy
4. Strategic Plan Implementation - Envision Coalinga Project List Monthly Update (August 2025)
5. Code Enforcement Report July, 2025
6. Code Enforcement Report August, 2025
7. Information Only: Update on EV Charging Stations Located Behind City Hall

#### **6. ORDINANCE PRESENTATION, DISCUSSION AND POTENTIAL ACTION ITEMS**

1. Appeal Hearing – Administrative Citation #12805 – Alleged Possession and Use of Illegal Fireworks

**Justin Milligan, Battalion Chief**

2. Direction to Staff Regarding Advanced Air Mobility and Related Airport Economic Development Opportunities

**Sean Brewer, City Manager**

#### **7. ANNOUNCEMENTS**

1. City Manager's Announcements
2. Councilmembers' Announcements/Reports
3. Mayor's Announcements

#### **8. FUTURE AGENDA ITEMS**

#### **9. CLOSED SESSION**

1. CONFERENCE WITH LABOR NEGOTIATORS – Government Code 54957.6. CITY NEGOTIATORS: City Manager, Sean Brewer and City Attorney, Mario Zamora. EMPLOYEE (ORGANIZATION): Police Officers Association
2. REAL PROPERTY NEGOTIATIONS - Government Code Section 54956.8. CONFERENCE WITH REAL PROPERTY NEGOTIATORS. PROPERTY: APN: 070-041-51S located in the City of Coalinga. CITY NEGOTIATORS: City Manager, Sean Brewer; and City Attorney, Mario Zamora. NEGOTIATING PARTIES: Latchkey Partners, LLC. UNDER NEGOTIATION: Price and Terms of Payment

#### **10. CLOSED SESSION REPORT**

**Closed Session:** A "Closed" or "Executive" Session of the City Council, Successor Agency,

or Public Finance Authority may be held as required for items as follows: personnel matters; labor negotiations; security matters; providing instructions to real property negotiators; legal counsel regarding pending litigation; and protection of records exempt from public disclosure. Closed session will be held in the Administration Building at 155 W. Durian Avenue and any announcements or discussion will be held at the same location following Closed Session.

## **11. ADJOURNMENT**

# STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

**Subject:** Introduce and Waive the First Reading of Ordinance No. 874 Amending the Planning and Zoning Code to Implement Four (4) 6th Cycle Housing Element Programs

**Meeting Date:** Thursday, September 18, 2025

**From:** Sean Brewer, City Manager

**Prepared by:** Sean Brewer, City Manager

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## I. RECOMMENDATION:

Staff recommends that the City Council introduce and Waive First Reading of Ordinance No. 874, amending the Planning and Zoning Code to implement four (4) 6th Cycle Housing Element Programs which include amendments to the zoning ordinance: Housing Element Program 5 (Water and Wastewater Service), Housing Element Program 11 (Promote and Facilitate Accessory Units), Housing Element Program 16 (Zoning Code Amendments), Housing Element Program 21 (Land Use Controls), additional implementation related to Density Bonus Law, and the accompanying Notice of Exemption. \_

## II. BACKGROUND:

The City of Coalinga's 6th Cycle Housing Element was certified by the California Department of Housing & Community Development on May 2, 2024. As part of that certification, the City was required to complete certain code amendments in accordance with the Housing Element Programs contained in the 2023-2031 Housing Element Update. During review of the City's Housing Element, HCD determined that the City is required to implement changes in the development process to streamline review of housing projects and make it more feasible to bring new housing opportunities online. These HCD directives are imposed on local municipalities to streamline housing development in response to the Statewide housing shortage. The Housing Element programs coming before the Planning Commission for consideration are as follows:

### Water and Wastewater Service (Housing Element Program 5)

HE 5 establishes a sewer and water service priority policy for specific procedures to grant priority sewer and water service to residential developments that include units affordable to lower-income households.

### Promote and Facilitate Accessory Units (Housing Element Program 11)

HE 11 permits Accessory Dwelling Units (ADUs) in all zones that permit single-family or multifamily uses and to permit the construction of a junior accessory dwelling unit on each lot in addition to an ADU.

### Zoning Code Amendments (Housing Element Program 16) HE 16 modifies several sections of the Zoning Code in accordance with State Law:

- Family Definition: Revise the definition of family to comply with the State law definition.
- Residential Care Facilities: Allow residential care facilities for six or fewer persons in accordance with Health and Safety Code Section 1568.0831, and allow residential care facilities, for seven or more persons only subject to those restrictions that apply to residential uses in the same zone, in accordance with the City's definition of family. Additionally, remove the screening requirement from this use type.
- Low-Barrier Navigation Centers: Permit low-barrier navigation centers, defined as low-barrier, temporary, service-enriched shelters to help homeless individuals and families quickly obtain permanent housing by right in zones where mixed uses are allowed or in nonresidential zones that permit multifamily housing



pursuant to Government Code Section 65662/AB 101.

- Employee and Farmworker Housing: Treat employee/farmworker housing that serves six or fewer persons as a single-family structure and to permit it in the same manner as other single-family structures of the same type in the same zone across all zones that allow single-family residential uses. Treat employee/farmworker housing consisting of no more than 12 units or 36 beds as an agricultural use and permit it in the same manner as other agricultural uses in the same zone, in compliance with the California Employee Housing Act, and allow for a streamlined, ministerial approval process for projects on land designated as agricultural or land that allows agricultural uses.
- Emergency Shelters: Permit emergency shelters by right in the RHD zone. Amend the parking ordinance to ensure that the standards do require more parking for emergency shelters than other residential or commercial uses in the same zone, in compliance with Government Code Section 65583(a)(4)(A)(ii) (AB 139), and that the standards do not require more parking for emergency shelters than what is sufficient to accommodate staff working in the shelter. Additionally, allow emergency shelters without a conditional use permit or other discretionary permit in at least one zone that allows residential uses by right pursuant to Government Code Section 65583(a)(4). Amends the definition of emergency shelters in compliance with AB 2339 to include other interim interventions, including, but not limited to, a navigation center, bridge housing, and respite or recuperative care.

#### Land Use Controls (Housing Element Program 21)

HE 21 ensures the City offers a variety of lot sizes and allowable densities. The program amends zoning to allow smaller lot sizes (e.g., four to eight thousand square feet) in zones that allow single-family units, including the AG, RR, RE, RSF, RT, RMD, and RHD zones.

#### Density Bonus Ordinance Update (Additional Implementation)

Additional implementation amends the Density Bonus Ordinance to align with recent state law changes. On October 11, 2023, the Governor signed AB 1287, making various amendments and clarifications to the State Density Bonus Law, Government Code Section 65915.

### **III. DISCUSSION:**

The Housing Element is one of nine mandated elements within the General Plan. These proposed text amendments will satisfy 4 implementation programs of the required items contained within the City's 6th Cycle Housing Element, and bring the City's Density Bonus Ordinance into compliance with current State Law.

#### **Environmental Review**

The City is the Lead Agency for this Project pursuant to CEQA Guidelines (Public Resources Code [PRC] Section 15000 et seq.). This update is subject to CEQA Guidelines section 15061, which states that "The activity is covered by the common sense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA." The proposed implementation programs of the Housing Element do include changes to the zoning code to bring it into conformance with state law and to promote more housing units in the City, but nothing in the proposed changes would alter the existing development potential of the City as expressed in the General Plan.

#### **Planning Commission Recommendation**

At their September 9th, 2025, meeting, the City of Coalinga Planning Commission passed a resolution recommending that the Coalinga City Council consider and approve Text Amendment No. 25-001 and the accompanied Notice of Exemption, with one minor edit to Table 2.2: Development Standards – Open

Space/Conservation and Agriculture Districts in Section 9-2.103. Development Regulations. The requested edit pertains to maximum density, changing current text from “1 dwelling unit per 20 acres” to “1 dwelling unit per 18 acres” to match the proposed minimum lot area of 18 acres. This requested edit is reflected in the ordinance as strikethrough and underline, “1 dwelling unit per 20 18 acres.”

#### **City Council Action**

The Council’s action on Text Amendment Number(s) 25-001 and the accompanied Notice of Exemption. MOVE TO ADOPT ORDINANCE NO. 874 APPROVING ZONING TEXT AMENDMENT (ZTA) #25-001 THAT WOULD IMPLEMENT 4 6TH CYCLE HOUSING ELEMENT PROGRAMS WHICH INCLUDE AMENDMENTS TO THE ZONING ORDINANCE: HOUSING ELEMENT PROGRAM 5 (WATER AND WASTEWATER SERVICE), HOUSING ELEMENT PROGRAM 11 (PROMOTE AND FACILITATE ACCESSORY UNITS), HOUSING ELEMENT PROGRAM 16 (ZONING CODE AMENDMENTS), HOUSING ELEMENT PROGRAM 21 (LAND USE CONTROLS), ADDITIONAL IMPLEMENTATION RELATED TO DENSITY BONUS LAW, AND THE ACCOMPANYING NOTICE OF EXEMPTION.

or

MOVE TO DENY ORDINANCE NO. 874 AND DENY ZONING TEXT AMENDMENT (ZTA) #25-001 THAT WOULD IMPLEMENT 4 6TH CYCLE HOUSING ELEMENT PROGRAMS WHICH INCLUDE AMENDMENTS TO THE ZONING ORDINANCE: HOUSING ELEMENT PROGRAM 5 (WATER AND WASTEWATER SERVICE), HOUSING ELEMENT PROGRAM 11 (PROMOTE AND FACILITATE ACCESSORY UNITS), HOUSING ELEMENT PROGRAM 16 (ZONING CODE AMENDMENTS), HOUSING ELEMENT PROGRAM 21 (LAND USE CONTROLS), ADDITIONAL IMPLEMENTATION RELATED TO DENSITY BONUS LAW, AND THE ACCOMPANYING NOTICE OF EXEMPTION.

#### **Reason for Recommendation**

Implementation of Housing Element Programs as presented would be an action consistent with the City’s recently certified Housing Element. Approval of this item would assist the City with meeting their goals for the provision of a wide array of housing development opportunities.

#### **IV. ALTERNATIVES:**

The City Council can decide to not adopt Ordinance No. 874.

#### **V. FISCAL IMPACT:**

None.

#### **ATTACHMENTS:**

File Name	Description
□ Ordinance_874_CC.pdf	Ordinanace 874

## **ORDINANCE NO. 874**

### **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COALINGA AMENDING THE PLANNING AND ZONING CODE RELATED TO THE CITY'S 6<sup>TH</sup> CYCLE HOUSING ELEMENT UPDATE.**

**WHEREAS**, State of California Housing Element law was enacted in 1969 and requires jurisdiction to prepare and adopt a Housing Element as part of its respective General Plan; and,

**WHEREAS**, the purpose of the Housing Element is to identify the community's housing needs, to state the community's goals and objectives with regard to housing production, rehabilitation, and conservation to meet those needs, and to define the policies and programs that the community will implement to achieve the stated goals and objectives; and,

**WHEREAS**, the Housing Element is one of nine state mandated elements that every general plan must contain; and,

**WHEREAS**, the 6th Cycle Housing Element Update was sent to the Department of Housing and Community Development for review and upon completion of review, it was determined that the document substantially complies with State Housing Element Law and was therefore certified; and,

**WHEREAS**, the Zoning Text Amendment coming before the City Council for consideration would implement four 6th Cycle Housing Element Programs including Housing Element Program 5 (Water and Wastewater Service), Housing Element Program 11 (Promote and Facilitate Accessory Units), Housing Element Program 16 (Zoning Code Amendments), Housing Element Program 21 (Land Use Controls), additional implementation related to Density Bonus Law; and,

**WHEREAS**, the Community and Economic Development Department prepared a notice of exemption for consideration; and,

**WHEREAS**, Notice of Public Hearing was provided to the Coalinga Press, posted at City Hall, Police Department Bulletin Board, Fire Department Bulletin Board, Coalinga District Library, Chamber of Commerce, and City of Coalinga website, on August 20, 2025, and;

**WHEREAS**, the City Council held the duly noticed Public Hearing on September 18, 2025 to take testimony with regard to the proposed Zoning Text Amendment; and

**WHEREAS**, the City Council completed its review of the proposed Zoning Text Amendment and details in the Staff Report and has considered the testimony received during the public hearing process, and;

**WHEREAS**, the City Council has made the following findings based on the Zoning Text Amendment proposal:

- The proposed Zoning Ordinance amendment would not be detrimental to the public interest, health, safety, convenience, or welfare of the City.
- The proposed Zoning Ordinance amendment is consistent and compatible with the goals, policies, and actions of the General Plan, and the other applicable provisions of the Zoning Ordinance.
- The proposed Zoning Ordinance amendment has been processed in accordance with the applicable provisions of the California Government Code and the California Environmental Quality Act.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF COALINGA DOES ORDAIN AS FOLLOWS:**

**Section 1:** The Municipal Code of the City of Coalinga is hereby amended as follows:

## Chapter 1. – Introduction

### Article 2. – Definitions

*Abandoned.* A use that has ceased or a structure that has been vacated for a time period as specified in this title. Abandonment does not include temporary or short-term interruptions to a use or occupancy of a structure during periods of remodeling, maintaining, or otherwise improving or rearranging a facility.

*Accessory building.* See building, accessory.

*Accessory dwelling unit or ADU.* An attached or detached residential dwelling unit that provides complete independent living facilities for one (1) or more persons and is located on a lot with a proposed or existing primary residence. An ADU must include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel that the single family or multifamily dwelling is or will be situated. An ADU may be an efficiency unit or a manufactured home, as defined. See second dwelling unit.

*Accessory structure.* A permitted structure that is accessory and incidental to a dwelling located on the same lot. See structure, accessory.

*Accessory use.* See use, accessory.

*Acre, gross.* A measure of total land area of a lot or site, including areas to be dedicated for public rights-of-way, streets, schools, or other dedications.

*Acre, net.* A measure of land area of a lot or site remaining after dedication of all areas for public rights-of-way, streets, schools, or other dedications.

*Adjacent.* Contiguous, having a common border, boundary, or lot line. Lots or parcels of land that touch at corners only shall not be deemed adjacent. Includes properties directly across an alley.

*Adjoining.* See "adjacent".

*Adult-oriented business.* An establishment or concern that, as a regular and substantial course of conduct, offers, sells or distributes adult-oriented merchandise, or that offers to its patrons materials, products, merchandise, services, entertainment or performances that have sexual arousal, sexual gratification, and/or sexual stimulation as their dominant theme, or are characterized by an emphasis on specified sexual activities or specified anatomical areas and are not customarily open to the general public because they exclude minors by virtue of their age. This classification does not include any establishment offering professional services conducted, operated, or supervised by medical practitioners, physical therapists, nurses, chiropractors, psychologists, social workers, marriage and family counselors, osteopaths, and persons holding licenses or certificates under applicable State law or accreditation from recognized programs when performing functions pursuant to the respective license or certificate. Includes sexually oriented businesses. See Section 9-5.102, Adult-Oriented Businesses.

*Affordable housing.* Residential units for rent or sale which are intended for or restricted to households of very low, low and moderate income as defined by Sections 50079.5, 50093 and 50105 of the Health and Safety Code.

*Agriculture.* The art, science or practice of cultivating the ground, harvesting the crops, rearing and management of livestock, tillage, husbandry, farming, horticulture, and forestry.

*Aggrieved person.* Any person who, in person or through a representative, appeared at a City public hearing in conjunction with a decision or action appealed or who, by other appropriate means prior to a hearing, informed the local government of the nature of his or her concerns or who, for good cause, was unable to do either.

*Aircraft sales, services and storage.* Uses related to the rental, sales, manufacturing, maintenance, repair and storage of aircraft.

*Alley.* A public or private vehicular way typically providing a secondary means of access to adjoining property, and not meant to provide a through traffic route, the longitudinal boundaries of which are defined by property lines or easements.

*Alteration.* Any change, addition or modification that changes the exterior architectural appearance or materials of a structure or object. Alteration includes changes in exterior surfaces, changes in materials, additions, remodels, demolitions, and relocation of buildings or structures, but excludes ordinary maintenance and repairs. See also "structural alterations" for modifications to any of the supporting members of a structure.

*Americans with Disabilities Act (ADA).* United States Public Law 101-336, 104 Stat. 327 (July 26, 1990), codified at 42 U.S.C. Section 12101 et seq.

*Ancillary.* Accompanying, auxiliary.

*Animal keeping.* The raising of animals as an accessory use to a primary residential use. See Chapter 5, Article 1.104, Animal Keeping.

*Animal raising.* The raising, grazing, or feeding of animals for animal products, animal increase, or value increase, and dairying as an accessory use on farms with dairy cattle. It includes the raising of livestock, poultry and fish.

*Animal-related terms.*

*Animal husbandry.* The care and breeding of domestic farm animals such as cattle, hogs, sheep and horses.

*Household pet.* Any domesticated animal customarily permitted and kept in a dwelling and kept only for the company or pleasure provided to the occupants of the dwelling, such as a dog, cat, bird, rodent (including a rabbit), fish, reptile or turtle, to the extent allowed by California law.

*Kennels.* Facilities for keeping, boarding, training, breeding or maintaining for commercial purposes, four (4) or more dogs, cats, or other household pets not owned by the kennel owner or operator. This classification excludes pet shops and animal hospitals that provide twenty-four (24) hour accommodation of animals receiving medical or grooming services.

*Livestock.* Any domestic animals such as cattle, horses, donkeys, mules, burros, sheep, hogs, or goats. Includes fish.

*Pet stores.* Retail sales of animals and/or services, including grooming, for animals on a commercial basis. This classification excludes dog walking and similar pet care services not carried out at a fixed location, and excludes pet supply stores that do not sell animals or provide on-site animal services.

*Veterinary services.* Medical care for small animals on a commercial basis. This classification allows twenty-four (24) hour accommodation of animals receiving medical or grooming services but does not include kennels.

*Apartment.* A multiple residence with three (3) or more units, in which residential units are rented for a month or longer. See also residence, multiple.

*Area, gross.* The horizontal area within the boundaries of a lot or site including any area for future streets, parks, and other dedications.

*Artists' studios.* Work space for artists and artisans, including individuals practicing one of the fine arts or performing arts, or skilled in an applied art or craft. Incidental retail sales of items produced on the premises is required.

*Assembly plant.* A plant with an arrangement of machines, tools and workers assembled in a particular sequence along a direct line or route.

*Authority.* The appropriate person, official, or body designated to hear, grant, deny, modify, condition, revoke permits required by the Coalinga Zoning Ordinance.

*Automobile/vehicle sales and services.*

*Automobile/vehicle rentals.* Rental of automobiles, including storage and incidental maintenance.

*Automobile/vehicle sales and leasing.* Sales or leasing of automobiles, boats, motorcycles, trucks, and motor homes, including storage and incidental maintenance.

*Automobile/vehicle repair, major.* Repair of automobiles, trucks, motorcycles, motor homes, boats and recreational vehicles, including the sale, installation, and servicing of related equipment and parts, generally on an overnight basis. This classification includes auto repair shops, body and fender shops, transmission shops, wheel and brake shops, auto glass services, and tire sales and installation, but excludes vehicle dismantling or salvaging and tire retreading or recapping.

*Automobile/vehicle service and repair, minor.* The service and repair of automobiles, light-duty trucks, boats, and motorcycles, including the sale, installation, and servicing of related equipment and parts. This classification includes quick-service oil, tune-up and brake and muffler shops where repairs are made or service provided in enclosed bays and no vehicles are stored overnight. This classification excludes establishments providing engine repair, body and fender work, vehicle painting, or towing. It also excludes repair of heavy trucks or construction vehicles.

*Automobile/vehicle washing.* Washing, waxing, or cleaning of automobiles or similar light vehicles, including self-serve washing facilities.

*Large vehicle and equipment sales, service and rental.* Sales, servicing, rental, fueling, and washing of large trucks, trailers, tractors, and other equipment used for construction, agricultural, or landscape gardening activities. Includes large vehicle operation training facilities. Sales of new or used automobiles or trucks are excluded from this classification.

*Service station.* Establishments primarily engaged in retailing automotive fuels or retailing these fuels in combination with activities, such as providing repair services; selling automotive oils, replacement parts, and accessories; and/or providing food services.

*Towing and impound.* Establishments primarily engaged in towing light or heavy motor vehicles, both local and long distance. These establishments may provide incidental services, such as vehicle storage and emergency road repair services. (For automobile/dismantling, see salvage yards)

*Balcony.* A platform that projects from the wall of a building thirty (30) inches or more above grade.

*Bakery.* A shop where baked goods are made and/or sold.

*Banks and financial institutions.*

*Banks and credit unions.* Financial institutions providing retail banking services. This classification includes only those institutions engaged in the on-site circulation of money, including credit unions, but excluding check-cashing businesses.

*Check cashing businesses.* Establishments that, for compensation, engage in the business of cashing checks, warrants, drafts, money orders, or other commercial paper serving the same purpose. This classification also includes the business of deferred deposits, whereby the check casher refrains from depositing a personal check written by a customer until a specific date pursuant to a written agreement as provided in Civil Code 1789.31. Check Cashing Businesses do not include state or federally chartered banks, savings associations, credit unions, or industrial loan companies. They also do not include retail sellers engaged primarily in the business of selling consumer goods, such as consumables to retail buyers, that cash checks or issue money order incidental to their main purpose or business.

*Bar.* See eating, drinking and smoking establishments.

*Base district.* A zoning district that includes use, height, bulk, space, and development standards for the regulation of development in a particular area.

*Bed and breakfast.* A residence or commercial building with six (6) or fewer rooms, serving meals to registered guests for accommodation of travelers staying fewer than thirty (30) days.

**Bedroom.** Any room located within a dwelling unit that is used primarily for sleeping purposes by its residents and that contains at least seventy (70) square feet of floor area.

Rooms designated as a "den", "library", "study", "loft" or other extra room that satisfies this definition and is not a kitchen, living room, or bath will be considered a bedroom.

**Bicycle parking, long-term.** Bicycle parking that is designed to serve employees, students, residents, commuters, and others who generally stay at a site for four (4) hours or longer.

**Bicycle parking, short-term.** Bicycle parking that is designed to serve shoppers, customers, messengers, guests, and other visitors to a site who generally stay for a period of less than four (4) hours.

**Block.** All property fronting upon one side of a street, between intersecting and intercepting streets, or between a street and a railroad right-of-way, waterway, dead-end street or unsubdivided land.

**Blockface.** All property between two (2) intersections that fronts upon a street or is adjacent to a public right-of-way.

**Boardinghouse.** A residence where lodging or meals are provided to persons renting rooms for a month or longer.

**Building.** Any structure enclosed by a roof and by walls on three or more sides, and having a fixed location upon the ground.

**Building footprint.** See footprint.

**Building front.** That portion of the main building which affords public entry. In the case of a building with more than one public entry, the entrance with the assigned address shall be considered the main public entry.

**Building height.** See height.

**Building materials and services.** Retailing, wholesaling, or rental of building supplies or equipment. This classification includes lumber yards, tool and equipment sales or rental establishments, and includes establishments devoted principally to taxable retail sales to individuals for their own use. This definition does not include contractors' yards and hardware stores less than 10,000 square feet in floor area (see retail sales).

**Building, accessory.** A subordinate building, the use of which is incidental to that of the main building on the same lot.

**Building, main.** The building in which the principal use on a lot is conducted.

**Building Official.** The Building Official is the City Manager or his or her designee. The Building Official is under general administrative direction, to manage and coordinate the activities of the building and inspection functions of the City; to assume responsibility for implementing City activities related to setting and ensuring compliance with building standards including plan check, inspection and zoning matters. Work may be conducted by the Building Official or his or her division staff.

**Business.** A commercial use involving the purchase, sale or other transaction involving the handling or disposition of any article, service, substance or commodity for livelihood or profit; or the management of offices, structures and premises; or the maintenance and use of recreational or amusement enterprises; or the maintenance and use of offices and facilities by professions and trades rendering service.

**Business office.** A building or part of a building in which one or more persons are employed primarily in the administration, management, or conducting of a business, sometimes incidental to other business activities.

**Business services.** Establishments that primarily provide goods and services to other businesses on a fee or contract basis, including printing and copying, blueprint services, computer services, data processing, accounting and bookkeeping, advertising and mailing, equipment rental and leasing, office security, custodial services, photo finishing, and model building, but excluding vehicle rentals, bulk items, or print shops.

**Café.** See eating and drinking establishments.



*California Environmental Quality Act (CEQA).* State law, pursuant to California Public Resources Code Section 21000 et. seq. or any successor statute, that requires public agencies to document and consider the environmental effects of a proposed action before a decision.

*Card room.* An establishment where legal gambling is conducted.

*Caretaker.* A person, living on-site, who is the owner, manager or any employee with responsibility for security, care of people, animals, equipment or other conditions on the property.

*Caretaker residence.* A living unit provided for an on-site caretaker.

*Carport.* An accessory structure that is roofed but permanently open on at least two (2) sides and maintained for the storage of motor vehicles.

*Car wash.* An establishment with mechanical facilities for washing motor vehicles including self service operations.

*Cemetery.* Establishments primarily engaged in operating sites or structures reserved for the interment of human or animal remains, including mausoleums, burial places, and memorial gardens.

*Cinema/theaters.* Facilities for indoor display of films, motion pictures, or dramatic, musical, or live performances. This classification may include incidental food and beverage services to patrons.

*Large-scale.* This classification includes large outdoor facilities such as amusement and theme parks, casinos, sports stadiums and arenas, racetracks, amphitheaters, drive-in theaters, driving ranges, golf courses, and facilities with more than 10,000 square feet in building area, including fitness centers, gymnasiums, handball, racquetball, or large tennis club facilities; ice or roller skating rinks; swimming or wave pools; miniature golf courses; bowling alleys; archery or indoor shooting ranges; riding stables; campgrounds; or stables. This classification may include restaurants, snack bars, and other incidental food and beverage services to patrons.

*Small-scale.* This classification includes small, generally indoor facilities that occupy less than 10,000 square feet of building area, such as billiard parlors, card rooms, health clubs, dance halls, small tennis club facilities, poolrooms, and amusement arcades. This classification may include restaurants, snack bars, and other incidental food and beverage services to patrons.

*City.* The City of Coalinga, California.

*City Council.* The City Council of the City of Coalinga.

*City Engineer.* The City Engineer of the City of Coalinga.

*Clubs and lodges.* Meeting, recreational, or social facilities of a private or nonprofit organization or association primarily for use by members or guests. This classification includes union halls and social clubs.

*Cocktail lounge.* A bar or area serving primarily alcoholic beverages, within a restaurant.

*Code Enforcement Officer.* A Code Enforcement Officer is defined under Section 2-4.113 of the City of Coalinga Municipal Code.

*Coffee shop.* See eating and drinking establishment.

*Colleges and trade schools, public or private.* Institutions of higher education providing curricula of a general, religious or professional nature, typically granting recognized degrees, including conference centers and academic retreats associated with such institutions. This classification includes business and computer schools, management training, technical and trade schools, but excludes personal instructional services such as music lessons.

*Commercial entertainment and recreation.* Provision of participant or spectator entertainment to the general public.

*Commercial vehicle.* Any vehicle currently registered as such with the state Department of Motor Vehicles or equivalent out-of-state or federal agency and is used primarily in the conduct of a business as opposed to private family or individual use. See Section 4-4.801 to 4-4.807 of the City of Coalinga Municipal Code.

*Community center.* Any noncommercial facility established primarily for the benefit and service of the population of the community in which it is located. Examples include youth centers and senior centers.

*Community Development Director.* The Community Development Director is the City Manager or his or her designee. The Community Development Director is under general administrative direction, to plan, direct, manage, and oversee the planning functions of the City; to assume responsibility for the enforcement of zoning, subdivision, and land use laws, ordinances, and regulations in accordance with the general plan; to provide consultation on planning issues to the City Council, Planning Commission, and other boards and advisory committees; and to do related work as required. Work may be conducted by the Community Development Director and his or her department staff.

*Concession or Incentive.* A regulatory incentive or concession as defined in Government Code Section 65915(k) that may include, but not be limited to, the reduction of site development standards or a modification of zoning code requirements, approval of mixed-use zoning in conjunction with the housing development, or any other regulatory incentive which would result in identifiable cost avoidance or reductions, that are offered in addition to a density bonus.

*Condominium.* An estate in real property consisting of an undivided interest in common in a portion of a parcel of real property, together with a separate interest in space in a residential or commercial building, such as an apartment or an office building. A condominium may include in addition a separate interest in other portions of such real property. Condominium, also refers to townhouses, cooperative housing, and similar residential developments.

*Compatible.* That which is harmonious with and will not adversely affect surrounding buildings and/or uses.

*Condition of use.* A development standard determined to be necessary to permit the harmonious classification of a use as listed in a district and therefore a prerequisite to place, or for application to place, such use as classified.

*Conditionally permitted.* Permitted subject to approval of a Conditional Use Permit or Site Plan Review.

*Construction.* Construction, erection, enlargement, alteration, conversion or movement of any building, structures, or land together with any scientific surveys associated therewith.

*Construction and material yards.* Storage of construction materials or equipment on a site other than a construction site.

*Conversion.* A change of a residential dwelling, including a mobile home lot in a mobile home park, as defined in Section 18214 of the Health and Safety Code, or a residential hotel, as defined in paragraph (1) of subdivision (b) of Section 50519 of the Health and Safety Code, to a condominium, cooperative, or similar form of ownership; or a change of a residential dwelling, including a mobile home lot in a mobile home park, or a residential hotel to a nonresidential use.

*County.* The County of Fresno, California.

*Courtyard.* An open, unoccupied space, unobstructed to the sky, other than a yard, on the same lot with a building or group of buildings and which is bounded on three (3) or more sides by such building or buildings.

*Crop cultivation.* The cultivation of tree, vine, field, forage, and other plant crops intended to provide food or fibers. The classification excludes wholesale or retail nurseries, vineyards and ancillary wineries and distilleries. This classification includes the indoor cultivation of cannabis.

*Cultural institutions.* Public or non-profit institutions engaged primarily in the display or preservation of objects of interest in the arts or sciences that are open to the public on a regular basis. This classification includes performing arts centers for theater, dance, and events; buildings of an educational, charitable or philanthropic nature; libraries; museums; historical sites; aquariums; art galleries; and zoos and botanical gardens.

*Day care centers.* Establishments providing non-medical care for persons on a less than 24-hour basis other than family day care home. This classification includes nursery schools, preschools, and day care facilities for children or adults, and any other day care facility licensed by the State of California.

*Day care, commercial.* A facility that regularly provides care, protection, and supervision for any number of persons as a principal business use of the site.

*Day care, institutional.* A facility that regularly provides care, protection, and supervision for any number of persons, and is operated in conjunction with and on the same site as a public or private school, church or other institutional use which is permitted and established in the district.

*Family day care home.* A home that regularly provides care, protection, and supervision for fourteen (14) or fewer children, in the provider's own home, for periods of less than twenty-four (24) hours per day, while the parents or guardians are away, and is either a large family day care home or a small family day care home as follows.

*Family day care: small.* A facility or home that for compensation regularly provides care, protection and supervision for six (6) or fewer children, not necessarily related to the caregiver in the caregiver's own home for periods of less than twenty-four (24) hours per day, while the parents or guardians are absent. Children under the age of ten (10) years who reside at the home shall be included when counting the number of children taken care of in the house (Health and Safety Code Section 1596.78(c)). See Section 9-5.110, Family Day Care Homes.

*Family day care: large.* A facility or home that for compensation regularly provides care, protection and supervision for up to twelve (12) children, not necessarily related to the caregiver in the caregiver's own home for periods of less than 24 hours per day, while the parents or guardians are absent. Children under the age of 10 years who reside at the home shall be included when counting the number of children taken care of in the house (Health and Safety Code Section 1596.78(b)). See Section 9-5.110, Family Day Care Homes.

*Deck.* A platform, either freestanding or attached to a building, that is supported by pillars or posts. See also balcony.

*Delicatessen.* A shop that sells and/or serves cooked or prepared foods ready for eating.

*Demolition.* The intentional destruction and removal of any structure or portion thereof, including a residential dwelling, including a mobile home, as defined in Section 18008 of the Health and Safety Code, or a mobile home lot in a mobile home park, as defined in paragraph (1) of subdivision (b) of Section 50519 of the Health and Safety Code, which has not been declared to be a public nuisance under Division 13 (commencing with Section 17000) of the Health and Safety Code or any local ordinance enacted pursuant to those provisions.

*Density.* The number of dwelling units per unit of land area.

*Density bonus.* A density increase of up to those percentages specified in the State Density Bonus Law above the otherwise maximum residential density under the applicable zoning designation on the date the application is deemed complete. An increase in the total number of dwelling units allowed per acre, potentially above and beyond that allowed by the Coalinga General Plan for the given district.

*Density bonus units.* A residential unit granted pursuant to the provisions of this section that exceed the maximum residential density for the development site.

*Development.* Any manmade change to improved or unimproved real estate, including but not limited to the division of a parcel of land into two (2) or more parcels; the construction, reconstruction, conversion, structural alteration, relocation, or enlargement of any structure; any mining, excavation, landfill or land disturbance; and any use or extension of the use of land.

*Development agreement.* A contract duly executed and legally binding between the City of Coalinga and a developer(s) that delineates the terms and conditions agreed upon by two (2) or more parties.

*Developmentally disabled rehabilitation facility.* See residential care facility.

*Disabled-inoperative vehicle.* Any vehicle unable to run under its own power, unlicensed, or determined to be unsafe to operate. See Sections 5-1.01 to 5-1.15 of the City of Coalinga Municipal Code.

*District.* See zoning district.

*Double frontage lot.* See lot, through.

*Drive-through facilities.* Facilities designed to enable persons to receive a service or purchase or consume goods while remaining within a motor vehicle, typically associated with banks, eating, and drinking establishments, pharmacies, and other commercial uses.

*Driveway.* A vehicular access within private property leading from a public or private street to the principal structure, residence, garage, carport or parking area See Chapter 4, Article 3, Off Street Parking and Loading for requirements.

*U-shaped driveways.* A driveway type characterized by having a separate entrance and exit and a curved drive path and generally loops to form a "u" shape.

*Dry cleaning establishments.*

*Drycleaning agency.* For drop off and pick up only, no laundry or drycleaning equipment on premises.

*Retail drycleaner.* Dry cleaning establishment where the dry cleaning and laundry equipment is permitted on the premises and such services are performed on articles brought in directly from the customer to the establishment. This includes delivery of the articles to the retail customer where the drycleaning establishment directly processes such articles for such customer.

*Wholesale drycleaning.* A drycleaning establishment that has equipment on the premises, but on a much larger scale. This classification is for the establishments that process articles for several customers and do not have customer pickup.

*Dwelling unit.* A room or suite of rooms including one and only one kitchen, and designed or occupied as separate living quarters for one family. Dwellings include transitional and supportive housing. See also family.

*Easement.* A portion of land created by grant or agreement for specific purpose; an easement is the right, privilege or interest which one party has in the land of another.

*Eating and drinking establishments.* Businesses primarily engaged in serving prepared food and beverages for consumption on or off the premises.

*Bars/night clubs/lounges.* Businesses serving beverages for consumption on the premises as a primary use and including on-sale service of alcohol including beer, wine, and mixed drinks. This classification includes establishments that provide dancing or entertainment.

*Coffee shops/café's.* Establishments that serve nonalcoholic beverages, such as coffee, tea, juices or sodas for consumption on or near the premises, or a specialty snack, such as ice cream, frozen yogurt, cookies or popcorn.

*Restaurants.* Establishments where meals are served to customers. This classification includes full-service restaurants with table service as well as establishments providing limited table service, such as fast-food restaurants, carryout sandwich shops, limited service pizza parlors and delivery shops, and delicatessen restaurants. This classification excludes establishments that provide dancing or entertainment (see bars/night clubs/lounges).

*Effective date.* The date on which a permit or other approval becomes enforceable or otherwise takes effective, rather than the date it was signed or circulated.

*Efficiency unit.* A Unit that has the same meaning as defined in the California Building Code, California Code of Regulations, Title 24, Section 1207.4, which meets the following standards:

- a. The unit has a single living room of not less than two hundred twenty (220) square feet of floor area for two (2) or fewer occupants and an additional one hundred (100) square feet of floor area for each additional occupant of the unit.
- b. The unit has a separate closet.
- c. The unit has a kitchen sink, cooking appliance and refrigeration facilities, each having a clear working space of not less than thirty (30) inches in front, and lighting and ventilation conforming to the California Building Standards Code.

*Financial institution.* A bank, trust company, finance company, mortgage company, investment company or similar institution.

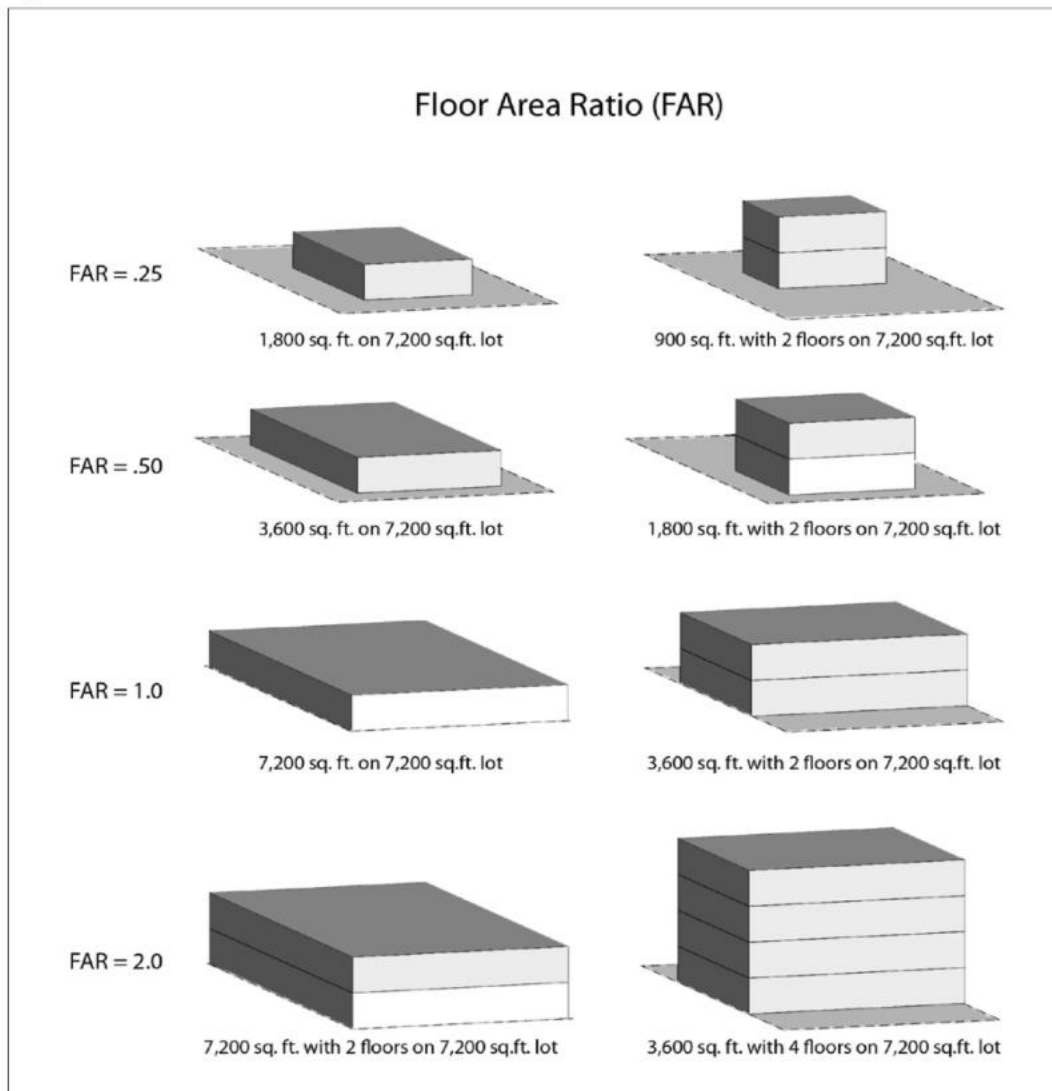
*Firearms.* Includes rifles, shotguns, revolvers, pistols, or any other device designed to be used as a weapon from which a projectile is expelled by the force of any explosion or other form of combustion. The frame, body and/or receiver also constitute firearms. (Certain provisions in the Penal Code also consider firearms to include rockets, rocket propelled projectile launcher, or similar devices containing explosive or incendiary material. See California Penal Code Sections 12001, 12025, and 12031.)

*Flea market.* A building or open space area where individual sellers offer goods, new and used for sale to the public.

*Floor area.* The total floor area in a building (including basements, mezzanines, interior balconies, and upper stories or levels in a multistory building) unless otherwise stipulated; e.g., "ground" floor area.

*Floor area ratio (FAR).* The ratio of the total floor area of all buildings on a lot to the lot area.

Figure 1. 1



*Food and beverage retail sales.* Retail sales of food and beverages for off-site preparation and consumption. Typical uses include food markets, convenient markets, groceries, liquor stores, and retail bakeries.

*Food processing plant.* A facility that combines, processes, packages, and ships food from an enclosed or primarily enclosed warehouse.

*Foot-candle.* See lighting terms.

*Footprint.* The horizontal area, as seen in plan view, of a building or structure, measured from the outside of exterior walls and supporting columns, and excluding eaves.

*Foster group home.* A household in which orphaned or delinquent children are placed typically by a social-service agency. See group home.

*Freight/truck terminals and warehouses.* Facilities for local or worldwide freight, courier, local messenger, and postal services by truck or rail.

*Frontage, street (frontage, lot).* That portion of a lot or parcel of land that borders a public street. "Street frontage" shall be measured along the common lot line separating said lot or parcel of land from the public street, highway, or parkway.

*Funeral parlors and mortuaries.* An establishment primarily engaged in the provision of services involving the care, preparation, or disposition of the human dead and conducting memorial services. Typical uses include a crematory, columbarium, mausoleum, or mortuary.

*Garage.* A building or portion of a building that is enclosed and roofed and designed for the storage of motor vehicles.

*Garage sale.* Sale of secondhand items on private premises occupied for residential purposes. Includes yard sale, rummage sale, patio sale, estate sale, or any other sale offering personal property and similarly conducted on property occupied for residential purposes.

*Gas station.* A retail establishment at which vehicles are fueled.

*General Plan.* The general plan of the City of Coalinga, including all of its elements.

*Glare.* The effect produced by a light source within the visual field that is sufficiently brighter than the level to which the eyes are adapted, such as to cause annoyance, discomfort or loss of visual performance and ability.

*Golf courses and country clubs.* Golf courses, and accessory facilities and uses including: clubhouses with bar and restaurant, locker and shower facilities; driving ranges; shops for on-site sales of golfing equipment; and golf cart storage and sales facilities. Please refer to Section 9-5.111, Golf Courses and Country Clubs.

*Government offices.* Administrative, clerical, or public contact offices of a government agency, including postal facilities, together with incidental storage and maintenance of vehicles. This classification excludes corporation yards, equipment service centers, and similar facilities that primarily provide maintenance and repair services and storage facilities for vehicles and equipment (See utilities, major).

*Grocery store.* A business primarily for the selling of food products.

*Gross leasable area.* The total floor area for which a tenant pays rent and that is designed for the tenant's occupancy and exclusive use, including any basements and mezzanines.

*Ground floor.* The first floor of a building other than a cellar or basement.

*Group home.* Shared living quarters without separate kitchen or bathroom facilities for each room or unit, offered for rent for permanent or semi-transient residents on a weekly or longer basis. This classification includes rooming and boarding houses, correctional facilities, dormitories, foster group homes, and private residential clubs but excludes hotels and motels, and residential care facilities. All facilities that require State licensing are required to obtain the respective State licenses prior to the start of operations. Individual zoning districts have additional regulations. See Chapter 2.

*Group quarters.* See group home.

*Group residential.* See group home.

*Guest house.* Detached living quarters of a permanent type of construction and without kitchen or cooking facilities, for the use of which no compensation in any form is received or paid.

*Guest room.* A room for the overnight accommodation of travelers for which compensation is received.

*Handicraft/custom manufacturing.* Manufacture of crafts, art, sculpture, stained glass, jewelry, apparel, and similar items using hand tools and small mechanical devices.

*Hazardous materials.* Any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

*Hazardous waste management facility.* A facility that stores, treats, or disposes of refuse designated as hazardous waste(s) by the Hazardous Waste Control Law (Health and Safety Code, Division 20, Chapter 6.5). Hazardous waste management facilities must be permitted or granted authorization to operate from the California Department of Toxic Substances Control.

*Health club.* A facility that includes, but is not limited to: game courts, exercise equipment, locker rooms, a pool and a sauna.

*Heat.* Thermal energy of a radioactive, conductive, or convective nature.

*Hedge.* A row of closely planted shrubs or low growing trees forming a fence or boundary.

*Height.* The vertical distance from the highest point of any structure to the ground level directly below. See also Section 9-4.205, Heights and Height Exceptions.

*Highway.* A major through street for vehicular travel. "Highway" includes street, connecting regional destinations.

*Home business.* See home occupations.

*Home occupations.* Any occupation conducted by a resident, entirely within a dwelling, where the use is clearly incidental and secondary to the residential use of the structure, and does not change the residential character of the neighborhood. See Section 9-5.113, Home Occupations.

*Hospitals and clinics.* State-licensed facilities providing medical, surgical, psychiatric, or emergency medical services to sick or injured persons. This classification includes facilities for inpatient or outpatient treatment, including substance-abuse programs as well as training, research, and administrative services for patients and employees. This classification excludes veterinaries and animal hospitals (see animal care, sales, and services) and medical marijuana dispensaries.

*Hotels and motels, establishments offering lodging to transient patrons.* These establishments may provide additional services, such as conference and meeting rooms, restaurants, bars, or recreation facilities available to guests or to the general public. This classification includes motor lodges, motels, hostels, extended-stay hotels, and tourist courts, but does not include rooming houses, boarding houses, or private residential clubs.

*Household.* A group of persons, which can include the members of a family, living together in a single dwelling unit, with common access to, and common use of, all living and eating areas and all areas and facilities for the preparation and storage of food within the dwelling unit.

*Housing development.* A development project for five (5) or more residential units, including mixed-use developments, that meets the requirements of Government Code section 65915(i).

*Housekeeping unit.* See household.

*Illegal use.* Any use of land or building that does not have the currently required permits and was originally constructed and/or established without permits required for the use at the time it was brought into existence.

*Impact fee.* A fee that has the same meaning as the term "fee" is defined in Government Code section 66000(b), except that it also includes fees specified in Government Code section 66477. "Impact fee" does not include any connection fee or capacity charge.

*Industry, general.* Manufacturing of products from extracted or raw materials or recycled or secondary materials, or bulk storage and handling of such products and materials. This classification includes operations such as biomass energy conversion; food and beverage processing; textile mills; production apparel manufacturing; photographic processing plants; leather and allied product manufacturing; wood product manufacturing; paper manufacturing; chemical manufacturing; plastics and rubber products manufacturing; nonmetallic mineral product manufacturing; primary metal manufacturing; fabricated metal product manufacturing; recycling materials processing facilities in which post-consumer materials are sorted, condensed, baled, or transformed; and automotive, ship, aircraft, and heavy equipment manufacturing.

*Industry, limited.* Establishments engaged in light industrial activities taking place primarily within enclosed buildings and producing minimal impacts on nearby properties. This classification includes operations such as manufacturing finished parts or products primarily from previously prepared materials; commercial laundries and dry cleaning plants; mobile home manufacturing; monument works; printing, engraving and publishing; computer and electronic product manufacturing; furniture and related product manufacturing; and industrial services. This



classification includes the cultivation, processing, extraction, manufacturing, testing, distribution, and transportation of cannabis and cannabis products.

*In-lieu fees.* A cash payment required as a substitute for a dedication and/or improvement of land by an owner or developer of property.

*Instructional services.* Establishments that offer specialized programs in personal growth and development such as music, vocal, fitness and dancing instruction.

*Intensity of use.* The impacts a particular use or the use in combination with other uses has on its surroundings or on its demand for services and natural resources. Measures of intensity include but are not limited to requirements for water, gas, electricity, or public services; number of automobile trips generated by a use; parking demand; number of employees on a site; hours of operation; the amount of noise, light or glare generated; the number of persons attracted to the site, or, in eating establishments, the number of seats.

*Intermediate care facility.* See residential care facility.

*Intersection, street.* The area common to two (2) or more intersecting streets.

*Junior accessory dwelling unit or JADU* A dwelling unit that is no more than five hundred (500) square feet in size and contained entirely within the walls of a proposed or existing single-family residence, or other approved structure as specified in Government Code section 65852.2(e). A JADU must include the following features:

a. Exterior access separate from the main entrance to the proposed or existing primary dwelling or other structure.

b. An efficiency kitchen, which includes a cooking facility with appliances and a food preparation counter and storage cabinets that are of reasonable size in relation to the size of the JADU.

c. A JADU may include separate sanitation facilities or may share sanitation facilities with the existing structure.

*Junkyard.* A lot used for the sale or storage of junk, including scrap metals, salvage or other materials, or for the dismantling or wrecking of automobiles or other vehicles or machinery, whether for sale or storage.

*Kitchen.* Any room or space within a building intended to be used for the cooking or preparation of food.

*Landscaping.* The planting, configuration and maintenance of trees, ground cover, shrubbery and other plant material, decorative natural and structural features (walls, fences, hedges, trellises, fountains, sculptures), earth patterning and bedding materials, and other similar site improvements that serve an aesthetic or functional purpose.

*Landscaping terms.*

*Automatic controller.* A mechanical or solid state timer, capable of operating valve stations to set the days and length of time of a water application.

*Backflow prevention device.* A safety device used to prevent pollution or contamination of the water supply due to the reverse flow of water from the irrigation system.

*Anti-drain or check valve.* A valve located under a sprinkler head or other location in the irrigation system to hold water in the system and prevent drainage from sprinkler heads when the system is off.

*Controller.* An automatic timing device used to remotely control valves to set an irrigation schedule.

*Emitter.* A drip irrigation fitting emission device that delivers water slowly from the system to the soil.

*Hydrozone.* A portion of the landscaped area having plants with similar water needs.

*Irrigation efficiency.* The measurement of the amount of water beneficially used divided by the amount of water applied. Irrigation efficiency is derived from measurements and estimates of irrigation system characteristics and management practices.

*Operating pressure.* The pressure at which an irrigation system is designed by the manufacturer to operate.

*Overspray.* The water which is delivered beyond the landscaped area and causes overland flow during irrigation events onto non-targeted areas such as, pavements, walks and structures.

*Runoff.* Water which is not absorbed by the soil or landscape to which it is applied and flows from the landscape area.

*Library.* A building containing books and other media for public use.

*Light fleet-based services.* Passenger transportation services, local delivery services, medical transport, and other businesses that rely on fleets of three (3) or more vehicles with rated capacities less than 10,000 lbs. This classification includes parking, dispatching, and offices for taxicab and limousine operations, ambulance services, non-emergency medical transport, local messenger and document delivery services, home cleaning services, and similar businesses. This classification does not include towing operations (See automobile/vehicle sales and service, towing and impound) or taxi or delivery services with two (2) or fewer fleet vehicles on-site (See business services).

*Liquor.* Alcoholic beverages including but not limited to: all types of beer, wine, and distilled spirits or fruit juices containing at least one-half ( $\frac{1}{2}$ ) of one percent or more of alcohol by volume.

*Lighting Terms.*

*Foot-candle.* A quantitative unit of measure for luminance. one foot-candle is equal to the amount of light generated by one candle shining on one square foot surface located one foot away. Equal to one lumen uniformly distributed over an area of one square foot.

*Light fixture.* The assembly that holds a lamp and may include an assembly housing, a mounting bracket or pole socket, a lamp holder, a ballast, a reflector or mirrors, and a refractor or lens.

*Light fixture cutoff.* Light fixtures are classified as full cutoff, cutoff, semi-cutoff, or non-cutoff according to the most recent adopted criteria of the Illuminating Engineering Society of North America (IESNA). The four (4) IESNA classifications are defined as follows (IESNA 2000):

*Full cutoff.* The luminous intensity (in candelas) at or above an angle of ninety (90) degrees above nadir is zero (0), and the luminous intensity (in candelas) at or above a vertical angle of eighty (80) degrees above nadir does not numerically exceed ten (10) percent of the luminous flux (in lumens) of the lamp or lamps in the luminaire.

*Cutoff.* The luminous intensity (in candelas) at or above an angle of ninety (90) degrees above nadir does not numerically exceed two and one-half (2.5) percent of the luminous flux (in lumens) of the lamp or lamps in the luminary, and the luminous intensity (in candelas) at or above a vertical angle of eighty (80) degrees above nadir does not numerically exceed ten (10) percent of the luminous flux (in lumens) of the lamp or lamps in the luminary.

*Semi-cutoff.* The luminous intensity (in candelas) at or above an angle of ninety (90) degrees above nadir does not numerically exceed five (5) percent of the luminous flux (in lumens) of the lamp or lamps in the luminary, and the luminous intensity (in candelas) at or above a vertical angle of eighty (80) degrees above nadir does not numerically exceed twenty (20) percent of the luminous flux (in lumens) of the lamp or lamps in the luminary.

*Non-cutoff.* There is no candela limitation in the zone above maximum candela.

*Shielded fixture.* Outdoor light fixtures shielded or constructed so that light rays emitted by the lamp are projected below the horizontal plane passing through the lowest point on the fixture from which light is emitted.

*Live/work unit.* A building specifically designed to accommodate both a residence and the business activity of the resident in a single ownership or rental unit.

*Living area.* An interior habitable area of a dwelling unit, including basements and attics, does not include a garage or any accessory structure.

*Lodge.* A facility used by an association of persons, whether incorporated or not, united by some common interest, meeting periodically for cooperation or conviviality. See also club.

*Long-term parking.* A situation in which a vehicle is not normally moved during the period of an employee's work shift, as opposed to customer or visitor parking.

*Lot.* A parcel, tract, or area of land whose boundaries have been established by a legal instrument such as a recorded deed or a recorded map. A lot constitutes a legal entity for purposes of transfer of title, except public easements or rights-of-way.

*Lot area.* The total area circumscribed by the boundaries of a lot, excluding any street rights-of-way.

*Lot coverage.* The portion of a lot that is covered by structures, including principal and accessory buildings, garages, carports, and roofed porches, but not including unenclosed and unroofed decks, landings, patios, or balconies. See also Section 9-4.102, Determining Lot Area and Coverage.

*Lot depth.* The average distance between the front and rear lot lines, measured at a right angle to the front lot line. See also Section 9-4.104, Measuring Lot Width and Depth.

*Lot frontage.* See frontage, street.

*Lot line.* A property line separating adjoining properties or a property from an adjoining right-of-way.

*Lot line types.*

*Front lot line.* The lot line that is immediately next to a street or public right-of-way. For corner lots, the shortest side fronting a public street is considered the front lot line regardless of which street is used for vehicle or pedestrian access, or street address.

*Interior lot line.* Any lot line that is not adjacent to a street.

*Rear lot line.* The lot line that is opposite and most distant from the front lot line. Where no lot line is within forty-five (45) degrees of being parallel to the front lot line, a line ten (10) feet in length within the lot, parallel to and at the maximum possible distance from the front lot line, will be deemed the rear lot line for the purpose of establishing the minimum rear yard.

*Side lot line.* Any lot line that is not a front or rear lot line.

*Street side lot line.* A side lot line of a corner lot that is adjacent to a street.

*Lot types.*

*Lot, corner.* A lot or parcel situated at the intersection of two (2) or more streets that have an angle intersection measured within said lot or parcel of not more than 135 degrees.

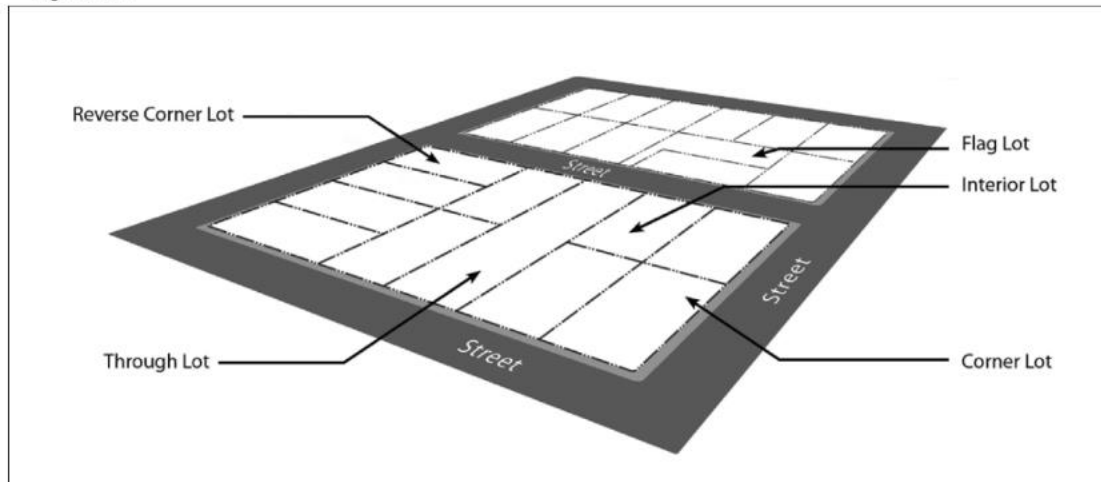
*Lot, reverse corner.* A corner lot, the rear of which abuts the side of another lot, and its side lot line being substantially a continuation of the front lot line of the lot directly to its rear.

*Lot, flag.* A lot which has as its primary legal access from the highway through a narrow strip of land not suited for the typical subdivision development standards.

*Lot, interior.* A lot or parcel of land other than a corner or flag lot.

*Lot, through.* An interior lot having frontage on two (2) parallel or approximately parallel streets.

Figure 1.2



**Lot width.** The distance between the side lot lines, measured at a right angle to the lot depth at the midpoint of the lot depth line. See also Section 9-4.104, Measuring Lot Width and Depth.

**Lounge.** See eating, drinking and smoking establishments.

**Low-Barrier Navigation Centers.** A housing-first, low-barrier, service-enriched shelter focused on moving people into permanent housing that provides temporary living facilities while case managers connect individuals experiencing homelessness to income, public benefits, health services, shelter, and housing.

**Low-Income Household.** A household whose income does not exceed the low-income limits applicable to Los Angeles County, as published and periodically updated by the State Department of Housing and Community Development pursuant to Health and Safety Code Section 50079.5.

**Maintenance and repair of structures.** The repair or replacement of nonbearing walls, fixtures, wiring, roof or plumbing that restores the character, scope, size or design of a structure to its previously existing, authorized, and undamaged condition.

**Maintenance and repair services.** The on-site maintenance or repair of office machines, household appliances, furniture, and similar items. This classification excludes maintenance and repair of vehicles or boats (see automotive sales and services) and personal apparel (See personal services).

**Manufactured home.** A structure constructed on or after June 15, 1976 in compliance with state standards in effect at the time of construction, is transportable in one or more sections, is built on a permanent chassis and designed to be used as a single-family dwelling with or without a foundation system when connected to the required utilities, and includes the plumbing, heating, air conditioning, and electrical systems. "Manufactured home" includes any structure that meets all the requirements of this paragraph and with respect to which the manufacturer voluntarily files a certification and complies with the standards established under the National Manufactured Housing Construction and Safety Act of 1974. (42 U.S.C. 5401, et seq.)

**Maximum Residential Density.** The maximum number of residential units permitted by the City's General Plan Land Use Element, applicable to the subject property at the time an application for the construction of a housing development is deemed complete by the City, excluding the additional density bonus units permitted by this section. If a range of density is permitted by the Land Use Element, maximum residential density shall mean the maximum allowable density within the range of density.

**Modular home.** See manufactured home.

**Moderate income household.** A household whose income does not exceed the moderate-income limits applicable to Los Angeles County, as published and periodically updated by the State Department of Housing and Community Development pursuant to Health and Safety Code Section 50093.

*Manufacturing plant.* A facility used for making, preparing, treating or finishing goods or substances.

*Medical clinic.* A building where two (2) or more members of the medical profession including but not limited to: dentists, chiropractors, osteopaths, and physicians who provide diagnosis and treatment to the general public without overnight accommodations.

*Medical office.* A building used by medical professionals including but not limited to: dentists, chiropractors, osteopaths, and physicians.

*Medical marijuana dispensary.* See Title 5, Chapter 15 of the Coalinga Municipal Code.

*Mini market.* A store selling a small variety of grocery and sundry items, including drinks and prepared food, primarily for convenience shopping.

*Mini storage facility.* A facility for the storage of personal or business property of customers.

*Mobile food truck.* A licensed, motorized vehicle or mobile food unit licensed by the Department of California Department of Motor Vehicles, designed, and equipped to prepare, or serve, and sell food, and temporarily stored in a location where food items are sold to the general public. (The mobile food truck shall be licensed in accordance with the rules and regulations of any local, County, State and Federal agency having jurisdiction over the mobile food truck or products sold therein).

*Mobile home.* A structure constructed prior to June 15, 1976 in compliance with state standards in effect at the time of construction, is transportable in one or more sections, is built on a permanent chassis and designed to be used as a single-family dwelling with or without a foundation system when connected to the required utilities, and includes the plumbing, heating, air conditioning, and electrical systems. "Mobile home" does not include a commercial modular, as defined in Section 18001.8, factory-built housing, as defined in Section 19971, a manufactured home, as defined in Section 18007, a multifamily manufactured home, as defined in Section 18008.7, or a recreational vehicle, as defined in Section 18010 of the Health and Safety Code.

*Mobile home parks.* Mobile housing in a planned development with common area amenities. Spaces for mobile homes may be rented, leased or owned through a subdivision, cooperative, condominium or other form of resident ownership.

*Mobile vendor.* Any person that sells, or causes or allows another, whether as an employee or as an independent contractor leasing or renting equipment, to sell any food, drinks or merchandise on any street, or alley, by means of automobile, truck or any other registered vehicle or vessel. Mobile vendors are different than mobile food trucks as mobile vendors are not permitted to vend on private or public property. See mobile food trucks for regulations on private and public property. This does not include vendors vending from a public sidewalk (see sidewalk vendors Section 9-5.130). Mobile vendors must obtain a business license from the City of Coalinga prior to the start of business operations. Mobile vendor shall not mean any person operating under a concession agreement or other agreement with the city as a party to the agreement. A mobile vendor is different from a peddler, who visits private residences to sell goods, as defined and regulated in Title 5, Chapter 9 of the Coalinga Municipal Code.

*Mobile vendor vehicle.* An automobile, truck or any other registered vehicle or vessel used by mobile vendors to sell their food, drinks or merchandise. Mobile vendor vehicle shall not include delivery vehicles used to transport food or drink from a store having a valid food permit to a customer's home or a vehicle transporting food or drink from a wholesale establishment to a retail outlet.

*Motel or hotel.* A building containing guest rooms for the accommodation of travelers staying less than thirty (30) days.

*Multi-generational dwelling unit.* A dwelling unit that does not include a kitchen is contained entirely within the walls of a proposed or existing single-family residence where access is not restricted between areas of the residence.

*Multiple-family residential.* Two (2) or more dwelling units on a lot. Types of multiple family dwellings include duplexes, garden apartments, senior housing developments, and multi-story apartment buildings.

*Night club.* See eating, drinking and smoking establishments.

*Noise terms.*

*Ambient noise level.* The composite of noise from all sources excluding an alleged offensive noise. In this context, the ambient noise level represents the normal or existing level of environmental noise at a given location for a specified time of day or night.

*Decibel.* A unit for measuring the amplitude of a sound, equal to twenty (20) times the logarithm to the base ten (10) of the ratio of the pressure of the sound measured to the reference pressure, which is twenty (20) micropascals.

*Mobile noise source.* Any noise source other than a fixed noise source.

*Noise.* Any sound that annoys or disturbs humans or which causes or tends to cause an adverse psychological or physiological effect on humans.

*Noise level reduction (NLR).* The difference in decibels of noise level from the outside of a building to the interior of a building, generally resulting from various construction methods and the materials used in walls, windows, ceilings, doors, and vents of a building.

*Nonconforming lot, sign, structure, or use.* A lot, sign, structure, or use that was lawfully established before the effective date of the Zoning Ordinance or any amendment thereto, but does not conform to the present regulations or requirements of the Zoning Ordinance. A nonconforming building or use is deemed illegal if it did not lawfully exist on the effective date of applicable sections of the Zoning Ordinance.

*Nonconforming zoning condition.* A physical improvement on a property that does not conform with current zoning standards, but was a lawful improvement that did conform to the zoning standards in place at the time of the improvement.

*Nuisance.* Anything which is injurious to health, or is indecent or offensive to the senses, or an obstruction to the free use and enjoyment of property, or a violation of this Zoning Ordinance.

*Nurseries and garden centers.* Establishments primarily engaged in retailing nursery and garden products—such as trees, shrubs, plants, seeds, bulbs, and sod—that are predominantly grown elsewhere. These establishments may sell a limited amount of a product they grow themselves. Fertilizer and soil products are stored and sold in packaged form only. This classification includes wholesale and retail nurseries offering plants for sale.

*Nursing Home.* See residential care facility.

*Occupancy, change in.* A discontinuance of an existing use and the substitution of a use of a different kind or class.

*Office.* A business establishment for rendering of service or administration, but excluding retail sales.

*General offices.* Offices of firms or organizations providing professional, executive, management, administrative or design services, such as accounting, architectural, computer software design, engineering, graphic design, interior design, investment, and legal offices, excluding banks, and savings and loan associations (see banks and financial institutions). This classification also includes offices where medical and dental services are provided by physicians, dentists, chiropractors, optometrists, and similar medical professionals, including medical/dental laboratories within medical office buildings but excluding clinics or independent research laboratory facilities and hospitals (see hospitals and clinics) and medical marijuana dispensaries.

*Walk-in office.* Offices of firms or organizations providing services to the public that rely on pedestrian activity and constant visits by clients, including real estate offices, landlord-tenant services, credit counseling, and financial tax services.

*On-site loading facilities.* A site or portion of a site devoted to the loading or unloading of motor vehicles or trailers, including loading berths, aisles, access drives, and landscaped areas.

*On-Site.* Located on the lot that is the subject of discussion.

*Open space types.*

*Private open space.* Open areas for outdoor living and recreation that are adjacent and directly accessible to a single dwelling unit, reserved for the exclusive use of residents of the dwelling unit and their guests.

*Common open space.* Areas for outdoor living and recreation that are intended for the use of residents and guests of more than one dwelling unit.

*Usable open space.* Outdoor areas that provide for outdoor living and/or recreation for the use of residents.

*Opposite.* Across from or across the street from.

*Outdoor storage.* The keeping, in an unroofed area, of any goods, junk, material, merchandise, or vehicles in the same place for more than twenty-four (24) hours, except for the keeping of building materials reasonable required for construction work on the premises pursuant to a valid and current building permit issued by the City.

*Outdoor seating area.* An area on public space, street, plaza, or on private commercial property not within a building, for dining, drinking, resting or socializing.

*Owner.* Any person owning property, as shown on the last County equalized assessment roll for property taxes or the lessee, tenant or other person having control or possession of the property.

*Park.* A publically owned open space providing a wide range of facilities and activities. Larger parks serve the entire city, whereas smaller parks tend to serve nearby neighborhoods.

*Park and recreation facilities, public.* Parks, playgrounds, fairgrounds, recreation facilities, trails, wildlife preserves, and related open spaces, all of which are noncommercial. This classification also includes playing fields, courts, gymnasiums, swimming pools, picnic facilities, tennis courts, botanical gardens, as well as related food concessions or community centers within the facilities.

*Parking facility.* An area used for the temporary parking or storage of motor vehicles which has adequate access to streets by means of driveways, aisles or maneuvering areas; a parking garage. See Chapter 4, Article 3, Off Street Parking and Loading.

*Parking, public or private.* Surface lots and structures for use of occupants, employees, or patrons on the subject site or offering parking to the public for a fee when such use is not incidental to another activity.

*Parking space.* A usable space on a lot for the parking of one motor vehicle.

*Passageway.* A pathway that is unobstructed clear to the sky and extends from a street to one (1) entrance of the accessory dwelling unit

*Pay telephone.* A public telephone which requires a pre-payment to use. Often located in public and sheltered by a privacy hood.

*Pawn shop.* A shop that lends money in exchange for personal property.

*Permit.* Any Zoning Certificate, Conditional Use Permit, Temporary Use Permit, Building Permit, license, certificate, approval, or other entitlement for development and/or use of property as required by any public agency.

*Permanent provisions for cooking.* A separate kitchen as defined herein.

*Permanent provisions for sanitation and sanitation facilities.* A separate bathroom containing a water closet, lavatory, and bathtub or shower.

*Permitted use.* Any use allowed in a Zoning District without a requirement for approval of a Conditional Use Permit, but subject to any restrictions applicable to that Zoning District.

*Person.* Any individual, firm, association, organization, partnership, business trust, company, or corporation.



*Personal services.* Provision of recurrently needed services of a personal nature. This classification includes barber and beauty shops, massage parlors, tattoo parlors, seamstresses, tailors, dry cleaning agents (excluding large-scale bulk cleaning plants), laundromats, shoe repair shops, self-service laundries, photocopying and photo finishing services, and travel agencies.

*Personal storage facility.* A facility offering the rental service of rooms, lockers, and/or containers to individuals or organizations for the storage of goods.

*Persons with disabilities.* Persons who have a medical, physical, or mental condition, disorder or disability as defined in California Government Code Section 12926, that limits one or more major life activities.

*Place of worship.* See "religious facilities".

*Plan line.* An officially adopted line denoting the future location of the edge of a right-of-way.

*Planned development.* An application for development that allows for a diversification of development standards, buildings, structures and open space that promotes unified planning and development with a higher standard of amenities, and subject to the provisions of Chapter 3, Article 5, Planned Development District.

*Pre-existing.* In existence prior to the effective date of this Zoning Ordinance or its applicable section.

*Preservation of natural resources.* Preservation of plant and animal life; ecological and scientific study; flood control channels, spreading grounds and settling basins; rivers, streams, lakes and watershed.

*Prison.* A facility that is designed and built for the incarceration of persons convicted of criminal offenses.

*Professional office.* A building used primarily for conducting the affairs of non-medical professionals.

*Project.* Any proposal for a new or changed use or for new construction, alteration, or enlargement of any structure, that is subject to the provisions of this title. This term also refers to any action that qualifies as a "project" as defined by the California Environmental Quality Act.

*Proposed dwelling.* A dwelling that is the subject of a permit application and that meets the requirements for permitting.

*Public safety facilities.* Facilities providing public-safety and emergency services, including police and fire protection and emergency medical services, with incidental storage, and maintenance facilities.

*Public transit.* A location, including, but not limited to, a bus stop or train station, where the public may access buses, trains, subways, and other forms of transportation that charge set fares, run on fixed routes, and are available to the public.

*Public Works Director.* The public works director is the city manager or his or her designee, responsible for the operation and maintenance of the City of Coalinga's public works and utilities.

*Qualified applicant.* The property owner, the owner's agent, or any person, corporation, partnership or other legal entity that has a legal or equitable title to land that is the subject of a development proposal or is the holder of an option or contract to purchase such land or otherwise has an enforceable proprietary interest in such land.

*Reasonable accommodation.* This refers to the Housing Element statute under California Government Code 65583(c)(3) to remove constraints and provide reasonable accommodations for housing designed for, intended for occupancy by, or with supportive services for, persons with disabilities.

*Recreational vehicle.* Any travel trailer or other vehicular portable structure without permanent foundation, designed to be towed, hauled, driven, and used as a temporary occupancy for travel or recreational use, including, but not limited to travel trailers (including those which telescope or fold down), chassis-mounted campers, tent trailers, slide-in campers, converted buses and converted vans, and self-propelled motorhomes. See Section 7-6.102 of the City of Coalinga Municipal Code.

*Recycling facility.* A facility for receiving, temporarily storing, transferring and/or processing materials for recycling, reuse, or final disposal. A certified recycling facility or certified processor means a recycling facility certified by the California Beverage Container Recycling and Litter Reduction Act. A recycling facility does not include storage



containers or processing activity located on the premises of a residential, commercial or manufacturing use and used solely for the recycling of material generated by that residential property, business or manufacturer. This use type does not include waste transfer facilities that operate as materials recovery, recycling, and solid waste transfer operations and are classified as utilities.

*Reverse vending machine.* An automated mechanical device that accepts, sorts and processes recyclable materials and issues a cash refund or a redeemable credit slip.

*Recycling collection facility.* An incidental use that serves as a neighborhood drop off point for the temporary storage of recyclable materials but where the processing and sorting of such items is not conducted on-site.

*Recycling processing facility.* Facilities that receive, sort, store and/or process recyclable materials.

*Unattended collection boxes.* Any unattended container, receptacle or similar device that is located on any lot within the city that is used for soliciting and collecting donations of clothing and other salvageable personal property by a non-profit entity with tax exempt status. This term does not include recycle bins for the collection of recyclable material and facilities identified as reverse vending machines, small or large recycling facilities, or any unattended donation box located within a building.

*Recreation areas.* Parks, playgrounds and related buildings; pedestrian, equestrian and bike and other trails.

*Redevelopment agency.* See City of Coalinga Successor Agency.

*Religious facilities.* A facility for religious worship and incidental religious education and offices, including churches, temples, and other facilities used primarily for religious services or activities. This classification excludes residential homes, and private schools for primary or secondary education (which also may be available for temporary use by the general public or civic, cultural, or educational organizations).

*Rescission.* The City's unilateral unmaking of an approval for a legally sufficient reason, such as applicant's material breach of a condition.

*Residence.* A building or portion thereof designed and used exclusively for long-term residential occupancy, including single houses, duplexes, triplexes, live-work studios, apartments, and condominiums, but not including hotels, motels, or boardinghouses.

*Residence, single family.* A building containing not more than one kitchen, designed for household; a detached house.

*Residence, duplex.* A building containing not more than two (2) kitchens designed and/or used to house two (2) independent households, each with a private entrance.

*Residence, triplex.* A building containing not more than three (3) kitchens designed and/or used to house three (3) independent households, each with a private entrance.

*Residence, multiple.* A building or portion thereof, used and designed as a residence for four (4) or more independent households, with each unit containing its own kitchen and accessed separately from the other units, although a common hallway may be used for access within the building.

*Residential Care Facility (Licensed).* Any family home, group care facility, or similar facility, licensed by the state, that is maintained and operated to provide twenty-four (24) hour nonmedical care of persons in need of personal services, supervision, or assistance essential for sustaining the activities of daily life or for the protection of the individual. A Large Licensed Residential Care Facility serves seven (7) or more clients, while a Small Licensed Residential Care Facility serves six (6) or fewer clients.

*Residential Care Facility (Unlicensed).* Any family home, group home, group care facility, or similar facility, not required to be licensed by the state and operated as a single housekeeping unit, maintained and operated to provide twenty-four (24) hour nonmedical care of persons in need of personal services, supervision, or assistance essential for sustaining the activities of daily life or for the protection of the individual

*Residential care facilities.* Facilities that require a State license or are State licensed and provide twenty-four (24) hour non-medical care and supervision for six (6) or fewer persons, or seven (7) or more persons, in need of

~~personal services, supervision, protection, or assistance for sustaining the activities of daily living, excluding the licensee or members of the licensee's family or persons employed as facility staff.~~ State law requires that such facilities for six (6) or fewer persons to be permitted by right in districts where single-family dwelling units are permitted. Living accommodations are shared living quarters with or without separate kitchen or bathroom facilities for each room or unit.

This classification includes facilities for intermediate health care, developmentally disabled care, care of chronically ill individuals, care of the elderly, and the care of persons in need of personal services, therapy, supervised drug detoxification treatment or assistance essential for sustaining the activities of daily living or for the protection of the individual with only limited medical care not involving a physician residing on the premises, and with no surgery or other similar activities such as are customarily provided in hospitals. Such uses shall include facilities defined by Health and Safety Code Section 1267.8 and any premises licensed as a "long-term health care facility," as that term is defined in Welfare and Institutions Code Section 1418. These facilities can be operated for profit as well as by public or not-for-profit institutions, including hospices, nursing homes, skilled nursing facilities, and convalescent facilities.

This category excludes transitional housing, foster family homes, community service facilities, and any facilities supervised by or under contract with the State Department of Corrections.

*Residential rehabilitation facility.* See group home and residential care facility.

*Rest home.* See residential care facilities.

*Retail sales.* The retail sale or rental of merchandise not specifically listed under another use classification. This classification includes department stores, clothing stores, furniture stores, pet supply stores, small hardware stores, auction houses, and businesses retailing the following goods: books, newspapers, toys, hobby materials, handcrafted items, jewelry, cameras, photographic supplies and services (including portraiture and retail photo processing), medical supplies and equipment, pharmacies, electronic equipment, records, sporting goods (firearms are not permitted), tobacco products, kitchen utensils, hardware, appliances, antiques, art galleries, art supplies and services, paint and wallpaper, carpeting and floor covering, office supplies, bicycles, video rental, and new automotive parts and accessories (excluding vehicle service and installation). Retail sales may be combined with other services such as office machine, computer, electronics, and similar small-item repairs. This classification includes secondhand stores. This classification excludes medical marijuana dispensaries. All local, County, State and Federal permits must be obtained prior to the start of business operations.

*Retail sales, cannabis.* The retail sale and delivery of cannabis or cannabis products to both adult-use and medicinal cannabis customers. A retailer shall have a licensed premise which is a physical location from which commercial cannabis activities are conducted. This definition includes microbusinesses and consumption lounges and cafes.

*Right-of-way.* A strip of land acquired by reservation, dedication, covered under prescription or condemnation, and intended to be occupied or occupied by a road, railroad, electric transmission lines, oil or gas pipeline, water line, sanitary storm sewer or other similar use.

*Salvaging and wrecking.* Storage and dismantling of vehicles and equipment for sale of parts, as well as their collection, storage, exchange or sale of goods including, but not limited to, any used building materials, used containers or steel drums, used tires, and similar or related articles or property.

*Schools, public or private.* Facilities for primary or secondary education, including public schools, charter schools, and private institutions having curricula comparable to that required in the public schools of the State of California.

*Screening.* Screening refers to a wall, fence, hedge, informal planting, or berm, provided for the purpose of buffering a building or activity from neighboring areas or from the street.

*Senior housing unit.* Residential units limited to occupants 55 years of age or more (as defined by Civil Code 51.3).

*Second dwelling unit.* A secondary residence constructed on a lot or parcel of land containing an existing, primary single-family residence. The second dwelling unit may be either attached to or detached from the existing residence, and provides complete and independent living facilities, including permanent provisions for living, sleeping, eating, cooking and sanitation. See Section 9-5.121, Second Dwelling Units.

*Service station.* Establishments primarily engaged in retailing automotive fuels or retailing these fuels in combination with activities, such as, but not limited to, providing repair services; selling automotive oils, replacement parts, and accessories; providing food services; and ancillary services such as automotive vehicle washing.

*Setback.* The area between a property line and a building or structure, which must be kept clear or open. See also Section 9-4.101, Measuring Distances, and Measuring Setbacks. For permitted projections into required setbacks, see Section 9-4.201, Building Projections into Yards. See also yard.

*Setback line.* A line established by this title to govern the placement of buildings or structures with respect to lot lines, streets or alleys.

*Shared housing building.* A residential or mixed-use structure, with five or more shared housing units and one or more common kitchens and dining areas designed for permanent residence of more than 30 days by its tenants. The kitchens and dining areas within the shared housing building shall be able to adequately accommodate all residents. If a local ordinance further restricts the attributes of a shared housing building beyond the requirements established in this section, the local definition shall apply to the extent that it does not conflict with the requirements of this section. A shared housing building may include other dwelling units that are not shared housing units, provided that those dwelling units do not occupy more than 25% of the floor area of the shared housing building. A shared housing building may include 100% shared housing units.

*Sidewalk.* A paved, surfaced, or leveled area, paralleling and usually separated from the street, used as a pedestrian walkway.

*Sidewalk vendor.* A person who sells food or merchandise from a pushcart, stand, display, pedal-driven cart, wagon, showcase, rack, or other non-motorized conveyance, or from one's person, upon a public sidewalk or other pedestrian path.

*Sidewalk vendor, roaming.* A sidewalk vendor who moves from place to place and stops only to complete a transaction.

*Sidewalk vendor, stationary.* A sidewalk vendor who vends from a fixed location.

*Single-family dwelling.* A dwelling unit designed for occupancy by one household, and located on a separate lot from any other unit (except accessory living quarters, where permitted). This classification includes individual manufactured housing units installed on a foundation system pursuant to Section 18551 of the California Health and Safety Code. See Section 9-5.114, Manufactured Homes.

*Detached.* A single-family dwelling unit that is not attached to any other dwelling unit.

*Attached.* A single-family dwelling unit, located singly on a lot, but attached through common vertical walls to one or more dwellings on abutting lots. An attached single-family dwelling unit is sometimes referred to as a townhome.

*Single Housekeeping Unit.* One or more individuals occupying a dwelling unit with common access to, and common use of, living and eating areas and facilities for the preparation and storage of food within the dwelling unit

*Single room occupancy.* A residential facility with six (6) or more guest rooms without kitchen facilities in individual rooms, or kitchen facilities for the exclusive use of guests or renters, and which are also the primary residences of the guests or renters. This use type is distinct from a hotel or motel, which is a commercial use.

*Sign.* Every sign, display board, poster, picture, wall graphic, graphic decorative display, map, banner, pennant, balloon, insignia, emblem or other device, with or without lettering, which is intended to advertise or attract the attention of the public, including but not limited to clocks, barber poles and similar devices. Publicly visible signs

and graphics that are less than one-half (½) square foot in area, or so small as to be unreadable or unrecognizable by persons with normal eyesight from a distance of more than twenty (20) feet, shall not be considered signs so long as they do not collectively exceed ten (10) square feet in area on a given property.

*Sign, election.* Any sign that is designed, used or intended to induce voters to either pass or defeat a measure appearing on the ballot of any election, or to either elect or defeat a candidate for nomination or election to any public office in any election.

*Sign, feather.* Any sign in the shape of a feather, including feather and teardrop flags, beachwings, swooper signs, and blade signs, whether freestanding or mounted to any surface.

*Sign, freestanding.* Any sign erected on one or more poles or posts or similar uprights which is not a part of any building or structure, other than a structure supporting the sign.

*Sign, projecting.* Any sign, other than a wall sign, which is suspended from or supported by a building or wall and which projects outward there from; also any sign suspended under a marquee, awning, porch, walkway covering, or similar covering structure adjacent to a building.

*Sign, roof.* Any sign erected upon or over the roof or parapet of any building, including the roof of any porch, walkway covering, or similar covering structure, and supported by or connected to the roof or parapet.

*Sign, temporary.* A sign consisting of any material and intended to be displayed for a short period of time, in no event to exceed thirty (30) days.

*Sign twirler.* Also known as sign spinner, sign walker, sign waver, or human billboard. A person who applies an advertisement on his or her person, including holding, wearing, or applying a sign in any form on the human body. This also includes spinning, dancing, and wearing costumes with the sign, in order to attract attention.

*Sign, wall.* Any sign applied to or mounted on the wall or vertical surface of a building or structure, or to the vertical surface of a marquee, awning, porch, walkway covering, or similar covering structure adjacent to a building or structure, in an essentially flat position, with the face of the sign parallel to the plane of the wall or vertical surface, including window signs.

*Sign, window.* Any sign, other than a temporary sign, which is painted on, attached to, or placed or hung adjacent to, either the inside or the outside of a door or window; it does not apply to or include any display of merchandise, products or materials appurtenant to the business conducted on the premises which is not attached or placed adjacent to a window, or to any noncommercial display or exhibit designed to be seen through a window.

*Site.* A lot, or group of contiguous lots, that is proposed for development in accordance with the provisions of this title and is in a single ownership or under unified control.

*Smoke shops.* An establishment selling smoking, and/or traditional or electronic tobacco paraphernalia or products where twenty-five (25) percent or more of the total floor or shelf area is devoted to selling tobacco products. Limited sales of tobacco products that commonly occur within convenience stores or service stations are not included in this definition. Smoking shall be prohibited within all smoke shops, unless the establishment has been formally permitted to operate as a tobacco bar under applicable state and local laws.

*Smoking establishments.*

*Tobacco bars.* Any business establishment which in whole or in part is dedicated to or includes as part of the business, the smoking of tobacco or other substances. This classification includes cigar lounges, hookah bars/café, tobacco café/bars, and smoking parlors, but does not include medical marijuana dispensaries.

*Solar farms, or solar photovoltaic power plants.* Includes utility-scale solar energy projects selling power to a utility, with ground-mounted photovoltaic panels, and has a capacity of two (2) megawatts or more.

*Solar power generating equipment and facilities.* Includes solar panels, or solar generating photovoltaic panels at a size and scale suitable for commercial, industrial, and residential buildings. Solar farms, or solar

photovoltaic power plants, include utility-scale solar energy projects selling power to a utility, with ground-mounted photovoltaic panels, and has a capacity of one megawatt or more.

*Specialty food store.* A retail store specializing in a specific type or class of foods such as a candy store, gourmet food store or a meat market.

*Specialty retail store.* A retail store specializing in a specific type of merchandise such as imported jewelry or clothing.

*Specific plan.* A plan for a defined area that is consistent with the General Plan and with the provisions of the California Government Code, Section 65450 et seq.

*State.* The State of California.

*Story.* That portion of a building included between the upper surface of any floor and the upper surface of the floor next above, except that the topmost story shall be that portion of a building included between the upper surface of the topmost floor and the roof above.

*Street.* A public or private thoroughfare which affords the principal means of access to adjacent property, including avenue, place, way, drive, lane, boulevard, road, and any other thoroughfare except an alley or street as defined in this section.

*Street line.* The boundary between a street right-of-way and property.

*Structural alteration.* Any change of the supporting members of a building, such as bearing walls, columns, beams or girders, floor joists, ceiling joists, roof rafters, or structural connectors.

*Structure.*

*Accessory structure.* A subordinate structure, the use of which is incidental to that of the main structure on the same lot.

*Permanent structure.* Anything constructed or erected which requires a fixed location on the ground, or is attached to a building or other structure having fixed location on the ground.

*Primary structure (main structure).* A structure housing the principal use of a site or functioning as the principal use.

*Temporary structure.* A structure without any foundation or footings and which is intended to be removed when the designated time period, activity, or use for which the temporary structure was erected has ceased.

*Successor agency.* Beginning on June 29, 2011, the City of Coalinga acts as the successor agency to the Redevelopment Agency of the City of Coalinga, pursuant to the provisions of Health and Safety Code section 34177, et seq.

*Supportive Housing.* See transitional and supportive housing.

*Swap meet.* Any indoor or outdoor place, in an approved location, or for an approved activity where new or used goods or secondhand personal property is offered for sale or exchange to the general public by individual licensed vendors, usually in compartmentalized spaces. The term swap meet is interchangeable with and applicable to: flea markets, auctions, open air markets, farmers' markets, or other similarly named or labeled activities; but the term does not include supermarket or department store retail operations. See Section 9-5.124, Swap Meets.

*Swimming pool.* A pool, pond, lake, or open tank or basin capable of containing water to a depth greater than one and one-half (1.5) feet at any point, and for the specific purpose of swimming in.

*Tandem parking.* Two (2) or more automobiles are parked on a driveway or in any other location on a lot, lined up behind one (1) another. An arrangement of parking spaces such that one or more spaces must be driven across in order to access another space or spaces.

*Telecommunication facilities.* Please also see Section 9-5.125, Telecommunications Facilities.

*Antenna and transmission towers.* Broadcasting and other communication services accomplished through electronic or telephonic mechanisms, as well as structures designed to support one or more reception/transmission systems. Examples of transmission towers include, but shall not be limited to, radio towers, television towers, telephone exchange/microwave relay towers, and cellular telephone transmission/personal communications systems towers. Examples of antennas include any system of wires, poles, rods, reflecting discs, or similar devices used for the transmission or receiving of electromagnetic radio frequency waves.

*Amateur radio antenna.* Any antenna used to receive or transmit radio signals on the amateur radio bandwidth, as designated by federal regulations.

*Camouflage.* To disguise a wireless facility by incorporating it into the architectural design of a building or structure or by utilizing design and siting techniques that disguise the wireless facility as a structure or object other than a wireless facility, which is either already present in the area or blends in with the existing environment. Examples of camouflage techniques include, but are not limited to, trees, clock towers, bell steeples, light poles and flag poles. The use of mono-pines shall not be considered appropriate camouflage unless integrated into the surrounding landscape with the use of live trees, new or existing structures or other design features.

*Co-location.* The location of two (2) or more wireless communication facilities on a single support structure or otherwise sharing a common location. For the purposes of this title, collocation shall also include the location of wireless communication facilities with other facilities such as water tanks, light standards, and other utility facilities and structures.

*Communication tower.* Any structure that is used to transmit or receive electromagnetic radio frequency waves or that supports such a device.

*Facilities within buildings.* Includes radio, television, or recording studios; telephone switching centers, and call centers; excludes antennae and transmission towers.

*Ground-mounted.* A facility that is fully or partially supported by a platform, framework, pole, or other structural system that is affixed to or placed directly on or in the ground.

*Monopole.* A facility that consists of a single pole structure erected on the ground to support wireless communication antennas and connecting appurtenances.

*Wireless telecommunication facility.* A facility containing communication towers and/or antennas and any related equipment for the purpose of transmitting or receiving electromagnetic radio frequency waves.

*Temporary uses.* The following terms are related to Section 9-5.126, Temporary Uses.

*Garage sales.* The sale or offering for sale to the general public of over five (5) items of personal property on a portion of a lot in a Residential Zoning District, whether inside or outside any building.

*Model homes.* A dwelling built in a subdivision development to allow potential home buyers to view a sample finished product before other homes in the development are completed.

*Outdoor sales, temporary and seasonal.* The sale or offering for sale to the general public of merchandise outside of a permanent structure on property owned or leased by the person, firm, or corporation. These sales are of a limited duration and conducted on an occasional basis, and are secondary or incidental to the principal permitted use or structure existing on the property.

*Theater.* A building or part of a building which is used for the commercial showing of films or presentation of live entertainment.

*Thrift shop.* A shop operated by a charitable organization which sells donated used merchandise.

*Tobacco bars.* See smoking establishments.

*Townhouse.* See condominium.

*Trailer court.* See mobile home park.

*Transient.* When used to define living accommodations, describes such accommodations when customarily used or furnished for a period of forty-eight (48) hours or less but in no event longer than 30 days.

*Transitional and supportive housing.* Transitional housing and supportive housing are permitted as a residential use and only subject to those restrictions that apply to other residential dwellings of the same type in the same zone, per Government Code Section 65583(a)(5).

*Transitional housing.* Buildings configured as rental housing developments and operating under program requirements that require the termination of assistance and recirculating of the assisted unit to another eligible program recipient at a predetermined future point in time that shall be no less than six (6) months from the beginning of the assistance.

*Supportive housing.* Housing with no limit on length of stay, occupied by the target population and linked to an onsite or offsite services that assists the supportive housing resident in retaining the housing, improving his or her health status, and maximizing his or her ability to live, and when possible, work in the community.

*Target population.* Persons with low incomes who have one or more disabilities, including mental illness, HIV or AIDS, substance abuse, or other chronic health condition, or individuals eligible for services provided pursuant to the Lanterman Developmental Disabilities Services Act (Division 4.5 (commencing with Section 4500) of the Welfare and Institutions Code) and may include, among other populations, adults, emancipated minors, families with children, elderly persons, young adults aging out of the foster care system, individuals exiting from institutional settings, veterans, and homeless people. (Government Code Section 65582(g))

*Transportation passenger terminals.* Facilities for passenger transportation operations. This classification includes rail stations, bus terminals, and scenic and sightseeing facilities, but does not include airports or heliports.

*Truck stop.* Any building, premises or land in which or upon which a business, service, or industry involving the maintenance, servicing, storage or repair of commercial vehicles is conducted or rendered including the dispensing of fuel, and the sale of accessories or equipment for trucks and similar commercial vehicles. A truck stop also may include overnight accommodations and restaurants primarily for the use of truck drivers.

*Truck terminal.* A facility used for the maintenance and short-term storage of trucks, or the loading and exchange of cargo.

*Unit.* See dwelling unit.

*Use.* The purpose for which a site or structure is arranged, designed, intended, constructed, erected, moved, altered, or enlarged for which either a site or a structure is or may be occupied or maintained.

*Use, accessory.* A use that is customarily associated with, and is incidental and subordinate to, the principal use and located on the same lot as the principal use.

*Use, primary.* A primary or dominant use established, or proposed to be established, on a lot.

*Use, nonconforming.* See nonconforming use.

*Utilities.* Sewer, gas, electrical, and water systems located and constructed for the purpose of supporting development. Includes major utilities such as plants, stations and facilities for power generation, transfer, materials recovery, treatment of solid waste and wastewater. Also includes minor utilities such as electrical distribution lines, underground water and sewer lines.

*Utilities, major.* Generating plants, electric substations, solid waste collection, including transfer stations and materials recovery (recycling processing) facilities, solid waste treatment and disposal, water or wastewater treatment plants, and similar facilities of public agencies or public utilities.

*Utilities, minor.* Facilities necessary to support established uses involving only minor structures, such as electrical distribution lines, and underground water and sewer lines.

*Variance.* Permission to depart from the requirements of this title. See Chapter 6, Article 7, Variances.

*Variety store.* A retail establishment that sells various household items.

*Vehicle.* A device by which any person or property may be propelled, moved or drawn upon a street, except a device moved by human power or used exclusively upon stationary rails or tracks.

*Vehicle storage.* Parking or placing any motor vehicle for a period in excess of three (3) consecutive days, or six (6) days in any calendar year.

*Veterinary hospital or clinic.* A completely enclosed building designed, arranged and intended to be used for the medical treatment and care incidental thereto of animals.

*Vibration.* A periodic motion of the particles of an elastic body or medium in alternately opposite directions from the position of equilibrium.

*Visible.* Capable of being seen (whether or not legible) by a person of normal height and visual acuity walking or driving on a public road.

*Visitor accommodations.* An establishment offering lodging to travelers. See hotels and motels.

*Very low-income household.* A household whose income does not exceed the very low-income limits applicable to Los Angeles County, as published and periodically updated by the State Department of Housing and Community Development pursuant to Health and Safety Code Section 50105.

*Weekday.* Any day, Monday through Friday, that is not a federal, state, or local holiday.

*Wall.* A structural device forming a physical barrier or restraining soil, and supported by a continuous foundation. This definition includes both exterior and interior walls.

*Warehousing and storage.* Storage and distribution facilities without sales to the public on-site or direct public access.

*Chemical, mineral, and explosives storage.* Storage of hazardous materials including but not limited to: bottled gas, chemicals, minerals and ores, petroleum or petroleum-based fuels, fireworks, and explosives.

*Indoor warehousing and storage.* The storage of general merchandise or refrigerated goods within enclosed buildings. Establishments in this classification provide facilities to store commercial goods, but do not sell the goods they handle. They may provide a range of services related to the distribution of goods, including labeling, breaking bulk, inventory control and management, order entry and fulfillment, price marking and ticketing, and transportation arrangement. However, they always provide warehousing or storage in addition to any logistics services.

*Outdoor storage.* Storage of vehicles or commercial goods in open lots as a primary use.

*Personal storage.* Facilities offering storage for individual use, including mini-warehouses and mini-storage.

*Wholesaling and distribution.* Indoor storage and sale of goods to other firms for resale; storage of goods for transfer to retail outlets of the same firm; or storage and sale of materials and supplies used in production or operation, including janitorial and restaurant supplies. Wholesalers are primarily engaged in business-to-business sales, but may sell to individual consumers through mail or internet orders. They normally operate from a warehouse or office.

*Wireless communication tower.* A communication tower used for the transmission of digitized wireless transmissions.

*Yard.* An open space on a lot that is unoccupied and unobstructed from the ground upward, except as otherwise permitted in this title.

*Yard, front.* A yard extending across the entire front of the lot between the side lot lines and measured from the front line of the lot to the nearest permitted line of the building; provided however, that if any official plan line has been established for the street upon which the lot faces, the front yard measurements shall be taken from such official plan line to the nearest permitted line of the building.



*Yard, rear.* A yard extending across the full width of the lot and measured between the rear lot and the nearest line of the main building.

*Yard, side.* A yard between the side line of the lot and the nearest line of the building and extending from the front line of the lot to the rear yard. A street side yard shares a property line with a street right-of-way.

*Zoning Administrator.* The Community Development Director of the City of Coalinga, or his or her designee.

*Zoning District.* A specifically delineated area or district in the city within which regulations and requirements uniformly govern the use, placement, spacing, and size of land and buildings.

## **CHAPTER 2. BASE ZONING DISTRICTS**

### **Article 1. Open Space/Conservation and Agriculture Districts**

#### **Sec. 9-2.102. Land use regulations.**

- (a) Table 2.1 below prescribes the land use regulations for "Agriculture" and "Open Space/Conservation" Districts. The regulations for each district are established by letter designations as follows:
- (1) "Yes" designates permitted uses.
  - (2) "CUP" designates use classifications that may be permitted after review and approval of a Conditional Use Permit by the Planning Commission.
  - (3) "(#)" numbers in parentheses refer to specific limitations listed at the end of the table.
  - (4) "No" designates uses that are not permitted.
- (b) Land use classifications are defined in Chapter 1 Article 2 "Definitions". In cases where a proposed specific land use or activity is not defined, an application shall be made to the Community Development Director, and the Planning Commission shall approve or deny the assignment of the proposed land use or activity to a classification that is substantially similar in character. Use classifications and subclassifications not listed in the table or not found to be substantially similar to the uses below are prohibited. The table also notes additional use regulations that apply to various uses. Section numbers in the right hand column refer to other sections of this title.

Table 2.1: Land Use Regulations - Open Space/Conservation and Agriculture Districts			
Use Classifications	OS	AG	Additional Notes and Regulations
Residential Uses			
Single Family Dwelling	See subclassifications below		
Detached	CUP	Yes	
Family Day Care Home	See subclassifications below		
Small	No	Yes	
Group Home	No	Yes	(AG)Limited to housing for farmworkers and farm stays. Limited to no more than six rooms in a dwelling, rented to not more than a total of six persons, and meals are

			not provided to more than six boarders.
Residential Care Facilities, six persons or less	<del>No</del> CUP	Yes	<a href="#">Section 9-5.120. Licensed Residential Care Facilities</a>
Transitional and Supportive Housing	CUP	Yes	Section 9-5.127, Transitional and Supportive Housing
<a href="#">Employee Housing (Six Persons or Less)</a>	CUP	<a href="#">Yes</a>	<a href="#">Section 9-5.131, Employee Housing</a>
<a href="#">Employee Housing (Serving Group Quarters)</a>	<a href="#">Yes</a>	<a href="#">Yes</a>	<a href="#">Section 9-5.131, Employee Housing</a>
Public and Semi-Public Uses			
Religious Facilities	No	CUP	
Recreation Areas	CUP	Yes	Recreation areas include parks, playgrounds and related buildings; pedestrian, equestrian and bike and other trails.
Preservation of Natural Resources	Yes	Yes	Preservation of natural resources includes preservation of plant and animal life; ecological and scientific study; flood control channels, spreading grounds and settling basins; rivers, streams, lakes and watershed.
Golf Courses and Country Clubs	CUP	No	
Commercial Uses			
Ancillary Commercial Uses	Yes	Yes	(OS) Ancillary commercial uses in the Open Space District are limited to those related to and under the regulation of park of City, County, State or Federal recreation agencies; equestrian boarding and training. (AG) Ancillary commercial uses in the Agriculture District are limited to those secondary to the primary land use.
Transportation, Communication, and Utilities Uses			
Communication Facilities	See subclassifications below		

New Antenna and Transmission Facilities	CUP	CUP	Section 9-5.125, Telecommunications Facilities
Modifications to existing Antenna and Transmission Facilities	Yes	Yes	
Utilities	CUP	Yes	Utilities shall not cause significant adverse environmental impacts, and may be required to be undergrounded.
Agricultural and Extractive Uses			
Animal Raising for commercial purposes	No	Yes(1)	Section 9-5.104, Animal Keeping
Crop Cultivation	CUP	Yes	
Mushroom Farm	CUP	CUP	
Resource Extraction activities; Mining and Quarrying	CUP	CUP	Only in areas designated as Resource Extraction Overlay in the General Plan, and as outlined in Chapter 3, Article 6.
Other Applicable Types			
Preservation of Natural Resources	Yes	Yes	Only in areas designated as Resource Extraction Overlay in the General Plan, and as outlined in Chapter 3, Article 6.
Accessory Uses and Structures, excluding Second Dwelling Units	CUP	Yes	Section 9-5.101, Accessory Uses and Structures
Animal Keeping for domestic purposes (2)	CUP	Yes	Section 9-5.104, Animal Keeping and Raising
Caretaker Unit	CUP	Yes	For agricultural employees, when located on farms or ranches containing not less than ten (10) acres.
Home Occupations	CUP	Yes	Section 9-5.113, Home Occupations
<del>Accessory Dwelling Units/Junior Accessory Dwelling Unit Second Dwelling Unit</del>	<del>YesCUP</del>	Yes	Section 9-5.121, <del>Accessory Dwelling Units/Junior Accessory Dwelling Unit Second Dwelling Units</del>
Solar Farms	No	Yes	Section 9-5.123, Solar Power generating facilities
Nonconforming Use	Chapter 6, Article 2, Non-Conforming Uses and Structures		
Temporary Use	Section 9-5.126, Temporary Uses		

Specific Limitations:

1. Includes the raising of livestock, poultry and fish.
2. A CUP is required for commercial animal raising within 300 feet of Residential Districts.

### Sec. 9-2.103. Development regulations.

- (a) *Base development regulations.* Table 2.2 prescribes the development standards for "Agriculture" and "Open Space/Conservation" Districts. Additional regulations are denoted in the right hand column. Section numbers in this column refer to other sections of this title, while individual letters refer to subsections that directly follow the table.

Table 2.2: Development Standards - Open Space/Conservation and Agriculture Districts			
Use Classifications	OS	AG	Additional Notes and Regulations
Lot and Density Standards			
Minimum Lot Area (acres)	No requirement	<u>18</u> <del>20</del> acres	Section 9-4.103, Measuring Lot Width and Depth
Minimum Lot Width (ft.)	No requirement		
Minimum Lot Depth (ft.)	No requirement		
Maximum Density (dwelling units/acre)	N/A	1 dwelling unit per <u>18</u> <del>20</del> acres	
Building Form and Location			
Maximum Height (ft.)	15 ft.	35 ft.	Section 9-4.205, Heights and Height Exceptions
Minimum Yards (ft.)			Section 9-4.103, Measuring Setbacks Section 9-4.201, Building Projections Into Yards
Front	35 ft. from right-of-way or 65 ft. from center of right-of-way, whichever is greater		
Interior Side	20 ft.		
Street Side	35 ft.		
Rear	20 ft.		
Maximum Building Coverage (% of lot)	5%	No requirement	Section 9-4.102, Determining Lot Area and Coverage
<u>Accessory Dwelling Unit Side (ft.)</u>	<u>4 ft.</u>	<u>4 ft.</u>	<u>Section 9-5.121, Accessory Dwelling Units/Junior Accessory Dwelling Unit</u>

## Article 2. Residential Districts

### Sec. 9-2.202. Land use regulations.

- (a) Table 2.3 below prescribes the land use regulations for "Residential" Districts. The regulations for each district are established by letter designations as follows:
- (1) "Yes" designates permitted uses.

- (2) "CUP" designates use classifications that are permitted after review and approval of a Conditional Use Permit by the Planning Commission.
- (3) "(#)" numbers in parentheses refer to specific limitations listed at the end of the table.
- (4) "No" designates uses that are not permitted.
- (b) Land use classifications are defined in Chapter 1, Article 2 Definitions. In cases where a proposed specific land use or activity is not defined, an application shall be made to the Community Development Department, and the Planning Commission shall approve or deny the assignment of the proposed land use or activity to a classification that is substantially similar in character. Use classifications and subclassifications not listed in the table or not found to be substantially similar to the uses below are prohibited. The table also notes additional use regulations that apply to various uses. Section numbers in the right hand column refer to other sections of this title.

Table 2.3: Land Use Regulations - Residential Districts							
Use Classifications	RR	RE	RSF	RT	RMD	RHD	Additional Notes and Regulations
Residential Uses							
Single Family Dwelling	See subclassifications below						
Attached	No	No	No	Yes	Yes	Yes	
Detached	Yes	Yes	Yes	Yes	Yes	Yes	
Multiple Residence	No	No	No	No	Yes	Yes	
<u>Accessory Dwelling Units</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Section 9-5.121, Accessory Dwelling Units</u>
Family Day Care Home	See subclassifications below						
Small	Yes	Yes	Yes	Yes	Yes	Yes	
Large	Yes	Yes	Yes	Yes	Yes	Yes	Section 9-5.110, Family Day Care Home
<u>Licensed, Residential Care Facility (six or less persons)</u>	Yes	Yes	Yes	Yes	Yes	Yes	
<u>Licensed, Large Residential Care Facilities (seven or</u>	<u>CUP</u> <del>No</del>	<u>CUP</u> <del>No</del>	<u>CUP</u> <del>No</del>	CUP	CUP	CUP	<u>Section 9-5.120, Licensed Residential Care Facilities</u>

more persons)							
<u>Unlicensed Residential Care Facility</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	
Group Home	See subclassifications below.						
Six or fewer residents	No	No	No	No	Yes	Yes	
Seven or more residents	No	No	No	No	CUP	CUP	
Mobile Home Parks	No	No	CUP	CUP	CUP	CUP	Section 9-5.115, Mobile Home Parks. Limited to sites with a minimum gross site area of ten (10) acres.
Single Room Occupancy Facilities	No	No	No	No	No	CUP	Section 9-5.122, Single Room Occupancy Facilities
Transitional and Supportive Housing	Yes	Yes	Yes	Yes	Yes	Yes	Section 9-5.127, Transitional and Supportive Housing
<u>Employee Housing, Six Persons or Less</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>	<u>Section 9-5.131, Employee Housing</u>
Public and Semi-Public Uses							
Clubs and Lodges	No	No	No	No	No	CUP	Section 9-5.103, Alcoholic Beverage Sales
Cultural Institutions	No	No	No	No	CUP	CUP	

Community Center	CUP	CUP	CUP	CUP	Yes	Yes	
Elderly and Long-term Care	No	No	No	No	CUP	Yes	
Hospitals and Clinics	No	No	No	No	CUP	CUP	Limited to 2,500 square feet in size.
Park and Recreation Facilities, Public	Yes	Yes	Yes	Yes	Yes	Yes	
Religious Facilities	CUP	CUP	CUP	CUP	CUP	CUP	
<del>Residential Care Facilities, General</del>	<del>No</del>	<del>No</del>	<del>No</del>	<del>CUP</del>	<del>CUP</del>	<del>CUP</del>	<del>Section 9-5.120, Residential Care Facilities</del>
Schools, Public or Private	CUP	CUP	CUP	Yes	Yes	Yes	
Emergency Shelters	No	No	No	No	No	<del>Yes</del> CUP	Section 9-5.109, Emergency Shelters
Commercial Uses							
Eating and Drinking Establishments	See subclassifications below						
Coffee Shops/Cafes	No	No	No	No	No	CUP(1)	See Footnote
Restaurants	No	No	No	No	No	CUP(1)	Section 9-5.103, Alcoholic Beverage Sales
Transportation, Communication, and Utilities Uses							
Telecommunications Facilities	See subclassifications below						
New Antenna and Transmission Facilities	No	No	No	No	CUP	CUP	Section 9-5.125, Telecommunications Facilities







Interior Side	5 ft.	5 ft.	5 ft.	5 ft.	5 ft.	5 ft.	4, Article 1, Measurements and Determinations, and Section 9-4.201, Building Projections Into Yards
Street Side	10 ft.	10 ft.	10 ft.	8 ft.	10 ft.	10 ft.	
Rear	20 ft.	15 ft.	15 ft.	15 ft.	15 ft.	15 ft.	
<u>Accessory Dwelling Unit Side</u> <u>Second Dwelling Unit Side</u>	<u>5-4</u> ft.	<u>5-4</u> ft.	<u>5-4</u> ft.	<u>5-4</u> ft.	<u>5-4</u> ft.	<u>5-4</u> ft.	Section 9-5.121, <u>Accessory Dwelling Units/Junior Dwelling Unit</u>
<u>Accessory Dwelling Unit Rear</u> <u>Second Dwelling Unit Rear</u>	<u>5-4</u> ft.	<u>5-4</u> ft.	<u>5-4</u> ft.	<u>5-4</u> ft.	<u>5-4</u> ft.	<u>5-4</u> ft.	<u>Unit Second Dwelling Units</u>
Maximum Building Coverage (% of lot)	n/a	35 %	45 %	50 %	50 %	60 %	
Minimum Courtyard Dimension	n/a	n/a	n/a	20 ft.	20 ft.	20 ft.	
Additional Standards							
Private Open Space (sq. ft. per unit)	n/a	n/a	n/a	100 sq. ft./unit	75 sq. ft./unit	50 sq. ft./unit	Section 9-2.203(c)(4), Open Space and Pedestrian Connections, and Section 9-2.203(c)(5), Minimum Courtyard Dimensions
Common Open Space (sq. ft. per unit)	n/a	n/a	n/a	n/a	100 sq. ft./unit	100 sq. ft./unit	

### Article 3. Commercial and Mixed-Use Districts

#### Sec. 9-2.302. Land use regulations.

- (a) Table 2.5 below prescribes the land use regulations for "Commercial" Districts. The regulations for each district are established by letter designations as follows:

- (1) "Yes" designates permitted uses.
  - (2) "CUP" designates use classifications that are permitted after review and approval of a Conditional Use Permit by the Planning Commission.
  - (3) "(#)" numbers in parentheses refer to specific limitations listed at the end of the table.
  - (4) "No" designates uses that are not permitted.
- (b) Land use classifications are defined in Chapter 1, Article 2 "Definitions" of this title. In cases where a proposed specific land use or activity is not defined, an application shall be made to the Community Development Director, and the Planning Commission shall approve or deny the assignment of the proposed land use or activity to a classification that is substantially similar in character. Use classifications and subclassifications not listed in the table or not found to be substantially similar to the uses below are prohibited. The table also notes additional use regulations that apply to various uses. Section numbers in the right hand column refer to other sections of this chapter.

Table 2.5: Land Use Regulations - Commercial Districts					
Use Classifications	CG	CR	CS	MX	Additional Regulations
Residential Uses					
Multiple Residences	No	No	No	Yes	Residential uses are allowed as a secondary use to a primary commercial use in the MX District. See Section 9-2.30(c) of this article for residential standards in the MX District.  <a href="#">Section 9-5.120, Residential Care Facilities</a>
<a href="#">Accessory Dwelling Units/Junior Accessory Dwelling Unit</a>	<a href="#">No</a>	<a href="#">No</a>	<a href="#">No</a>	<a href="#">Yes</a>	
Group Home	See subclassifications below				
Six or fewer residents				Yes	
Seven or more residents				CUP	
Residential Care Facilities, Limited	No	No	No	Yes	
Single Room Occupancy Facilities	CUP	No	No	No	
Transitional and Supportive Housing	No	No	No	Yes	Residential uses are allowed as a secondary use to a primary commercial use in the MX District. See Section 9-2.30(c) of this article for residential standards in the MX District.

					See Section 9-5.127, Transitional and Supportive Housing
Emergency Shelters	Yes	No	Yes	Yes	Section 9-5.109, Emergency Shelters
<a href="#">Low Barrier Navigation Centers</a>	<a href="#">No</a>	<a href="#">No</a>	<a href="#">No</a>	<a href="#">Yes</a>	
<a href="#">Employee Housing, group quarters</a>					<a href="#">Section 9-5.131, Employee Housing</a>
Public and Semi-Public Uses					
Clubs and Lodges	No	No	Yes	Yes	Section 9-5.103, Alcoholic Beverage Sales
Colleges and Trade Schools, Public or Private	No	No	CUP	CUP	
Community Centers	Yes	No	No	Yes	
Cultural Institutions	CUP	No	CUP	CUP	
Family Day Care Homes	Yes	No	No	Yes	
Hospitals and Clinics	Yes	No	CUP	Yes	(CG, MX) Limited to establishments with a gross floor area of 5,000 square feet or less.
Instructional Services	Yes	No	Yes	Yes	
Park and Recreation Facilities, Public	Yes	Yes	Yes	Yes	
Religious Facilities	CUP	CUP	CUP	CUP	
Residential Care Facilities, General	Yes	No	No	Yes	Section 9-5.120, Residential Care Facilities
Schools, Public or Private	NO	NO	NO	CUP	(MX) Provided that such use shall be at least 1,800 feet from any MBL or MBH Zoning Designation.

Commercial Uses					
Adult-oriented Businesses	No	No	No	No	
Aircraft Sales, Services, Storage	No	No	No	No	
Animal Care, Sales and Services	See subclassifications below.				
Kennels	CUP	No	CUP	CUP	(CG,CS) Provided that such use shall be completely enclosed in a building of soundproof construction.
Pet Stores	CUP	Yes	CUP	CUP	
Veterinary Services	CUP	Yes	CUP	CUP	Provided that such use shall be completely enclosed in a building of soundproof construction
Artists' Studios	Yes	No	Yes	Yes	
Automobile/Vehicle Sales and Services	See subclassifications below.				
Automobile/Vehicle Rentals	No	Yes	Yes	No	
Automobile/Vehicle Sales and Leasing	No	CUP	Yes	No	
Automobile/Vehicle Repair, Major	No	No	CUP	No	Section 9-5.106, Automobile/Vehicle Service and Repair, Major and Minor
Automobile/Vehicle Repair, Minor	No	Yes	Yes	No	Section 9-5.106, Automobile/Vehicle Service and Repair, Major and Minor
Automobile/Vehicle Washing	No	CUP	CUP	No	Section 9-5.107, Auto Service

					Stations and Car Washing
Large Vehicle and Equipment Sales, Service and Rental	No	No	CUP (1)	No	See footnotes
Service Stations	CUP (7)	CUP	CUP	CUP	Section 9-5.107, Auto Service Stations and Car Washing; (CG) Limited to establishments with a gross floor area of 5,000 square feet or less.
Banks and Financial Institutions	See subclassifications below.				
Banks and Credit Unions	Yes(2)	Yes	Yes	Yes	See footnotes
Check Cashing Businesses	Yes (2)	Yes (2)	Yes (2)	Yes (2)	See footnotes
Building Materials and Services	No	Yes	CUP	CUP	(CR, CS, MX) Bulk storage of sand, gravel or cement is not allowed.
Business Services	Yes	Yes	Yes	Yes	(CG,MX) Limited to establishments with a gross floor area of 5,000 square feet or less. Wholesale services are not allowed.
Commercial Entertainment and Recreation	See subclassifications below				
Large-scale Cinema Theaters (over 300 seats)	Yes	Yes	Yes	No	(CS)Drive-ins and outdoor movie theaters are prohibited.
Small-scale Cinema Theaters (300 seats and under)	No	Yes	Yes	CUP	

Eating and Drinking Establishments	See subclassifications below				
Bars/Night Clubs/Lounges	CUP	CUP	CUP	CUP	Section 9-5.103, Alcoholic Beverage Sales
Coffee Shops/Cafes	Yes	Yes	Yes	Yes	(CG) Drive-through facilities are prohibited.
Restaurants, equal to or less than 3,000 square feet	Yes	Yes	Yes	Yes	Section 9-5.103, Alcoholic Beverage Sales. (CG) Drive-through facilities are prohibited.
Restaurants, greater than 3,000 square feet	CUP	Yes	Yes	Yes	Section 9-5.103, Alcoholic Beverage Sales (CG) Drive-through facilities are prohibited.
Food and Beverage Retail Sales	Yes	Yes	Yes	Yes	Section 9-5.103, Alcoholic Beverage Sales. (CG) Limited to establishments with a gross floor area less than 40,000 square feet. (MX) General offices shall not be located on the ground floor if located in a building of two or more stories.
Dry Cleaning Agency	Yes	Yes	Yes	Yes	
Retail Drycleaner	CUP	CUP	CUP	CUP	Exhaust fan or ventilation to be located within 12' of the drycleaning machine
Funeral Parlors and Mortuaries	Yes	No	Yes	No	

Hotels and Motels	CUP	Yes	CUP	CUP	
Light Fleet Based Services	No	No	Yes	No	
Maintenance and Repair Services	Yes	Yes	Yes	Yes	Limited to establishments with a gross floor area less than 1,500 square feet. Outdoor work and outdoor storage is prohibited.
Nurseries and Garden Centers	Yes	Yes	Yes	Yes	
Offices	See subclassifications below				
General Offices	Yes	CUP	Yes	Yes	
Walk-in Clientele	Yes	CUP	Yes	Yes	
Parking, Public or Private	Yes	Yes	Yes	Yes	(CG, MX) Limited to parking areas for exclusive use of occupants, employees and patrons of the uses, buildings, stores, and businesses located in that zone.
Personal Services	Yes	Yes	Yes	Yes	
Retail Sales	See subclassifications below				
Less than 10,000 square feet per business	Yes	Yes	Yes	Yes	
10,000 to 50,000 square feet per business	CUP	Yes	Yes	CUP	
More than 50,000 square feet per business	No	CUP	CUP	No	
Retail Sales, Cannabis	CUP (4), (5)	NO	CUP (4), (5)	NO	Section 9-5.129, Cannabis Retail



					Facilities No more than two (2) permitted Retail Cannabis Operations.
Smoking Establishments	See subclassifications below.				
Tobacco Bars	CUP	CUP	CUP	CUP	Shall not be located within 300 feet of any Residential district, any educational, religious, or cultural institution.
Smoke Shops	Yes	Yes	Yes	Yes	Location. Such establishment shall be located a minimum of 500 feet from any other such establishment or any educational, religious, or cultural institution or public parks.
Swap Meets	No	CUP	CUP	No	Section 9-5.124, Swap Meets
Wholesaling and Distribution	No	No	Yes	No	
Industrial Uses					
Construction and Material Yards	No	No	CUP	No	Section 9-4.208, Outdoor Storage
Freight/Truck Terminals and Warehouses	No	No	CUP	No	
Handicraft/Cust om Manufacturing	No	Yes	Yes	No	(CR) Limited to establishments with a gross floor area less than 2,000 square feet.
Industry, Limited	No	No	Yes	No	
Recycling Facilities	See subclassifications below.				

Reverse Vending Machine	Yes	Yes	Yes	Yes	
Recycling Collection Facility	No	No	CUP	No	Section 9-5.119, Recycling Facilities
Recycling Processing Facility	No	No	No	No	Section 9-5.119, Recycling Facilities
Unattended Collection Boxes	CUP	CUP	CUP	CUP	Section 9-5.119, Recycling Facilities
Warehousing and Storage	See subclassifications below.				
Chemical, Mineral, and Explosives Storage	No	CUP	CUP	No	(CR) Limited to liquefied petroleum gas storage and sale when incidental to a permitted use.
Indoor Warehousing and Storage	No	No	Yes	No	
Outdoor Storage	No	No	CUP	No	Section 9-4.208, Outdoor Storage. (CS) Outdoor storage shall be incidental to a primary use, limited to 6,000 square feet and completely screened from public view by a six-foot high solid fence.
Personal Storage	No	No	CUP	No	Section 9-5.118, Personal Storage Facilities
Telecommunication Facilities	See subclassifications below.				
Modifications to existing Antenna and Transmission Facilities	Yes	Yes	Yes	Yes	Section 9-5.125, Telecommunication Facilities
New Antenna and	CUP	CUP	CUP	CUP	Section 9-5.125, Telecommunication Facilities

Transmission Facilities					
Facilities within Buildings	Yes	No	Yes (6)	Yes	Section 9-5.125, Telecommunication Facilities.
Transportation Passenger Terminals	No	Yes	Yes	No	
Utilities, Major	No	No	No	No	
Utilities, Minor	Yes	Yes	Yes	Yes	
Other Applicable Types					
Accessory Uses and Structures	Yes	Yes	Yes	Yes	Section 9-5.101, Accessory Uses and Structures
Animal Keeping	No	No	No	Yes	Section 9-5.103, Animal Keeping
Caretaker Unit	No	Yes	Yes	No	(CR, CS) Limited to one dwelling for a caretaker or watchman and his or her immediate family, necessary and incidental to a use located in such zone.
Home Occupations	No	No	No	Yes	Section 9-5.113, Home Occupations
Nonconforming Use	Chapter 6, Article 2, Nonconforming Uses, Structures, and Lots				
Temporary Uses	See subclassifications below				
Seasonal Outdoor Sales from three to seven days (21)	Temporary Use Permits required				Section 9-5.126, Temporary Uses
Long Term Special Events and Sales lasting eight days to three months					
All other types of temporary uses					
Specific Limitations: 1. Equipment service areas shall be screened by a solid wall eight (8) feet in height, or a dense landscaping screen, having a minimum depth of five (5) feet and a minimum height of six (6) feet within five (5) years of planting. 2. Limited to establishments with a gross floor area less than 2,500 square feet, located on a collector or					

higher classification street, and at least 1,000 linear feet from any other check cashing business.

3. Conditional Use Permit approval is required for office, business, or professional uses greater than 5,000 square feet in size per lot or integrated commercial development.

4. Microbusinesses are not allowed in any commercial zones.

5. Onsite consumption permitted (café/lounge) — Section 9-5.129(m).

6. Permitted so long as a central office (general office) is located on the premises for public access.

7. Washing Facilities shall be permitted ancillary (accessory) to a Service Station that is the primary use.

## *Article 4. Manufacturing/Business Districts*

### **Sec. 9-2.402. Land use regulations.**

(a) Table 2.7 below prescribes the land use regulations for "Commercial" Districts. The regulations for each district are established by letter designations as follows:

(1) "Yes" designates permitted uses.

(2) "CUP" designates use classifications that are permitted after review and approval of a Conditional Use Permit by the Planning Commission.

(3) "(#)" numbers in parentheses refer to specific limitations listed at the end of the table.

(4) "No" designates uses that are not permitted.

(b) Land use classifications are defined in Chapter 1, Article 2 "Definitions" of this title. In cases where a proposed specific land use or activity is not defined, an application shall be made to the Community Development Director, and the Planning Commission shall approve or deny the assignment of the proposed land use or activity to a classification that is substantially similar in character. Use classifications and subclassifications not listed in the table or not found to be substantially similar to the uses below are prohibited. The table also notes additional use regulations that apply to various uses. Section numbers in the right hand column refer to other sections of this chapter.

Table 2.7: Land Use Regulations - Manufacturing/Business Districts			
Use Classifications	MBL	MBH	Additional Regulations
Public and Semi-Public Uses			
Cultural Institutions	Yes	No	
Instructional Services	Yes	No	
Schools, Public or Private	Yes	No	
Commercial Uses			
Adult Oriented Businesses	Yes(1)	No	Section 9-5.102, Adult Oriented Businesses
Aircraft Sales, Services, Storage	No	Yes	
Animal Care, Sales and Services	See subclassifications below		
Kennels	CUP	CUP	
Veterinary Services	Yes	Yes	
Automobile/Vehicle Sales and Services	See subclassifications below		
Automobile/Vehicle Repair, Major	Yes	Yes	Section 9-5.106, Automobile/Vehicle

			Service and Repair, Major and Minor
Automobile/Vehicle Repair, Minor	Yes	Yes	Section 9-5.106, Automobile/Vehicle Service and Repair, Major and Minor
Automobile/Vehicle Washing	Yes	Yes	Section 9-5.107, Auto Service Stations and Car Washing
Large Vehicle and Equipment Sales, Service and Rental	CUP	Yes	
Towing and Impound	CUP	Yes	
Banks and Financial Institutions	See subclassifications below		
Banks and Credit Unions	Yes	No	
Check Cashing Businesses	Yes	No	
Building Materials and Services	Yes	Yes	
Business Services	Yes	Yes	Permitted only as an accessory use to a principal manufacturing or business use, and limited to establishments with a gross floor area less than 5,000 square feet in size.
Eating and Drinking Establishments	See subclassifications below		
Coffee Shops/Cafes	Yes	Yes	Permitted only as an accessory use to a principal manufacturing or business use, and limited to establishments with a gross floor area less than 5,000 square feet in size.
Restaurants	Yes	No	Section 9-5.103, Alcoholic Beverage Sales (MBL) Permitted only as an accessory use to a principal manufacturing or business use, and limited to establishments with a gross floor area less than 5,000 square feet in size.
Food and Beverage Retail Sales	Yes	Yes	Section 9-5.103, Alcoholic Beverage Sales Permitted

			only as an accessory use to a principal manufacturing or business use, and limited to establishments with a gross floor area less than 5,000 square feet in size.
Funeral Parlors and Mortuaries	Yes	No	
Light Fleet Based Services	Yes	No	
Maintenance and Repair Services	Yes	Yes	
Offices	Yes	Yes(2)	(MBH) Permitted only as an accessory use to a principal manufacturing or business use, and limited to establishments with a gross floor area less than 5,000 square feet in size.
Parking, Public or Private	Yes	Yes	
Personal Services	Yes	No	
Retail Sales	Yes	Yes	Permitted only as an accessory use to a principal manufacturing or business use, and limited to establishments with a gross floor area less than 5,000 square feet in size.
Retail Sales, Cannabis	CUP	NO	Section 9-5.129, Cannabis Retail Facilities
Swap Meet	CUP	No	Section 9-5.124, Swap Meets
Wholesaling and Distribution	Yes	Yes	
<b>Industrial Uses</b>			
Construction and Material Yards	Yes	Yes	
Handicraft/Custom Manufacturing	Yes	Yes	
Industry, General	No	Yes	
Alcohol Manufacture	No	CUP	(MBH) Alcohol manufacture must be located more than 500 feet from the nearest residential, or commercial zoning designation as shown on the Official Zoning Map.

Hazardous Waste Management Facilities	No	CUP	(MBH) On-site hazardous waste management facilities must be accessory and incidental to a primary use.
Manufacture, processing, or treatment of materials which may be obnoxious, offensive or hazardous to health and safety of persons and property	No	CUP	
Industry, Limited	YES	NO	Section 9-5.128, Cannabis Cultivation, Manufacturing, Testing, and Distribution
Recycling Facilities	See subclassifications below		
Recycling Collection Facility	Yes	No	Section 9-5.119, Recycling Facilities
Recycling Processing Facility	Yes	No	Section 9-5.119, Recycling Facilities
Salvaging and Wrecking	Yes	No	
Warehousing and Storage	See subclassifications below		
Chemical, Mineral, and Explosives Storage	CUP	CUP	
Indoor Warehousing and Storage	Yes	Yes	
Outdoor Storage	Yes	Yes	Outdoor storage shall be incidental to a primary use, limited to 6,000 square feet and completely screened from public view by a six (6) foot high solid fence.
Personal Storage	Yes	No	Section 9-5.118, Personal Storage Facilities
Wholesale Dry-Cleaning	CUP	CUP	
Transportation, Communication, and Utilities Uses			
Freight/Truck Terminals and Warehouses	Yes	Yes	
Telecommunication Facilities	See subclassifications below		
Modifications to existing Antenna and Transmission Facilities	Yes	Yes	Section 9-5.125, Telecommunication Facilities
New Antenna and Transmission Facilities	CUP	CUP	Section 9-5.125, Telecommunication Facilities

Facilities within Buildings (6)	CUP	CUP	
Transportation Passenger Terminals	Yes	Yes	
Utilities, Major	Yes	Yes	
Solid Waste Collection, Treatment, and Disposal	No	CUP	
Utilities, Minor	Yes	Yes	
Agriculture and Extractive Uses			
Crop Cultivation	YES	YES	Section 9-5-128, Cannabis Cultivation, Manufacturing, Testing, and Distribution
Solar Farms	Yes	Yes	Section 9-5.123, Solar Power generating facilities
Resource Extraction activities; Mining and Quarrying	CUP	CUP	Only in areas designated as Resource Extraction Overlay in the General Plan (Chapter 3, Article 6, Resource Extraction Overlay District)
<a href="#">Employee Housing, group quarters</a>			<a href="#">Section 9-5.131, Employee Housing</a>
Other Applicable Types			
Accessory Uses and Structures	Yes	Yes	Section 9-5.101, Accessory Uses and Structures
Caretaker Unit	Yes(2)	Yes(2)	
Emergency Shelters	Yes	Yes	Section 9-5.109, Emergency Shelters
Nonconforming Use	Chapter 6, Article 2, Nonconforming Uses, Structures, and Lots		
Temporary Use	See subclassifications below		
Seasonal Outdoor Sales from three to seven days (3)	Temporary Use Permits required		Section 9-5.126, Temporary Uses
Long Term Special Events and Sales lasting eight days to three months			
All other Temporary Uses			
Specific Limitations:			
1. Adult-oriented businesses are allowed only along West Elm Avenue, between Lucille Avenue and Firestone Avenue, and must be at least 800 feet from the nearest Residential Zoning District. The subject parcels exclude a 0.42 acre site owned and operated by the City.			
2. Limited to one dwelling for a caretaker or watchperson and his or her immediate family, necessary and incidental to a use located in such zone, one dwelling for agricultural employees employed on such property for more than half of each year, when situated on farms or ranches containing not less than 10 (ten) acres, and one dwelling for the owner of property used primarily for agricultural purposes located in such zone, when			



situated on a farm or ranch containing not less than five (5) acres.

3. Seasonal outdoor sales that last for less than three (3) consecutive days do not require permits.

## Chapter 4. ADDITIONAL USE AND DEVELOPMENT REGULATIONS

### Article 3. - Off Street Parking and Loading

#### Sec. 9-4.302. Applicability.

- (a) No parking area, parking space, or loading space which is provided for the purpose of complying with the provisions of this chapter shall hereafter be relinquished or reduced in any manner below the requirements of this chapter unless equivalent facilities are provided elsewhere, the location of which is approved by the Commission. If such parking area is established by a conditional use permit, equivalent facilities shall be subject to approval by the Planning Commission.
- (b) Parking required. Each building and land use, including a change or expansion of a building or land use, shall provide parking areas in compliance with this section. No building shall be occupied and no land use shall be commenced until the improvements required by this section are approved by the Community Development Director and completed prior to commencement of use.
- (c) Number of parking spaces.
  - (1) Each site shall be provided the minimum number of parking spaces required by Table 4.4, except where the parking requirement is reduced or otherwise changed in compliance with subsection (3) of this section.
  - (2) On-street parking along the frontage lines of the site shall be counted toward fulfilling the parking requirements.
  - (3) Where Table 4.4 establishes a parking requirement based upon square feet (for example: "1 space/300 sq. ft."), the term "square feet" means the gross square footage of floor area.
  - (4) Where Table 4.4 establishes a parking requirement based upon the number of units (for example: "1 space per unit"), the term "unit" means per dwelling unit.
  - (5) If the calculation of required parking or loading spaces results in the requirement of a fractional space, such fraction, if one-half ( $\frac{1}{2}$ ) or greater, shall be considered one additional space; if the fraction is less than one-half ( $\frac{1}{2}$ ), it shall result in no additional spaces.

TABLE 4.4: REQUIRED ON-SITE PARKING SPACES

Land Use Classification	Required Parking Spaces
<i>Residential Use Classifications</i>	
Single-family, Detached Single-family, Attached	2 for each dwelling unit. For new construction, all spaces shall be covered. For existing development, at least one space per dwelling shall be covered and all existing covered parking spaces shall be maintained.
Second Unit	1 per studio or one-bedroom unit, 2 per two-bedroom unit. 0.5 spaces for every additional bedroom.
Multi-family Residential	1 per studio unit. 1.5 per one-bedroom unit. 2 per 2-bedroom unit. 0.5 spaces for every additional bedroom. One space for each unit shall be designated for the unit and covered. One additional guest parking space shall be provided for every 3 units. Reduced parking requirements for housing developments with extremely low, very low, low and

	moderate income units may be granted if the site is within a quarter-mile of transit.
Small Family Day Care Home	Same requirements as single-family in RR, RE, RSF, and RT. Same requirements as multi-family in RMD, RHD and MX.
Large Family Day Care Home	1 per non-resident employee. 1 passenger loading space, on or off-site.
Manufactured Home Park	1 space per unit. 1 guest space for every three units.
Group Home, Residential Care Facility	1 space per 3 beds, plus 1 guest parking space per 3 beds. Reduced parking requirements for such facilities may be granted if it can be demonstrated that actual parking needs are lower than the parking spaces required by this chapter, and that all parking spaces can be accommodated on-site.
Senior Citizen Housing (60 years or older)	1 space per moderate- and above moderate-rate dwelling units. 1 space per .5 units available to extremely low-, very low-, and low-income dwelling units.
<b>Public and Semi-Public Use Classifications</b>	
Cemetery	1 per 20,000 sq. ft. of land area, plus 1 per every 5 seats in chapels or assembly areas, plus 1 per full-time employee.
Clubs and Lodges	1 for each 5 permanent seats in main assembly area, or 1 for every 100 sq. ft. of assembly area where temporary or moveable seats are provided.
Colleges and Trade Schools, Public or Private	To be determined by the Community Development Director based on demand study.
Community Center	To be determined by the Community Development Director based on usage.
Cultural Institutions	For theaters and auditoriums: 1 for each 5 permanent seats in main assembly area, or 1 for every 100 sq. ft. of assembly area where temporary or moveable seats are provided. Galleries and Museums: 1 for every 500 sq. ft. of floor area. Other establishments: determined by the Community Development Director.
Day Care Center	1 per first 5 children, plus 1 for each additional 10 children.
Elderly and Long Term Care	1 per four beds
Government Offices	1 per 300 sq. ft. of floor area.
Hospitals and Clinics	1 per bed; plus 1 per 250 sq. ft. of area used for office, clinics, testing, research, administration, and similar activities associated with the principal use.
Instructional Services	1 per 300 sq. ft. of floor area.
Park and Recreation Facilities, Public	To be determined by the Community Development Director.
Prison	1 per 2 employees, plus 1 per 25 residents.
Public Safety Facilities	To be determined by the Community Development Director.

Religious Facilities	1 for each 5 permanent seats in main assembly area, or 1 for every 50 sq. ft. of assembly area where temporary or moveable seats are provided.
Residential Care (greater than 6 residents)	2 spaces for each facility plus 1 space per four adult residents and 1 space per six juvenile residents
Schools, Public or Private	Elementary and Middle Schools: 1 per classroom, plus 1 per 250 sq. ft. of office area. High Schools: .35 per student
Emergency Shelters	1 per <u>for each staff person on duty provided that standards do not require more parking than other residential or commercial uses within the same zone.</u> <del>.300 sq. ft. of floor area each staff member on duty during the largest shift.</del>
<b>Commercial Use Classifications</b>	
Adult-Oriented Business	As determined by the Community Development Director based upon requirements for the most similar comparable use
<b>Automobile/Vehicle Sales and Services</b>	
Automobile/Vehicle Rentals	1 per 300 sq. ft. of office area in addition to spaces for all vehicles for rent.
Automobile/Vehicle Sales and Leasing	1 per 250 sq. ft. of office area, plus 1 space per 1000 sq. ft. of indoor or outdoor sales display area. Any accessory auto repair: 2 spaces per service bay. Minimum 5 spaces per dealership.
Automobile/Vehicle Repair, Major or Minor	2 per service bay.
Automobile/Vehicle Washing	<i>Mechanical:</i> Two spaces plus sufficient waiting line(s) <i>Self-service:</i> Two spaces plus washing area(s)
Large Vehicle and Equipment Sales, Service and Rental	1 per 300 sq. ft. of office area plus 1 per 2,500 sq. ft. of sales display area.
Service Station	2 per service bay, if service bays are included on site. 1 per 200 sq. ft. of any convenience store on site.
Towing and Impound	1 per 500 sq. ft. of building area plus 1 per 0.5 acre of gross outdoor use area.
Banks and Financial Institutions (All subclassifications)	1 per 300 sq. ft. of floor area.
Building Materials and Services	1 per 400 sq. ft. of floor area; 1 per 600 sq. ft. of outdoor display area.
Business Services	1 per 300 sq. ft. of floor area.
Commercial Entertainment and Recreation (All subclassifications)	Establishments with seating: 1 for each 5 permanent seats in main assembly area, or 1 for every 50 sq. ft. of assembly area where temporary or moveable seats are provided. Bowling alleys: 2 per lane. Other Commercial Entertainment and Recreation uses: to be determined by Community Development Director.
<b>Eating and Drinking Establishments</b>	
Bars/Night Clubs/Lounges	Minimum 2 spaces. 1 per 75 sq. ft. of customer seating area.

Coffee Shops/Cafes	1 per 4 seats; no parking is required for outdoor seating when seats provided equal 50 percent or less of total indoor seating.
Restaurants	1 per 125 sq. ft. of indoor and outdoor seating areas, up to 4000 sq. ft. of restaurant space. 1 space for every 75 sq. ft. in excess of 4,000 sq. ft.
Food and Beverage Retail Sales	1 per 250 sq. ft. of floor area.
Funeral Parlors and Mortuaries	1 for each 4 permanent seats in assembly areas, plus 1 per 250 sq. ft. of office area.
Hotels and Motels	1 per each living or sleeping unit, plus 1 space for on-site employee. Additional parking required for ancillary uses, such as restaurants, according to the parking requirements for the ancillary use.
Light Fleet-based services	1 per 300 sq. ft. of office floor area, plus one space for each fleet vehicle.
Maintenance and Repair Services	1 per 350 sq. ft. of building floor area, plus one space for each fleet vehicle.
Nurseries and Garden Centers	1 per 300 sq. ft. of floor area, plus 1 per 500 sq. ft. of outside display or greenhouse area.
Offices	
General Offices	1 per 400 sq. ft. of floor area. Medical Offices: 1 per 250 sq. ft. of floor area for single tenant, 1 per 300 sq. ft. of floor area for multi-tenant facility. Several offices may share a single parking facility.
Walk-In Clientele	1 per 300 sq. ft. of floor area. Several offices may share a single parking facility.
Parking, Public or Private	1 per attendant station (in addition to the spaces that are available to public).
Personal Services	1 per 200 sq. ft. of floor area.
Retail Sales	
Less than 10,000 square feet per business	1 per 300 sq. ft. of floor area.
10,000 to 50,000 square feet per business	1 per 400 sq. ft. of floor area.
More than 50,000 square feet	1 per 500 sq. ft. of floor area.
Swap Meets	1 per 300 sq. ft. of floor area occupied by the swap meet, plus 1 space per vendor space leased.
Tobacco Bars	Minimum 2 spaces. 1 per 75 sq. ft. of customer seating area.
Wholesaling and Distribution	1 per 2,000 sq. ft. of floor area.
Industrial Use Classifications	
Construction and Materials Yards	To be determined by Community Development Director.
Handicraft/Custom Manufacturing	1 per 2,000 sq. ft. of floor area.
Industry, General	1 per 1,000 sq. ft. of floor area.
Industry, Limited	1 per 1,000 sq. ft. of floor area.
Recycling Collection Facilities	
Recycling Collection Point	Minimum 1 space. Number of additional spaces to be determined by the Community Development Director.

Recycling Processing Facility	1 for each 2 employees on the maximum work shift, or 1 per 1,000 sq. ft. of floor area, whichever is greater.
Salvage and Wrecking	1 per 500 sq. ft. of building area plus 1 per 0.5 acre of gross outdoor use area.
Warehousing and Storage	
Chemical, Mineral, and Explosives Storage	1 per 2 employees or 1 per 300 sq. ft. of office area, whichever is greater.
Indoor Commercial Storage	1 per 1,000 sq. ft. of floor area.
Outdoor Storage	1 per 2 employees or 1 per 300 sq. ft. of office area, whichever is greater.
Personal Storage	1 space per 75 storage units, plus 1 space per 300 square feet of office area. A minimum of 5 spaces shall be provided.
Transportation, Communication, and Utilities Use Classifications	
Airports and Heliports	To be determined by the Community Development Director.
Telecommunication Facilities	
Antennae and Transmission Towers	Minimum 1 space for maintenance and servicing. Additional spaces to be determined by the Community Development Director.
Facilities within Buildings	To be determined by the Community Development Director.
Freight/Truck Terminals and Warehouses	1 for each 2 employees on the maximum work shift, or 1 for each 3,000 sq. ft. of floor area, whichever is greater.
Transportation Passenger Terminals	To be determined by the Community Development Director.
Utilities, Major	To be determined by the Community Development Director.
Utilities, Minor	None.
Agriculture and Extractive Use Classifications	
Crop Cultivation and Animal Raising	1 for every 2 employees on the maximum shift.
Mining and Quarrying	1 for every 2 employees on the maximum shift.

## Chapter 4. – Additional Use and development Regulations

### Article 4 Performance Standards

#### **Sec. 9-4.417. - Water and Wastewater Service Priority for Affordable Housing Development**

##### **a. Purpose.**

The purpose of this section is to establish conformance with California Government Code Section 65589.7 by providing procedures for prioritizing water and wastewater service needs for proposed developments that include housing units affordable to lower-income households. In accordance with the provisions of California Government Code Section 65589.7, the City of Coalinga shall establish procedures and give priority for water and wastewater service to qualified affordable housing projects.

##### **b. Procedure.**

1. In any given year at the time any water or wastewater equivalency units' allocation are authorized by the City Council, priority on the residential building permit waiting list shall be given for developments which provide a minimum of fifty (50) percent of housing which will be guaranteed to be affordable to persons and families with moderate, low-, and very low-incomes; provided that all of the following are met:
  - i. Developments which provide one hundred (100) percent affordable housing shall have priority over projects which provide fifty (50) percent affordable housing. The remaining permits shall be allocated in accordance with the existing waiting list;
  - ii. Developments which provide a minimum of fifty (50) percent of affordable housing including a minimum of twenty-five (25) percent affordable to low- and very low-income families shall have a priority over projects which do not provide units for low and very low-income families; and
  - iii. Not more than fifty (50) percent of the building permits allocated each year by the City Council shall be so prioritized over existing residences.
2. An applicant desiring low-income housing priority shall submit to the Public Works Department all of the following:
  - i. A written request for such priority, listing the applicant/owner, the address and legal description of the project property; and
  - ii. Written deed restrictions and agreements as approved by the City Attorney, restricting the sale and occupancy of the affordable units in the project to moderate-, low- or very low-income persons for a period of at least thirty (30) years after completion of the housing project.
3. Upon receipt of this information and agreements, the applicant's property will be placed on a separate low-income housing waiting list for either single-family or multiple-family projects in the order in which the requests are received by the City to be eligible for priority in the following year's water or wastewater services allocation.
4. If a project is scheduled to receive water or wastewater services but fails to meet the requirements for deed restrictions and agreements as required in this section, the project shall be removed from the priority list and shall be returned to its original position on the long-term building allocation waiting list.
5. The City may contract with a nonprofit housing agency to provide for the administration of deed restrictions, agreements, and other procedures to ensure the effectiveness of this program to provide long-term low-income housing. The applicant/developer shall pay the necessary fees as determined by the City.

## **CHAPTER 5. - STANDARDS FOR SPECIFIC USES AND ACTIVITIES**

### **Article 1. - Standards for Specific Uses and Activities**

#### **Sec. 9-5.109. Emergency shelters.**

- (a) Emergency shelters shall be located, developed, and operated in compliance with the following standards:
  - (1) *Applicability.* Emergency shelters shall be a permitted use on parcels within RHD (Residential High Density), MBL (Light Manufacturing/Business), MBH (Heavy Manufacturing/Business), CG (Commercial General), CS (Service Commercial), MX (Mixed-Use) zoning districts.
  - (2) *Development standards.* The following development standards shall apply to all emergency shelters:

- a. *Property development standards.* The shelter shall conform to all property development standards of the zoning district in which it is located except as modified by these performance standards.
  - b. *Shelter capacity.* An emergency shelter for homeless persons shall contain no more than twenty (20) beds and shall serve no more than twenty (20) persons nightly.
  - c. *Parking.* 1 space per for each staff person on duty provided that standards do not require more parking than other residential or commercial uses within the same zone. On-site parking for residents shall be based on one space for every four (4) beds, and staff parking shall be based on one space for each employee on the maximum staffed shift.
  - d. *Lighting.* Adequate external lighting shall be provided for security purposes. The lighting shall be stationary and designed, arranged, and installed so as to confine direct rays onto the premises and to direct light away from adjacent structures and public rights-of-way. External lighting shall be of an intensity compatible with the neighborhood.
  - e. *On-site waiting and intake areas.* An interior waiting and intake area shall be provided which contains a minimum of 200 square feet. Waiting and intake areas may be used for other purposes, excluding sleeping, as needed during operations of the shelter.
- (3) *Common facilities.* The development may provide one or more of the following specific common facilities for exclusive use of the residents and staff:
- a. Central cooking and dining room,
  - b. Recreation room,
  - c. Laundry facilities to serve the number of occupants at the shelter, and;
  - d. Other uses that are considered ancillary to the primary use such as office and storage.
- (4) *On-site staff.* At least one manager shall be on-site during all hours of operation of the facility. Such manager must be an individual who does not utilize the shelter's beds or other services and who resides off-site. The manager must be accompanied by one supporting staff member for every fifteen (15) beds occupied in the facility.
- (5) *Security.* Security personnel shall be provided during operational hours whenever clients are on the site. A security plan shall be submitted to the City prior to issuance of a certificate of occupancy.
- (6) *Concentration of uses.* No more than one emergency shelter shall be permitted within a radius of 300 feet of another emergency shelter.
- (7) *Emergency shelter operations.* The agency or organization operating the emergency shelter shall comply with the following requirements:
- a. *Length of stay.* Each emergency shelter resident shall be permitted to stay for a period of no longer than ninety (90) days (cumulative) in a 365-day period. Extensions up to a total of 180 days within a 365-day period may be granted by the shelter provider if no alternative housing plan is available.
  - b. *Management plan.* Prior to commencing operation, the provider shall provide a written management plan to the Community Development Director or his/her designee for approval. The management plan shall address: hours of operation, admission hours and process, staff training, neighborhood outreach and privacy, security, resident counseling and treatment, maintenance plans, rules and procedures, and staffing needs.
  - c. *Annual report.* The provider shall provide an annual report of the use of the facility and determination of compliance with the City's development standards for the use.

## CHAPTER 5. - STANDARDS FOR SPECIFIC USES AND ACTIVITIES

### Article 1. - Standards for Specific Uses and Activities

#### Sec. 9-5.120. Licensed Residential care facilities.

- A. Purpose. The purpose of this section is to implement the applicable state regulations in a manner that allows for the establishment of residential care facilities while preserving the character of the zone in which the uses are located.
- B. Permitted Zones.
  - 1. Large Licensed Residential Care Facilities shall be considered a residential use of property and shall be permitted with a Conditional Minor Conditional Use Permits in all zones permitting residential uses in the City of Coalinga, subject to the requirements of Article 5 (Conditional Use Permits).
  - 2. A Large Licensed Residential Care Facility that also qualifies as Supportive Housing or Transitional Housing shall be subject only to those restrictions and development standards that apply to other residential dwellings of the same type (e.g., single-family or multifamily) in the same zone. Notwithstanding the previous sentence, if the facility qualifies as “supportive housing” as defined in Government Code Section 65650 (which has a different definition of “target population” than the definition in Article 2 (Definitions), then the facility shall be a use by right in all zones where multifamily and mixed uses are permitted and shall be processed as required by Government Code Sections 65650, et seq.
  - 3. Small Licensed Residential Care Facilities and Unlicensed Residential Care Facilities shall be considered a residential use of property. Small Residential Care Facilities, Licensed, and Unlicensed Residential Care Facilities are permitted uses in all zones permitting residential uses in Coalinga subject to compliance with the restrictions and development standards for other residential dwellings of the same type (e.g., single-family or multifamily) in the same zone.
- C. Development standards. The following standards of development shall apply to a Large Licensed Residential Care Facility.
  - 1. Development Standards. Unless otherwise indicated below, the Large Residential Care Facility must conform to the development standards for the zoning classification in which it is located.
  - 2. Accessory Dwelling Units. The Large Licensed Residential Care Facility shall not be located in an Accessory Dwelling Unit unless the primary dwelling unit is used for the same purpose.
  - 3. Kitchens. The Large Licensed Residential Care Facility must provide either (i) congregate dining facilities or (ii) kitchens in individual units.
  - 4. Landscaping. The Large Licensed Residential Care Facility shall provide minimum landscaped areas in accordance with Section 9-4.204 (Landscaping).
  - 5. Signs. The Large Licensed Residential Care Facility shall comply with the provisions of [Chapter 20-38 \(Signs\)](#).
  - 6. Lighting. The Large Licensed Residential Care Facility shall comply with the provisions of Section 9-4.206 (Lighting and illumination). Security night lighting must be shielded so that the light source cannot be seen from adjacent residential properties.
  - 7. Parking. The number of required automobile storage spaces shall be determined in accordance with Article 3 (Off Street Parking and Loading) at the time of the approval of the project; however, notwithstanding any provision of this Title to the contrary, a 20% reduction in the total number of



required vehicle parking spaces for residential purposes may be allowed if appropriate, and an additional five percent reduction may be allowed if the applicant proposes alternative senior citizen transportation programs; however, in no case shall the reduction of parking spaces exceed 25% of the total spaces required by Article 3 (Off Street Parking and Loading). Public street parking and tandem parking shall not be counted in this requirement. All required parking spaces shall be located entirely within the development, accessible to the units which they serve, and no parking space shall be located more than 150 feet from the unit it is designed to serve. Parking requirements for other facilities within the development shall be subject to the provisions of Article 3 (Off Street Parking and Loading) and may not be reduced. Not less than 10% of the required parking spaces shall be designed and designated for use by the handicapped; provided, however, that there shall be at least one designed and designated handicapped parking space provided for each handicapped resident. Handicapped parking spaces shall be distributed evenly throughout the parking areas.

8. Common Areas and Open Space. The Large Licensed Residential Care Facilities shall include at least 350 square feet of indoor or outdoor common areas or open space, plus 5 square feet per resident. The common area(s) or open space shall be furnished. Appropriate furnishings for indoor spaces include, but are not limited to, such items as lounge chairs, couches, tables with chairs, writing desks, and televisions. Outdoor furnishings include but are not limited to such items as outdoor benches, tables with chairs, barbeques, and shade coverings like arbors, patio covers, garden shelters or trellises. A central dining room shall be provided. The size of the room shall be sufficient to accommodate all of the residents. The minimum room size shall be the product of the proposed maximum number of residents in the facility multiplied by five square feet per resident; however, in no instance shall the central dining room be less than 350 square feet.
  9. Management. The Large Licensed Residential Care Facilities shall have either (i) a manager who resides on-site or (ii) a number of persons acting as a manager who are either present at the facility on a 24-hour basis or who will be available twenty-four (24) hours a day, seven (7) days a week to physically respond within forty-five (45) minutes notice and who are responsible for the day-to-day operation of the facility. The provisions of this section shall be superseded by any management requirements imposed on the Large Licensed Residential Care Facilities pursuant to state law.
  10. Security. A designated area for on-site personnel shall be located at the main entrance to the facility for the purpose of controlling admittance to the facility and providing security. Emergency contact information shall be posted on the exterior of the facility adjacent to the main entrance, as well as on the interior in a location accessible to all residents.
  11. Personal Storage. Each resident of the Large Licensed Residential Care Facility shall be provided with at least one (1) private storage area or private closet, with a lock or other security mechanism, in which to store their personal belongings.
- D. Application Procedures. The application for a Large Licensed Residential Care Facility shall be submitted and processed in accordance with the requirements for residential developments in the zone in which the Large Licensed Residential Care Facility is proposed, and with the requirements outlined in Article 5 (Conditional Use Permits). In addition, the application for a Large Licensed Residential Care Facility shall include the following:
1. Applicant Information. The name and address of the applicant, including the name and address of the lessee, if the property is to be leased by someone other than the applicant; and the name and address of the owner of the property for which the Conditional Use Permit is requested. If the applicant and/or lessee or owner is a partnership, corporation, firm, or association, then the applicant/lessee shall provide the additional names and addresses as follows and such persons shall also sign the application: (i) every general partners of the partnership; (ii) every owner with a

controlling interest in the corporation; or (iii) the person designated by the officers of the corporation as set forth in a resolution of the corporation that is to be designated as the permit holder for the Use Permit.

2. Owner Authorization. If the operator of the Large Licensed Residential Care Facility is not the legal owner of the property, the operator shall provide written documentation evidencing the owner's authorization and approval to operate the Large Licensed Residential Care Facility at the property.
3. Parcel Information. The zoning and general plan designations and assessor's parcel number(s) of the site on which the Large Licensed Residential Care Facility is proposed.
4. Project Description. A narrative project description of the Large Licensed Residential Care Facility that summarizes the proposed use and its purpose.
5. Plan; Building Diagram and Floor Plan. A preliminary site plan, drawn to scale, showing the facility's building footprint and property lines as well a diagram intended to show (i) all building(s) to be occupied, including a floor plan for all rooms intended for residents' use indicating the number of residents per bedroom, the location and number of beds for all residents, and (ii) on-site parking, including designations of staff and visitor parking.
6. Facility Users. The projected number and types of users of the facility, including but not limited to, residents, staff, clients, visitors, and students.
7. Transportation and Parking. Expected parking demand and vehicular use and the availability of and proximity to public transportation or other means to transport facility users.
8. Management Plan. A comprehensive Management Plan, which shall include, at a minimum, the following:
  - a. Detailed information on property management policies and operations, including information regarding maintenance and repairs;
  - b. An explanation of how the Large Licensed Residential Care Facility, intends to meet the requirements of subsection (C)(9);
  - c. An explanation of how the Large Licensed Residential Care Facility, intends to meet the requirements of subsection (C)(10);
  - d. A copy of the Large Licensed Residential Care Facility's written resident intake procedures, including rental procedures and rates;
  - e. A copy of the Large Licensed Residential Care Facility's written termination and eviction procedures;
  - f. A copy of the Large Licensed Residential Care Facility's resident and guest rules; and
  - g. If applicable, the Large Licensed Residential Care Facility's plan for disposing of medical waste or other bio-waste.
9. Licensing. Proof of all required licensing from the California Department of Social Services, the California Department of Health and Human Services, the California Department of Health Care Services, or other applicable regulatory agency, along with a license and permit history of the applicant(s), including whether such applicant(s), in previously operating a similar use in this or another city, county or state under license and/or permit, has had such license and/or permit revoked or suspended, and the reason therefore.

10. Similar Facilities. A list of addresses of all other licensed facilities for which a Conditional Use Permit is requested in the State of California owned or operated by the applicant(s) within the past five (5) years and whether such facilities have been found by state or local authorities to be operating in violation of state or local law.
  11. Project Review. The Planning Commission shall review an application for the Large Licensed Residential Care Facility and shall approve, conditionally approve, or disapprove of the application for the Large Licensed Residential Care Facility. The decision of the Planning Commission shall be final unless appealed to the City Council within the timeframes set forth in Section 9-6.115 (Appeals).
  12. Findings and Decision. The Planning Commission shall only approve an application for a Large Licensed Residential Care Facility if the Planning Commission makes all of the findings required pursuant to Article 5 (Conditional Use Permits) and conforms with all provisions of this section.
  13. Design Review. The Large Licensed Residential Care Facility shall require design review approval, pursuant to the city's single family residential design guidelines prior to issuance of a building permit.
- ~~(a) Residential care facilities shall be located, developed and operated in compliance with the following standards.~~
- ~~(1) Location. The minimum distance from other residential care facilities shall be 300 feet.~~
  - ~~(2) Screening. A minimum six (6) foot high solid wall or fence shall be provided for purposes of securing outdoor recreational areas and screening the site. Chain metal fencing and barbed wire are prohibited.~~
  - ~~(3) Licensing. Residential care facilities shall be licensed and certified by the State of California and shall be operated according to all applicable State and local regulations.~~

~~(Ord. No. 776, § 1(Exh. A), eff. 9-5-2014~~

## **Chapter 5. STANDARDS FOR SPECIFIC USES AND ACTIVITIES**

### **Article 1. - Standards for Specific Uses and Activities**

#### **Sec. 9-5.121. Accessory residential dwelling units.**

- (a) Purpose and intent. ~~The purpose of this chapter is to establish the regulations and procedures for the review of accessory dwelling units (ADU[s]) and junior accessory dwelling units (JADU[s]), in conformance with the California Government Code (Gov. Code) Title 7, Division 1, Chapter 13, Accessory Dwelling Units. This section is intended to meet the requirements of State law in providing for accessory dwelling units ("ADUs") and junior accessory dwelling units ("JADUs").~~
- ~~(1) This section is intended to comply with Government Code sections 65852.2 and 65852.22, as either may be amended from time to time. The standards established by this section shall be interpreted and applied consistent with the standards set forth in Government Code sections 65852.2 and 65852.22.~~
  - (12) An ADU or JADU that complies with this section is considered an accessory use or an accessory building that does not exceed the allowable density for the lot upon which it is located.
  - (23) An ADU or JADU that complies with this section is considered a residential use that is consistent with the existing general plan and zoning designations for the lot.
  - (34) An ADU or JADU that complies with this section will not be considered in the application of any other local ordinance, policy, or program to limit residential growth.
  - (45) ADUs and JADUs dwelling units will contribute to the needed housing to the community's housing stock and promote housing opportunities for the persons wishing to reside in the City of Coalinga.
  - (56) This section is not intended to regulate multi-generational dwelling units.
  - (67) Effect of conforming accessory dwelling unit. An accessory dwelling unit that conforms to this section shall:

- a. Be deemed an accessory use and not be considered to exceed the allowable density for the lot upon which it is located;
  - b. Be deemed a residential use that is consistent with the City's General Plan and the zoning designations for the lot;
  - c. Not be considered in the application of any ordinance, policy, or program to limit residential growth; and
  - d. Not be considered a new residential use for the purposes of calculating connection fees or capacity charges for utilities, including water and sewer service.
- (b) ~~Definitions. The following definitions apply to the operation of this Section. To the extent these definitions conflict with definitions found elsewhere in this title, including Section 9.120.020, the definitions set forth in this section shall control. (1) "Accessory dwelling unit" or "ADU" means an attached or a detached residential dwelling unit that provides complete independent living facilities for one (1) or more persons and is located on a lot with a proposed or existing primary residence. An ADU must include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel that the single family or multifamily dwelling is or will be situated. An ADU may be an efficiency unit or a manufactured home, as defined.~~
- (2) ~~"Accessory structure" means a structure permitted that is accessory and incidental to a dwelling located on the same lot.~~
- (3) ~~"Efficiency unit" has the same meaning as defined in the California Building Code, California Code of Regulations, Title 24, Section 1207.4, which meets the following standards:~~
- a. ~~The unit has a single living room of not less than two hundred twenty (220) square feet of floor area for two (2) or fewer occupants and an additional one hundred (100) square feet of floor area for each additional occupant of the unit.~~
  - b. ~~The unit has a separate closet.~~
  - c. ~~The unit has a kitchen sink, cooking appliance and refrigeration facilities, each having a clear working space of not less than thirty (30) inches in front, and lighting and ventilation conforming to the California Building Standards Code.~~
  - d. ~~The unit has a separate bathroom containing a water closet, lavatory, and bathtub or shower.~~
- (4) ~~"Floor area" or "Total floor area" means the entire ground-level square footage of the structure, including the living area, as defined, and any non-habitable area within the structure, such as a garage or storage space.~~
- (5) ~~"Impact fee" has the same meaning as the term "fee" is defined in Government Code section 66000(b), except that it also includes fees specified in Government Code section 66477. "Impact fee" does not include any connection fee or capacity charge.~~
- (6) ~~"Junior accessory dwelling unit" or "JADU" means a dwelling unit that is no more than five hundred (500) square feet in size and contained entirely within the walls of a proposed or existing single-family residence, or other approved structure as specified in Government Code section 65852.2(e). A JADU must include the following features:~~
- a. ~~Exterior access separate from the main entrance to the proposed or existing primary dwelling or other structure.~~
  - b. ~~An efficiency kitchen, which includes a cooking facility with appliances and a food preparation counter and storage cabinets that are of reasonable size in relation to the size of the JADU.~~
  - c. ~~A JADU may include separate sanitation facilities or may share sanitation facilities with the existing structure.~~
- (7) ~~"Kitchen" has the same meaning.~~

- (8) ~~"Living area" means the interior habitable area of a dwelling unit, including basements and attics, but does not include a garage or any accessory structure.~~
- (9) ~~"Multi-generational dwelling unit" means a dwelling unit, that does not include a kitchen, contained entirely within the walls of a proposed or existing single-family residence where access is not restricted between areas of the residence.~~
- (10) ~~"Nonconforming zoning condition" means a physical improvement on a property that does not conform with current zoning standards, but was a lawful improvement that did conform to the zoning standards in place at the time of the improvement.~~
- (11) ~~"Passageway" means a pathway that is unobstructed clear to the sky and extends from a street to one (1) entrance of the accessory dwelling unit.~~
- (12) ~~"Permanent provisions for cooking" has the same meaning as "kitchen."~~
- (13) ~~"Permanent provisions for sanitation" and "sanitation facilities" means a separate bathroom containing a water closet, lavatory, and bathtub or shower.~~
- (14) ~~"Proposed dwelling" means a dwelling that is the subject of a permit application and that meets the requirements for permitting.~~
- (15) ~~"Public transit" means a location, including, but not limited to, a bus stop or train station, where the public may access buses, trains, subways, and other forms of transportation that charge set fares, run on fixed routes, and are available to the public.~~
- (16) ~~"Tandem parking" means that two (2) or more automobiles are parked on a driveway or in any other location on a lot, lined up behind one (1) another.~~
- (be) *Targeted neighborhoods.* ADUs and JADUs are allowed in all residential zoning districts, unless the City makes express findings supported by substantial evidence that ADUs and JADUs cannot be permitted due to the inadequacy of water and/or sewer services, and/or the impact of ADUs and JADUs on traffic flow and/or public safety. ADUs and JADUs are subject to the normal requirements of the district. ADUs and JADUs are not permitted in nonresidential zoning districts where residential uses are not allowed.
- (cd) Number of ADUs or JADUs Permitted per Lot. Approvals. ~~The following approvals apply to ADUs and JADUs under this section:~~
- (1) An application for a permit to establish an ADU or JADU that meets at least one of the following descriptions shall be ministerially approved without a public hearing and is not subject to the development standards of this section. ~~Building permit only.~~ If an ADU or JADU complies with each of the general requirements in subsection F below, it is allowed with only a building permit in the following scenarios:
- a. One ADU and one JADU are permitted per lot within the existing or proposed space of a single-family dwelling or within an existing accessory structure, that meets specified requirements such as exterior access and setbacks for fire and safety.
- b. One detached new construction ADU. One JADU may also be combined with a detached ADU.
- c. Multiple ADUs within the portions of multifamily dwelling structures that are not used as livable space. Local agencies must allow an amount of ADUs up to 25 percent of the dwelling units in existing multifamily dwelling structures, or a minimum of one, whichever is greater.
- d. Up to two detached ADUs on a lot that has proposed multifamily. ~~Converted space or structure on single-family lot.~~ Only one (1) ADU or JADU on a lot with a proposed or existing single-family dwelling on it, where the ADU or JADU:
- e. Up to eight detached ADUs on a lot that has existing multiple family dwellings provided that the number of ADUs does not exceed the number of existing units on the lot. (Gov. Code, § 66323, subd. (a)(4)(iii))

(d) Approval.~~1-~~ Is either: within the space of a proposed single-family dwelling; within the existing space of an existing single-family dwelling; or within the existing space of an accessory structure.

(1) ~~Except as allowed under subsection (c)(1) above, no ADU may be created without a building permit and an ADU permit in compliance with the standards set forth (in subsections (e) and (f) below).~~

(2) ~~Impact fee: 2- Has exterior access that is independent of that for the single-family dwelling.~~

~~3- Has side and rear setbacks sufficient for fire and safety, as dictated by applicable building and fire codes.~~

~~b. Limited detached on single-family lot. One (1) detached, new construction ADU on a lot with a proposed or existing single-family dwelling, if the detached ADU satisfies the following limitations:~~

~~1- The side and rear yard setbacks are at least four feet.~~

~~2- The total floor area is eight hundred (800) square feet or smaller.~~

~~3- The peak height above grade is sixteen (16) feet or less.~~

~~c. Converted on multifamily lot. Multiple ADUs within portions of existing multifamily dwelling structures that are not used as livable space, including, but not limited to, storage rooms, boiler rooms, passageways, attics, basements, or garages that satisfied the following:~~

~~1- If each converted, ADU complies with state building standards for dwellings.~~

~~2- The ADU home shall be built using plans provided by the City.~~

~~d. Limited detached on multifamily lot. No more than two (2) detached ADUs on a lot that has an existing multifamily dwelling if each detached ADU satisfies the following limitations:~~

~~1- The side and rear yard setbacks are at least four feet.~~

~~2- The total floor area is 800 square feet or smaller.~~

(2) ~~ADU permits.~~

~~a- Except as allowed under subsection (d)(1) above, no ADU may be created without a building permit and an ADU permit in compliance with the standards set forth (in subsections (e) and (f) below).~~

~~b- Impact fee.~~

~~1- No impact fee is required for an ADU or JADU that is less than 750 square feet in size.~~

a. ~~2-~~ Any impact fee that is required for an ADU that is 750 square feet or larger in size will be charged proportionately in relation to the square footage of the primary dwelling unit (e.g., the floor area of the primary dwelling, divided by the floor area of the ADU, times the typical fee amount charged for a new dwelling). "Impact fee" here does not include any connection fee or capacity charge for water or sewer service.

b. ~~3-~~ Except as otherwise provided in this chapter, the construction of an accessory dwelling and junior accessory dwelling unit shall be subject to any applicable fees adopted pursuant to the requirements of California Government Code, Title 7, Division 1, Chapter 5 (commencing with Section 66000) and Chapter 7 (commencing with Section 66012).

(3) ~~Owner occupancy is not required on a property with an ADU.~~

(3) *Application process and timing.*

a. An ADU permit is considered and approved ministerially without discretionary review or hearing.

b. The City must act on an application to create an ADU or JADU within sixty (60) days from the date that the City receives a completed application, unless either:

1. The applicant requests a delay, in which case the 60-day time period is tolled for the period of the requested delay; or
  2. In the case of a JADU, and the application to create a junior accessory dwelling unit is submitted with a permit application to create a new single-family dwelling on the lot, the city may delay acting on the permit application for the JADU until the City acts on the permit application to create the JADU will still be considered magisterially without discretionary review or a hearing.
- c. *Application requirements.* Applications for an accessory dwelling unit permit shall be made in writing by the property owner or his or her authorized agent, on forms provided by the Community Development Department, and accompanied by such data and information as may be necessary to fully describe the request including:
1. A to-scale and fully dimensioned site plan showing the proposed accessory dwelling unit or junior accessory dwelling unit and all existing structures on the property including patio covers, other accessory structures, fences and driveways;
  2. Elevations of the proposed accessory dwelling unit including building dimensions, material call outs and a color and materials sample board as requested by the Community Development Director;
  3. Photographs of the exterior of the primary residence as requested by the Community Development Director;
  4. *Construction plan.* Construction plan and staging to minimize impacts on surrounding residential properties.
- d. The filing and review fee shall be as prescribed by the Community Development Department. The City may charge a fee to reimburse it for costs incurred in processing ADU permits, including the costs of adopting or amending the City's ADU ordinance.
- (4) *Nonconforming ADUs and discretionary approval.*
- a. Any proposed ADU or JADU that does not conform to the objective standards set forth in subsection (e) and (f) may be allowed by the City with the approval of the Community Development Director.
    1. The maximum size of a ~~detached~~ ADU subject to this subsection ~~((a)d)~~(14) is 1,200 square feet, or three (3) bedrooms.
  - b. *Findings.* Before approval, the Community Development Director (or designee) must find that:
    1. The exterior design of the accessory dwelling unit is in harmony with, and maintains the scale of, the neighborhood;
    2. If an exception to parking requirements is requested, the exception will not result in excessive parking congestion;
    3. The site plan provides adequate open space usable and useful for both the accessory dwelling unit and the primary residence;
    4. Where applicable, open space and landscaping provides for privacy and screening of adjacent properties;
    5. The location and design of the accessory unit maintains a compatible relationship to adjacent properties and does not significantly impact the privacy, noise, light air, solar access or parking of adjacent properties; and



6. Windows that impact the privacy of the neighboring side or rear yard have been minimized. Major windows, access stairs, entry doors and decks are generally limited to the walls facing the primary residence or the alley, if applicable.

c. Until January 1, 2030, an owner of an ADU or JADU that receives a notice to correct violations or abate nuisance, in relation to the ADU or JADU, may request a delay for five years in enforcement of a building standard, as long as the violation is not a health and safety issue as determined by the local agency, subject to compliance with the Gov. Code, § 66331 and Health and Safety Code § 17980.12(a)-(c), and the following conditions:

1. The ADU or JADU was built before January 1, 2020;
2. The ADU or JADU was built on or after January 1, 2020, in a local jurisdiction that, at the time the ADU or JADU was built, had a noncompliant ADU or JADU ordinance, but the ordinance is compliant at the time the request is made;

This section shall remain in effect only until January 1, 2035, and as of that date is repealed.

3.

- (e) *General ADU and JADU requirements.* The following requirements apply to all ADUs and JADUs that are approved:

(1) *Zoning.*

- a. An ADU or JADU subject to a building permit may be created on a lot in a residential zone.
- b. An ADU or JADU subject to an ADU permit may be created on a lot that is zoned to allow single-family dwelling residential use or multifamily dwelling residential use.

- (2) *Fire sprinklers.* If fire sprinklers are not required for the primary residence, then installation of fire sprinklers are not required in an ADU. The construction of an ADU shall not trigger a requirement for fire sprinklers to be installed in the existing primary dwelling. However, if the primary residence undergoes significant remodeling and is required to install fire sprinklers, an ADU created after the remodel would also be required to install fire sprinklers.

- (3) *Rental term.* No ADU or JADU may be rented for a term that is shorter than thirty (30) days.

- (4) *Sale and conveyance.* An ADU may be sold or conveyed separately from the primary residence to a qualified buyer if all the requirements of Government Code Section 66341 are met. If all the requirements of Government Code Section 66342 are met, the separate conveyance of the primary dwelling unit and ADU are allowed as condominiums

(5) *Building and construction.*

- a. An accessory unit shall meet the requirements of the building code and fire code that apply to detached dwellings, as appropriate.

- (f) *Specific ADU and JADU requirements.* The following requirements apply to ADUs that require an ADU permit: ~~under subsection (d)(2) above.~~

(1) *Unit size.*

- a. The minimum floor area shall be 150 square feet for a detached and attached ADU and JADU.

- b. When accompanied by an existing or proposed single-family dwelling, the maximum floor area shall be no more than 1,200 square feet.

- c. If the ADU expands beyond 151 square feet from the existing primary dwelling unit, there is an existing primary dwelling, the total floor area of an attached ADU may not exceed fifty (50) percent of the ~~floor-living~~ area of the existing primary dwelling.



- d. The maximum floor area of a JADU shall be 500 square feet.
- b. ~~The total floor area for a detached ADU may not exceed 1,200 square feet.~~
- e. ~~An attached or detached one-bedroom ADU may not be more than 850 square feet of living area.~~
- d. ~~An attached or detached ADU that provides more than one (1) bedroom may not be more than 1,000 square feet of living area.~~
- e. ~~An ADU may be an efficiency unit, as defined. A proposed ADU that does not meet the minimum requirements of an efficiency unit is not permitted.~~

(2) *Parking.* Accessory dwelling units must meet the following parking standards:

a. Detached ADUs.

1. Parking Requirements. A maximum of one parking space shall be required per ADU or per bedroom, whichever is less. These spaces may be provided as tandem parking on a driveway or in front and/or rear setback areas. At minimum at least one (1) off-street parking space per ADU is required. ~~These spaces may be provided in setback areas or as tandem parking on a driveway. The parking space is not required to be covered.~~

b. ~~Parking configuration, if required:~~

~~1. Parking arrangements are not permitted if the Community Development Director (or designee) makes specific findings that such parking arrangements are not feasible based upon specific site or regional topographical or fire or life safety conditions.~~

~~2. Exceptions.~~ Parking standards shall not be imposed on an accessory dwelling unit in any of the following circumstances:

- (a) The accessory dwelling unit is located within one-half mile of public transit, including a public bus stop, bus station or transit station.
- (b) The accessory dwelling unit is located within a designated historic district.
- (c) The accessory dwelling unit is part of the existing primary residence or an existing accessory structure.
- (d) When on-street parking permits are required but not offered to the occupant of the accessory dwelling unit.
- (e) When there is an established car share vehicle stop located within one (1) block of the accessory dwelling unit.

b. Attached ADUs. No parking shall be required for an attached ADU.

c. JADUs. No parking shall be required for a JADU, including replacement parking.

- e. When a garage, carport, or covered parking structure is demolished in conjunction with the construction or conversion of a detached or attached ADU, replacement parking is not required. ~~d. No replacement. When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an ADU or converted to an ADU, those off-street parking spaces are not required to be replaced.~~

(3) *Height.*

- a. ~~The height of an attached ADU shall not exceed the height of the primary structure or thirty (30) feet in height above grade, whichever is greater, measured to the peak of the structure.~~

b. For one-story detached ADUs, the maximum height shall be 16 feet.

b. For two-story detached ADUs, the maximum height shall be 25 feet.

~~A detached ADU may not exceed sixteen (16) feet in height, above grade, measured to the peak of the structure.~~

c. ~~€-~~ The maximum height of attached ADUs shall be two stories and 25 feet or the maximum height specified by the base zone district for the primary dwelling, whichever is lower.

d. Height Exceptions.

1. Where the detached ADU is within one-half-mile walking distance of a major transit stop or a high-quality transit corridor or with an existing or proposed multifamily dwelling of more than one story, the maximum height shall be 18 feet.
2. An additional two feet in height shall be allowed to accommodate a roof pitch on an ADU that is aligned with the roof pitch of the primary dwelling unit.
3. When an existing accessory structure is converted to a detached ADU, the maximum height may exceed the limits of subsection (3)(a) to an amount equal to the height of the existing accessory structure to be converted.

~~A unit above a detached garage located contiguous to an alley may not exceed twenty-five (25) feet in height above grade, measured to the peak of the structure.~~

(4) *Setbacks.*

- a. *Attached and detached accessory dwelling unit.* The minimum side, street side, and rear yard setback shall be four feet, except when converting or replacing an existing attached accessory structure that is less than four feet from the side, street side, or rear yard.~~Except as provided in subsection (d)(1), a n attached or detached ADU is subject to side and rear setbacks of four feet.~~
- b. No setback shall be required for an existing living area or accessory structure or a structure constructed in the same location and to the same dimensions as an existing structure that is converted to an accessory dwelling unit or to a portion of an ADU, and a setback of no more than 4 feet from the side and rear lot lines shall be required for an ADU that is not converted from an existing structure or a new structure constructed in the same location and to the same dimensions as an existing structure.

~~Alley adjacent accessory dwelling units and accessory dwelling units adjacent to residentially zoned property. Side or rear yard setbacks adjacent to an alley or residentially zoned property shall be zero feet. Parking provided off the alley shall maintain a 24-foot back out, which includes the alley.~~

- c. *Garage and accessory building conversion.* ~~No setback shall be required for a legally established, existing garage or accessory building that is converted to an accessory dwelling unit, provided the structure is not expanded and is subject to side and rear setbacks of four (4) feet. Garage conversions are only permitted on detached accessory structures located in the rear of the main structure. No conversion of attached garages is permitted.~~
- d. *Addition over a garage.* ~~A minimum side and rear setback shall apply to the newly constructed portion for an accessory dwelling unit constructed above a legally established existing garage when in the rear yard.~~

(5) *Lot coverage.*

1. a. Attached ADUs shall comply with all applicable base zone district objective development standards, including limits on lot coverage, objective design standards, floor area ratio, open space, front setbacks, and minimum lot size unless application of any one or more of these

standards precludes construction of at least an eight hundred (800)-square-foot attached ADU with four feet side and rear yard setbacks.

~~Lot coverage. No ADU may cause the total lot coverage of the single-family lot to exceed fifty (50) percent.~~

- ~~b. Rear yard coverage. An accessory dwelling unit shall not result in more than thirty (30) percent rear yard coverage as measured from the rear wall of the primary residence to the rear property line (or as measured from the average distance of the rear wall from the rear property boundary if the rear wall does not follow a straight line).~~
- ~~c. A detached accessory dwelling unit must be ten (10) feet away from the main residence and five (5) feet away from any property lines.~~

(6) **Architecture requirements.** The following architectural requirements apply to ADUs; except for ADUs that meet the provisions of Section 66323 of the Government Code.

- a. The exterior materials (walls, roof, windows, and doors) of the ADU shall match the materials of the primary dwelling.
  - b. The exterior colors (walls, roof, windows, and doors) of the ADU shall match the colors of the primary dwelling.
  - c. The roof slope of the ADU must be within a five (5) degree tolerance of the dominant roof slope of the primary dwelling, where dominant roof slope is defined as the slope covering the largest surface area of the primary dwelling's roof.
  - d. Exterior lighting on the ADU is restricted to down-lights only. Any additional lighting must be a requirement of the building or fire code.
  - e. The ADU shall have independent exterior access separate from the primary dwelling.
  - f. The ADU entrance shall be located on a side or rear façade and not facing a public right-of-way.
  - g. Access stairs, entry doors, and decks shall face the primary residence, a side yard, or an alley (if applicable).
  - h. Windows and doors of the ADU are prohibited from having direct line of sight into an adjoining residential property, where direct line of sight is defined as a straight, unobstructed path between an ADU window/door and a window/door of an adjoining residential property. Screening methods such as fencing, landscaping, or privacy glass shall be used to prevent a direct line of sight.
  - i. When a garage is converted to an ADU, the garage door(s) shall be removed, and the opening shall be enclosed with architectural features that match the exterior walls, doors, windows, and trim of the ADU.
  - j. An ADU constructed on a lot with a federally, state, or locally registered historical resource shall comply with all ministerial requirements imposed by the Secretary of Interior for historic places.
- ~~a. The materials and colors of the exterior walls, roof, and windows and doors must be the same as the appearance of the primary dwelling.~~
  - ~~b. The roof slope must be the same that of the dominant roof slope of the primary dwelling. The dominant roof slope is the slope shared by the largest portion of the roof.~~
  - ~~c. The exterior lighting must be limited to down-lights or as otherwise required by the building or fire code.~~
  - ~~d. The ADU must have an independent exterior entrance, apart from that of the primary dwelling. The ADU entrance must be located on the side or rear building facade, not facing a public right-of-way.~~

- e. ~~Windows and doors of the ADU may not have a direct line of sight to an adjoining residential property. Fencing, landscaping, or privacy glass may be used to provide screening and prevent a direct line of sight.~~
- f. ~~Access stairs, entry doors and decks must face the primary residence, side yard or the alley, if applicable.~~
- g. ~~A garage converted to an accessory dwelling unit shall include removal of garage door(s) which shall be replaced with architectural features, including walls, doors, windows, trim and accent details.~~
- h. ~~The architectural treatment of an ADU to be constructed on a lot that has an identified historical resource listed on the federal, state, or local register of historic places must comply with all applicable ministerial requirements imposed by the Secretary of Interior.~~

(g) *Occupancy and ownership.* Owner occupancy is not required on a property with an ADU.

~~ADUs and JADUs must comply with the following standards.~~

- (1) ~~A certificate of occupancy must be issued for the primary dwelling unit before a certificate of occupancy can be issued for an ADU or JADU on the lot.~~
- (2) ~~An ADU or JADU may be rented separate from the primary residence but may not be sold or otherwise conveyed separate from the primary residence.~~
- A. (3) ~~Owner occupancy is not required for ADUs. Owner occupancy is required in the single family residence in which a JADU will be permitted. The owner may reside in either the remaining portion of the structure or the newly created~~

(h) *Special provisions for duplex dwelling units as replacement housing.*

- (1) The special duplex dwelling unit provisions of this subsection shall only apply to areas within the boundaries of the City designated as a residential medium density residential (RMD) zoning designation.
- (2) The allowable number of new duplex dwelling units created under the provisions of this subsection shall not exceed the overall density limitations for residential medium density residential (RMD) uses, which is one (1) dwelling unit for each 6,000 square feet of parcel area on a block-by-block basis.
- (3) A minimum parcel area of 7,500 square feet (e.g., a typical fifty-foot by one-hundred-fifty-foot downtown parcel) shall be required to qualify for the specific duplex provisions of this subsection, which must meet current RMD development zoning regulations
- (4) Parcel coverage, setbacks, and other site design and building standards for the R-1 single-family residential districts shall apply to ensure that new duplex dwelling units are visually compatible with the established character of the adjoining residential neighborhood, which must meet current RMD development zoning regulations
- (5) Off-street parking, second-story limitations, and structure design shall be considered as part of the special permit review process to maintain the visual character of the area. Normally two (2) covered parking spaces shall be required for each unit, which must meet current RMD development zoning regulations.
- (6) A site plan review shall be required for duplex dwelling units and a public hearing shall be held in compliance.

(i) *ADUs and regional housing needs assessment.* Subdivisions and multifamily housing developments developed or zoned at densities of ten (10) or more dwelling units per acre, with the ability of each lot or dwelling to construct an ADU, shall be counted in the City's housing element as adequate sites for affordable housing, as provided in Government Code section 65583.1(a).

- (j) *Other.* Nothing in this section shall be construed to prohibit the City from adopting an ordinance or regulation, related to parking or a service or a connection fee for water, sewer, or power, that applies to a single-family residence that contains an ADU or JADU, so long as that ordinance or regulation applies uniformly to all single-family residences regardless of whether the single-family residence includes an ADU or JADU.

~~(Ord. No. 776, § 1(Exh. A), eff. 9-5-2014; Ord. No. 853, § 2, eff. 10-20-2022)~~

## CHAPTER 5. - STANDARDS FOR SPECIFIC USES AND ACTIVITIES

### Article 1. - Standards for Specific Uses and Activities

#### Sec. 9-5.127. Transitional and supportive housing.

- (a) Transitional and supportive housing, as defined in Section 50675.2 and 50675.14, respectively, of the California Health and Safety Code, constitute a residential use and are subject only to those restrictions that apply to other residential uses of the same type in the same zoning district. ~~Such housing structured as single family is permitted in all residential zones, whereas transitional and supportive housing structured as multi-family is limited to the RMD and RHD residential zoning districts.~~
- (b) ~~The Community Development Director may grant reductions in parking requirements to proposed transitional and supportive housing, if it can be demonstrated that actual employee, resident and visitor parking needs do not exceed the number of parking spaces required by Code, and all parking can be accommodated on-site.~~
- (b) Supportive Housing, up to 50 Units. Pursuant to California Government Code Section 65651, supportive housing development with up to 50 supportive housing units shall be permitted by right in all Zoning Districts where multi-family and mixed use residential development are permitted provided the development satisfies all of the following requirements:
1. All supportive housing units within the development are subject to a recorded affordability restriction for 55 years.
  2. One hundred percent of the units, excluding managers' units, within the development are dedicated to lower income households and are receiving public funding to ensure affordability of the housing to lower income Californians. For purposes of this paragraph, "lower income households" has the same meaning as defined in Section 50079.5 of the Health and Safety Code.
  3. At least 25 percent of the units in the development or 12 units, whichever is greater, are restricted to residents in supportive housing who meet criteria of the target population. If the development consists of fewer than 12 units, then 100 percent of the units, excluding managers' units, in the development shall be restricted to residents in supportive housing.
  4. The developer shall provide the information required by California Government Code Section 65652 to the Planning & Economic Development.
  5. Nonresidential floor area shall be used for onsite supportive services in the following amounts:
    - a. For a development with 20 or fewer total units, at least 90 square feet shall be provided for onsite supportive services.
    - b. For a development with more than 20 units, at least 3 percent of the total nonresidential floor area shall be provided for onsite supportive services that are limited to tenant use, including, but not limited to, community rooms, case management offices, computer rooms, and community kitchens.

6. The developer replaces any dwelling units on the site of the supportive housing development in the manner provided in paragraph (3) of subdivision (c) of Section 65915.
7. Units within the development, excluding managers' units, include at least one bathroom and a kitchen or other cooking facilities, including, at minimum, a stovetop, a sink, and a refrigerator.
8. Notwithstanding any other provision of this Section to the contrary, the local government shall, at the request of the project owner, reduce the number of residents required to live in supportive housing if the project-based rental assistance or operating subsidy for a supportive housing project is terminated through no fault of the project owner, but only if all of the following conditions have been met:
  - a. The owner demonstrates that it has made good faith efforts to find other sources of financial support.
  - b. Any change in the number of supportive service units is restricted to the minimum necessary to maintain project's financial feasibility.
  - c. Any change to the occupancy of the supportive housing units is made in a manner that minimizes tenant disruption and only upon the vacancy of any supportive housing units.

## **CHAPTER 5. - STANDARDS FOR SPECIFIC USES AND ACTIVITIES**

### **Article 1. - Standards for Specific Uses and Activities**

#### **Sec. 9-5.131 Employee Housing (for Farmworkers)**

- (a) Six or Fewer Employees. Employee housing providing accommodations for six or fewer employees shall be deemed to be a single-unit structure with a residential land use and shall be treated the same as a single unit dwelling of the same type in the same zoning district.
- (b) Zoning Districts Where Agriculture Uses Are Allowed. The permitted occupancy in employee housing in a zone allowing agricultural uses shall include agricultural employees who do not work on the property where the employee housing is located and may consist of no more than 36 beds in a group quarters or 12 units or spaces designed for use by a single family or household on land zoned for agricultural uses. Such employee housing shall be considered to be an activity that in no way differs from an agricultural use.

## **CHAPTER 6. - CODE ADMINISTRATION**

### **Article 13. Density Bonus<sup>1</sup>**

#### **Sec. 9-6.1301. ~~Residential density bonus.~~ Purpose**

As required by Government Code Section 65915, the purpose of this chapter is to encourage the production of very low-, low-, and moderate-income housing units, senior citizens housing units, provisions of daycare facilities, student housing units, and donations of land in accordance with Government Code Sections 65915 through 65918, as may be amended from time to time ("State Density Bonus Law"). It is the intent of this chapter to facilitate the development of affordable housing and to implement the goals, objectives, and policies of the housing element of the City's General Plan. A copy of the current State Density Bonus Law shall be kept on file with the Community Development Department.

~~this chapter offers density bonuses and incentives or concessions for the development of housing that is affordable to the types of households and qualifying residents identified in Section 9.26.020 (Eligibility for bonus, incentives, or concessions). This chapter is intended to implement the requirements of Government Code Section 65915 et seq. and the Housing Element of the General Plan. As used in this Chapter and when otherwise required by Government Code section 65915 et seq., "housing development" means a development project for five (5) or more residential units, including mixed-use developments, that meets the requirements of Government Code section 65915(i).~~

### **Sec. 9-6.1302. - Eligibility**

In order to be eligible for a density bonus and other incentives or concessions as provided by this chapter, a proposed housing development shall comply with the following requirements and shall satisfy all other applicable provisions of this Development Code.

- (a) Resident requirements. A housing development proposed to qualify for a density bonus shall be designed and constructed so that it includes at least any one (1) of the following:
  - (1) Ten (10) percent of the total number of proposed units are for lower-income households, as defined in Health and Safety Code Section 50079.5;
  - (2) Five (5) percent of the total number of proposed units are for very low-income households, as defined in Health and Safety Code Section 50105;
  - (3) The project is a senior citizen housing development as defined in Civil Code Sections 51.3 and 51.12, or is a mobile home park that limits residency based on age requirements for housing for older persons in compliance with Civil Code Sections 798.76 and 799.5;
  - (4) Ten (10) percent of the total dwelling units in a common interest development as defined in Civil Code Section 4100 are for persons and families of moderate income, as defined in Health and Safety Code Section 50093; provided, that all units in the development are offered to the public for purchase;
  - ~~(5) Ten (10) percent of the total number of proposed units of housing for transitional foster youth, as defined in Section 66025.9 of the Education Code, disabled veterans, as defined in Section 18541 of the Government Code, or homeless persons, as defined in the federal McKinney-Vento Homeless Assistance Act; or~~
  - ~~(56) Twenty (20) percent of the total number of proposed units for lower income students in a student housing development that meets the requirements, as defined by Government Code Section 65915.~~
  - ~~(67) Ten (10) percent of the total units of a housing development for transitional foster youth, as defined in Education Code Section 66025.9; disabled veterans, as defined in Government Code Vento Homeless Assistance Act (42 U.S.C. Sec. 11301 et seq.). These units are all subject to a recorded affordability restriction of 55 years and an affordability level of very low-income units.~~
  - ~~(8) Twenty (20) percent of the total units in a student housing development are for low-income students and meet the requirements as set forth in Government Code Section 65915(b)(1)(F).~~
  - ~~(9) One hundred (100) percent of the total units, exclusive of a manager's unit or units, are for lower income households, as defined by Health and Safety Code Section 50079.5, except that up to twenty (20) percent of the total units in the development may be for moderate-income households, as defined in Health and Safety Code Section 50053.~~
- (b) *Applicant selection of basis for bonus.* For purposes of calculating the amount of the density bonus in compliance with Section 9-26.0130430 (Allowed density bonuses), the applicant who requests a density bonus shall elect whether the bonus shall be awarded on the basis of subsection (a)(1), (2), (3), or (4), (5), (6), ~~or (7), (8), or (9)~~ of this section. ~~A preliminary application submitted pursuant to Section 9.50.055 shall include the number of bonus units requested pursuant to this section.~~



- (c) *Bonus units shall not qualify as a project.* A density bonus granted in compliance with Section 9-6.1304 (Allowed density bonuses) shall not be included when determining the number of housing units that is equal to the percentages required by subsection (a) of this section.
- (d) *Minimum project size to qualify for density bonus.* The density bonus provided by this chapter shall be available only to a housing development of five (5) or more dwelling units.
- (e) *Condominium conversion projects.* A condominium conversion project for which a density bonus is requested shall comply with the eligibility and other requirements in Government Code Section 65915.5.
- (f) *Housing Development with Childcare Facility.* Housing Development with Childcare Facility that qualifies for a density bonus and includes a childcare facility in compliance with the requirements of the State Density Bonus Law, then the applicant shall be entitled to either an additional density bonus or an additional incentive as set forth in the State Density Bonus Law.

~~(Ord. No. 853, § 4, eff. 10-20-2022)~~

#### **Sec. 9-6.13021303. - ~~Accessory dwelling units allowed density~~Allowed Density bonusesBonuses.**

The Director shall determine the amount of a density bonus allowed in a housing development in compliance with this section. For the purposes of this chapter, "density bonus" means a density increase over the otherwise maximum allowable residential density under the applicable Land Use Plan designation and zoning district as of the date of preliminary or final application by the applicant to the City.

- (a) *Density bonus.* A housing development that complies with the eligibility requirements shall be entitled to density bonuses as follows, unless a lesser percentage is proposed by the applicant:
  - (1) *Bonus for units for lower-income households.* Ten (10) percent of the total units of the housing development, including shared housing building development, for rental or sale to low-income households ~~A housing development that is eligible for a bonus in compliance with the criteria (1) (ten (10) percent of units for lower-income households) shall be entitled to a density bonus calculated as follows in Table 1:~~
  - (2) *Bonus for units for very low-income households.* Five (5) percent of the total units of the housing development, including shared housing building development, for rental or sale to very low-income households ~~A housing development that is eligible for a bonus in compliance with the criteria (2) (five (5) percent of units for very low-income households) shall be entitled to a density bonus calculated as follows in Table 1:~~
  - (3) *Bonus for senior citizen development.* A housing development that is eligible for a bonus in compliance with (3) (senior citizen development or mobile home park) shall be entitled to a density bonus of twenty (20) percent;
  - (4) *Bonus for moderate-income units in common interest development:* For sale projects only, ten (10) percent of the total units of the housing development are allocated to be for-sale units for moderate-income households and are available to all members of the public. ~~A housing development that is eligible for a bonus in compliance with (4) (ten (10) percent of units in a common interest development for persons and families of moderate income) shall be entitled to a density bonus calculated as follows in Table 1.~~

~~1:~~

**Table 1: Density Bonus Standards for Developments of 5 or more units.**

No.	Target Development Type	Target Units Provided	"Sliding Scale", or Increase of Density Bonus for every 1%	Density Bonus that may be granted	Number of Incentives and
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			increase in Target Units provided		Concessions that may be granted
A.	Very Low Income housing units	Min. 5% very low income units	2.5%	Min. 20% up to max. of 35%	1 for 5%, 2 for 10%, 3 for 15%, <u>4 for 16%</u> very low income units
B.	Low Income housing units	Min. 10% low income units	1.5%	Min. 20% up to max. of 35%	1 for 10%, 2 for <del>20</del> <u>17</u> %, 3 for <del>30</del> <u>24</u> %, <u>4</u> -lower income units
C.	Moderate Income housing units in a common interest development (i.e. Condominium or Planned Development)	Min. 10% moderate income units	1%	Min. 20% up to max. of 35%	1 for 10%, 2 for 20%, 3 for 30%, <u>4 for 45%</u> moderate income units
D.	Senior Housing (age 55+)	Min. <del>35</del> <u>30</u> % -senior units	N/A	20%	N/A
E.	Land Donation of min. 1 acre and zoned to permit at least 40 units. Other State Density Bonus law requirements apply.	Min. 10% of very low income units	1%	Min. 15%, up to max. of 35%. (may be combined with other Development Types A to D to 35%)	In conformance with Development Type
F.	Conversion of apartments to condominiums (Government Code Section 65915.5)	Min. 33% low or moderate income units, or 15% to low income	N/A	Up to 25% increase above the existing number of apartments proposed for conversion	N/A
G.	Housing Development with child care facility	N/A	N/A	Additional density bonus of residential square footage, that is greater than or the same as the square footage of the child care facility	One incentive or concession that contributes significantly to the economic feasibility of the construction of the child care facility may be granted in lieu of the density bonus.
<u>H.</u>	<u>Student Housing</u>	<u>Min. 20% lower income students</u>	<u>N/A</u>	<u>35%</u>	<u>1 for 20 %</u>
Note: All density calculations resulting in fractional units shall be rounded up. Development Type D, Senior Housing, includes any mobile home park that limits residency based on age requirements for housing for older persons pursuant to Section 798.76 or 799.5 of the Civil Code. <u>No affordable units are required for senior units. Moderate income Density Bonus applies to for sale units, not to rental units.</u>					

- (5) Bonus for transitional foster youth, disabled veterans, or homeless persons development. A housing development that is eligible for a bonus in compliance with (5) (transitional foster youth,

disabled veterans, or homeless persons) shall be entitled to a density bonus of twenty (20) percent.

- (6) Bonus for lower income students in a student housing development. A housing development that is eligible for a bonus in compliance with (6) (lower income students in student housing) shall be entitled to a density bonus of thirty-five (35) percent.
- (7) Bonus for units for lower-income and moderate-income households. A housing development that is eligible for a bonus in compliance with (7) (lower-income and moderate-income households) shall be entitled to a density bonus of eighty (80) percent of the number of units of lower income households. If the housing development is located within one-half mile of a major transit stop, there shall be no maximum controls on density.
  - a. A housing development that receives a waiver from maximum controls on density shall not be eligible for, and shall not receive, a waiver or reduction of any other development standards, other than a height increase of up to three (3) additional stories, or thirty-three (33) feet, as expressly provided in Section 9.26.040(C)(4).
  - b. ~~"Major transit stop" means a site containing an existing rail transit station, a ferry terminal served by either a bus or rail transit service, or the intersection of two (2) or more major bus routes with a frequency of service interval of fifteen (15) minutes or less during the morning and afternoon peak commute periods, and also includes major transit stops that are included in the applicable regional transportation plan.~~
- (8) *Density bonus for land donation.* When an applicant for a tentative map, parcel map, or other residential development approval donates land to the City in compliance with this subsection, the applicant shall be entitled to a density bonus for the entire development, as follows; provided, that nothing in this subsection shall be construed to affect the authority of the City to require a developer to donate land as a condition of development.
  - a. *Basic bonus.* The applicant shall be entitled to a fifteen (15) percent increase above the otherwise maximum allowable residential density under the applicable Land Use Plan designation and zoning district for the entire development, and an additional increase as follows:
  - b. *Increased bonus.* The increase identified in the table above shall be in addition to any increase in density required by subsections (A)(1) through (7) of this section up to a maximum combined mandated density increase of thirty-five (35) percent if an applicant seeks both the increase required in compliance with this subsection (A)(8), as well as the bonuses provided by subsections (A)(1) through (7) of this section.
  - c. *Eligibility for increased bonus.* An applicant shall be eligible for the increased density bonus provided by this subsection if all of the following conditions are met:
    - 1. The applicant donates and transfers the land no later than the date of approval of the final map, parcel map, or residential development application.
    - 2. The developable acreage and zoning classification of the land being transferred are sufficient to permit construction of units affordable to very low-income households in an amount not less than ten (10) percent of the number of residential units of the proposed development.
    - 3. The transferred land is at least one (1) acre in size, or of sufficient size to permit development of at least forty (40) units; has the appropriate Land Use Plan designation; is appropriately zoned for development as affordable housing; and is or will be served by adequate public facilities and infrastructure. The land shall have appropriate zoning and development standards to make the development of the affordable units feasible.

4. No later than the date of approval of the final map, parcel map, or of the residential development, the transferred land shall have all of the permits and approvals, other than building permits, necessary for the development of the very low-income housing units on the transferred land, except that the City may subject the proposed development to subsequent design review to the extent authorized by Government Code Section 65583.2(i) if the design is not reviewed by the City before the time of transfer.
5. The transferred land and the affordable units shall be subject to a deed restriction ensuring continued affordability of the units ~~consistent with Section 9.26.070 (Continued availability)~~, which shall be recorded on the property at the time of dedication.
6. The land is transferred to the City or to a housing developer approved by the City. The City may require the applicant to identify and transfer the land to the approved housing developer.
7. The transferred land shall be within the boundary of the proposed development or, if the City agrees, within one-quarter mile of the boundary of the proposed development.

- (9) Replacement and/or Demolition Requirements and Provisions. An applicant shall be ineligible for a density bonus or any other incentives or concessions if the housing development is proposed on any property that includes a parcel or parcels on which rental dwelling units are (1) located if the dwelling units have been vacated or demolished in the five-year period preceding the application, have been subject to a recorded covenant, ordinance, or law that restricts rents to levels affordable to persons and families of low- or very low-income; (2) subject to any other form of rent or price control per State law; or, (3) occupied by low- or very low-income households, unless the proposed housing development replaces those units, and either of the following applies:
- a. The proposed housing development, inclusive of the units replaced pursuant to this section, contains affordable units at the percentages set forth in section 9-6.1303: or
  - b. Each unit in the development, exclusive of a manager's unit or units, is affordable to, and occupied by, either a low- or very low-income household.

~~(Ord. No. 853, § 4, eff. 10-20-2022)~~

#### **Sec. 9-6.1304. - Additional Density Bonus.**

- (a) In addition to the density bonus provisions set forth in section 9-6.1304, the City shall allow projects to obtain a total 100% density bonus by providing the initial percentage of affordable units to secure an initial 50% density bonus and then a secondary percentage of affordable units in order to obtain an additional density bonus of up to 50%. Where the housing development is seeking an additional bonus, the housing development shall be eligible for the additional density bonus allowances as provided in Government Code Section 65915(v)(2) in accordance with the provisions of Government Code Section 65915(v)(1) if reasonable documentation is provided demonstrating that the housing development is eligible for the additional density bonus under that subsection.
- (b) The City shall grant an additional density bonus for rental or for-sale housing development that meets the requirements of subsection 9-6.1303(a) as calculated in Table 2.
- (c) Table 2: Additional Density Bonus

<u>Percentage Very Low-Income Units</u>	<u>Percentage Density Bonus</u>
<u>5%</u>	<u>20%</u>
<u>6%</u>	<u>23.75%</u>
<u>7%</u>	<u>27.5%</u>
<u>8%</u>	<u>31.25%</u>
<u>9%</u>	<u>35%</u>
<u>10%</u>	<u>38.75%</u>
<u>Percentage Moderate-Income Units</u>	<u>Percentage Density Bonus</u>
<u>5%</u>	<u>20%</u>
<u>6%</u>	<u>22.5%</u>
<u>7%</u>	<u>25%</u>
<u>8%</u>	<u>27.5%</u>
<u>9%</u>	<u>30%</u>
<u>10%</u>	<u>32.5%</u>
<u>11%</u>	<u>35%</u>
<u>12%</u>	<u>38.75%</u>
<u>13%</u>	<u>42.5%</u>
<u>14%</u>	<u>46.25%</u>
<u>15%</u>	<u>50%</u>

**Sec. 9-6. ~~13031305. - Accessory dwelling units allowed incentives~~ Incentives or concessions, ~~Waivers and Reductions, and Reduced Parking Ratios.~~**

(a) *Applicant request and City approval.*

- (1) An applicant for a density bonus in compliance with this chapter may submit to the City a proposal for the specific incentives or concessions that the applicant requests in compliance with this section and may request a meeting with the City Manager or designee. The applicant may file a request either before filing a final application for City approval of a proposed project or concurrently with a final application for project approval. A preliminary application submitted shall include any incentives, concessions, waivers, or parking reductions requested pursuant to this section.
- (2) The City Manager or designee shall grant an incentive or concession request that complies with this section unless the City Manager or designee makes either of the following findings in writing, based upon substantial evidence:
  - a. The incentive or concession is not required to provide for affordable housing costs or for rents for the targeted units to be set (Unit cost requirements); or
  - b. The incentive or concession would have a specific adverse impact upon public health and safety or the physical environment, or on any real property listed in the California Register of Historical Resources and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact without rendering the development unaffordable to low- and moderate-income households.

- (b) Waiver of standards preventing the use of bonuses, incentives, or concessions. An applicant may submit to the City a proposal for the waiver or reduction of development and zoning standards that would otherwise inhibit the utilization of a density bonus on a specific site, including minimum parcel size, side setbacks, and placement of public works improvements. The applicant shall show that a waiver or modification of development standards is necessary to make the housing units economically feasible.

(c) Number of incentives. The applicant shall receive the following number of incentives or concessions:

- (1) *One (1) incentive or concession.* One (1) incentive or concession for a project that includes at least ten (10) percent of the total units for lower-income households, at least five (5) percent for very low-income households, or at least ten (10) percent for persons and families of moderate income in a common interest development.
- (2) *Two (2) incentives or concessions.* Two (2) incentives or concessions for a project that includes at least twenty (2017) percent of the total units for lower-income households, at least ten (10) percent for very low-income households, or at least twenty (20) percent for persons and families of moderate income in a common interest development.
- (3) *Three (3) incentives or concessions.* Three (3) incentives or concessions for a project that includes at least ~~thirty-two~~ thirty-two (3024) percent of the total units for lower-income households, at least fifteen (15) percent for very low-income households, or at least thirty (30) percent for persons and families of moderate income in a common interest development.

(4) *Four (4) incentives or concessions.* Four (4) incentives or concessions for a projects that includes at least sixteen (16) percent for very low-income households, or at least forty-five (45) percent for moderate-income households, persons, and families of moderate income in a common interest development. where one hundred (100) percent of the total units, exclusive of a manager's unit or units, are for lower income households except that up to twenty (20) percent of the total units in the development may be for moderate income households. If the project is located within one-half mile of a major transit stop, the applicant shall also receive a height increase of up to three (3) additional stories, or thirty-three (33) feet.

a. *"Major transit stop"* means a site containing an existing rail transit station, a ferry terminal served by either a bus or rail transit service, or the intersection of two (2) or more major bus routes with a frequency of service interval of fifteen (15) minutes or less during the morning and afternoon peak commute periods, and also includes major transit stops that are included in the applicable regional transportation plan.

(5) *Five (5) incentives or concessions.* Five (5) incentives or concessions for projects where one hundred (100) percent of the total units, exclusive of a manager's unit or units, are for lower-income households except that up to twenty (20) percent of the total units in the development may be for moderate-income households. If the project is located within one-half mile of a major transit stop, the applicant shall also receive a height increase of up to three (3) additional stories, or thirty-three (33) feet.

(6) *One (1) incentive or concession.* One (1) incentive or concession for projects that include at least 20 percent of the total units for lower income students in a student housing development.

(ed) *Type of incentives.* For the purposes of this chapter, concession or incentive means any of the following:

- (1) A reduction in the site development standards of this Development Code (e.g., site coverage limitations, setbacks, reduced parcel sizes, and/or parking requirements (Parking requirements in density bonus projects), or a modification of architectural design requirements that exceed the minimum building standards approved by the California Building Standards Commission in compliance with Health and Safety Code, that would otherwise be required, that results in identifiable, financially sufficient, and actual cost reductions. The applicant shall provide a brief explanation of the waiver or reduction requested and evidence that the development standard for which the waiver or reduction is requested will have the effect of physically precluding the construction of the project with the density bonus incentives requested;
- (2) Approval of mixed-use land uses not otherwise allowed by this Development Code in conjunction with the housing development, if nonresidential land uses will reduce the cost of the housing development, and the nonresidential land uses are compatible with the housing project 8 and the existing or planned development in the area where the project will be located;

- (3) Other regulatory incentives proposed by the applicant or the City that will result in identifiable, financially sufficient, and actual cost reductions; and/or
- (4) In its sole and absolute discretion, a direct financial contribution granted by the Council, including writing down land costs, subsidizing the cost of construction, or participating in the cost of infrastructure.

(e) *Reduced Parking Ratios.* An eligible project shall be entitled to the parking ratio incentives as set forth in Government Code Section 65915(p).

~~(f)(e)~~ *Effect of incentive or concession.* The granting of a concession or incentive shall not be interpreted, in and of itself, to require a General Plan amendment, Zoning Map amendment, or other discretionary approval.

~~(f)~~ *Requests for Waivers or Reductions.* If the applicant is requesting a waiver or reduction of any development standards, the applicant shall provide a brief explanation of the waiver or reduction requested and evidence that the development standard for which the waiver or reduction is requested will have the effect of physically precluding the construction of the project with the density bonus incentives requested.

(g) *Request for Parking Reduction.* If a housing development is eligible for a density bonus pursuant to State Density Bonus Law, the applicant may request an on-site vehicular parking ratio specified in Government Code Section 65915(p). An applicant may request this parking reduction in addition to the incentives and waivers permitted by Government Code Sections 65915(p)(2) and 65915(p)(3). The application shall include a table showing parking ratios required by the Coalinga Municipal Code, parking proposed under State Density Bonus Law, Government Code Section 65915(p) (or other statute) under which the project qualifies for the parking reduction, and reasonable documentation that the project is eligible for the requested parking reduction.

(h) *Exceptions.* Notwithstanding the provisions of this chapter, nothing in this section shall be interpreted to require the City to:

- (1) Grant a density bonus, incentive, or concession, or waive or reduce development standards, if the bonus, incentive, concession, waiver, or reduction would have a specific adverse impact, as defined in Government Code Section 65589.5(d)(2), upon health, safety, or the physical environment, and for which there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact.
- (2) Grant a density bonus, incentive, or concession, or waive or reduce development standards, if the bonus, incentive, concession, waiver, or reduction would have an adverse impact on any real property that is listed in the California Register of Historical Resources.

## **Sec. 9-6.~~1304~~1306. - Density bonus agreement.**

(a) ~~(a)~~ *Agreement required.* An applicant requesting a density bonus shall agree to enter into a density bonus agreement (referred to as the "agreement") with the City in the City's standard form of agreement.

(b) *The agreement shall establish specific compliance standards and remedies available to the City upon failure by the applicant to comply with State Density Bonus Law, this section or the affordable housing agreement. The agreement shall be recorded at the applicant's cost as a restriction running with the land on the parcel or parcels on which the target units will be constructed.*

(c) *The terms of a draft density bonus housing agreement (the "agreement") shall be reviewed, revised as appropriate, and approved by the Director and the City Attorney.*

~~(d)~~ *Agreement provisions.*

- (1) *Project information.* The agreement shall include at least the following information about the project:
  - a. The total number of units approved for the housing development, including the number of designated dwelling units;

- b. A description of the household income group to be accommodated by the housing development, and the standards and methodology for determining the corresponding affordable rent or affordable sales price and housing cost consistent with HUD guidelines;
- c. The marketing plan for the affordable units;
- d. The location, unit sizes (square feet), and number of bedrooms of the designated dwelling units;
- e. Tenure of the use restrictions for designated dwelling units of the time periods required (Continued availability);
- f. A schedule for completion and occupancy of the designated dwelling units;
- g. A description of the additional incentives and concessions being provided by the City;
- h. A description of the remedies for breach of the agreement by the owners, developers, and/or successors-in-interest of the project; and
- i. Other provisions to ensure successful implementation and compliance with this chapter.

(2) *Minimum requirements.* The agreement shall provide, at minimum, that:

- a. The developer shall give the City the continuing right-of-first-refusal to lease or purchase any or all of the designated dwelling units at the appraised value;
- b. The deeds to the designated dwelling units shall contain a covenant stating that the developer or successors-in-interest shall not assign, lease, rent, sell, sublet, or otherwise transfer any interests for designated units without the written approval of the City;
- c. When providing the written approval, the City shall confirm that the price (rent or sale) of the designated dwelling unit is consistent with the limits established for low and very low-income households, as published by HUD;
- d. The City shall have the authority to enter into other agreements with the developer, or purchasers of the designated dwelling units, to ensure that the required dwelling units are continuously occupied by eligible households;
- e. Applicable deed restrictions, in a form satisfactory to the City Attorney, shall contain provisions for the enforcement of owner or developer compliance. Any default or failure to comply may result in foreclosure, specific performance, or withdrawal of the certificate of occupancy;
- f. In any action taken to enforce compliance with the deed restrictions, the City Attorney shall, if compliance is ordered by a court of competent jurisdiction, take all action that may be allowed by law to recover all of the City's costs of action including legal services; and
- g. Compliance with the agreement will be monitored and enforced in compliance with the measures included in the agreement.

(3) Senior Housing Developments Only.

- a. The applicant shall enter into a restrictive covenant with the City in a form approved by the Director and the City Attorney, to be executed by the City Manager, to require that the housing development be operated as "housing for older persons" consistent with state and federal fair housing laws and as set forth in Government Code Sections 65915(c)(1)(A) and (c)(2).
- b. The executed agreement shall be recorded against the housing development prior to final or parcel map approval, or, where a map is not being processed, prior to issuance of building permits for the housing development. The agreement shall be binding on all future owners and successors in interest.

**Sec. 9-6.1307. - Development and Design Standards.**

- (a) Affordable units shall be constructed concurrently with market rate units and shall be integrated into the project. Subsequent building permits and final inspections or certificates of occupancy shall be issued concurrently for the market rate units and for any affordable units that qualified the project for a density bonus, incentive, waiver, or reduction so that the affordable units comprise the required percentage of total units.
- (b) Affordable units shall be of equal design and quality as the market rate units. Exteriors, including architecture and elevations, and floor plans of the affordable units shall be similar to the market rate units. Interior finishes and amenities may differ from those provided in the market rate units, but neither the workmanship nor the products may be of substandard or inferior quality as determined by the Building Official.
- (c) To comply with fair housing laws, the number of bedrooms in the affordable units shall be proportional with the mix of market rate units. In mixed-income buildings, the occupants of the affordable units shall have the same access to the common entrances and areas, parking, and amenities of the project as the occupants of the market rate housing units, and the affordable units shall be located throughout the building and not isolated on one floor or to an area on a specific floor.
- (d) Parking standards shall be modified as allowable under Government Code Section 65915(p) and anything beyond those standards shall be considered a request for an incentive.

**Sec. 9-6.1308. - Interpretation.**

If any portion of this section conflicts with State Density Bonus Law or other applicable State law, State law shall supersede this section. Any ambiguities in this section shall be interpreted to be consistent with State Density Bonus Law. Statutory references in this section include successor provisions.

~~{Ord. No. 853, § 4, eff. 10-20-2022}~~

**Section 2:** This Ordinance shall go into effect and be in full force from and after thirty (30) days after its final passage and adoption.

**I HEREBY CERTIFY** that this ordinance was **INTRODUCED** at a regular meeting of the City Council of the City of Coalinga, held on the 18th day of September 2025 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

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City Clerk of the City of Coalinga



**STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE  
AUTHORITY**

**Subject:** Approve MINUTES - August 21, 2025  
**Meeting Date:** Thursday, September 18, 2025  
**From:** Sean Brewer, City Manager  
**Prepared by:** Shannon Jensen, City Clerk

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**I. RECOMMENDATION:**

**II. BACKGROUND:**

**III. DISCUSSION:**

**IV. ALTERNATIVES:**

**V. FISCAL IMPACT:**

**ATTACHMENTS:**

	File Name	Description
▣	MINUTES_For_Approval_082125.pdf	Minutes - August 21, 2025

# MINUTES

## CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

### MEETING AGENDA

### August 21, 2025

#### 1. CALL TO ORDER 6:00 PM

Council Members Present: Vosburg, Horn, Ramirez, Hedgecock

Others Present: City Manager Sean Brewer, City Attorney Mario Zamora, Chief of Police Jose Garza, Police Commander Sean Young, Financial Services Director Mai Vang, City Treasurer Dawn Kahikina, Fire Chief Greg DuPuis, Battalion Chief Justin Milligan, Administrative Analyst Mercedes Garcia and City Clerk Shannon Jensen

Council Members Absent: Schindler

Others Absent: None

Changes to the Agenda: City Manager Sean Brewer announced the following Changes to the Agenda:

1. Special Meeting shall run concurrently with the Regular Meeting;
2. Item No. 5.1 through 5.3 from the Special Meeting Agenda shall be added to the Regular Meeting Agenda as Item No. 5.10 through 5.12 respectively;
3. Item No. 6.2 is Pulled from the Agenda shall be postponed to September 18, 2025, City Council meeting at 5:30pm;
4. Item No. 6.1 shall be heard directly after Citizen Comments; and
5. Item No. 9.7 is Pulled from the Agenda.

*Motion by Horn, Second by Hedgecock to Approve the Agenda for the meeting of August 21, 2025. Motion **Approved** by 4/0 Roll-Call Majority Vote. (Schindler – Absent)*

#### 2. AWARDS, PRESENTATIONS, APPOINTMENTS AND PROCLAMATIONS

1. Presentation of the City of Coalinga Wate Supply Feasibility Study – Sevim Onsoy, GEI Consultants

Senior Water Resources Planner Sevin Onsoy and Fatima Segoviano Staff Engineer with GEI Consultants, Inc. presented findings for Coalinga's Water Supply Feasibility Study.

2. City of Coalinga Natural Gas Update – Dan Bergmann, IGS

Dan Bergmann, Principal with IGServices, Inc., presented Coalinga's natural gas update.

### **3. CITIZEN COMMENTS**

*The following individual(s) spoke under Citizen Comments:*

Scott Netherton requested that the City look into repainting crosswalks now that school has resumed.

*The following individual(s) submitted written comment(s):*

None

### **4. PUBLIC HEARINGS**

None

### **5. CONSENT CALENDAR**

1. Information Only: Transient Occupancy Tax Quarter Ending March 31, 2025
2. Informational Only: Cannabis related Revenue Quarter Ending March 31, 2025

*Councilman Hedgecock Pulled Item No. 5.2 for discussion.*

Financial Services Supervisor Mai Vang provided a brief overview of the item.

3. Informational Only: Measure J Quarter Ending March 31, 2025
4. Information Only: Implementation of California Assembly Bill 413- Daylighting Law
5. Authorize Manager to Execute Task Orders with the City Engineer for Right-of-Way (ROW) Engineering for Segment 6 of the Coalinga Multi-Use Trail System Funded by the Congestion Mitigation Air Quality Grant Program
6. Authorize City Manager to Execute a Task Order with the City's On-Call Right-of-Way (ROW) Consultant for ROW Services for the Perimeter Trail Interconnect Gregory North Project through the Active Transportation Program (ATP)
7. Authorize City Manager to Execute a Task Order with the City's On-Call Right-of-Way (ROW) Consultant for ROW Services for the Perimeter Multi-Use Trail Segment 6 Congestion Mitigation and Air Quality Program (CMAQ)
8. Authorize City Manager to Execute a Task Order with the City's On-Call Environmental Consultant for Environmental Services for the Perimeter Multi-Use Trail Segment 6 Congestion Mitigation and Air Quality Program (CMAQ)
9. Direct to Proceed with Rehabilitation and Accessibility Improvements for the Frame Park Gazebo in Partnership with Community Groups

*Councilman Hedgecock Pulled Item No. 5.9 for discussion.*

Chad and Jeanine Wagner with Coalinga Community Scholarship Alliance (CSA) provided a brief overview of the planned rehabilitation and accessibility improvements to the Frame Park Gazebo.

10. Adopt Resolution No. 4287 and Consideration of Approval of the Transfer of Appropriation No. 26-001 for the Animal Shelter Project for Fiscal Year 2025-2026
11. Strategic Plan Implementation – Envision Coalinga Project List Monthly Update (July 2025)
12. Approval of Change Order PCO#8 and PCO#15 – Derrick Reservoir Rehabilitation Project

*Motion by Horn, Second by Schindler to Approve Consent Calendar Item Nos. 5.1 through 5.12. **Approved** by 4/0 Roll-Call Majority Vote. (Schindler – Absent)*

## **6. ORDINANCE PRESENTATION, DISCUSSION AND POTENTIAL ACTION ITEMS**

1. Appeal Hearing – Administrative Citation #12804 – Alleged Possession and Use of Illegal Fireworks  
**Greg DuPuis, Fire Chief**

*Item No. 6.1 was heard directly after Citizens Comments as noted during Changes to the Agenda.*

City Attorney Mario Zamora outlined the process of the Appeal Hearing.

Battalion Chief Justin Milligan presented the evidence and basis for the citation.

Mr. Victor Bernal provided a response to the alleged possession and use of illegal fireworks.

City Council continued the appeal hearing in accordance with the Coalinga Municipal Code Section 4-8.130 and applicable due process procedures.

*Motion by Horn, Second by Hedgecock to Uphold Administrative Citation No. 12804 for the Alleged Possession and Use of Illegal Fireworks. **Approved** by a 4/0 Roll-Call Majority Vote. (Schindler – Absent)*

2. Appeal Hearing – Administrative Citation #12805 – Alleged Possession and Use of Illegal Fireworks  
**Greg DuPuis, Fire Chief**

*Item No. 6.2 was Pulled from the Agenda during Changes to the Agenda and postponed to the September 18, 2025, City Council meeting at 5:30pm.*

## **7. ANNOUNCEMENTS**

### City Manager's Announcements:

City Manager Sean Brewer provided an overview of the airshow event planning. The Wings Over the Westside Airshow will take place on Saturday, September 27, 2025, from 10am to 2pm. Tickets are now on sale.

Council Member's Announcements:

None

Mayor's Announcements:

None

**8. FUTURE AGENDA ITEMS**

None

**9. CLOSED SESSION**

1. REAL PROPERTY NEGOTIATIONS – Government Code Section 54956.8. CONFERENCE WITH REAL PROPERTY NEGOTIATORS. PROPERTY(S): APN: 070-060-76 located in the City of Coalinga, CA. CITY NEGOTIATORS: City Manager Sean Brewer. NEGOTIATING PARTIES: Chevron USA. UNDER NEGOTIATION: Price and Terms of Payment
2. REAL PROPERTY NEGOTIATIONS – Government Code Section 54956.8. CONFERENCE WITH REAL PROPERTY NEGOTIATORS. PROPERTY: APN: 070-06082T & 070-060-88T located in the City of Coalinga. CITY NEGOTIATORS: City Manager Sean Brewer and City Attorney Mario Zamora. NEGOTIATING PARTIES: Coalinga-Huron Recreation and Parks District (CHRPD). UNDER NEGOTIATION: Price and Terms of Payment
3. REAL PROPERTY NEGOTIATIONS – Government Code Section 54956.8. CONFERENCE WITH REAL PROPERTY NEGOTIATORS. PROPERTY: APN: 070-060-85 located in the City of Coalinga. CITY NEGOTIATORS: City Manager Sean Brewer and City Attorney Mario Zamora. NEGOTIATING PARTIES: Granite Construction. UNDER NEGOTIATION: Price and Terms of Payment
4. REAL PROPERTY NEGOTIATIONS – Government Code Section 54956.8. CONFERENCE WITH REAL PROPERTY NEGOTIATORS. PROPERTY: APN: 071-020-23S located in the City of Coalinga. CITY NEGOTIATORS: City Manager Sean Brewer and City Attorney Mario Zamora. NEGOTIATING PARTIES: Lewis et. al. UNDER NEGOTIATION: Price and Terms of Payment
5. REAL PROPERTY NEGOTIATIONS – Government Code Section 54956.8. CONFERENCE WITH REAL PROPERTY NEGOTIATORS. PROPERTY: APN: 071-020-58S located in the City of Coalinga. CITY NEGOTIATORS: City Manager Sean Brewer and City Attorney Mario Zamora. NEGOTIATING PARTIES: JRyKO Joint Venture. UNDER NEGOTIATION: Price and Terms of Payment
6. REAL PROPERTY NEGOTIATIONS – Government Code Section 54956.8. CONFERENCE WITH REAL PROPERTY NEGOTIATORS. PROPERTY: APN: 071-164-02S located in the City of Coalinga. CITY NEGOTIATORS: City Manager Sean Brewer and City Attorney Mario Zamora. NEGOTIATING PARTIES: Valdez. UNDER NEGOTIATION: Price and Terms of Payment
7. CONFERENCE WITH LABOR NEGOTIATORS – Government Code 54957.6. CITY NEGOTIATORS: City Manager, Sean Brewer and City Attorney, Mario Zamora. EMPLOYEE (ORGANIZATION): Police Officers Association

*Item No. 9.7 was Pulled from the Agenda during Changes to the Agena.*

**10. CLOSED SESSION REPORT**

None

**11. ADJOURNMENT 7:23 PM**

**APPROVED:**

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Nathan Vosburg, Mayor

**ATTEST:**

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Shannon Jensen, City Clerk

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Date

**STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE  
AUTHORITY**

**Subject:** Approve MINUTES - September 4, 2025  
**Meeting Date:** Thursday, September 18, 2025  
**From:** Sean Brewer, City Manager  
**Prepared by:** Shannon Jensen, City Clerk

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**I. RECOMMENDATION:**

**II. BACKGROUND:**

**III. DISCUSSION:**

**IV. ALTERNATIVES:**

**V. FISCAL IMPACT:**

**ATTACHMENTS:**

	File Name	Description
▣	MINUTES_For_Approval_090425.pdf	Minutes - September 4, 2025

# **MINUTES CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY MEETING AGENDA September 4, 2025**

## **1. CALL TO ORDER 6:00 PM**

Council Members Present: Vosburg, Horn, Schindler, Hedgecock

Others Present: City Manager Sean Brewer, Assistant City Attorney Nick Matoian, Police Commander Sean Young, Financial Services Director Mai Vang, City Treasurer Dawn Kahikina, Fire Chief Greg DuPuis, Administrative Analyst Mercedes Garcia and City Clerk Shannon Jensen

Council Members Absent: Ramirez

Others Absent: Chief of Police Jose Garza

Changes to the Agenda: City Manager Sean Brewer announced the following Changes to the Agenda:  
None

*Motion by Horn, Second by Schindler to Approve the Agenda for the meeting of September 4, 2025. Motion **Approved** by 4/0 Roll-Call Majority Vote. (Ramirez – Absent)*

## **2. AWARDS, PRESENTATIONS, APPOINTMENTS AND PROCLAMATIONS**

### **1. City Department Updates**

Fire Chief Greg DuPuis provided a brief update for the Fire Department.

Police Commander Sean Young provided a brief update on the Police Department.

Financial Services Director Mai Vang provided a brief update on the Finance Department.



2. Presentation to the Coalinga Fire Department from the Coalinga Elks

Jerry Hubbard and Richard Hill of the Coalinga Elks Lodge #1613 presented the Fire Department with a check in the amount of \$4,000. The Fire Department plans to use the grant to purchase equipment and to train additional instructors for their Stop the Bleed disaster preparedness program.

**3. CITIZEN COMMENTS**

*The following individual(s) spoke under Citizen Comments:*

Chuck Yeadon spoken in favor of the City's app and highly recommends its use.

*The following individual(s) submitted written comment(s):*

Edward Post

**4. PUBLIC HEARINGS**

None

**5. CONSENT CALENDAR**

1. Approve MINUTES – July 17, 2025
2. Approve MINUTES – August 7, 2025
3. Check Register: 7/01/2025 – 7/31/2025
4. Consideration of Bid Award for Sacramento Warthan Street & Various Valley Gutter Improvements
5. Acceptance of the Special Gas Tax Street Fund and Road Maintenance Rehabilitation Program Audit Report for the Period of July 1, 2022, through June 30, 2023
6. Adopt Resolution No. 4288 and Consideration of Approval of the Transfer of Appropriation No. 26-003 for Reallocation of Mayor Pro-Tem Horn's Monthly Stipend for Fiscal Year 2025-2026
7. Adopt Resolution No. 4289 and Consideration of Approval of the Transfer of Appropriation No. 26-002 for a Seasonal Lighting Project for Fiscal Year 2025-2026
8. Reject Claim for Damages Presented by Ruth Enciso

*Motion by Horn, Second by Hedgecock to Approve Consent Calendar Item Nos. 5.1 through 5.8. **Approved** by 4/0 Roll-Call Majority Vote. (Ramirez – Absent)*

## 6. ORDINANCE PRESENTATION, DISCUSSION AND POTENTIAL ACTION ITEMS

1. Discussion, Direction and Potential Action regarding Selecting a Voting Delegate and Up to Two (2) Alternate Voting Delegates for the Annual Business Meeting at the League of California Cities 2025 Annual Conference in Long Beach, California  
**Sean Brewer, City Manager**

City Manager Sean Brewer provided a brief overview of the item.

*Motion by Horn, Second by Schindler to Appoint Mayor Vosburg as the Voting Delegate for the Annual Business Meeting at the League of California Cities 2025 Annual Conference in Long Beach, California. **Approved** by 4/0 Roll-Call Majority Voice Vote. (Ramirez – Absent)*

*Motion by Horn, Second by Vosburg to Appoint Councilman Ramirez as the Alternate Voting Delegate for the Annual Business Meeting at the League of California Cities 2025 Annual Conference in Long Beach, California. **Approved** by 4/0 Roll-Call Majority Voice Vote. (Ramirez – Absent)*

*Motion by Vosburg, Second by Horn to Appoint Councilman Schindler as the Second Alternate Voting Delegate for the Annual Business Meeting at the League of California Cities 2025 Annual Conference in Long Beach, California. **Approved** by 4/0 Roll-Call Majority Voice Vote. (Ramirez – Absent)*

## 7. ANNOUNCEMENTS

### City Manager's Announcements:

City Manager Sean Brewer announced that the next City Council meeting shall start at 5:30 in order to hear the fireworks citation appeal that had been postponed from the previous meeting on August 21, 2025.

Mr. Brewer also provided a brief update on preparations for the Wings Over the Westside Airshow scheduled for Saturday, September 27, 2025.

### Council Member's Announcements:

None

### Mayor's Announcements:

None

The City Treasurer indicated she had no announcements to report.

## 8. FUTURE AGENDA ITEMS

Mayor Vosburg requested that all one-time projects be listed on the City website for public information.

Mayor Vosburg requested a Future Agenda Item for the new Business Assistant to review the City's check register to help ensure economical spending.

**9. CLOSED SESSION**

1. CONFERENCE WITH LABOR NEGOTIATORS – Government Code 54957.6. CITY NEGOTIATORS: City Manager, Sean Brewer and City Attorney, Mario Zamora. EMPLOYEE (ORGANIZATION): Police Officers Association
2. REAL PROPERTY NEGOTIATIONS – Government Code Section 54956.8. Conference with Real Property Negotiators. PROPERTY(S): APN: 070-041-51S located in the City of Coalinga. CITY NEGOTIATORS: City Manager Sean Brewer. NEGOTIATING PARTIES: Latchkey Partners. UNDER NEGOTIATION: Price and Terms of Payment

**10. CLOSED SESSION REPORT**

None

**11. ADJOURNMENT 6:25 PM**

**APPROVED:**

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Nathan Vosburg, Mayor

**ATTEST:**

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Shannon Jensen, City Clerk

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Date

## Shannon Jensen

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**From:** Bueya Kasha <bueyakasha@live.com>  
**Sent:** Thursday, September 4, 2025 4:50 PM  
**To:** Shannon Jensen; Sean Brewer  
**Subject:** Citizen Comment  
**Attachments:** pro-vfDdzWiE.jpeg

Good Evening City Mayor Nathan and Council members including city manager Sean Brewer,

I got a \$50 ticket for weeds which I fixed immediately once I knew about it.

I leave Coalinga for sometimes a year at a time to work food delivery like San Francisco but motel 6 was taking all my money so I opted for camping with my 3 cats at Hunter Leggett and doing food delivery at King City. My point is I didn't know of the administrative ticket till I got back to Coalinga to pick up my new phone.

I am asking for an administrative hearing to contest this ticket.

Please advise.

Kindest regards,

Edward Post  
408 807 7691

City of Coalinga  
Code Enforcement Division  
155 W. Durian Avenue  
Coalinga, CA 93210



Office  
(559) 935-1533 x.111  
Fax  
(559) 935-5912

## ADMINISTRATIVE CITATION

Citation Number **10489**  
Case Number \_\_\_\_\_

Inspection Date: \_\_\_\_\_ Time: \_\_\_\_\_ am / pm Day of the Week: \_\_\_\_\_

Name (First, Middle, Last): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Cal. Driver's Lic. \_\_\_\_\_ DOB \_\_\_\_\_

Location of Violation(s): \_\_\_\_\_

The following Coalinga Municipal Code, Uniform Code or State Code Sections were violated:

CMC# \_\_\_\_\_ Describe Violation: \_\_\_\_\_

CMC# \_\_\_\_\_ Describe Violation: \_\_\_\_\_

CMC# \_\_\_\_\_ Describe Violation: \_\_\_\_\_

CMC# \_\_\_\_\_ Describe Violation: \_\_\_\_\_

Additional Code Violations: \_\_\_\_\_

The following action is necessary to correct the above-stated violation(s): \_\_\_\_\_

An Administrative penalty of ☒ \$50.00 ☐ \$100.00 ☐ \$250.00

A Notice of Violation was delivered to the above referenced party on (date) \_\_\_\_\_

Payment may be cash, money order, or check payable to the CITY OF COALINGA.

Please send payment to 155 W. DURIAN STREET, COALINGA, CA 93210.

OR

CITY OF COALINGA, C/O CITATION PROCESSING CENTER

PO BOX 7275, NEWPORT BEACH, CALIFORNIA 92658-7175

[www.citationprocessingcenter.com](http://www.citationprocessingcenter.com)

Please pay this Administrative Penalty within (20) days from issuance. No invoice will be sent.

Total Amount Due: \$ \_\_\_\_\_ Payment Due By: 11/21/15

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# STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

**Subject:** Recommendation to Approve Resolution No. 4290 Adopting the City's  
FY2025/2026 Investment Policy  
**Meeting Date:** Thursday, September 18, 2025  
**From:** Sean Brewer, City Manager  
**Prepared by:** Mai Vang, Financial Services Director

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## I. RECOMMENDATION:

It is recommended that the City Council authorize this resolution adopting the City of Coalinga's FY25/26 Investment Policy.

## II. BACKGROUND:

On March 5, 2020, the City of Coalinga adopted Resolution No. 3953. Due to changing government codes, governing requirements, and increasing investment opportunities, Staff is revising and updating the Investment policy.

California Government Code Section 53646(a)(2) requires local government entities to adopt an annual investment policy. While the code does not require changes each year, it is a best practice to review and approve the policy annually in a public setting to affirm the fiduciary responsibilities shared between the City Council and staff. This ensures transparency, encourages sound financial practices, and strengthens the authority and credibility of the City's investment framework.

The City of Coalinga's investment policy has consistently met high standards of prudence, safety, and regulatory compliance. This year's review includes a comprehensive update to expand the list of authorized investments and strengthen internal investment controls and reporting practices.

This updated policy follows the format and guidelines recommended by the California Municipal Treasurers Association's (CMTA) Investment Policy Certification Program. In addition, the policy has been developed with the assistance of our Investment Advisor, Optimized Investment Partners, which specializes in investment services for municipalities like the City of Coalinga. We are confident that this policy meets the guidelines and industry best practices for California's public sector agencies.

## III. DISCUSSION:

The City's three primary investment objectives remain unchanged and in priority order:

- Safety of Principal
- Liquidity
- Return on Investment

This year's proposed revisions include the following key updates:

- ***Three New Investment Options:*** Adds the Fresno County Investment Pool, Joint Powers Authority

(JPA) investment pools, and bonds, notes, warrants, or other evidences of indebtedness of a local agency within California as authorized investment options—expanding flexibility while maintaining safety and compliance.

- Preserved Existing Investments: All previously authorized investment types have been retained, ensuring continuity with the City’s current practices, while the three new options were added to enhance flexibility.
- Clear Policy Structure: A new table of contents and organized sections for ease of reference.
- Defined Scope: Applies explicitly to all City funds, as reported in the Annual Comprehensive Financial Report.
- Delegation of Authority: Clarifies roles of the City Manager, Financial Services Director, and Senior Accountant.
- Expanded Authorized Investments: Adds greater detail, aligns with current state law, and includes updated issuer and maturity limits.
- Risk Mitigation: New sections on credit and market risk, diversification (5% issuer cap), and collateralization standards.
- Internal Controls: Establishes robust procedures for investment transactions, reconciliations, and independent audits.
- Performance Benchmarking: Introduces appropriate benchmarks based on the City’s expected portfolio composition.
- Enhanced Reporting: Quarterly reports will now include detailed investment listings, compliance statements, and 6-month liquidity assessments.
- Annual Policy Review: Formalizes the requirement for annual City Council review and approval.

Reviewing and updating the investment policy in alignment with current best practices reinforces the City’s commitment to responsible financial stewardship and supports the long-term health of public funds management.

#### **IV. ALTERNATIVES:**

None

#### **V. FISCAL IMPACT:**

This policy update does not change the City’s conservative approach to investing. Rather, it expands flexibility while maintaining safety and liquidity as the top priorities. Participation in JPA investment pools, the Fresno County Investment Pool, and other authorized instruments may enhance yield opportunities while still meeting state code requirements.

#### **ATTACHMENTS:**

File Name	Description
20250904_-_Resolution_No_4290_-_Investment_Policy.pdf	Resolution No. 2490
20250909_-_City_of_Coalinga_Investment_Policy.pdf	Investment Policy

## RESOLUTION NO. 4290

### RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COALINGA ADOPTING THE INVESTMENT POLICY FOR FISCAL YEAR 2025-2026

**WHEREAS**, California Government Code Section 53646(a)(2) requires local government entities to adopt an annual investment policy; and

**WHEREAS**, the primary objectives of the City's investment program, in priority order, are Safety of Principal, Liquidity, and Return on Investment; and

**WHEREAS**, the City Manager is delegated responsibility for investing unexpended cash of the City Treasury, with day-to-day investment management authority assigned to the Financial Services Director, pursuant to the Municipal Code and Investment Policy; and

**WHEREAS**, the City Council has reviewed the City of Coalinga Investment Policy, last revised on March 5, 2020, which establishes prudent standards, internal controls, reporting requirements, and authorized investment instruments consistent with State law; and

**WHEREAS**, the City Council will expand investment to Fresno County Investment Pool, Joint Powers Authority (JPA) investment pools, and bonds, notes, warrants, or other evidences of indebtedness of a local agency within California as authorized investment options—expanding flexibility while maintaining safety and compliance.

**WHEREAS**, the City Council desires to affirm its commitment to sound fiscal management and oversight through the formal adoption of said Investment Policy.

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

1. **Adoption of Policy:** The City of Coalinga Investment Policy, attached hereto as *Exhibit A*, is hereby adopted and made effective immediately.
2. **Annual Review:** The Investment Policy shall be reviewed annually by the City Council. Any modifications shall be brought forward for approval by resolution.
3. **Delegation of Authority:** The City Manager, or designee, shall continue to exercise authority for investment management as outlined in the adopted policy.



4. **Compliance Reporting:** The Financial Services Director shall provide quarterly investment reports to the City Council in accordance with the requirements of the policy and State law.

The foregoing Resolution was introduced and adopted at a regular meeting of the City Council of the City of Coalinga held on the **18th day of September, 2025**, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED:

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Nathan Vosburg, Mayor

APPROVED:

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Shannon Jensen, City Clerk

# **CITY OF COALINGA**

## **INVESTMENT POLICY**

**(Last Revised 09/09/25)**



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## **1. Policy**

The City of Coalinga shall invest public funds in such a manner as to comply with state and local laws; ensure prudent money management; provide for daily cash flow requirements; and meet the objectives of the Policy, in priority order of Safety, Liquidity and Return on investment. In accordance with the Municipal Code of the City of Coalinga and under authority granted by the City Council, the City Manager is responsible for investing the unexpended cash in the City Treasury.

## **2. Scope**

The investment policy applies to all investment activities and financial assets of the City of Coalinga as accounted for in the Annual Comprehensive Financial Report (ACFR). This policy is applicable, but not limited to, all funds listed below:

- General Fund
- Capital Funds
- Other Special Revenue Funds, Debt Service Funds, Internal Service Funds
- Any new fund created by the City Council unless specifically exempted.

## **3. Prudence**

The standard of prudence to be used by the designated representative shall be the “prudent investor” standard and shall be applied in the context of managing the overall portfolio. Persons authorized to make investment decisions on behalf of local agencies investing public funds are trustees and therefore fiduciaries subject to the prudent investor standard which states, “When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency”.

The City Manager and other individuals assigned to manage the investment portfolio, acting within the intent and scope of the investment policy and other written procedures and exercising due diligence, shall be relieved of personal responsibility and liability for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

## **4. Objectives**

The City's primary investment objectives, in order of priority, shall be:

1. Safety: Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation



of capital in the overall portfolio. The City shall seek to preserve principal by mitigating the two types of risk: credit risk and market risk.

- a. Credit risk, defined as the risk of loss due to failure of the issuer of a security, shall be mitigated by investing in issuers that carry the direct or implied backing of the U.S. Government (including, but not limited to, the U.S. Treasury, U.S. Government Agencies, and federally insured banks). The portfolio will be diversified so that the failure of any one issuer does not unduly harm the City's capital base and cash flow.
  - b. Market risk, (aka "interest rate risk") defined as market value fluctuations due to overall changes in the general level of interest rates shall be mitigated by limiting the maximum maturity of any one security to five years, structuring the portfolio based on historic and current cash flow analysis eliminating the need to sell securities prior to maturity and avoiding the purchase of long-term securities for the sole purpose of short-term speculation. Moreover, it is the City's full intent, at the time of purchase, to hold all investments until maturity to ensure the return of all invested principal dollars. Limited exceptions will be granted for security swaps that would improve the portfolio's yield and/or credit quality.
2. Liquidity: The City's investment portfolio will remain sufficiently liquid to enable the City of Coalinga to meet all operating requirements which might be reasonably anticipated.
3. Return on Investments: The City's investment portfolio shall have the objective of attaining a comparative performance measurement or an acceptable rate of return throughout budgetary and economic cycles. These measurements should be commensurate with the City's investment risk constraints identified in this Investment Policy and the cash flow characteristics of the portfolio.

## **5. Delegation of Authority**

The Municipal Code of the City of Coalinga and the authority granted by City Council assign the responsibility of investing unexpended cash to the City Manager. Daily management responsibility of the investment program may be delegated to the Financial Services Director or Senior Accountant, who shall establish procedures for the operation consistent with this investment policy.

## **6. Ethics and Conflicts of Interest**

Officers and employees involved in the investment process shall refrain from personal business activity that conflicts with proper execution of the investment program or impairs their ability to make impartial investment decisions. Additionally, the City Manager and the Financial Services Director or Senior Accountant are required to annually file applicable financial disclosures as required by the Fair Political Practices Commission



(FPPC). Furthermore, Investment officials must refrain from undertaking personal investment transactions with the same individual(s) employed by the financial institution with whom business is conducted on behalf of the City.

## **7. Authorized Dealers and Institutions**

The Financial Services Director will maintain a list of approved financial institutions authorized to provide investment services to the public agency in the State of California. These may include “primary” dealers or regional dealers that qualify under Securities & Exchange Commission Rule 15C3-1 (uniform net capital rule). Best practices include the following: 1) A determination that all approved broker/dealer firms, and individuals covering the public agency, are reputable and trustworthy; 2) the broker/dealer firms should have the ability to meet all their financial obligations in dealing with the Public Agency; 3) the firms, and individuals covering the agency, should be knowledgeable and experienced in Public Agency investing and the investment products involved; 4) no public deposit shall be made except in a qualified public depository as established by the established state laws; 4) all financial institutions and broker/dealers who desire to conduct investment transactions with the public agency may supply the Financial Services Director with audited financial statements, proof of FINRA certification, trading resolution, proof of State of California registration, a completed broker/dealer questionnaire, certification of having read the Public Agency’s investment policy and depository contracts.

The Financial Services Director may conduct an annual review of the financial condition and registrations of qualified dealers & institutions.

## **8. Authorized and Suitable Investments**

Investment of City funds is governed by the California Government Code Sections 53600 et seq. Within the context of the limitations, the following investments are authorized, as further limited herein:

1. United States Treasury Bills, Bonds, and Notes or those for which the full faith and credit of the United States are pledged for payment of principal and interest. There is no percentage limitation of the portfolio that can be invested in this category, although a five-year maturity limitation is applicable.
2. Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.
3. Local Agency Investment Fund (LAIF), which is a State of California managed investment pool, and the Fresno County Investment pool, may be used up to the maximum permitted by California State Law. A review of the pool/fund is required when part of the list of authorized investments, with the knowledge that the



pool/fund may include some investments allowed by statute but not explicitly identified in this investment policy.

Additionally, shares of beneficial interest issued by a joint powers authority organized pursuant to CA Code (Section 6509.7) that invests in the securities and obligations in compliance with CA Code 53601 (subsection 'a' to 'r', inclusive) are also authorized. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment adviser that meets all of the following criteria:

- The adviser is registered or exempt from registration with the Securities and Exchange Commission.
  - The adviser has not less than five years of experience investing in the securities and obligations authorized in CA Code (subsection 'a' to 'r', inclusive).
  - The adviser has assets under management in excess of five hundred million dollars (\$500,000,000).
4. Negotiable Certificates of Deposit issued by nationally or state-chartered banks (FDIC insured institutions) or state or federal savings institutions. Purchases of negotiable certificates of deposit may not exceed 30% of total portfolio. Principal and accrued interest on these investments must not exceed the \$250,000 FDIC insurance limit. A maturity limitation of five years is applicable.
  5. Time deposits or placement service deposits, non-negotiable and collateralized in accordance with the California Government Code, may be purchased through banks or savings and loan associations. Since time deposits are not liquid, no more than 50% of the investment portfolio may be invested in this investment type. A maturity limitation of five years is applicable. Effective January 1, 2020, no more than 50 percent of the agency's money may be invested in deposits, including certificates of deposit, through a placement service as authorized under 53601.8 (excludes negotiable certificates of deposit authorized under Section 53601(i)). On January 1, 2026, the maximum percentage of the portfolio reverts back to 30 percent. Investments made pursuant to 53635.8 remain subject to a maximum of 30 percent of the portfolio.
  6. Various daily money market funds administered for or by trustees, paying agents and custodian banks contracted by the City of Coalinga may be purchased as allowed under the State of California Government Code. Only funds holding U.S. Treasury or Government agency obligations can be used.



7. Commercial paper of “prime” quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical rating organization (NRSRO). Maximum maturity of 270 days; 25% limit of agency's moneys.
8. Medium-term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this subdivision shall be rated in a rating category of “A” or its equivalent or better by an NRSRO. Purchases of medium-term notes shall not include other instruments authorized by this section and shall not exceed 30 percent of the agency’s moneys that may be invested pursuant to this section. A local agency, other than a county or a City and a county, may invest no more than 10 percent of its total investment assets in the commercial paper and the medium-term notes of any single issuer.
9. Bankers’ acceptances, otherwise known as bills of exchange or time drafts, that are drawn on and accepted by a commercial bank. Maturity not to exceed 180 days; 40% limit of agency's moneys; 30% limit per bank.
10. State warrants or treasury notes/bonds-Registered state warrants or treasury notes or bonds of this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the state or by a department, board, agency, or authority of the state.
11. Bonds, notes, warrants, or other evidences of indebtedness of a local agency within this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.
12. Registered treasury notes or bonds of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 states, in addition to California.
13. Repurchase Agreements and Reverse Repurchase Agreements. Repurchase Agreements: Term not to exceed one year; Securities must be valued at 102% or greater of the funds borrowed against those securities and the value shall be adjusted no less than quarterly. The total of all reverse repurchase agreements and securities lending agreements on investments owned by the local agency does not exceed 20 percent of the base value of the portfolio. Reverse Repurchase Agreements: The agreement does not exceed a term of 92 days, unless the



agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security using a reverse repurchase agreement or securities lending agreement and the final maturity date of the same security.

The following summary of maximum percentage limits, by instrument, are established for the City's investment portfolio:

Authorized Investment Type	Government Code	Maximum Maturity	Minimum Credit Quality	Maximum in Portfolio	Maximum Investment in One Issuer
Treasury Obligations (bills, notes, & bonds)	53601(b)	5 Years	N/A	100%	N/A
US Government Agency and Federal Agency Securities	53601(f)	5 Years	N/A	100%	N/A
Local Agency Investment Fund (LAIF)	16429.1	Upon Demand	N/A	As permitted by LAIF (currently \$65 million per account)	N/A
Fresno County Investment Pool	53684	Upon Demand	N/A	As permitted by County Treasurer (currently no limit)	N/A
Joint Powers Authority Pool	53601(p)	N/A	See § 8.3 (above)	As permitted by each JPA	N/A
Negotiable Certificates of Deposit	53601(i)	5 Years	N/A	30%	N/A
Placement Service Deposits	53601.8 and 53635.8	5 Years	N/A	50%	N/A
Commercial paper	53601(h)	270 Days	Highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical rating organization (NRSRO)	25%	10%
Medium-term notes	53601(k)	5 Years	"A" or its equivalent or better by an NRSRO	30%	10%
Bankers' acceptances (also called bills of exchange/time drafts)	53601(g)	180 Days	N/A	40%	30%
State warrants or treasury notes/bonds	53601(c)	5 Years	N/A	N/A	N/A





Bonds, notes, warrants, or other evidences of indebtedness of a local agency within California	53601(e)	5 Years	N/A	N/A	N/A
Registered treasury notes or bonds of any of the other 49 states, including California	53601(d)	5 Years	N/A	N/A	N/A
Repurchase Agreements and Reverse Repurchase Agreements	53601(j)	1 Year (Repurchase & 92 days (Reverse Repurchase))	N/A	20%	N/A

## 9. Review of Investment Portfolio

The securities held by the City of Coalinga must be in compliance with Section 8.0 “Authorized and Suitable Investments” at the time of purchase. The Financial Services Director should review the portfolio (at least annually) to identify those securities that do not comply.

The Financial Services Director and Senior Accountant should establish procedures to report any major and critical incidences of noncompliance identified through the review of the portfolio.

## 10. Investment Pools / Money Market Funds

A thorough investigation of the investment pool/money market fund is required prior to investing, and on a continual basis. Best efforts will be made to acquire the following information:

1. A description of eligible investment securities, and a written statement of investment policy and objectives.
2. A description of interest calculations and how it is distributed, and how gains and losses are treated.
3. A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced and the program audited.
4. A description of who may invest in the program, how often, and what size deposit and withdrawal are allowed.
5. A schedule for receiving statements and portfolio listings.
6. Are reserves, retained earnings, etc. utilized by the pool/fund?
7. A fee schedule, and when and how it is assessed.



8. Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?

### **11. Collateralization**

Collateralization will be required on two types of investments: non-negotiable certificates of deposit and repurchase (and reverse repurchase) agreements. To anticipate market changes and provide a level of security for all funds, the collateralization level will be 110% of market value for non-negotiable certificate of deposit and 102% for reverse repurchase agreements of principal and accrued interest.

Collateral will always be held by an independent third party with whom the entity has a current custodial agreement. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the entity and retained.

The City may waive the collateralization requirements for any portion of the deposit that is covered by Federal Deposit Insurance.

### **12. Safekeeping and Custody**

All security transactions shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by a third-party custodian designated by the Financial Services Director and evidenced by safekeeping receipts.

### **13. Diversification**

The City shall diversify the investments within the portfolio to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions, or maturities. To promote diversification, no more than 5% of the portfolio may be invested in the securities of any one issuer, regardless of security type, excluding U.S. Treasuries, federal agencies, and pooled investments such as LAIF, money market funds, or local government investment pools.

### **14. Maximum Maturities**

To the extent possible, the City of Coalinga will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than 5 years from the date of purchase. Any investment longer than 5 years must be done with advance permission from City Council.

### **15. Internal Controls**

The Financial Services Director is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City of Coalinga are protected from loss, theft, fraud or misuse.

Separation of functions between the Financial Services Director and Senior Accountant is designed to provide an ongoing internal review to prevent the potential for converting assets or concealing transactions.



Investment decisions are made by the Financial Services Director, executed by the Senior Accountant and confirmed by the Financial Services Director. All wire transfers initiated by the Senior Accountant must be reconfirmed by the appropriate financial institution to the Financial Services Director. Proper documentation obtained from confirmation and cash disbursement wire transfers is required for each investment transaction. Timely bank reconciliation is conducted to ensure proper handling of all transactions.

The investment portfolio and all related transactions are reviewed and balanced to appropriate general ledger accounts by the Financial Services Director or Senior Accountant on a monthly basis. An independent analysis by an external auditor shall be conducted annually to review and perform procedure testing on the City's cash and investments that have a material impact on the financial statements. The Financial Services Director shall review and assure compliance with investment process and procedures.

## **16. Performance Standards**

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow needs.

The City intends to spread its investments relatively evenly between 0 and 5 years and hold those investments to maturity.

Therefore, an appropriate performance benchmark will be a market-based index or blended benchmark that reflects the portfolio's actual composition and weighted average maturity. This may include Treasury indices, government/credit indices, or other publicly available benchmarks consistent with the investment types authorized in the City's policy. The selected benchmark shall be reviewed periodically and adjusted as needed to remain aligned with the City's investment objectives and evolving portfolio structure.

## **17. Reporting**

The Financial Services Director and City Treasurer shall review and render quarterly reports to the City Council that include the following information:

- Investment type (e.g. U.S. Treasury Note, U.S. Government Agency Bond)
- Name of the issuer (e.g. Federal Farm Credit Bank, Federal Home Loan Bank)
- Maturity date
- Yield to maturity
- Current market value and source of market value
- Par and dollar amount for each security the City has invested in
- Par and dollar amount on any money held by the City (e.g. LAIF balance, Cash Balance).

The report shall also include a description of any of the City's funds, investments, or programs that are under the management of contracted parties, including lending programs.



The quarterly report shall state compliance of the portfolio to the investment policy, or manner in which the portfolio is not in compliance.

The quarterly report shall include a statement denoting the ability of the City to meet its expenditure requirements for the next six months or provide an explanation as to why sufficient money shall (or may not) be available.

The quarterly reports shall be placed on the City Council meeting agenda for its review and approval no later than 45 days after the quarter ends. If there are no Council meetings within the 45-day period, the quarterly report shall be presented to the Council at the soonest possible meeting thereafter.

### **18. Investment Policy Adoption**

The City of Coalinga investment policy shall be adopted by resolution of the City Council. The policy shall be reviewed annually by the City Council and any modifications made thereto must be approved by the City Council.

The Financial Services Director shall establish written investment policy procedures for the operation of the investment program consistent with this policy. The procedures should include reference to: safekeeping, master repurchase agreements, wire transfer agreements, banking service contracts and collateral/depository agreements. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the City of Coalinga.

### **19. Glossary of Terms in this Policy**

**Accrued Interest:** Interest earned but not yet received.

**Annual Comprehensive Financial Report (ACFR):** The official annual financial report for the City. It includes five combined statements and basic financial statements for each individual fund and account group prepared in conformity with Generally Accepted Accounting Principles (GAAP).

**Bond:** A financial obligation for which the issuer promises to pay the bondholder a specified stream of future cash flows, including periodic interest payments and a principal repayment.

**Bond Swap:** Selling one bond issue and buying another at the same time in order to create an advantage for the investor. Some benefits of swapping may include tax-deductible losses, increased yields, and an improved quality portfolio.

**Broker:** In securities, the intermediary between a buyer and a seller of securities. The broker, who usually charges a commission, must be registered with the exchange in which he or she is trading, accounting for the name registered representative.



**Certificate of Deposit:** A deposit insured up to \$250,000 by the Federal Deposit Insurance Corporation (FDIC) at a set rate for a specified period of time.

**Collateral:** Securities, evidence of deposit or pledges to secure repayment of a loan. Also refers to securities pledged by a bank to secure deposit of public moneys.

**Constant Maturity Treasury (CMT):** An average yield of a specific Treasury maturity sector for a specific time frame. This is a market index for reference of past direction of interest rates for the given Treasury maturity range.

**Custody:** A banking service that provides safekeeping for the individual securities in a customer's investment portfolio under a written agreement that also calls for the bank to collect and pay out income, to buy, sell, receive and deliver securities when ordered to do so by the principal.

**Delivery vs. Payment (DVP):** Delivery of securities with a simultaneous exchange of money for the securities.

**Diversification:** Dividing investment funds among a variety of securities offering independent returns and risk profiles.

**Federal Deposit Insurance Corporation (FDIC):** Insurance provided to customers of a subscribing bank that guarantees deposits to a set limit (currently \$250,000) per account.

**Interest Rate:** The annual yield earned on an investment, expressed as a percentage.

**Liquidity:** Refers to the ability to rapidly convert an investment into cash.

**Market Value:** The price at which a security is trading and could presumably be purchased or sold.

**Maturity:** The date upon which the principal or stated value of an investment becomes due and payable.

**Portfolio:** Collection of securities held by an investor.

**Primary Dealer:** A group of government securities dealers that submit daily reports of market activity and security positions held to the Federal Reserve Bank of New York and are subject to its informal oversight.

**Purchase Date:** The date in which a security is purchased for settlement on that or a later date.

**Rate of Return:** The yield obtainable on a security based on its purchase price or its current market price. This may be the amortized yield to maturity on a bond or the current income return.

**Risk:** Degree of uncertainty of return on an asset. Safekeeping: See Custody.

**Settlement Date:** The date on which a trade is cleared by delivery of securities against funds.



**Time Deposit:** A deposit in an interest-paying account that requires the money to remain on account for a specific length of time. While withdrawals can generally be made from a passbook account at any time, other time deposits, such as certificates of deposit, are penalized for early withdrawal.

**Treasury Obligations:** Debt obligations of the U.S. Government that are sold by the Treasury Department in the forms of bills, notes, and bonds. Bills are short-term obligations that mature in one year or less. Notes are obligations that mature between one year and ten years. Bonds are long-term obligations that generally mature in ten years or more.

**U.S. Government Agencies:** Instruments issued by various US Government Agencies most of which are secured only by the credit worthiness of the particular agency.

**Yield:** The rate of annual income return on an investment, expressed as a percentage. It is obtained by dividing the current dollar income by the current market price of the security.

**Yield to Maturity:** The rate of income return on an investment, minus any premium or plus any discount, with the adjustment spread over the period from the date of purchase to the date of maturity of the bond, expressed as a percentage.

## **20. Glossary of General Investment Terms**

**Active Deposits:** Funds that are immediately required for disbursement.

**Amortization:** An accounting practice of gradually decreasing (increasing) an asset's book value by spreading its depreciation (accretion) over a period of time.

**Asked Price:** The price a broker dealer offers to sell securities. **Basis Point:** One basis point is one hundredth of one percent (.01). **Bid Price:** The price a broker / dealer offers to purchase securities.

**Book Entry Securities:** Securities, such stocks held in “street name,” that are recorded in a customer’s account, but are not accompanied by a certificate. The trend is toward a certificate-free society to cut down on paperwork and to diminish investors’ concerns about the certificates themselves. All the large New York City banks, including those that handle the bulk of the transactions of the major government securities dealers, now clear most of their transactions with each other and with the Federal Reserve through the use of automated telecommunications and the “book-entry” custody system maintained by the Federal Reserve Bank of New York. These banks have deposited with the Federal Reserve Bank a major portion of their government and agency securities holdings, including securities held for the accounts of their customers or in a fiduciary capacity for the City. Virtually all transfers for the account of the banks, as well as for the government securities dealers who are their clients, are now effected solely by bookkeeping entries.



The system reduces the costs and risks of physical handling and speeds the completion of transactions.

**Book Value:** The value at which a debt security is shown on the holder's balance sheet. Book value is acquisition cost less amortization of premium or accretion of discount.

**Bullet Bond:** See “*Non-callable Bond*.”

**Callable Bond:** A debt obligation where the bond issuer (i.e. borrower) has the option to *call the bond* or pay it off early (before the scheduled maturity date). For instance, a 5-year bond might be “callable quarterly”—meaning that, although the bond has a scheduled end date 5 years from now, it could end in 3 months (and every 3 months after that, until the scheduled maturity date).

**Coupon:** The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value.

**Credit Analysis:** A critical review and appraisal of the economic and financial conditions or of the ability to meet debt obligations.

**Current Yield:** The interest paid on an investment expressed as a percentage of the current price of the security.

**Discount:** The difference between the cost of a security and its value at maturity when quoted at lower than face value.

**Duration:** The weighted average maturity of a bond's cash flow stream, where the present value of the cash flows serve as the weights; the future point in time at which on average, an investor has received exactly half of the original investment, in present value terms; a bond's zero-coupon equivalent; the fulcrum of a bond's present value cash flow time line.

**Fannie Mae:** Trade name for the Federal National Mortgage Association (FNMA), a U.S. sponsored corporation.

**Federal Reserve System:** The central bank of the U.S. that consists of a seven member Board of Governors, 12 regional banks and approximately 8,000 commercial banks that are members.

**Fed Wire:** A wire transmission service established by the Federal Reserve Bank to facilitate the transfer of funds through debits and credits of funds between participants within the Fed system.

**Freddie Mac:** Trade name for the Federal Home Loan Mortgage Corporation (FHLMC), a U.S. sponsored corporation.

**Investment Agreements:** An agreement with a financial institution to borrow public funds subject to certain negotiated terms and conditions concerning collateral, liquidity and interest rates.





**Nationally Recognized Statistical Rating Organizations (NRSRO):** A U.S. Securities & Exchange Commission registered agency that assesses the creditworthiness of an entity or specific security. NRSRO typically refers to Standard and Poor's Ratings Services, Fitch Ratings, Inc. or Moody's Investors Services.

**New Issue:** Term used when a security is originally "brought" to market.

**Non-callable Bond:** Also known as, "*Bullet Bond*." A non-callable bond is a debt obligation where the bond issuer does not have the option to "call the bond" i.e.-end the bond before the scheduled maturity date.

**Perfected Delivery:** Refers to an investment where the actual security or collateral is held by an independent third party representing the purchasing entity.

**Repurchase Agreement (REPO):** A transaction where the seller (bank) agrees to buy back from the buyer (City) the securities at an agreed upon price after a stated period of time.

**Reverse Repurchase Agreement (REVERSE REPO):** A transaction where the seller (City) agrees to buy back from the buyer (bank) the securities at an agreed upon price after a stated period of time.

**Secondary Market:** A market made for the purchase and sale of outstanding issues following the initial distribution.

**Yield Curve:** The yield on bonds, notes or bills of the same type and credit risk at a specific date for maturities up to thirty years.

### ***The "Big Three" Rating Agencies***

These are the most recognized and influential globally:

#### ***Moody's Investors Service (Moody's)***

- Uses a letter-grade scale (e.g., Aaa, Aa1, Aa2, etc.).
- Covers government, corporate, and structured finance securities.

#### ***S&P Global Ratings (formerly Standard & Poor's)***

- Uses a similar letter-grade scale (e.g., AAA, AA+, AA, etc.).
- Widely used by investors, particularly in the U.S. municipal bond market.



### ***Fitch Ratings***

- Also uses a letter-grade scale comparable to S&P.
- Focuses on both global and regional markets

# **STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY**

**Subject:** Strategic Plan Implementation - Envision Coalinga Project List Monthly Update (August 2025)  
**Meeting Date:** Thursday, September 18, 2025  
**From:** Sean Brewer, City Manager  
**Prepared by:** Sean Brewer, City Manager

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## **I. RECOMMENDATION:**

It is recommended that the City Council receive and file the monthly update for August 2025 on the City's Envision Coalinga strategic planning implementation efforts.

## **II. BACKGROUND:**

As part of the City's 2025 Strategic Planning Session, the Council and Executive Team outlined a vision for Coalinga's future with specific focus areas including infrastructure, economic development, public safety, communication, and quality of life. A key outcome of this planning effort was the creation of the "Envision Coalinga" framework, a comprehensive approach to advancing strategic priorities across departments.

Staff committed to providing, on a regular basis, progress reports in the form of monthly updates to ensure transparency, accountability, and continuity in the implementation of these strategic initiatives.

## **III. DISCUSSION:**

This report provides an overview of progress made on the City's strategic goals under the Envision Coalinga initiative, categorized into six priority areas established during the Council's strategic planning retreat. Each area contains specific projects assigned to key staff, aimed at driving improvements citywide.

### **Infrastructure & City Improvements**

Projects include citywide upgrades such as the access control system, City Hall and Police Department rehabilitation, and facility landscaping. Public infrastructure projects are underway including the Derrick Reservoir completion, the ADA transition plan update, and solar installations at both the Water and Wastewater Treatment Plants. Efforts are also ongoing to rehabilitate the Fire Department exterior, backflow enclosure installations, and the Center Median and Valley Gutter projects.

### **Community Engagement & Events**

Staff are actively preparing for key events such as National Night Out (August 5) and the Coalinga Airshow (September 27). Additional projects include finalizing design of the outdoor food court, installing banner decorations, and planning the Ramsey Splash Park for 2026. The City is also preparing a team-building event and an employee appreciation ceremony.

### **Public Safety & Emergency Preparedness**

Staff have initiated projects such as the implementation of Civic Ready for emergency alerts, the installation of a Fire Department generator, and procurement of a command trailer for PD. Other notable efforts include updating the Animal Control Ordinance, remodeling fire facilities, and launching a feasibility study for enhanced fire services at the airport.

### **Technology & Administrative Modernization**

The City has launched initiatives to modernize internal operations and resident-facing services, including the website redesign and chatbot integration, implementation of NeoGov and OneMeeting software, and AI-assisted building plan checks. Work is also underway to allow virtual and credit card payments citywide.

### **Employee & Organizational Development**

Several projects aim to enhance the City's workforce environment and operations. These include launching appreciation programs, expanding employee benefit education, and updating key finance policies related to reserves, purchasing, travel, and decentralization of finance functions.

### **Housing & Economic Development**

The City has committed to supporting affordable housing efforts by constructing three accessory dwelling units (ADUs) and continuing to pursue economic development opportunities that align with the community's long-term vision.

Future monthly updates will continue to report progress and highlight key milestones in each strategic area.

## **IV. ALTERNATIVES:**

None. Receive Report Only.

## **V. FISCAL IMPACT:**

None.

### **ATTACHMENTS:**

File Name	Description
Envision_2025_Summary.docx	Envision Project List 2025
Envision_Project_Updates_August_2025.pdf	Envision Project Updates August 2025

# ENVISION 2025 – CITY MANAGER

## Infrastructure & City Improvements

- **Citywide Upgrades:**
  - Upgrade City Access Control Systems
  - Rehabilitate City Hall & Police Department (flooring, paint, lighting)
  - Replace charging stations in back parking lot.
- **Landscaping & City Facility Projects:**
  - Modernize Exterior of Fire Department (Landscaping, Signage, Paint).
  - Complete Landscaping at City parking lot.
  - Re-Pave City Hall/PD Back Parking Lot.
  - Complete Animal Shelter.
  - Explore the Feasibility of a New Veterans Hall.
- **Transportation & Parking:**
  - Complete Phase 1 of the Center Median Project.
  - Phase 1 Valley Gutter Project.
  - Slurry/Cape Seal Project Phase 2.
  - Update Curb painting near schools.
- **Utility & Safety Enhancements:**
  - New Fueling station for the airport.
  - Repair All Lighting at the Airport.
  - Backup generator connections for Sewer Lift stations.
  - Install the remaining backflow enclosures.

- **Reservoir & Water Projects:**

- Complete Derrick Reservoir Project
- Complete Water Plant and Wastewater Plant Solar Projects.
- Update Water Treatment Plant Standard Operations Procedures.
- Completion of ADA Transition Plan Update.
- Increase Wastewater Treatment Plant Land Discharge Area.

## **2. Community Engagement & Events**

- **Major Events:**

- Council/Staff Team Building Event.
- National Night Out (Aug 5, 2025).
- Coalinga Airshow (Sep 27, 2025).
- Annual Employee Appreciation Party (Employee Awards).

- **Public Amenities:**

- Complete Ramsey Splash Park (2026)
- Banner decorations on light poles.
- Holiday lighting for City Hall, Fire Department, and Archway signage.

- **Outdoor Spaces:**

- Begin design of the outdoor food court.
- Install sail shades at the dog park.

## **3. Public Safety & Emergency Preparedness**

- **Emergency Readiness:**

- Implement Civic Ready for emergency preparedness.
- Install Fire Department generator.
- Purchase a command trailer for PD.

- **Ambulance & Fire Services:**

- Increase ambulance rates (unchanged since 2014).
- Improvements to the Fire Department training center.
- Remodel Fire Department Bathroom.
- Sponsor Medic School & Academy.
- Feasibility Plan for Increased Presence of the Fire Department at the Coalinga Airport including Ancillary Services (ie. CAL Fire, Sky Life, Ect)
- **Policy & Regulation Updates:**
  - Update Animal Control Ordinance.
  - Address commercial vehicle parking standards.
  - Clean City Initiative: Update Property Maintenance Regulations to Ensure Property Owner Accountability in an Effort to Beautify and Clean City.

#### **4. Technology & Administrative Modernization**

- **Digital & Process Improvements:**
  - Implement NeoGov (Human Resources automation)
  - Complete implementation of “One Meeting” agenda software.
  - Implementation of AI for Building Plan Checks.
- **Online Services:**
  - Enable credit card payments for all services.
  - Implement virtual pay with the bank.
- **Website Modernization:**
  - Start website redesign efforts.
  - Chatbot Integration (AI) into Website.
  - Public Records Request Efficiency (NextRequest).

#### **5. Employee & Organizational Development**

- **Appreciation & Recognition Programs:**

- Launch personnel appreciation programs (Employee of the Month, longevity awards, ect.).
- **Employee Benefits & Education:**
  - Expand education on retirement, medical benefits, and mental/physical wellness programs.
- **Finance & Policy Updates:**
  - Decentralize finance functions.
  - Update reserve policy.
  - Update CAL Card policies.
  - Update Purchasing policy, travel, and cash handling procedures.

## **6. Housing & Economic Development**

- **Affordable Housing:**
  - Build 3 ADU units.

# Monthly Project Status Report – August 2025

Prepared by: Sean Brewer

**Project Name: Explore Feasibility of a New Veterans Hall**

## **1. Project Overview:**

Scope: Evaluate the feasibility of establishing a new Veterans Hall in Coalinga, including review of funding mechanisms (state/federal grants, earmarks), special district formation, and potential partnerships with federal/state representatives.

## **2. Executive Summary and Progress Update:**

During this reporting period, staff initiated the preliminary feasibility assessment in response to a City Council directive. Initial outreach to our federal lobbyist identified two potential paths for pursuing a Veterans Hall:

### Special District Formation:

Establishing a Veterans Memorial District is a potential option, but involves a complex, multi-step process governed by LAFCo. Key steps include public engagement, feasibility study, CEQA compliance, and a potential election. Estimated costs range from tens of thousands to over \$100,000 depending on CEQA and election requirements.

### Federal Earmarks:

This project could qualify for federal funding through the Community Project Funding (earmark) process. According to Townsend, here are couple projects received significant allocations for a veterans center/hall:

- \$850,000 to Manteca for a Veterans Center (2024)
- \$1,250,000 to Watsonville (2025, rescinded in CR)

Spencer Street of Townsend Public Affairs is monitoring fall timelines for earmark submissions and will support a future application to Rep. Gray and Senators Padilla and Schiff.

### Potential Challenges:

The complexity and cost of forming a new district may outweigh the benefits unless local momentum or a clear funding path is secured. Staff will need to determine if this path is viable or whether earmark funding alone can support the project.



**4. Timeline:**

- Fall 2025: Potential federal earmark application preparation
- 2026: Further exploration of special district formation (if pursued)

**5. Budget:**

None allocated at this time; exploratory phase only

**6. Upcoming Milestones:**

- Coordinate with CSDA and LAFCo for guidance on district formation (in progress)
- Schedule internal strategy meeting for earmark submission (Fall 2025)
- Draft summary for Rep. Gray's office to begin 2026 earmark positioning
- Identify potential stakeholders (local veterans organizations, service clubs)

No update for the month of August 2025.

## Project Name: Outdoor Food Court (Design Phase)

### **1. Project Overview:**

Scope: The City of Coalinga is exploring the development of an outdoor food court on the vacant lot located along Elm Avenue between 4th and 5th Streets, designed to serve as a vibrant community gathering space and economic incubator. The project will feature retrofitted sea train containers that provide affordable, flexible space for start-up restaurants and small food vendors, promoting local entrepreneurship and culinary diversity. In addition to the container units, the site will include designated parking and utility hookups for rotating food trucks, open seating areas, shaded canopies, community gathering zones, and amenities such as firepits to enhance year-round usability. The space is intended to activate a currently underutilized property, encourage foot traffic along Elm Avenue, and serve as a dynamic hub for residents and visitors alike.

Timeline: April 2026

### **2. Executive Summary and Progress Update:**

Staff has obtained the preliminary design services of Precision Civil Engineering and has provided comments and reviewing the revised concept.

### **4. Timeline:**

Preliminary Design Complete by Fiscal Year End 2026

### **5. Budget:**

For FY26 there is \$100,000 budgeted for preliminary design services with expectations of construction in FY27 unless design is complete early and the Council may approve a budget adjustment for construction should it be within a reasonable amount.

### **6. Upcoming Milestones:**

Concept Plan – Precision Engineering currently working on finalizing concept design. Expecting design in Mid-September 2025.

Preliminary Design Started: October 2025

# Project Name: Update Commercial Vehicle Parking Standards

## **1. Project Overview:**

Scope: The City of Coalinga is undertaking a comprehensive update to its commercial vehicle parking standards to address growing concerns related to the illegal parking of large commercial vehicles within city limits. This project will involve reviewing existing municipal code provisions, identifying enforcement gaps, and drafting clear, enforceable regulations that prohibit the overnight parking, staging, or maintenance of large commercial vehicles in residential areas, vacant lots, and public rights-of-way. The updated ordinance will define key terms, establish appropriate fines and penalties, and provide clear exceptions for loading, unloading, and emergency vehicles.

Timeline: Draft Ordinance (October 2025), Adoption February 2026.

## **2. Executive Summary and Progress Update:**

Staff has been continuing to evaluate examples of other codes, as well as looking at alternative parking solutions, such as designated truck parking areas and an enforcement strategy to ensure compliance. The revised code will be brought forward to the Council for review and adoption.

## **4. Timeline:**

Staff expects to have a draft ordinance before the Council for review by October 2025.

## **5. Budget:**

No formal budget, staff time.

## **6. Upcoming Milestones:**

Provide draft to City Council.

## Project Name: Website Re-design Efforts

### **1. Project Overview:**

Scope: The City of Coalinga is redesigning its municipal website to improve usability, accessibility, and online service delivery. The current site is difficult to navigate and staff wants to improve access to important city services and information. The updated site will feature a modern, mobile-friendly design, ADA compliance, multilingual support, and a streamlined content management system.

Timeline: July 2026

### **2. Executive Summary and Progress Update:**

Staff is working with Civic Plus to schedule pre-re-design meeting to discuss scope and timeline for the update. With the hiring of the City's public outreach coordinator, the City Manager will brief staff and introduce them to Civic plus to proceed with the website redesign.

### **4. Timeline:**

Meeting with Civic Plus – December 2025

### **5. Budget:**

The cost is included in the City's existing contract with Civic Plus for web services.

### **6. Upcoming Milestones:**

Meeting Conducted with Civic Plus – December 2025

# Project Name: Chatbot Integration into Website

## **1. Project Overview:**

Scope: The City of Coalinga is seeking to integrate a CivicPlus AI-powered chatbot into its municipal website as part of a broader effort to enhance customer service, improve accessibility, and streamline access to city information. This chatbot will serve as a 24/7 virtual assistant capable of answering frequently asked questions, guiding users to relevant services and resources, and reducing the volume of routine inquiries received by City staff.

Timeline: December 2025

## **2. Executive Summary and Progress Update:**

Staff has been in contact with Civic Plus staff to set up a meeting and discuss schedule for integrating the Chatbot Feature into the Website.

## **4. Timeline:**

Staff expects to schedule a meeting with Civic Plus in October 2025.

## **5. Budget:**

None Determined at this time.

## **6. Upcoming Milestones:**

Budget presented to Council. – November/December 2025

# Project Name: Launch Personnel Appreciation Programs

## **1. Project Overview:**

Scope: The Personnel Appreciation Program will be developed and launched in phases, beginning with employee engagement and employee surveys to assess needs and preferences, followed by designing a structured recognition framework that includes award categories, nomination processes, and communication strategies. The program will establish clear policies, secure funding, and undergo any necessary administrative or council approvals before implementation. Once launched, the City will promote the program through internal enhanced communication and train supervisors on program guidelines. The program will include regular recognition events or initiatives and will be evaluated periodically for effectiveness, with adjustments made based on employee feedback and participation metrics.

Timeline: January 2026

## **2. Executive Summary and Progress Update:**

Preliminary work has started but there has been little work completed at this time.

## **4. Timeline:**

Monthly progress is expected to move into January 2026

## **5. Budget:**

\$6,000

## **6. Upcoming Milestones:**

Gathering Information on program types, conduct employee surveys and continue monthly birthday celebrations and milestones acknowledgements.

# Project Name: Expand Education on Retirement, Medical Benefits, and Mental/Physical Wellness Programs

## **1. Project Overview:**

Scope: An expanded education initiative on retirement, medical benefits, and mental/physical wellness programs would include a series of workshops, webinars, and one-on-one consultations designed to help employees make informed decisions about their benefits. This would cover CalPERS retirement plans, deferred compensation contributions, healthcare coverage options, and available wellness resources. Employees would receive guidance on how to maximize their retirement savings through voluntary 457(b) contributions, understand their medical and mental health benefits, and access tools for physical wellness and stress management. Educational materials and digital resources would be provided to support long-term financial planning and overall well-being.

Timeline: Ongoing throughout FY26

## **2. Executive Summary and Progress Update:**

Staff has been engaging with our health care brokers to set up periodic times to educate employees on various benefits to take advantage of under the City's health care plans. The City's 457 administrator conducted multiple sessions to educate staff on the City's 457 plan and the importance of contributing to the plan to support the City's PERS program.

## **4. Timeline:**

Ongoing throughout FY26

## **5. Budget:**

This will be implemented through the operations budget of the city.

## **6. Upcoming Milestones:**

Continue to host 457(b) provider to provide guidance on how to maximize their retirement savings through voluntary 457(b) contributions.

## Project Name: Build (3) ADU's

### **1. Project Overview:**

Scope: The City will implement and build two Accessory Dwelling Units (ADUs) on City-owned property.

Timeline: July 2026

### **2. Executive Summary and Progress Update:**

Staff has determine partial funding sources to undertake the project.

Precision Civil Engineering has prepared a site plan for the property at Cedar Ave and staff is currently reviewing the plan. Staff provided comments to PCE staff and as of September 10, received the updated site plan and cost estimate for the project. Staff is reviewing and considering next steps.

### **4. Timeline:**

Currently establishing budgets and funding sources.

### **5. Budget:**

Pending

### **6. Upcoming Milestones:**

Determine the scope of work the budget can support.



# Project Name: Clean City Initiative

## **1. Project Overview:**

Scope: The Clean City Initiative focuses on enhancing code enforcement efforts by revising and modernizing municipal property maintenance regulations. The goal is to ensure compliance and create a clear, enforceable framework that communicates what businesses and residents are expected to adhere to in maintaining their properties. This effort includes developing more proactive enforcement strategies, improving public education, and aligning internal resources to support sustained compliance.

Timeline:

Initial outline and staff research – October 2025

Council presentation of draft recommendations – November 2025

Adoption and implementation of revised code – January/February 2026

## **2. Executive Summary and Progress Update:**

During this reporting period, staff initiated internal discussions and began drafting an outline for proposed changes to the City's property maintenance regulations. The draft will serve as the foundation for future code revisions and enhanced enforcement protocols. Staff is identifying priority areas for improvement, including junk/debris removal, fencing standards, landscaping, and signage.

Staff plans to address this by incorporating clear language in the updated regulations and launching a targeted outreach campaign once the revisions are finalized.

The City Manager has met with the Code Enforcement Department and other staff to develop an outline for draft ordinance development.

## **4. Timeline:**

Complete draft outline of revised regulations (October 2025)

## **5. Budget:**

There is no dedicated project budget at this stage. Staff is utilizing existing resources for research and drafting.

## **6. Upcoming Milestones:**

Complete draft outline of revised regulations (October 2025)

# Project Name: Water and Wastewater Treatment Plant Solar Projects

## 1. Project Overview:

Scope: The City of Coalinga is implementing solar energy systems at both the Water Treatment Plant and the Wastewater Treatment Plant to offset utility costs and promote long-term energy sustainability. The projects involve the design, permitting, and installation of ground-mounted photovoltaic systems at each facility. Design is complete for both sites. Land leases have been secured, and the construction drawings for the Water Treatment Plant project have been submitted to Fresno County for review, as it is located outside city limits.

Timeline: April 2026

## 2. Executive Summary and Progress Update:

During the current reporting period, Johnson Controls finalized the design for both solar projects and secured all necessary land leases. Construction drawings for the Water Treatment Plant have been officially submitted to Fresno County for review and approval, marking a significant milestone due to the plant's location outside City jurisdiction. The

Wastewater Treatment Plant project is close to permit ready as this will be handled by City staff. No major issues have arisen to date, but staff will closely monitor the County's permitting timeline, as delays in review could impact the overall schedule. Coordination with PG&E for interconnection is ongoing.

Plans are currently under staff review and expected to be approved September 11<sup>th</sup>. Once approved, JCI will send to the County of Fresno for review and once approved permits issued for construction to begin.

## 4. Timeline:

Construction Expected to start in October 2025

## 5. Budget:

\$10,774,672.00 (Combined both Projects)

## 6. Upcoming Milestones:

- Fresno County approval of Water Treatment Plant construction drawings (in progress).
- Construction documents for Wastewater Treatment Plant (Completed).

- Begin construction mobilization.
- Execute PG&E interconnection agreements.

# **Financial Services Department**

## **August Monthly Project Status**

FY2025/2026

Prepared by Mai Vang

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# Monthly Project Status Report

Prepared by: Mai Vang

## Project Name: Update Travel Policy

Reporting Period: July 2025

### 1. Project Overview:

**Scope:** To involve the development and implementation of a comprehensive Travel Policy for the City of Coalinga. The policy will provide clear procedures, internal controls, and accountability measures related to employee travel, ensuring that all travel expenditures are reasonable, necessary, properly authorized, and in compliance with city and public fund stewardship standards.

**Timeline:** Expected Date of Completion: 8/31/2025

### 2. Executive Summary

The City of Coalinga is initiating a project to develop and implement a comprehensive Travel Policy to establish clear, consistent, and accountable procedures for all employee travel on official city business. This initiative is aimed at enhancing financial transparency, ensuring appropriate use of public funds, and reducing risk through clearly defined internal controls.

The current absence of a formal, citywide travel policy creates inconsistencies in travel approvals, reimbursement practices, and documentation standards. This project will address those gaps by implementing structured procedures and approval workflows to ensure travel is pre-authorized, properly budgeted, and well-documented.

### 3. Timeline:

Phase	Description	Target Date
Policy Review	Analyze current policy, identify gaps, gather input	March 2025
Drafting	Develop updated policy language and structure	May 2025
Legal Review	Incorporate feedback from legal	May 2025
Approval	City Manager Approval	September 2025
Rollout & Training	Distribute policy, train staff on procedures	September 2025

### 4. Budget:

\$1,000 Legal Review

### 5. Upcoming Milestones:

Policy adoption – September 2025

**6. Progress Update:** Reviewing final draft for adoption of policy. Policy will be approved in September 2025.

# Monthly Project Status Report

Prepared by: Mai Vang

**Project Name: Credit Card Payments for all Services**

Reporting Period: August 2025

## 1. Project Overview:

Scope: To accept credit card payment for all services

Timeline: Expected Date of Completion: January 2026

## 2. Executive Summary

The City currently accepts credit card payments only for utility billing. Payments for other services—such as business licenses, permits, and administrative transactions—must still be made via cash, check, or money order.

In accordance with SB 379, most California cities and counties are required to implement an online, automated permitting platform for solar-related permits by September 30, 2024. This transition highlights the City's ongoing challenges with its current merchant payment processor.

At present, the City uses OpenEdge for credit card processing. However, the provider imposes substantial service fees and lacks the capability to distinguish payments made for services beyond utility billing. Despite efforts to address this—such as requesting a rate analysis and reviewing alternative proposals. The projected annual processing cost remains high, exceeding \$300,000.

City staff have also engaged Tyler Technologies, the provider of the City's financial system, to explore a more cost-effective payment solution.

## 3. Timeline:

July – Obtain service and rate comparison from Tyler Technologies for the service

August – Decide on a solution and implement

1. Continuing service with Open Edge
2. Start merchant service and implement solution with Tyler Technologies

## 4. Budget:

Plan to use the cost savings from the budgeted Fees to pay for the implementation.

### Current Budget

General Fund	\$40,000
Water Fund	\$160,000



Gas Fund	\$120,000
Sewer Fund	\$76,000
Sanitation Fund	\$4,000

## 5. Upcoming Milestones:

Compare quote for services from TylerTechnologies to OpenEdge

## 6. Progress update:

Met with TylerTechnologies on July 21<sup>st</sup> to further discuss the preliminary quote for services. Per TylerTechnologies, the project will take at least 4 months to complete; therefore, tentatively extending the project into January 2026.

Summary of TylerTechnologies (TylerPayments) Quote:

1. Discount and cost per item is higher than OpenEdge; however, TylerPayments does not have the Risk Assessment and Settlement funding fees. OpenEdge charges 1% of the total sales and 0.90% of the total transaction per month. In the sample month, it equated to \$13,400. TylerPayments also has a transaction fee for the usage of INSITE. This fee is separate/in addition regardless of the solution we select. For the sample month, it costs the City \$4,500.
2. The interchange rates include the “interchange, Dues, Fees, and Assessments” for the card brands and those can fluctuate depending on a few factors
  - a. 0.75% for utilities if the city absorbs all processing costs
  - b. If the processing costs are passed onto our customers, it bumps it to about 1.55% on average.
  - c. Non-utility payments can be a bit higher than 1.55% but as long as the credit card payments come from Visa/MC. Other credit card payments will be higher.
3. Overall annual estimated cost to the City
  - a. OpenEdge - \$225,000 to \$230,000
  - b. TylerPayments - \$150,000 to \$200,000

Staff is looking into another agency called InvoiceCloud.

# Monthly Project Status Report

Prepared by: Mai Vang

**Project Name: Chart of Accounts**

Reporting Period: August 2025

## 1. Project Overview:

Scope: Revamp the Chart of Accounts to meet GAAP and GASB requirements for financial statement reporting

Timeline: Expected Date of Completion: June 2026

## 2. Executive Summary:

In 2017/2018, the City of Coalinga implemented ERP Pro 10, which included a redesign of the Chart of Accounts. However, over time, the structure has become noncompliant with GASB standards. When new budget lines were created, the intended purpose of accounts—such as the proper use of revenue and expenditure categories and subcategories—was not consistently considered. This has led to the commingling of expenditures; for example, capital expenses have been recorded as operating expenses and vice versa. As a result, preparing accurate financial statements has become a cumbersome and time-consuming process.

## 3. Timeline:

September – Obtain project scope and quote from Tylertechnologies

October – Begin the project

July 2026 – Go Live with the new chart of accounts

## 4. Budget:

	<b><u>Current Budget</u></b>
General Fund	\$30,000
Water Fund	\$12,000
Gas Fund	\$6,000
Sewer Fund	\$8,400
Sanitation Fund	\$600
<u>RDA Fund</u>	<u>\$3,000</u>
Total	\$60,000

## 5. Upcoming Milestones:

Quote for services from TylerTechnologies

**6. Progress update:** Meeting with TylerTechnologies to develop scope and cost of project the week of September 1<sup>st</sup>.

# Monthly Project Status Report

Prepared by: Mai Vang

**Project Name: Decentralize Finance Functions**

Reporting Period: August 2025

## 1. Project Overview:

Scope: Decentralize finance functions through process automation using workflow. Finance functions include Accounts Payable, Accounts Receivable, Purchase Orders, Journal Entries, Miscellaneous Revenue receipts, Travel Requests, and Budget Amendments.

Timeline: Expected Date of Completion: June 30, 3027

## 2. Executive Summary:

The Financial Services Department is undertaking a strategic initiative to decentralize its finance function in response to persistent inefficiencies in the current centralized model. This project is driven by the need to enhance operational responsiveness, improve accountability at all levels, and streamline financial workflows across the organization.

Recent internal assessments have highlighted critical delays in budget execution, lack of transparency in financial reporting, and bottlenecks in procurement and expenditure approvals. Additionally, the existing financial system is not utilized to its full extent to ensure control and compliance. As a result, the current centralized structure has become a constraint on timely decision-making and departmental autonomy.

Decentralization is being pursued as a solution to distribute financial responsibilities more evenly, empower departments with direct control over their budgets, and foster a more agile and responsive finance ecosystem.

## 3. Timeline:

October 2025

1. Planning and prioritizing the order of module implementation.
2. Work with TylerTechnologies for support and guidance

## 4. Budget:

No Budget at this time.

## 5. Upcoming Milestones:

September 2025 – Work with TylerTechnologies for support and guidance

## 6. Progress Update:

Scheduled a meeting with Tylertechnologies the week of September 1, 2025

# Monthly Project Status Report

Prepared by: Mai Vang

**Project Name: Revise Fund Balance and Reserve Policy**

Reporting Period: August 2025

## 1. Project Overview:

Scope: Revise Fund Balance and Reserve policy by leveraging the Golden Cone of Prosperity model

Timeline: Expected date of completion: June 2026

## 2. Executive Summary:

The City of Coalinga's Fund Balance and Reserve Policy is not just a fiscal management tool—it is a foundational element of the City's long-term financial resilience and prosperity. In alignment with the Government Finance Officers Association (GFOA)'s Golden Cone of Prosperity, this policy reinforces the importance of strong financial foundations to support higher-level community outcomes such as economic stability, service reliability, equity, and sustainable growth.

The GFOA's Golden Cone of Prosperity is a nationally recognized framework that illustrates how municipalities can build toward community prosperity by focusing first on essential financial disciplines. The cone begins with core practices like maintaining adequate reserves and liquidity and ascends toward more ambitious goals like equity-based budgeting and long-term community well-being.

This policy directly supports the base layer of the Golden Cone—Reserves and Liquidity—by ensuring that the City:

- Maintains sufficient reserves in the General Fund to manage revenue volatility, emergencies, and economic downturns.
- Sets strategic reserve levels for Enterprise Funds to cover operational continuity, infrastructure reinvestment, and utility rate stability.
- Commits to annual review and adjustment of reserve targets based on updated forecasts and evolving community needs.

By strengthening the City's reserve practices, Coalinga will build the fiscal foundation necessary for sound budgetary planning, responsible capital investment, risk management, and ultimately, community prosperity.

## 3. Timeline:

Time will be provided upon discussion with Wulff, Hansen & Co

## 4. Budget:

\$5,000

**5. Upcoming Milestones:**

February 2026 – Discuss goals with Wulff, Hansen & Co.

**6. Progress Update:** Have not started

# Monthly Project Status Report

Prepared by: Mai Vang

## Project Name: Update Purchasing Policy

Reporting Period: August 2025

### 1. Project Overview:

**Scope:** The City of Coalinga is launching a policy modernization initiative to update its current Purchasing Policy, which no longer reflects the evolving operational needs, fiscal standards, or procurement best practices. The objective is to create a clear, consistent, and compliant framework that promotes efficient purchasing, strengthens budgetary controls, and supports transparent use of public funds.

**Timeline:** Expected Date of Completion: January 31, 2027

### 2. Executive Summary

The project will update the following key areas:

- Purchase thresholds and formal bid requirements
- Requisition and purchase order procedures
- Emergency and expedited purchasing rules
- Departmental responsibilities and financial approval limits
- Vendor engagement, contracting, and conflict of interest
- Training and periodic review of purchasing practices
- Integration with budget, CalCard, and accounts payable processes

### 3. Timeline:

Phase	Description	Target Date
Policy Review	Analyze current policy, identify gaps, gather input	July 2026
Drafting	Develop updated policy language and structure	August 2026
Legal Review	Incorporate feedback from legal	October 2026
City Manager Approval	Present final policy to City Manager	December 2026
Rollout & Training	Distribute policy, train staff on procedures	January 2027

### 4. Budget:

\$3,000 – Legal Review

**5. Upcoming Milestones:**

None

**6. Progress Update:**

Due to reprioritization of projects, this project will be moved to FY26/27.



# Monthly Project Status Report

Prepared by: Mai Vang

**Project Name: Update CalCard Policy**

Reporting Period: August 2025

## 1. Project Overview:

Scope: Initiating an update of its outdated CalCard policy to enhance financial controls, streamline purchasing processes, and reinforce accountability. The revised policy will provide clear procedures for issuing, using, monitoring, and reconciling CalCards, ensuring compliance with procurement guidelines and audit standards.

Timeline: Expected date of completion: May 31, 2027

## 2. Executive Summary:

The City of Coalinga is undertaking a comprehensive update of its outdated CalCard Policy to improve fiscal oversight, streamline procurement processes, and reinforce accountability across departments. As CalCards are a critical tool for day-to-day purchasing, a clear and robust policy is essential to safeguard public funds and ensure consistent, compliant use.

The revised policy will focus on four key areas:

1. **Efficiency:** Simplifying and clarifying purchasing procedures, thresholds, and reconciliation requirements to improve operational flow and reduce administrative burden.
2. **Internal Controls:** Strengthening financial safeguards by formalizing documentation standards, review protocols, and audit mechanisms to minimize risk and support transparency.
3. **Accountability:** Establishing clearly defined roles and responsibilities for cardholders, supervisors, and Finance staff, along with consequences for misuse and non-compliance.
4. **Access & Procedures:** Introducing a formal process for requesting and issuing CalCards, including eligibility requirements, supervisor authorization, mandatory training, and a signed agreement form.

This modernization effort will align the City's policy with best practices, ensure compliance with applicable procurement and audit standards, and provide a reliable framework for consistent and responsible CalCard use.

## 3. Timeline:

### Project Target Dates:

Policy Assessment & Internal Interviews	December 2026
Draft Updated Policy	January 2027
Legal & Departmental Review	March 2027

City Manager Review and Approve  
Policy Rollout and Training

April 2027  
May 2027

**4. Budget:**

\$1,000 – Legal Review

**5. Upcoming Milestones:**

None

**6. Progress Update:**

Due to reprioritization of projects, this project will be moved to FY26/27.

# Monthly Project Status Report

Prepared by: Mai Vang

**Project Name: Establish Cash Handling Policy**

Reporting Period: August 2025

## 1. Project Overview:

**Scope:** The City of Coalinga is initiating a project to create and implement a Cash Handling Policy to provide clear, consistent procedures and internal controls for the secure collection, handling, deposit, and reconciliation of cash and other monetary instruments. The policy will apply to all departments that collect revenues in the form of cash, checks, money orders, or credit/debit card payments, including but not limited to utility billing, permit payments, and event fees.

This effort is critical to safeguarding public funds, reducing financial risk, and ensuring compliance with audit and accounting standards.

**Timeline:** Expected Date of Completion: September 30, 2027

## 2. Executive Summary:

The City of Coalinga is developing a formal Cash Handling Policy to ensure that all cash and monetary transactions are conducted in a secure, consistent, and accountable manner across all departments. This initiative is essential to protecting public funds, strengthening internal controls, and aligning the City's financial practices with industry and audit standards.

Currently, the absence of a centralized and standardized cash handling policy creates potential risks related to mismanagement, theft, and inconsistent procedures. To address this, the policy will establish clear protocols for the collection, safeguarding, reconciliation, and deposit of cash, checks, money orders, and credit/debit card payments.

## 3. Timeline:

Phase	Description	Target Date
Policy Review	Analyze current policy, identify gaps, gather input	May 2027
Drafting	Develop updated policy language and structure	June 2027
Legal Review	Incorporate feedback from legal	July 2027
Approval	City Manager Approval	August 2027
Rollout & Training	Distribute policy, train staff on procedures	September 2027

## 4. Budget:

\$1,000 Legal Review

**5. Upcoming Milestones:**

Policy review – May 2027

**6. Progress Update:**

Due to reprioritization of projects, this project will be moved to FY26/27 and FY27/28.

Project Schedule

as of 9/02/2025

		FY24/25				FY25/26												FY26/27												FY27/28		
		Mar 25	Apr 25	May 25	Jun 25	Jul 25	Aug 25	Sep 25	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	Mar 26	Apr 26	May 26	Jun 26	Jul 26	Aug 26	Sep 26	Oct 26	Nov 26	Dec 26	Jan 27	Feb 27	Mar 27	Apr 27	May 27	Jun 27	Jul 27	Aug 27	Sep 27
Projects	Status																															
Update Travel Policy	In Progress																															
Credit Card for all Services	In Progress																															
Chart of Accounts	In Progress																															
Decentralize Finance Functions	Not Started																															
Revise Fund Balance and Reserve Policy	Not Started																															
Update Purchasing Policy	Not Started																															
Update Calcard Policy	Not Started																															
Establish Cash Handling Policy	Not Started																															

Key

Project Begins

Working Period

Project Completion

Will be removed from Project List. Will add back in FY26/27

# Monthly Project Status Report

Prepared by: Greg DuPuis, Fire Chief

Project Name: Landscaping & City Facilities Projects

Reporting Period: August 2025

## **1. Project Overview:**

Scope: Modernize exterior of Fire Department (Landscaping, Signage, Paint).

Timeline: September 2025

## **2. Executive Summary and Progress Update:**

BC Long to manage the project. Quotes received, contractor selected. Waiting for an appointment date.

## **3. Timeline:**

In Progress

## **4. Budget:**

\$30,000

## **5. Upcoming Milestones:**

Received quotes, waiting for project to start.

# Monthly Project Status Report - COMPLETED

Prepared by: Greg DuPuis, Fire Chief

Project Name: Ambulance & Fire Services

Reporting Period: August 2025

## **1. Project Overview:**

Scope: Increase Ambulance Rates

Timeline: July 2025

## **2. Executive Summary and Progress Update:**

Chief presented at the June 18 Council meeting. Approved by Council. Will take effect July 1, 2025

## **3. Timeline:**

Completed

## **4. Budget:**

N/A

## **5. Upcoming Milestones:**

Wittman has made the changes and will be our biller until September 30. Sharp to take over October 1.

# Monthly Project Status Report

Prepared by: Greg DuPuis, Fire Chief

Project Name: Ambulance & Fire Services – Improvements to Training Center

Reporting Period: August 2025

## **1. Project Overview:**

Scope: Improvements to the Fire Department training center.

Timeline: December 2025

## **2. Executive Summary and Progress Update:**

Apply for CIRA grant to keep improving on the training facility.

## **3. Timeline:**

Just started

## **4. Budget:**

Will be asking for \$75,000. Money will be used for training props, extending the workspace, awning and restroom facilities. (could be port-a-potty)

## **5. Upcoming Milestones:**

Determine Cost Estimate and CIR funding opportunities.



# Monthly Project Status Report

Prepared by: Greg DuPuis, Fire Chief

Project Name: Ambulance & Fire Services – Remodel Fire Department Bathroom

Reporting Period: August 2025

## **1. Project Overview:**

Scope: Remodel Fire Department Bathroom

Timeline: September 2025

## **2. Executive Summary and Progress Update:**

BC Milligan to manage the project. He is working on 3 quotes.

## **3. Timeline:**

Just started

## **4. Budget:**

\$40,000

## **5. Upcoming Milestones:**

- Receive 3 Quotes and Execute Contract for Services
- Complete Construction

# Monthly Project Status Report- COMPLETED

Prepared by: Greg DuPuis, Fire Chief

Project Name: Ambulance & Fire Services - Sponsor Medic School & Fire Academy

Reporting Period: August 2025

## **1. Project Overview:**

Scope: Sponsor Medic School & Fire Academy

Timeline: Continuous

## **2. Executive Summary and Progress Update:**

Project already started. To date we have had 3 EMT's enroll in medic school and 2 Firefighters enroll in the Fire Academy.

## **3. Timeline:**

On going

## **4. Budget:**

\$10,000 medic school, \$9,000 Fire Academy

## **5. Upcoming Milestones:**

2 EMT's to graduate Medic school in 9/2025, 1 in 2026. 1 FF has already graduated from the fire academy in May of 2025. 1 to graduate December 2025.

# Monthly Project Status Report

Prepared by: Greg DuPuis, Fire Chief

Project Name: Feasibility Plan for Increased Presence of the Fire Department at the Coalinga Airport including Ancillary Services (ie. CAL Fire, Sky Life, Ect)

Reporting Period: August 2025

## **1. Project Overview:**

Scope: Determining the Feasibility of Increased Presence of the Fire Department at the Coalinga Airport including Ancillary Services (ie. CAL Fire, Sky Life, Ect)

Timeline: September 2025 to present to Council

## **2. Executive Summary and Progress Update:**

Chief and BC Long are currently working on the study.

## **3. Timeline:**

Just started

## **4. Budget:**

Staff resources.

## **5. Upcoming Milestones:**

Presentation to City Council.

# Monthly Project Status Report- **COMPLETED**

Prepared by: Greg DuPuis, Fire Chief

Project Name: Emergency Readiness: Implement Civic Ready

Reporting Period: August 2025

## **1. Project Overview:**

Scope: CivicReady is a mass notification system developed by CivicPlus that enables local governments and public safety agencies to quickly communicate emergency alerts and routine updates to residents through text messages, phone calls, emails, and mobile push notifications. It supports targeted messaging using geographic filters and integrates with FEMA's IPAWS for national alerts. Residents can customize their notification preferences and receive information in multiple languages. Common uses include severe weather warnings, boil water notices, road closures, and community event reminders, making it a critical tool for enhancing public safety and civic engagement.

Timeline: September 2025

## **2. Executive Summary and Progress Update:**

Chief DuPuis has completed the training. This would be a good assignment to bring aboard the new Public Outreach Coordinator position when hired.

## **3. Timeline:**

Started April 2025, completed training June 2025. Next step is to train staff and implement.

## **4. Budget:**

Staff resources, this service is included in the Civic Plus Platform the City uses for its website.

## **5. Upcoming Milestones:**

# Monthly Project Status Report

Prepared by: Greg DuPuis, Fire Chief

Project Name: Install Fire Department Generator

Reporting Period: August 2025

## **1. Project Overview:**

Scope: Emergency Readiness: New Generator

Timeline: Still waiting on PG&E. No response. Chris Phillips, from Phillips Electric, working with PG&E.

## **2. Executive Summary and Progress Update:**

Project was started in 2022. Multiple delays due to PG&E and project managers have delayed installation. Permits approved May 2025. The last step is PG&E approval and installation.

## **3. Timeline:**

Began 2022

## **4. Budget:**

Unknown. Still waiting for a quote from Phillips Electric once PG&E approves project.

## **5. Upcoming Milestones:**

Have had multiple conversations with Chris Phillips. The delay is with PG&E, not him. I have been doing weekly check-in since the start of the year.

# Monthly Project Status Report

Prepared by: Police Chief Jose Garza

**Project Name:** Purchase a Command Trailer

**Reporting Period:** August 2025

## **1. Project Overview:**

Scope: Purchase a multipurpose Command Trailer for the Coalinga PD that would be used in large emergency operations, DUI check points, crime scene investigations, Derby, and community events.

Timeline : FY 2026/2027

## **2. Executive Summary and Progress Update:**

Staff will begin researching the type of trailer and equipment needed to outfit a multipurpose Command Trailer.

## **3. Timeline:**

Research and Recommended Specifications complete by February 2026.

## **4. Budget:**

No budget for FY26 – Staff Time for Research.

## **5. Upcoming Milestones:**

No update for the month of August 2025

# Project Name: Update Animal Control Ordinance

Prepared by: Police Chief Jose Garza

Reporting Period: August 2025

## **1. Project Overview:**

Scope: Review and approval of the amended Animal Control Ordinance Sections 1 through 5 (Peace officers and Animal Control Officers, Animal impoundment, and Inhumane Treatment and Cruelty to Animals).

Timeline: FY 2026

## **2. Executive Summary and Progress Update:**

I received the updated draft of the Animal Control Ordinance from the City Attorney, which was reviewed. The City Attorney added specific language and edits to Sections 1, 2, 3, 4 and increased the fines in Section 4 d. I agree with the changes, however, additional language and edits may be needed as the Coalinga Police Department develops a plan to manage the Animal Control program for the City of Coalinga. The plan will need the City Manager and Council approval.

## **3. Timeline:**

FY 2026

## **4. Budget:**

Attorney fees for preparation.

## **5. Upcoming Milestones:**

- Council direction in November/December 2025
- Ordinance Adoption Hearings in November/December.

## **6. Upcoming Milestones:**

Once approved by Council, CPD and ACO can enforce the new fines and animal impoundment procedures.

# Monthly Project Status Report

Prepared by: Anthony Uribe

**Project Name: Re- Pave City Hall / PD Parking Lot**

Reporting Period: August 2025

## **1. Project Overview:**

Scope: This project entails resurfacing two facilities using either Cape Seal or Slurry Seal and Striping. City crews will perform tasks such as crack sealing, asphalt patching, dig-outs, and water flow testing to identify low spots.

## **2. Executive Summary and Progress Update:**

This project has not started. Tri-City Engineering will provide the scope of work and cost estimates, along with their recommendations based on photographs of the parking lot.

## **4. Timeline:**

The goal is to integrate this project with the Phase 3 Slurry Seal Project scheduled for Spring of 2026.

## **5. Budget:**

\$25,000 has been approved in the FY26 Budget.

## **6. Upcoming Milestones:**

This is an ideal time to undertake this project, as it would allow us to secure a favorable cost for both facilities, especially since we have a slurry seal project planned for next year.



Prepared by: Anthony Uribe

**Project Name: Complete Phase 1 of Center Median Project**

Reporting Period: August 2025

**1. Project Overview:**

Scope: This project aims to update and enhance the Center Median Island at Merced Avenue and Chardonnay Lane. The plan includes planting new trees, adding drought-tolerant plants, and incorporating decorative rocks. City crews will also remove all dead trees, plants, and shrubs as part of the preparation work.

**2. Executive Summary and Progress Update:**

Tri-City Engineering is currently working on the design, scope of work, and cost estimate for the project.

**4. Timeline:**

Timeline for Design Completion fall of 2025 and Construction Schedule is set for spring of 2026.

**5. Budget:**

Budget is \$150,000.00

**6. Upcoming Milestones:**

Complete Design and Confirm Cost Estimates + construction Schedule

Prepared by: Anthony Uribe

**Project Name: Phase 1 Valley Gutter Project**

Reporting Period: August 2025

**1. Project Overview:**

Scope: This project involves the replacement of 15 valley gutters that the city has identified as needing reconstruction due to damage. Issues include broken sections, exposed rebar, and potential sinking. Additionally, we will be adding curbs, gutters, and new ramps.

**2. Executive Summary and Progress Update:**

Tri-City Engineering has completed the design and scope of work. To optimize costs and address as many valley gutters as possible, this project will be combined with the Sacramento Street Reconstruction Project.

**4. Timeline:**

Construction is expected to start on September 29, 2025 and be completed by mid-December.

**5. Budget:**

We Allocated \$100,000 for repairs.

**6. Upcoming Milestones:**

AJ Construction was the apparent low bidder for this project. City council to award bid on September 4, 2025. Construction to start.

Prepared by: Anthony Uribe

**Project Name: Slurry Cape seal Project Phase 2**

Reporting Period: August 2025

**1. Project Overview:**

Scope: This project involves improving street base failure and resurfacing on various citywide streets to improve the street's life span within the city. A total of 51 streets is recommended for improvements of cape sealing with slurry sealing. The scope of work also includes replacement of striping and markings. City crews will be doing asphalt concrete "dig-out" repairs, asphalt concrete patching and crack sealing.

**2. Executive Summary and Progress Update:**

The first phase of the Cape Seal, the Chip Seal, was completed on 8/29/2025. The second phase, involving a type 2 slurry, will begin on 9/8/2025 and is expected to finish by Friday, 9/12/2025. Traffic striping will follow two weeks later to allow the slurry enough time to cure.

**4. Timeline:**

Project is expected to be completed by October 1, 2025.

**5. Budget:**

The cost estimate is \$1,126,000.00.

Bid Award was for \$1,238,600.00.

**6. Upcoming Milestones:**

Construction Completion: October 2025

Prepared by: Anthony Uribe

**Project Name: Backup Generator Connection for Sewer Lift Stations**

Reporting Period: August 2025

**1. Project Overview:**

Scope: This project involves updating and improving four of our city's sewer lift stations by installing a cellular alarm call-out system and creating electrical connections for backup generator power. Additionally, we will be replacing two sewer lift station pumps.

**2. Executive Summary and Progress Update:**

MKN Engineering is currently developing a scope of work and a cost estimate for the design phase. At this time, a start date has not yet been determined.

**4. Timeline:**

At this time, a start date has not yet been determined.

**5. Budget:**

TBD

**6. Upcoming Milestones:**

Design Cost and Schedule to be established.

Prepared by: Anthony Uribe

**Project Name: Complete Derrick Reservoir Project**

Reporting Period: August 2025

**1. Project Overview:**

Scope: The primary scope of work is to rehabilitate approximately 7.5-million-gallon steel tank, located on the northeast corner of South Derrick Avenue and Jayne Avenue. This project includes installing new coatings, piping, a roof, and paint.

**2. Executive Summary and Progress Update:**

The contractor is continuing to install patch plates on the interior shell and floor. All repairs are expected to be completed by September 12, 2025. Then they should start the abrasive blasting of the interior and exterior the week of 9/15/2025

**4. Timeline:**

Project to be completed by mid-November 2025

**5. Budget:**

- Project Budget: \$4,463,853.77.
- Project expenses to date as of May 2025: \$2,439,995.31.
- This project, due to the unforeseen issues that have arisen, will see budget overages however the impacts will not impact the water fund negatively.

**6. Upcoming Milestones:**

We have a significant amount of patching to be completed on the tank shell and floor. All steel plates have been delivered onsite. Once welding is complete, they will start the abrasive blasting on the shell and floor.

Prepared by: Anthony Uribe

**Project Name: Update Water Treatment Plant Maintenance & Operation Plans**

Reporting Period: August 2025

**1. Project Overview:**

Scope: This project is governed by Title 22 of the California Code of Regulations, which requires a water supplier to operate a surface water treatment plant in accordance with a Maintenance and Operations Plan approved by the State Water Resources Control Board's Division of Drinking Water.

**2. Executive Summary and Progress Update:**

City staff have reviewed the draft report and provided their comments. It is now with the State Water Resources Control Board (SWRCB) for review and approval.

**4. Timeline:**

1-2 months for SWRCB Review.

**5. Budget:**

Budget: \$58,262.00. No changes in the budget as of June.

**6. Upcoming Milestones:**

- SWRCB review of Plan.
- Approval of Plan.

Prepared by: Anthony Uribe

**Project Name: Completion of ADA Transition Plan Update**

Reporting Period: August 2025

**1. Project Overview:**

Scope: This city-wide ADA improvement project focuses on developing a comprehensive citywide transition plan to enhance accessibility for individuals with disabilities. This plan outlines strategies for improving public facilities, sidewalks, and curb ramps.

**2. Executive Summary and Progress Update:**

Tri-City Engineering is currently developing the scope of work and cost estimate. I will provide further updates as the project moves forward.

**4. Timeline:**

Completion by end of FY26

**5. Budget:**

\$24,000

**6. Upcoming Milestones:**

- Scope of Work from City Engineer
- Preparation of Plan
- Council Approval of Plan

Prepared by: Anthony Uribe

**Project Name: Increase Wastewater Treatment Plant Land Discharge Area**

Reporting Period: August 2025

**1. Project Overview:**

Scope: This project aims to purchase or lease additional property to discharge water onto city property.

**2. Executive Summary and Progress Update:**

I am currently working with a landowner to acquire land for leasing or purchasing to increase our capacity for discharging wastewater. However, the landowner is not interested in leasing or selling any part of their property at this time.

**4. Timeline:**

I will continue to check back with them every couple of months.

**5. Budget:**

None

**6. Upcoming Milestones:**

None



Prepared by: Anthony Uribe

**Project Name: Complete Ramsey Splash Park**

Reporting Period: August 2025

**1. Project Overview:**

Scope: The primary scope of work is to construct a new 0.4-acre public park, to be called Ramsey Park, on the undeveloped lot located at 405 5th Street, Coalinga, CA. Site improvements include, but not limited to, reconstruction of the existing concrete sidewalk, drive approach, curb, gutter and one ADA parking stall with striping. Park amenities include a new splash pad, shade structure, restrooms, a shower, drinking fountains, trash receptacles, seat walls, benches, picnic benches, and signage. Site improvements also include new private access and driveway for city maintenance, grass areas, trees, new and improved utilities including drainage improvements, a CMU block wall and ornamental fencing with ornamental vehicle gate and pedestrian gate.

**2. Executive Summary and Progress Update:**

Designs are complete, finalizing plan set. CAD was provided to California Commercial Pools for redesign and grading purposes. PG&E has been contacted to set up power to the site. Green Flush provided plans for finalization of their plan set with Health Department Comments.

**4. Timeline:**

A timeline was requested from CCP and not yet received but we are still on track for end of May 2026 ribbon cutting.

The Prime Contractor has yet to be contracted since all final plans must be approved before going to bid.

**5. Budget:**

The total cost for this project stands at \$2,082,972.86.

\$1.7 Million has been budgeted for FY26 which is expected to cover the remaining project expenses.

**6. Upcoming Milestones:**

Summer 2026 Project Completion and Opening

# Monthly Project Status Report

Prepared by: Anthony Uribe

Project Name: Phelps Ave Rehabilitation Phase 2

Reporting Period: August 2025

## 1. Project Overview:

**Scope:** The main objective of this project is to continue the rehabilitation of the entire Phelps Avenue segment, following the completion of Phase 1 in 2020. Phase 2 will extend the improvements from Posa Chanet to the City Limits, just beyond the Coalinga Regional Medical Center. The planned upgrades include the grading of 0.63 miles of existing roadway, the installation of asphalt concrete (AC) pavement, adjustments to existing manhole covers and utility lids, the addition of new striping, the creation of a high-visibility crosswalk, the installation of two new ADA-compliant curb ramps, and the placement of two new solar streetlights.

## 2. Executive Summary and Progress Update:

Emmett Valley mobilized on August 11, with construction starting on August 12. The County Encroachment Permit for traffic plans on the east side of the city limit (under county jurisdiction) was finalized, allowing the contractor to begin work at either end. The contractor has since finished the curb, gutter, and all of the new paving on Phelps Ave. PSM completed all the striping on the road. The installation of new solar lights is scheduled for the week of September 8th, which should complete the project once the lights are up.

## 4. Timeline:

Project has started and should be completed in September

## 5. Budget:

Engineers estimate was \$619,877.00

Emmitt Valley Construction was awarded the contract with a bid of \$ 502,738.00

## 6. Upcoming Milestones:

Completion of project September 2026

# Monthly Project Status Report

Prepared by: Eric De Leon

Project Name: Complete Landscaping at City Parking Lot-  
**Completed**

Reporting Period: August 2025

## 1. Project Overview:

Scope: This project intel's grubbing and clearing current landscape removal of 3 trees and trimming remaining trees. It also includes re-doing all new irrigation, removal of excess dirt installing rock cover, planting drought resistant plant material and planting 2 new trees.

Timeline: 7/1/25-8/1/25

**2. Executive Summary and Progress Update:** New landscaping has been completed with all new irrigation, 3 new trees, planting of drought resistant plants and installation of decorative rocks and boulders.

## 3. Timeline:

Completed 7/31/2025

## 5. Budget:

Grounds Repairs & Maintenance 107-422-84050. Expenses absorbed in operations and maintenance budget.

## 5. Upcoming Milestones:

Cleaning up Parking lot

# Project Name: Update Curb Painting Near Schools

Prepared by: Eric De Leon

Reporting Period: August 2025

## **1. Project Overview:**

Scope: This project team is coordinating with the school district and getting a meeting scheduled to go over red curb painting and getting a plan together to update all red curbs around schools. Determining what needs to stay and what can be removed. Then executing plan to remove red paint not needed and update any new paint needed.

Timeline: Expected timeline for completion has been moved to end of Sept.

**2. Executive Summary and Progress Update:** After meeting with school staff, I have worked on a final draft on how to proceed including taking into consideration new laws. Going to be scheduling meeting to get final approval of new drafted map.

**3. Timeline:** Expected timeline to be completed by Sept. 30, 2025

## **4. Budget:**

Item funded out of Street Materials 107-422-70130. Expenses absorbed in operations and maintenance budget.

## **5. Upcoming Milestones:**

Setting up meeting up to review final map of red curb painting removal, new red curb painting, and signage by Sept 15, 2025

# Project Name: Holiday Lighting for City Hall, Fire Department, Archway Signage

Prepared by: Eric De Leon

Reporting Period: August 2025

## **1. Project Overview:**

Scope: The scope of this project is to install holiday lighting at City Hall, Fire Department and Archway Signage. Contact Vendors/ Contractors to see about what options are out in the market to get quality holiday lighting installed.

Timeline: Completed by Nov. 1, 2025

**2. Executive Summary and Progress Update** Received quotes from Todd with RHC Trim for permanent lighting to be installed I also received quotes from The Christmas light Pro for seasonal lighting for City Hall, PD, and Fire Dept. The Christmas light Pros also quoted lights for downtown trees that would stay up year-round.

## **4. Timeline:**

Seasonal lighting quotes were approved by the City Council on September 4, 2025.

## **5. Budget:**

\$7,000 – Council approved a budget adjustment on September 4<sup>th</sup> to cover actual costs.

## **6. Upcoming Milestones:**

Contact vendor to schedule work.

# Project Name: Banner decorations on Light Poles

Prepared by: Eric De Leon

Reporting Period: August 2025

## **1. Project Overview:**

Scope: The scope of this project is to look at getting Decorative Banners for light poles. Get a cost for each banner and identify all areas that will need banners.

Timeline: Get completed by Nov.1, 2025

**2. Executive Summary and Progress Update:** I have continued to do some research on larger Banners that can be installed On Elm Ave. Looking into vendors and gathering information. I have also reached out to Chambers to get information on who they have used in past. Chamber mentioned they have seasonal banners, but the cost was for vendor to come out to install which they have not done. I am working with Chambers to see what options we may have.

## **4. Timeline:**

Get Options and Pricing by Sept.15<sup>th</sup>

## **5. Budget:**

\$5,000

## **6. Upcoming Milestones:**

Determine Purchase/Design and Options by Mid Sept.

# Project Name: Install Sail Shades at Dog Park - **COMPLETE**

Prepared by: Eric De Leon

Reporting Period: August 2025

## **1. Project Overview:**

Scope: Installation of sail shades at the Dog Park.

Timeline: Complete

## **2. Executive Summary and Progress Update:**

Sail shades have been installed.

## **4. Timeline:**

Complete – Repairs underway.

## **5. Budget:**

\$8,000 – Project was complete under budget. Some this budget may be used to replace the torn sail shades that have occurred in the last month.

## **6. Upcoming Milestones:**

Replace torn sail shades. Looking at stronger durable replacement options

# Project Name: Council/Staff Team Building Event

Prepared by: Shannon Jensen

Project Name: **Council / Staff Team Building Event**

Reporting Period: August, 2025

## **1. Project Overview:**

Scope: Planning and Coordinating a Team Building Event with the City Council and Department Head Staff.

Timeline: Fall/Winter 2025

## **2. Executive Summary and Progress Update:**

The City Manager has been researching different opportunities for a team building event from go-cart racing, winery event, boat cruise, etc. Staff is trying to keep it within a days travel so overnight accommodations would not needed but may be optional for those who wish to stay.

Staff has provided a potential opportunity for a team building event, and it is currently under review by the City Manager.

## **4. Timeline:**

The City Manager expects to have ideas finalized and a schedule confirmed after Wings Over the Westside, with the team building event anticipated to take place in Spring 2026.

## **5. Budget:**

The FY26 budget includes \$7,000 for team building for the Council and additional allocated funds for the City Manager and Department heads from their respective Training/Travel budgets.

## **6. Upcoming Milestones:**

Late Fall 2025 – Solidify Plan and Schedule.

Spring 2026 – Hold Team Building event.



# Project Name: Employee Appreciation Party

Prepared by: Shannon Jensen

Project Name: **Annual Employee Appreciation Party & Employee Awards**

Reporting Period: August, 2025

## 1. Project Overview:

Scope: To host a City-wide Employee Appreciation Party that celebrates and recognizes the contributions of all City employees across all departments. The event will promote positive morale, foster interdepartmental camaraderie, and publicly recognize staff achievements, service milestones, and exemplary performance.

Timeline: January 2026

## 2. Executive Summary and Progress Update:

At this time the City Manager has reached out to the Elks Lodge as a potential location to host the event based on size and number of potential attendees. The City Manager is also considering talking to West Hills College about a possible facility on campus that may work as well.

At this time, there are **no significant updates to report** as the event planning remains in the early stages.

## 4. Timeline:

Event is planned for some time in January 2026. No formal progress has been made at this time towards this effort.

## 5. Budget:

The FY26 budget has \$5,000 allocated for the appreciation dinner.

## 6. Upcoming Milestones:

Setting the Location and Date: October 2026

# Monthly Project Status Report

Prepared by: Shannon Jensen

Project Name: **NextRequest – Public Records Request Software Implementation**

Reporting Period: August 2025

## 1. Project Overview:

Scope: Implement NextRequest to streamline, manage, and fulfill public records requests efficiently through an online portal with centralized tracking, reporting, and compliance support.

Timeline: Agreement executed July 1, 2025. Onboarding and portal activation to begin in early July, with go-live projected within the upcoming 4-6 weeks pending successful onboarding and staff training.

## 2. Executive Summary and Progress Update:

On July 1, 2025, the fully executed agreement was received. Key next steps include portal activation, onboarding scheduling and preparation, accounting coordination.

Staff continues to work through the onboarding process as availability allows, coordinating with the Launch Team to prepare for portal configuration and training.

## 4. Timeline:

7/1/25: Agreement executed.

Week of 7/7/25: Portal activation begins; initiate onboard scheduling.

September – October 2025: Onboarding sessions, portal configuration, staff training, and go-live preparation.

## 5. Budget:

Initial Cost: \$10,490 (FY 2025-2026)

Annual Renewal Cost: \$10,788/year thereafter.

## 6. Upcoming Milestones:

Continuing with next steps which include portal activation, scheduling onboarding sessions with Launch Team, complete onboarding and configuration, staff training.

Go-live: Estimate 1-2 months (October / November 2025)

# Monthly Project Status Report

Prepared by: Shannon Jensen

Project Name: **OneMeeting – Agenda Software Implementation**

Reporting Period: August 2025

## **1. Project Overview:**

Scope: Implementation of OneMeeting agenda management software to streamline preparation, routing, and publishing of City agendas and staff reports. This includes setting up agenda templates, staff report forms, workflows, and data migration to integrate with existing City processes.

Timeline: As of April 2025 estimating to go-live within the next 4-5 months (Sept/Oct)

## **2. Executive Summary and Progress Update:**

The project continues to progress steadily. Check-in meetings are scheduled every other week to ensure alignment with implementation goals. Held a check-in meeting on August 14, 2025, where we reviewed the agenda format with design the team to ensure layout is correct in the new system. Staff will continue with biweekly meetings to maintain momentum, address configuration needs and resolve any outstanding setup items.

## **4. Timeline:**

Next check-in meeting: September 11, 2025, where the team will review the agenda and minute forms for City Council and Planning Commission.

Target go-live: (October – November 2025).

## **5. Budget:**

Budget: Originally approved in 2023; Data Migration (one-time cost): \$12,000, paid February 2025. Additional implementation fees are not expected.

## **6. Upcoming Milestones:**

September 11, 2025: Review agenda and minute forms during next check-in meeting.

October – November 2025: Target for final system testing, user training, and go-live if all workflows and templates are approved.

# Monthly Project Status Report

Prepared by: Shannon Jensen

Project Name: **National Night Out (August 5, 2025) – Completed**

Reporting Period: August 2025

## 1. Project Overview:

Scope: Planning and execution of the City's annual National Night Out event, including coordination of vendors, volunteers, staff booths, school supply giveaways, street closures, and overall event logistics.

Timeline: Tuesday, August 5, 2025. Preparations were conducted throughout June and July, with final logistics and vendor coordination completed in the days leading up to the event.

## 2. Executive Summary and Progress Update:

The 2025 National Night Out was successfully held on Tuesday, August 5, 2025, in downtown Coalinga. The event brought the community together for an evening of safety awareness, entertainment, and neighborly connection. Vendors, community organizations, and sponsors provided food, entertainment, giveaways, and school supplies. Monetary and in-kind donations from local businesses and individuals made it possible to distribute free school supplies to local students, with any remaining needed items purchased using monetary donations received.

City staff coordinated all aspects of the event, including vendor booth assignments, street closures, volunteer coordination, and staff coverage. The event ran smoothly, with positive feedback received from both participants and community members.

Following the event, the City Manager and staff met to debrief and evaluate all aspects of the planning and execution. The discussion focused on identifying what worked well and creating an action plan for improvements to make next year's National Night Out even better.

## 4. Timeline:

Event date: Tuesday, August 5, 2025 (completed)

Post-Event Debrief: Completed. Improvement plan developed for the 2026 event.

## 5. Budget:

Monetary donations were received prior to and during the event, which were used to offset the cost of school supplies and event materials. In-kind contributions from vendors and community partners significantly reduced overall costs.

## 6. Upcoming Milestones:

None

# Monthly Project Status Report

Project Name: Upgrade City Access Control Systems

Prepared by: Mercedes Garcia, Senior Administrative Analyst

Reporting Period: August 2025

## **1. Project Overview:**

Scope: City Hall Access Control Systems upgraded to KISI system.

Timeline: Project completion expected by September 30, 2025, for sensor replacements.

## **2. Executive Summary and Progress Update:**

The installation of the KISI system was completed on June 30, 2025. Clarification on quote received. Quote being updated for potential approval.

## **3. Timeline:**

KISI access control portion of the project is completed with doors and readers functioning. Update quote and approval for installation by 09/30/2025.

## **4. Budget:**

The budget for this project was \$33,000; amount spent to date is \$30,059.14 updated from previous month's report.

## **5. Upcoming Milestones:**

Replacement of door sensors to ensure the system does not fail on exterior entry doors.

Project Name: City Hall and Police Department (Flooring, Painting and Lighting).

Prepared by: Mercedes Garcia, Senior Administrative Analyst

Reporting Period: August 2025

**1. Project Overview:**

Scope: Rehabilitate City Hall & Police Department (flooring, paint, lighting)

Timeline: Project completion expected by January 31, 2026.

**2. Executive Summary and Progress Update:**

The flooring project has been quoted through sole source with Core. The painting project has received two quotes. Additional quote will be received by end of September. Review of quotes to move forward scheduling painting phase of project October/November 2025.

**3. Timeline:**

Painting and Flooring anticipated completion by January 2026 (this timeline allows for scheduling with vendors and any anticipated delays).

**4. Budget:**

The budget for this project is \$220,000. Project should be completed within budget.

**5. Upcoming Milestones:**

Receive one additional quote for painting. When painting is completed the next phase of the project will be completed.

# Project Name: Replace Charging Stations in City Hall Rear Parking Lot

Prepared by: Mercedes Garcia, Senior Administrative Analyst

Reporting Period: August 2025

## **1. Project Overview:**

Scope: Replace Charging Stations no longer supported by Enel X Way

Timeline: Project completion expected February 2026

## **2. Executive Summary and Progress Update:**

Charge Point provided cost of dual chargers at \$15,000 each. Grant funding is available at \$6,000 per charger. Replacement charger options for existing site for review with Fore Front Power.

**3. Timeline:** Review current site for accurate evaluation of possible installation of dual chargers.

## **4. Budget:**

No budget.

**5. Upcoming Milestones:** Present budget request to Council in December 2025/January 2026 upon completion of evaluation of current site.

# Project Name: New Fueling Station for Airport

Prepared by: Mercedes Garcia, Senior Administrative Analyst

Reporting Period: August 2025

## **1. Project Overview:**

Scope: New Fueling station for the airport.

Timeline: Project completion expected August/September 2025.

## **2. Executive Summary and Progress Update:**

Fuel delivery scheduled. Evaluating fee of credit card processing.

**3. Timeline:** September 2025, for fuel delivery and vendor selection for card processing.

**4. Budget:** \$150,000 approved FY 25-26. Expenses as of 08/31/2025 are \$130,027.10

**5. Upcoming Milestones:** Activation of M400 fuel management system and selection of merchant processing for fuel sales to ensure tank operation for Wings Over the Westside event.



# Project Name: Repair All Lighting at Airport

Prepared by: Mercedes Garcia, Senior Administrative Analyst

Reporting Period: August 2025

## **1. Project Overview:**

Scope: Update lighting at Airport to LED lighting

Timeline: Project completion expected May 2026.

## **2. Executive Summary and Progress Update:**

**3. Timeline:** Project development ongoing. Order placed for LED signs. No significant changes currently.

**4. Budget:** \$100,000

**5. Upcoming Milestones:** Ordering of additional LED signs.

# Project Name: Coalinga Airshow – Wings Over the Westside

Prepared by: Mercedes Garcia, Senior Administrative Analyst

Reporting Period: August 2025

## **1. Project Overview:**

Scope: Airshow to be held September 27, 2025, at New Coalinga Municipal Airport

Timeline: Project completion expected September 2025.

## **2. Executive Summary and Progress Update:** Staff met with Air Boss on August 20, 2025.

Visited the airport. Logistical items were discussed for safety, sound, set up and layout for the event. Sponsorships and vendors continue to be secured for the event.

Accommodations for performers secured.

## **3. Timeline:** Continue working on logistics of vendors, equipment, safety plan and other needs for the Airshow.

## **4. Budget:** Performers deposits paid in the amount of \$4,000.00

## **5. Upcoming Milestones:** Continue with selection food vendors and product/service vendors for the event.

# Monthly Project Status Report

Prepared by: Robert Smith

Project Name: Complete Animal Shelter

Reporting Period: August 2025

## 1. Project Overview:

Scope: Remodel inside of 270 S 6<sup>th</sup> St. Animal Shelter and install kennels

Timeline: Timeline has been adjusted to Mid-August due to mis-shipments by supplier

## 2. Executive Summary and Progress Update:

A budget adjustment was needed to fund the Animal Shelter renovation due to an unforeseen error. This adjustment was approved by Council at the August 21<sup>st</sup> meeting. Orders are being made for final purchases to finish the project.

## 4. Timeline:

92% complete

## 5. Budget:

Construction Budget: \$282,627.00(We had an increase of \$2380 for miscellaneous change orders due to age of building.)

Electrical Budget: \$22,569.00

Kennel and cages: ~~\$139,33.05~~ **\$124,143.45**(UC Davis grant to cover \$100,000)

Total Budget: ~~\$444,529.05~~ **\$429,339.45**

Total to date (less Grant): ~~\$344,5296.05~~ **\$329,339.45**

## 6. Upcoming Milestones:

Continuing the building of the kennels. Quotes for the fencing have been received. All outdoor finishes to dog play area.

# Monthly Project Status Report

Prepared by: Robert Smith

Project Name: Purchase and install remaining backflow enclosures.

Reporting Period: August 2025

## **1. Project Overview:**

Scope: Purchase and install backflow device enclosures

Timeline: Enclosures and blankets have been delivered. Awaiting the installation schedule from Public Works.

## **2. Executive Summary and Progress Update:**

### **4. Timeline:**

Unsure of actual timeline, but would hope to have them installed before end of year.

### **5. Budget:**

\$12,600

### **6. Upcoming Milestones:**

Scheduling of installation with Public Works.

# Monthly Project Status Report

Prepared by: Robert Smith

Project Name: Implementation of AI for Building Plan Checks

Reporting Period: August 2025

## **1. Project Overview:**

Scope: Explore the options and value of AI plan checks to help streamline plan checks for building permits.

Timeline: In the beginning phase of research.

## **2. Executive Summary and Progress Update:**

I am still in the process of researching the viability of Ai in plan checks. Most of what I have found are tools that check plans for the applicants. It flags areas that are not up to code and provides a list for the applicant to change to bring the plans to code compliance. It is still up to the Building employees to complete a hands-on plan check. I have found one company that provides checks for both the applicant and the AHJ. I will be reaching out for a demo.

## **4. Timeline:**

Ongoing

## **5. Budget:**

N/A

## **6. Upcoming Milestones:**

None yet

**STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE  
AUTHORITY**

**Subject:** Code Enforcement Report July, 2025  
**Meeting Date:** Thursday, September 18, 2025  
**From:** Sean Brewer, City Manager  
**Prepared by:** Yaneth Ibarra, Code Enforcement Officer

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**I. RECOMMENDATION:**

**II. BACKGROUND:**

**III. DISCUSSION:**

**IV. ALTERNATIVES:**

**V. FISCAL IMPACT:**

**ATTACHMENTS:**

	File Name	Description
▣	July_2025.pdf	July, 2025

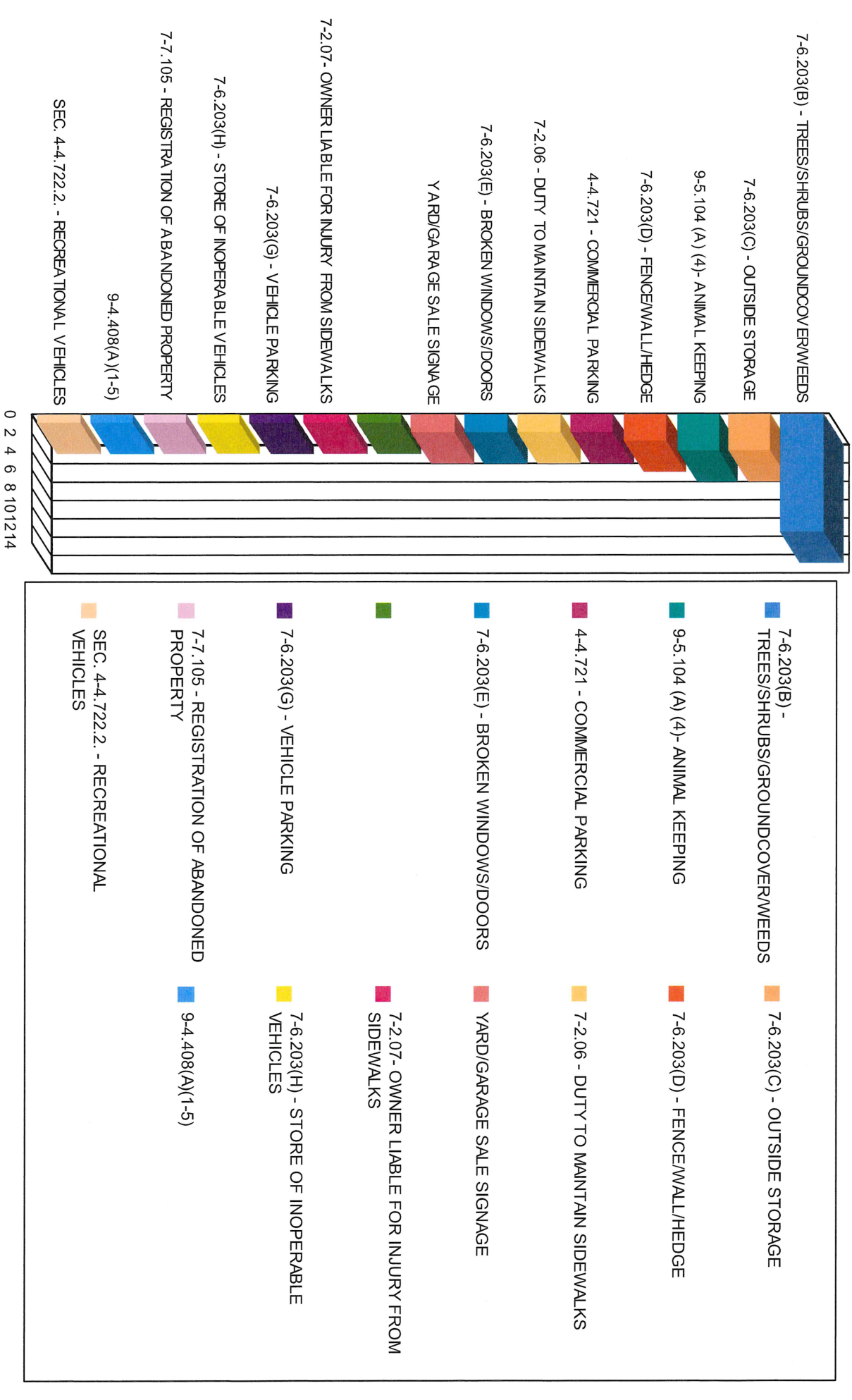


**CODE CASES CLOSED BY VIOLATION (07/01/2025 TO 07/31/2025)  
FOR THE CITY OF COALINGA**

# CODE CASE KEY PERFORMANCE INDICATORS (07/01/2025 TO 07/31/2025)

Case Type	District	Status	Cases Opened	Cases Closed	Invoiced Fee Total
9-5.126(b)(4)(c)Garage /Yard Sale Signage			2	2	\$0.00
	NA		2	2	\$0.00
		Closed - Resolved	2	2	\$0.00
Abandoned Residential Property			1	1	\$0.00
	NA		1	1	\$0.00
		Closed - Resolved	0	1	\$0.00
		In Progress	1	0	\$0.00
Abandoned Vehicles			0	2	\$0.00
	NA		0	2	\$0.00
		Closed - Resolved	0	2	\$0.00
Animal			1	4	\$0.00
	NA		1	4	\$0.00
		Closed - Resolved	1	4	\$0.00
Property Maintenance			25	20	\$0.00
	NA		25	20	\$0.00
		Closed - Resolved	12	20	\$0.00
		In Progress	13	0	\$0.00
Vehicle Codes			1	2	\$0.00
	NA		1	2	\$0.00
		Closed - Resolved	0	2	\$0.00
		In Progress	1	0	\$0.00
<b>Code Case Totals:</b>			<b>30</b>	<b>31</b>	<b>\$0.00</b>





CODE CASES CLOSED BY VIOLATION (07/01/2025 TO 07/31/2025)

Case #	Case Type	Case Status	Project	District	Main Address	Parcel	Assigned To	Closed Date	Opened Date
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CODE CASES CLOSED BY VIOLATION (07/01/2025 TO 07/31/2025)

Case #	Case Type	Case Status	Project	District	Main Address	Parcel	Assigned To	Closed Date	Opened Date
PROP-000296-2025	Property Maintenance	Closed - Resolved		NA			Yaneth Ibarra	07/10/2025	05/29/2025
TOTAL CASES CLOSED FOR :								1	
4-4.721 - COMMERCIAL PARKING									
ABON-000277-2025	Abandoned Vehicles	Closed - Resolved		NA	551 E Valley St, Coalinga, CA 93210	08312117	Yaneth Ibarra	07/01/2025	05/20/2025
ABON-000290-2025	Abandoned Vehicles	Closed - Resolved		NA	247 W Monroe St, Coalinga, CA 93210	07207405	Yaneth Ibarra	07/02/2025	05/28/2025
TOTAL CASES CLOSED FOR 4-4.721 - COMMERCIAL PARKING:								2	
7-2.06 - DUTY TO MAINTAIN SIDEWALKS									
PROP-000029-2024	Property Maintenance	Closed - Resolved		NA	195 W Elm Ave, Coalinga, CA 93210	07212701S	Yaneth Ibarra	07/02/2025	09/05/2024
PROP-000190-2025	Property Maintenance	Closed - Resolved		NA	544 Kimberly Pl, Coalinga, CA 93210	07125306S	Yaneth Ibarra	07/01/2025	02/13/2025
OTAL CASES CLOSED FOR 7-2.06 - DUTY TO MAINTAIN SIDEWALKS:								2	
7-2.07- OWNER LIABLE FOR INJURY FROM SIDEWALKS									
PROP-000029-2024	Property Maintenance	Closed - Resolved		NA	195 W Elm Ave, Coalinga, CA 93210	07212701S	Yaneth Ibarra	07/02/2025	09/05/2024
1L CASES CLOSED FOR 7-2.07- OWNER LIABLE FOR INJURY FROM S								1	
7-6.203(B) - TREES/SHRUBS/GROUNDCOVER/WEEDES									
PROP-000155-2024	Property Maintenance	Closed - Resolved		NA	101 Arabian St, Coalinga, CA 93210	08337006	Yaneth Ibarra	07/10/2025	12/18/2024
PROP-000253-2025	Property Maintenance	Closed - Resolved		NA	204 E Valley St, Coalinga, CA 93210	08310301	Yaneth Ibarra	07/01/2025	04/22/2025
PROP-000254-2025	Property Maintenance	Closed - Resolved		NA	397 E Hoover St, Coalinga, CA 93210	07114609S	Yaneth Ibarra	07/02/2025	04/22/2025
PROP-000258-2025	Property Maintenance	Closed - Resolved		NA	248 E Harrison St, Coalinga, CA 93210	07114403S	Yaneth Ibarra	07/01/2025	04/22/2025
PROP-000266-2025	Property Maintenance	Closed - Resolved		NA	205 E Polk, Coalinga, CA 93210		Yaneth Ibarra	07/01/2025	05/05/2025
PROP-000270-2025	Property Maintenance	Closed - Resolved		NA	168 W Washington St, Coalinga, CA 93210	07111607S	Yaneth Ibarra	07/01/2025	05/06/2025
PROP-000271-2025	Property Maintenance	Closed - Resolved		NA	397 E Hoover St, Coalinga, CA 93210	07114609S	Yaneth Ibarra	07/01/2025	05/14/2025
PROP-000272-2025	Property Maintenance	Closed - Resolved		NA	365 N 4Th St, Coalinga, CA 93210	072111205	Yaneth Ibarra	07/01/2025	05/14/2025
PROP-000274-2025	Property Maintenance	Closed - Resolved		NA		08309049S	Yaneth Ibarra	07/10/2025	05/16/2025
PROP-000284-2025	Property Maintenance	Closed - Resolved		NA	241 N Buchanan St, Coalinga, CA 93210	07108107S	Yaneth Ibarra	07/01/2025	05/27/2025



CODE CASES CLOSED BY VIOLATION (07/01/2025 TO 07/31/2025)

Case #	Case Type	Case Status	Project	District	Main Address	Parcel	Assigned To	Closed Date	Opened Date
PROP-000287-2025	Property	Closed -		NA	285 E Hawthorne St, Coalinga, CA 93210	07216111	Yaneth Ibarra	07/02/2025	05/27/2025
PROP-000288-2025	Maintenance Property	Resolved Closed -		NA	295 E Hawthorne St, Coalinga, CA 93210	07216109	Yaneth Ibarra	07/02/2025	05/27/2025
PROP-000306-2025	Maintenance Property	Resolved Closed -		NA	135 Curtiss Ln, Coalinga, CA 93210	08335039S	Yaneth Ibarra	07/17/2025	06/10/2025

L CASES CLOSED FOR 7-6.203(B) - TREES/SHRUBS/GROUNDCOVER 13

7-6.203(C) - OUTSIDE STORAGE									
000108-2024	Abandoned Residential Property	Closed - Resolved		NA	132 W Cedar Ave, Coalinga, CA 93210	07210410	Yaneth Ibarra	07/02/2025	09/26/2024
PROP-000263-2025	Property	Closed -		NA	423 E Polk St, Coalinga, CA 93210	07115214S	Yaneth Ibarra	07/01/2025	04/28/2025
PROP-000318-2025	Maintenance Property	Resolved Closed -		NA	252 W Yale Ave, Coalinga, CA 93210	07107310S	Yaneth Ibarra	07/02/2025	06/26/2025
PROP-000323-2025	Maintenance Property	Resolved Closed -		NA	1205 N Coalinga St, Coalinga, CA 93210	07105211S	Yaneth Ibarra	07/11/2025	07/02/2025

TOTAL CASES CLOSED FOR 7-6.203(C) - OUTSIDE STORAGE: 4

7-6.203(D) - FENCE/WALL/HEDGE									
PROP-000271-2025	Property	Closed -		NA	397 E Hoover St, Coalinga, CA 93210	07114609S	Yaneth Ibarra	07/01/2025	05/14/2025
PROP-000288-2025	Maintenance Property	Resolved Closed -		NA	295 E Hawthorne St, Coalinga, CA 93210	07216109	Yaneth Ibarra	07/02/2025	05/27/2025
PROP-000305-2025	Maintenance Property	Resolved Closed -		NA	225 Curtiss Ln, Coalinga, CA 93210	08335035S	Yaneth Ibarra	07/01/2025	06/10/2025

TOTAL CASES CLOSED FOR 7-6.203(D) - FENCE/WALL/HEDGE: 3

7-6.203(E) - BROKEN WINDOWS/DOORS									
PROP-000254-2025	Property	Closed -		NA	397 E Hoover St, Coalinga, CA 93210	07114609S	Yaneth Ibarra	07/02/2025	04/22/2025
PROP-000271-2025	Maintenance Property	Resolved Closed -		NA	397 E Hoover St, Coalinga, CA 93210	07114609S	Yaneth Ibarra	07/01/2025	05/14/2025

TOTAL CASES CLOSED FOR 7-6.203(E) - BROKEN WINDOWS/DOORS: 2

7-6.203(G) - VEHICLE PARKING									
VEHI-2504-0035	Vehicle Codes	Closed - Resolved		NA	204 E Polk St, Coalinga, CA 93210	08310201	Yaneth Ibarra	07/10/2025	04/22/2025

TOTAL CASES CLOSED FOR 7-6.203(G) - VEHICLE PARKING: 1

7-6.203(H) - STORE OF INOPERABLE VEHICLES									
PROP-000266-2025	Property Maintenance	Closed - Resolved		NA	205 E Polk, Coalinga, CA 93210		Yaneth Ibarra	07/01/2025	05/05/2025

1L CASES CLOSED FOR 7-6.203(H) - STORE OF INOPERABLE VEHICL 1



CODE CASES CLOSED BY VIOLATION (07/01/2025 TO 07/31/2025)

Case #	Case Type	Case Status	Project	District	Main Address	Parcel	Assigned To	Closed Date	Opened Date
7-7.105 - REGISTRATION OF ABANDONED PROPERTY									
000108-2024	Abandoned Residential Property	Closed - Resolved		NA	132 W Cedar Ave, Coalinga, CA 93210	07210410	Yaneth Ibarra	07/02/2025	09/26/2024
L CASES CLOSED FOR 7-7.105 - REGISTRATION OF ABANDONED PR						1			
9-4.408(A)(1-5)									
PROP-000287-2025	Property Maintenance	Closed - Resolved		NA	285 E Hawthorne St, Coalinga, CA 93210	07216111	Yaneth Ibarra	07/02/2025	05/27/2025
TOTAL CASES CLOSED FOR 9-4.408(A)(1-5):						1			
9-5.104 (A) (4)- ANIMAL KEEPING									
Animal-000005-2025	Animal	Closed - Resolved		NA	1485 Hannah, Coalinga, CA 93210		Yaneth Ibarra	07/10/2025	06/09/2025
Animal-000006-2025	Animal	Closed - Resolved		NA	1549 Hannah Ave, Coalinga, CA 93210	07102041S	Yaneth Ibarra	07/10/2025	06/24/2025
Animal-000007-2025	Animal	Closed - Resolved		NA	1549 Hannah Ave, Coalinga, CA 93210	07102041S	Yaneth Ibarra	07/12/2025	06/24/2025
Animal-000008-2025	Animal	Closed - Resolved		NA	1549 Hannah Ave, Coalinga, CA 93210	07102041S	Yaneth Ibarra	07/10/2025	06/23/2025
TOTAL CASES CLOSED FOR 9-5.104 (A) (4)- ANIMAL KEEPING:						4			
SEC. 4-4.722.2. - RECREATIONAL VEHICLES									
VEHI-2505-0037	Vehicle Codes	Closed - Resolved		NA	1829 Buena Vista Dr, Coalinga, CA 93210	07008603S	Yaneth Ibarra	07/02/2025	05/20/2025
1L CASES CLOSED FOR SEC. 4-4.722.2. - RECREATIONAL VEHICLES:						1			
YARD/GARAGE SALE SIGNAGE									
Sign-000006-2025	9-5.126(b)(4) (c)Garage /Yard Sale Signage	Closed - Resolved		NA	435 Janay Ct, Coalinga, CA 93210	07009305S	Yaneth Ibarra	07/01/2025	05/05/2025
Sign-000013-2025	9-5.126(b)(4) (c)Garage /Yard Sale Signage	Closed - Resolved		NA	275 E Birch Ave, Coalinga, CA 93210	07209504	Yaneth Ibarra	07/02/2025	05/28/2025
TOTAL CASES CLOSED FOR YARD/GARAGE SALE SIGNAGE:						2			
GRAND TOTAL OF CASES:						31			

*\*Indicates an Emergency*

**STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE  
AUTHORITY**

**Subject:** Code Enforcement Report August, 2025  
**Meeting Date:** Thursday, September 18, 2025  
**From:** Sean Brewer, City Manager  
**Prepared by:** Yaneth Ibarra, Code Enforcement Officer

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**I. RECOMMENDATION:**

**II. BACKGROUND:**

**III. DISCUSSION:**

**IV. ALTERNATIVES:**

**V. FISCAL IMPACT:**

**ATTACHMENTS:**

	File Name	Description
▣	August_2025.pdf	August, 2025

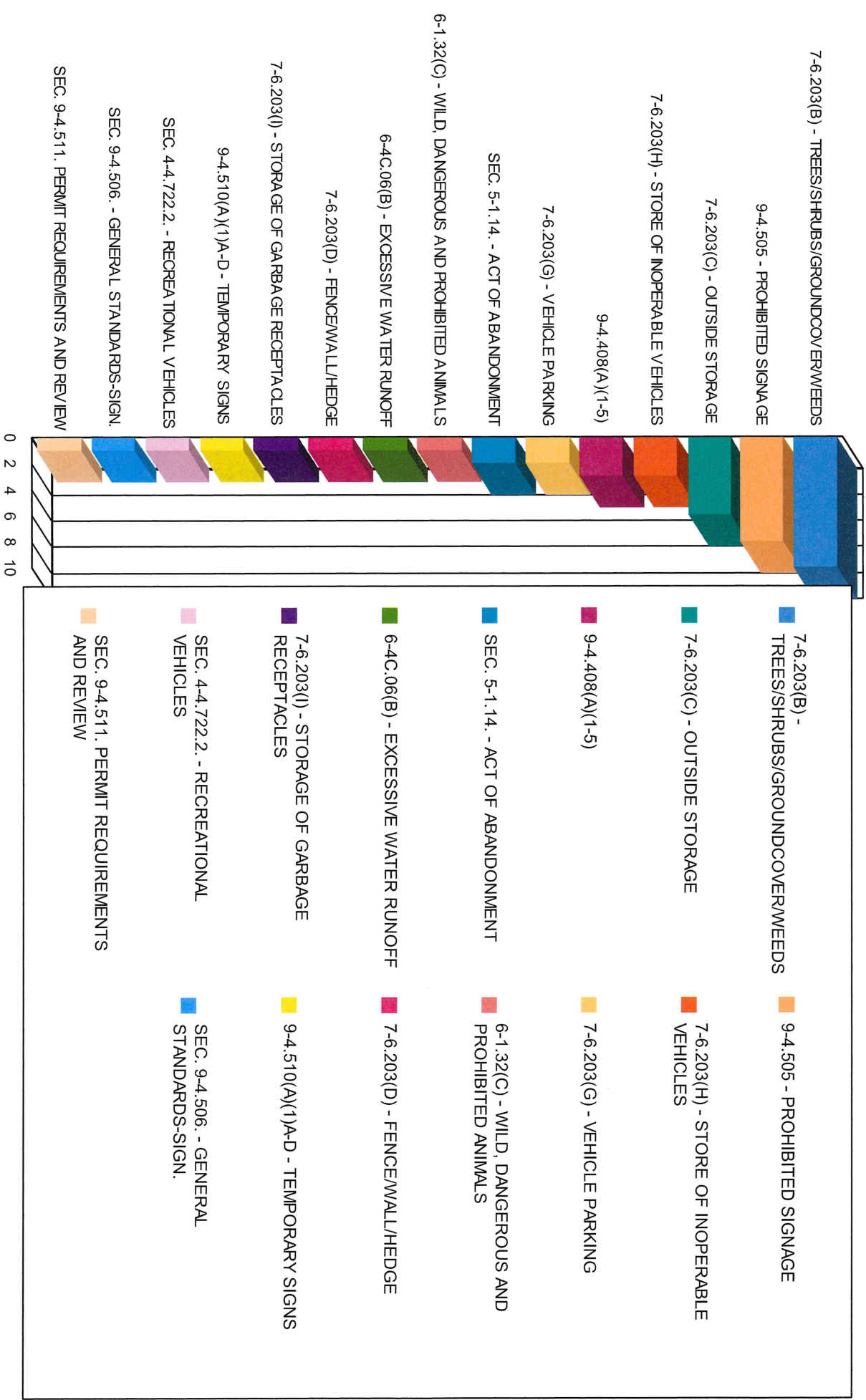


CODE CASES OPENED BY VIOLATION (08/01/2025 TO 08/31/2025)  
FOR THE CITY OF COALINGA

# CODE CASE KEY PERFORMANCE INDICATORS (08/01/2025 TO 08/31/2025)

Case Type	District	Status	Cases Opened	Cases Closed	Invoiced Fee Total
9-5.126(b)(4)(c)Garage /Yard Sale Signage	NA		0	2	\$0.00
			0	2	\$0.00
		Closed - Resolved	0	2	\$0.00
Animal	NA		1	1	\$0.00
			1	1	\$0.00
		Closed - Resolved	0	1	\$0.00
		In Progress	1	0	\$0.00
Business License	NA		0	1	\$0.00
			0	1	\$0.00
		Closed - Resolved	0	1	\$0.00
Property Maintenance	NA		21	13	\$0.00
			21	13	\$0.00
		Closed - Resolved	2	13	\$0.00
		In Progress	19	0	\$0.00
Signage	NA		10	1	\$0.00
			10	1	\$0.00
		Closed - Resolved	1	1	\$0.00
		In Progress	9	0	\$0.00
Vehicle Codes	NA		5	1	\$0.00
			5	1	\$0.00
		Closed - Resolved	0	1	\$0.00
		In Progress	5	0	\$0.00
Water Conservation	NA		1	0	\$0.00
			1	0	\$0.00
		In Progress	1	0	\$0.00
Code Case Totals:			38	19	\$0.00





CODE CASES OPENED BY VIOLATION (08/01/2025 TO 08/31/2025)

Case #	Case Type	Case Status	Project	District	Main Address	Parcel	Assigned To	Opened Date	Closed Date
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CODE CASES OPENED BY VIOLATION (08/01/2025 TO 08/31/2025)

Case #	Case Type	Case Status	Project	District	Main Address	Parcel	Assigned To	Opened Date	Closed Date
6-1.32(C) - WILD, DANGEROUS AND PROHIBITED ANIMALS									
Animal-000010-2025	Animal	In Progress		NA	255 W Jackson St, Coalinga, CA 93210	07208304	Yaneth Ibarra	08/19/2025	
AL CASES OPENED FOR 6-1.32(C) - WILD, DANGEROUS AND PROHIB									
1									
6-4C.06(B) - EXCESSIVE WATER RUNOFF									
WATER-000352-2025	Water Conservation	In Progress		NA	802 Riesling Ln, Coalinga, CA 93210		No User Assigned	08/06/2025	
ITAL CASES OPENED FOR 6-4C.06(B) - EXCESSIVE WATER RUNOFF:									
1									
7-6.203(B) - TREES/SHRUBS/GROUNDCOVER/WEEDS									
PROP-000347-2025	Property Maintenance	In Progress		NA	301 E Durian Ave, Coalinga, CA 93210	07211614	Yaneth Ibarra	08/05/2025	
PROP-000348-2025	Property Maintenance	In Progress		NA	378 N 3Rd St, Coalinga, CA 93210	07211616	Yaneth Ibarra	08/05/2025	
PROP-000350-2025	Property Maintenance	In Progress		NA	710 Elm Ave, Coalinga, CA 93210	07116206S	Yaneth Ibarra	08/05/2025	
PROP-000351-2025	Property Maintenance	In Progress		NA	312 E Roosevelt St, Coalinga, CA 93210	07114501S	Yaneth Ibarra	08/05/2025	
PROP-000353-2025	Property Maintenance	Closed - Resolved		NA	590 N 4Th St, Coalinga, CA 93210	07209512	Yaneth Ibarra	08/07/2025	08/19/2025
PROP-000354-2025	Property Maintenance	In Progress		NA	450 N 3Rd St, Coalinga, CA 93210	07211507S	Yaneth Ibarra	08/07/2025	
PROP-000358-2025	Property Maintenance	In Progress		NA	720 E Valley St, Coalinga, CA 93210	08312622S	Yaneth Ibarra	08/26/2025	
PROP-000362-2025	Property Maintenance	In Progress		NA	698 E Polk St, Coalinga, CA 93210	08312303	Yaneth Ibarra	08/26/2025	
PROP-000365-2025	Property Maintenance	In Progress		NA	298 W University Ave, Coalinga, CA 93210	07107414S	Yaneth Ibarra	08/14/2025	
PROP-000367-2025	Property Maintenance	In Progress		NA	630 Mustang Way, Coalinga, CA 93210	08336104	Yaneth Ibarra	08/28/2025	
L CASES OPENED FOR 7-6.203(B) - TREES/SHRUBS/GROUNDCOVER									
10									
7-6.203(C) - OUTSIDE STORAGE									
PROP-000357-2025	Property Maintenance	In Progress		NA	761 E Pleasant St, Coalinga, CA 93210	08312610S	Yaneth Ibarra	08/26/2025	
PROP-000358-2025	Property Maintenance	In Progress		NA	720 E Valley St, Coalinga, CA 93210	08312622S	Yaneth Ibarra	08/26/2025	
PROP-000359-2025	Property Maintenance	In Progress		NA	737 E Pleasant St, Coalinga, CA 93210	08312623S	Yaneth Ibarra	08/26/2025	
PROP-000360-2025	Property Maintenance	In Progress		NA	733 E Pleasant St, Coalinga, CA 93210	08312617S	Yaneth Ibarra	08/26/2025	
PROP-000361-2025	Property Maintenance	In Progress		NA	735 E Pleasant St, Coalinga, CA 93210	08312616S	Yaneth Ibarra	08/26/2025	



CODE CASES OPENED BY VIOLATION (08/01/2025 TO 08/31/2025)

Case #	Case Type	Case Status	Project	District	Main Address	Parcel	Assigned To	Opened Date	Closed Date
PROP-000364-2025	Property Maintenance	In Progress		NA	257 E Elm Ave, Coalinga, CA 93210	07213315	Yaneth Ibarra	08/27/2025	
TOTAL CASES OPENED FOR 7-6.203(C) - OUTSIDE STORAGE:									6

7-6.203(D) - FENCE/WALL/HEDGE									
PROP-000358-2025	Property Maintenance	In Progress		NA	720 E Valley St, Coalinga, CA 93210	08312622S	Yaneth Ibarra	08/26/2025	
TOTAL CASES OPENED FOR 7-6.203(D) - FENCE/WALL/HEDGE:									1

7-6.203(G) - VEHICLE PARKING									
PROP-000349-2025	Property Maintenance	In Progress		NA	215 E Cherry Ln, Coalinga, CA 93210	07116215S	Yaneth Ibarra	08/05/2025	
PROP-000363-2025	Property Maintenance	In Progress		NA	698 E Polk St, Coalinga, CA 93210	08312303	Yaneth Ibarra	08/26/2025	
TOTAL CASES OPENED FOR 7-6.203(G) - VEHICLE PARKING:									2

7-6.203(H) - STORE OF INOPERABLE VEHICLES									
VEH-2508-0041	Vehicle Codes	In Progress		NA	706 E Polk St, Coalinga, CA 93210	08312502	Yaneth Ibarra	08/27/2025	
VEH-2508-0042	Vehicle Codes	In Progress		NA	308 W Cornell Ave, Coalinga, CA 93210	07104310S	Yaneth Ibarra	08/28/2025	
VEH-2508-0044	Vehicle Codes	In Progress		NA	575 Kimberly Pl, Coalinga, CA 93210	07125211S	Yaneth Ibarra	08/28/2025	
1L CASES OPENED FOR 7-6.203(H) - STORE OF INOPERABLE VEHICL									3

7-6.203(I) - STORAGE OF GARBAGE RECEPTACLES									
PROP-000346-2025	Property Maintenance	Closed - Resolved		NA	160 N Pierce St, Coalinga, CA 93210	07112317	Yaneth Ibarra	08/04/2025	08/13/2025
1L CASES OPENED FOR 7-6.203(I) - STORAGE OF GARBAGE RECEPT									1

9-4.408(A)(1-5)									
PROP-000355-2025	Property Maintenance	In Progress		NA	424 W University Ave, Coalinga, CA 93210	07106506S	Yaneth Ibarra	08/26/2025	
PROP-000356-2025	Property Maintenance	In Progress		NA	556 Kimberly Pl, Coalinga, CA 93210	07125305S	Yaneth Ibarra	08/26/2025	
PROP-000366-2025	Property Maintenance	In Progress		NA	717 E Valley St, Coalinga, CA 93210	08312511	Yaneth Ibarra	08/28/2025	
TOTAL CASES OPENED FOR 9-4.408(A)(1-5):									3

9-4.505 - PROHIBITED SIGNAGE									
SIGN-2508-0007	Signage	In Progress		NA	620 E Elm Ave, Coalinga, CA 93210	07108422S	Yaneth Ibarra	08/25/2025	
SIGN-2508-0008	Signage	Closed - Resolved		NA	1410 E Elm Ave, Coalinga, CA 93210	07116134S	Yaneth Ibarra	08/25/2025	08/27/2025



CODE CASES OPENED BY VIOLATION (08/01/2025 TO 08/31/2025)

Case #	Case Type	Case Status	Project	District	Main Address	Parcel	Assigned To	Opened Date	Closed Date
SIGN-2508-0009	Signage	In Progress		NA	192 E Elm Ave, Coalinga, CA 93210	07213620	Yaneth Ibarra	08/25/2025	
SIGN-2508-0010	Signage	In Progress		NA	135 E Elm Ave, Coalinga, CA 93210	07213122	Yaneth Ibarra	08/25/2025	
SIGN-2508-0011	Signage	In Progress		NA	296 E Polk St, Coalinga, CA 93210	08310215	Yaneth Ibarra	08/25/2025	
SIGN-2508-0012	Signage	In Progress		NA	260 Van Ness St, Coalinga, CA 93210	07113220	Yaneth Ibarra	08/25/2025	
SIGN-2508-0014	Signage	In Progress		NA	141 S Hachman St, Coalinga, CA 93210	08312301	Yaneth Ibarra	08/26/2025	
SIGN-2508-0015	Signage	In Progress		NA	620 E Elm Ave, Coalinga, CA 93210	07108422S	Yaneth Ibarra	08/26/2025	
TOTAL CASES OPENED FOR 9-4.505 - PROHIBITED SIGNAGE:									8
9-4.510(A)(1)A-D - TEMPORARY SIGNS									
SIGN-2508-0013	Signage	In Progress		NA	250 E Elm Ave, Coalinga, CA 93210	07213419	Yaneth Ibarra	08/25/2025	
TOTAL CASES OPENED FOR 9-4.510(A)(1)A-D - TEMPORARY SIGNS:									1
SEC. 4-4.722.2. - RECREATIONAL VEHICLES									
VEHI-2508-0043	Vehicle Codes	In Progress		NA	535 E Roosevelt St, Coalinga, CA 93210	07121109S	Yaneth Ibarra	08/28/2025	
1L CASES OPENED FOR SEC. 4-4.722.2. - RECREATIONAL VEHICLES:									1
SEC. 5-1.14. - ACT OF ABANDONMENT									
VEHI-2508-0044	Vehicle Codes	In Progress		NA	575 Kimberly Pl, Coalinga, CA 93210	07125211S	Yaneth Ibarra	08/28/2025	
VEHI-2508-0045	Vehicle Codes	In Progress		NA	275 Forest Ave, Coalinga, CA 93210		Yaneth Ibarra	08/28/2025	
TOTAL CASES OPENED FOR SEC. 5-1.14. - ACT OF ABANDONMENT:									2
SEC. 9-4.506. - GENERAL STANDARDS-SIGN.									
SIGN-2508-0016	Signage	In Progress		NA	100 Cambridge Ave, Coalinga, CA 93210	07006084S	Yaneth Ibarra	08/26/2025	
1L CASES OPENED FOR SEC. 9-4.506. - GENERAL STANDARDS-SIGN									1
SEC. 9-4.511. PERMIT REQUIREMENTS AND REVIEW									
SIGN-2508-0007	Signage	In Progress		NA	620 E Elm Ave, Coalinga, CA 93210	07108422S	Yaneth Ibarra	08/25/2025	
1L CASES OPENED FOR SEC. 9-4.511. PERMIT REQUIREMENTS AND									1
GRAND TOTAL OF CASES:									38

*\*Indicates an Emergency*

**STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE  
AUTHORITY**

**Subject:** Information Only: Update on EV Charging Stations Located Behind City Hall  
**Meeting Date:** Thursday, September 18, 2025  
**From:** Sean Brewer, City Manager  
**Prepared by:** Mercedes Garcia, Senior Administrative Analyst

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**I. RECOMMENDATION:**

This item is informational only and was requested as a future agenda item by Mayor Vosburg.

**II. BACKGROUND:**

This future agenda item is an update on the EV Charging stations located at City Hall. This project is currently on the Envision 2025 project list. There are five JuiceBox charging stations located at City Hall.

**III. DISCUSSION:**

In October 2024, Enel X Way ceased its electric mobility in the United States. This included shutting down the software/app and customer support lines. Until the site could be migrated over to another compatible platform the charges will remain non-functional or unreliable.

Staff has been working on the replacement of the existing JuiceBox charging stations in response to the shutdown. Charge Point provided cost of dual chargers at \$15,000 each. Grant funding maybe available at \$6,000 per charger. Site evaluation underway to ensure existing site can support the dual chargers. Determine if load sharing or panel upgrade is needed.

Upcoming Milestone is to present budget request to Council in December 2025/January 2026.

**IV. ALTERNATIVES:**

None-Information Only

**V. FISCAL IMPACT:**

**ATTACHMENTS:**

File Name	Description
No Attachments Available	

# STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY

**Subject:** Appeal Hearing – Administrative Citation #12805 – Alleged Possession and Use of  
Illegal Fireworks  
**Meeting Date:** Thursday, September 18, 2025  
**From:** Sean Brewer, City Manager  
**Prepared by:** Greg DuPuis, Fire Chief

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## I. RECOMMENDATION:

Staff recommends that the City Council conduct the appeal hearing in accordance with Coalinga Municipal Code Section 4-8.130 and applicable due process procedures, and make a determination to uphold, modify, or dismiss Administrative Citation #12805.

## II. BACKGROUND:

On July 12, 2025, Administrative Citation #12805 was issued to Mr. Shawn Benson of 302 Dartmouth Avenue, Coalinga, for the alleged possession and use of illegal fireworks in violation of Coalinga Municipal Code (CMC) Section 4-8.120.

On July 23, 2025, Mr. Benson submitted a timely written appeal contesting the citation. In accordance with CMC Section 4-8.130, an appeal hearing before the City Council has been re-scheduled for Thursday, September 18, 2025, at 5:30 p.m. in the Coalinga City Council Chambers.

## III. DISCUSSION:

The hearing will be conducted in accordance with administrative due process requirements and will follow this order of proceedings:

1. **Introduction by the City Attorney** – Overview of the appeals process.
2. **City's Presentation (5 minutes)** – Staff will present the evidence supporting issuance of the citation.
3. **Appellant's Presentation (5 minutes)** – Mr. Benson will present his response and any supporting evidence.
4. **City's Rebuttal (3 minutes)** – Staff may respond to appellant's presentation.
5. **Appellant's Closing Remarks (5 minutes)** – Appellant may provide final comments.
6. **City's Closing Remarks (5 minutes)** – Staff may provide final comments.
7. **Council Deliberation and Decision** – Council will deliberate and render a decision.

The City Council's decision is final and not subject to further administrative review.

## IV. ALTERNATIVES:

None.

## V. FISCAL IMPACT:

The citation was issued for \$1,000.00.

### ATTACHMENTS:

File Name

Description

No Attachments Available

# **STAFF REPORT - CITY COUNCIL/SUCCESSOR AGENCY/PUBLIC FINANCE AUTHORITY**

**Subject:** Direction to Staff Regarding Advanced Air Mobility and Related Airport Economic Development Opportunities  
**Meeting Date:** Thursday, September 18, 2025  
**From:** Sean Brewer, City Manager  
**Prepared by:** Sean Brewer, City Manager

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## **I. RECOMMENDATION:**

It is recommended that the City Council provide direction to staff on whether to research and pursue potential opportunities at the Coalinga Municipal Airport related to Advanced Air Mobility (AAM), Eagle Field/ASKA initiatives, and federal/state aviation programs.

## **II. BACKGROUND:**

### **Advanced Air Mobility (AAM) Trends**

According to the FAA and industry research, electric vertical takeoff and landing (eVTOL) aircraft and Advanced Air Mobility (AAM) infrastructure are rapidly moving from concept to reality. Airports across the nation are beginning to evaluate how their facilities could support AAM operations, charging infrastructure, and partnerships with private sector innovators.

The FAA and U.S. Department of Transportation have also recently announced new recreational aviation investments and policy improvements to expand aviation accessibility and modernize facilities. This positions municipal airports like Coalinga's to consider aligning with federal initiatives and exploring grant opportunities for infrastructure upgrades.

<https://www.hanson-inc.com/insights/blog/evtol-aircraft-incoming-prep-your-airport-for-advanced-air-mobility/>

<https://www.faa.gov/newsroom/us-transportation-secretary-sean-p-duffy-announces-improvements-recreational-aviation>

## **III. DISCUSSION:**

### **Potential Eagle Field / ASKA Partnership**

Eagle Field Airport LLC, in partnership with ASKA (the world's first drive-and-fly hybrid eVTOL vehicle company), is advancing the Eagle Field Science & Innovation Park, a 355-acre private WWII Army Airfield located near Firebaugh, CA.

Highlights include:

- Jobs & Investment: 2,000+ direct and 3,000+ indirect jobs; \$150M in annual wages; up to \$2B in

private investment potential.

- **Anchor Tenant:** ASKA has completed 500+ successful flights, holds FAA and DMV experimental certifications, and is developing production capacity at Eagle Field.
- **Regional Collaboration:** They have requested that the City consider a draft MOU between Eagle Field and multiple West Fresno cities (including Coalinga) that would outline commitments to streamline permitting, support workforce development, and advocate for state and federal incentives.
- **Strategic Value:** The project has been recognized as a potential national hub for aerospace manufacturing, defense testing, and AAM logistics.

City involvement at this stage would not be a binding commitment but could allow staff to evaluate whether Coalinga's municipal airport could benefit from similar initiatives or partnerships.

### **Potential Benefits for Coalinga Municipal Airport**

- **Economic Development:** Attract aerospace, defense, and advanced manufacturing tenants.
- **Federal/State Grants:** Align with FAA AAM pilot programs, USDOT infrastructure programs, and California workforce/clean energy funding opportunities.
- **Regional Collaboration:** Strengthen Coalinga's role in the emerging West Fresno aerospace cluster.
- **Community Workforce Development:** Build local pipelines for high-paying jobs in aerospace, robotics, composites, and aviation technology.

### **NEXT STEPS (If Directed)**

Staff will engage with FAA and USDOT to assess eligibility for AAM infrastructure pilot programs and recreational aviation grants. Coordinate with Eagle Field/ASKA leadership (Guy Kaplinsky, Owner & Co-Founder) to evaluate partnership opportunities. Report back to Council with a findings memo, including potential grant programs, partnership models, and infrastructure needs at the Coalinga Municipal Airport.

Timing of this is undetermined at this time but staff will keep the council apprised of progress.

## **IV. ALTERNATIVES:**

**Provide Direction to Research (Recommended):** Allow staff to explore opportunities, report back with findings, and identify potential funding sources.

**No Action:** Continue with existing airport development plans without engaging in AAM or Eagle Field-related initiatives.

## **V. FISCAL IMPACT:**

There is no immediate fiscal impact. Any future commitment would be subject to Council approval following additional research, grant exploration, and partner discussions.

ATTACHMENTS:



File Name

Description

No Attachments Available