



*Agri-Center of the World*

# City of Tulare

## Planning Commission

### Agenda

**Chair**  
Chuck Miguel

**Vice-Chair**  
Sandi Miller

**Commissioners**  
Susan Henard  
Jocelyn Limas  
Shauna Guerrero

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**Council Chamber**  
**491 North M Street, Tulare**  
**[www.tulare.ca.gov](http://www.tulare.ca.gov)**

**Monday, September 9, 2024**  
**7:00 p.m. – Regular Meeting**

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#### **Mission Statement**

To promote a quality of life making Tulare the most desirable community in which to live, learn, play, work, worship and prosper.

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#### **Attending and Participating in Meetings**

Regular meetings of the Planning Commission are held on the second and fourth Mondays of the month in the Council Chamber located in the Tulare Public Library at 491 North M Street, Tulare, subject to cancellation. Additional meetings of the Planning Commission may be called as needed.

Documents related to items on the agenda are accessible on the City's website at [www.tulare.ca.gov](http://www.tulare.ca.gov) and available for viewing at the entrance of the Council Chamber.

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#### **Rules for Addressing the Planning Commission**

- Members of the public may address the Tulare Planning Commission on matters within the jurisdiction of the City of Tulare.
  - If you wish to address the Planning Commission, please complete one of the yellow speaker cards located at the entrance to the Council Chamber and provide to the Clerk.
  - Persons wishing to address the Planning Commission concerning an agenda item will be invited to address the Planning Commission during the time the Planning Commission is considering that item. Persons wishing to address the Planning Commission concerning non-agenda items will be invited to address the Planning Commission during the Public Comments portion of the meeting.
  - When invited by the Commission Chair to speak, please step up to the podium, state your name and city where you reside, and make your comments. Comments are limited to three minutes per speaker.
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#### **Americans with Disabilities Act**

Pursuant to the Americans with Disabilities Act, persons with a disability who require a disability-related modification or accommodation in order to participate in a meeting, including auxiliary aids or services, may request such modification from the Planning Department at (559) 684-4217. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting.

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**1. CALL TO ORDER****1.1 Planning Commissioner Oath of Office [Submitted by: M. Sanchez]****2. PLEDGE OF ALLEGIANCE**

- 3. PUBLIC COMMENTS** - This is the time for the public to comment on matters within the jurisdiction of the Tulare Planning Commission that are not on the agenda. The Planning Commission asks that comments are kept brief and positive. The Planning Commission cannot legally discuss or take official action on request items that are introduced tonight. This is also the time for the public to comment on items listed under the Consent Calendar or to request an item from the Consent Calendar be pulled for discussion purposes. Comments related to Public Hearing or General Business items will be heard at the time those items are discussed. In fairness to all who wish to speak, each speaker will be allowed three minutes with a maximum time of 15 minutes per item unless otherwise extended by Planning Commission. Please begin your comments by stating your name and providing your city of residence.

**4. COMMISSIONER REPORTS AND ITEMS OF INTEREST**

- 5. CONSENT CALENDAR** - All Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made, in which event the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.

**5.1 Approve the Minutes of the August 26, 2024 Regular Meeting [Submitted by: M. Sanchez]**

- 6. PUBLIC HEARINGS** - Comments related to Public Hearing items are limited to three minutes per speaker, for a maximum of 30 minutes per item, unless otherwise extended by the Planning Commission.

**6.1 Historic Preservation Program Implementation**

Consider a request by City of Tulare to recommend to the City Council approval of tools and next steps to implement a historic preservation planning program within the City of Tulare, beginning with properties in the city's Downtown. The proposed request is exempt from the California Quality Act (CEQA) and CEQA pursuant to CEQA Guidelines Article 18 Section 15262.

**Project Planner:** Mario Anaya, Community Development Director

**Recommended Action:** Adopt Resolution 5492 recommending to the City Council adoption of the proposed Historic Preservation Program Implementation action items.

**7. GENERAL BUSINESS – NON PUBLIC HEARING ITEMS****8. STAFF UPDATES****9. ADJOURNMENT**

The next regularly scheduled meeting of the Tulare Planning Commission is Monday, September 23, 2024, at 7:00 p.m. in the Council Chamber, 491 North M Street, Tulare.

**AFFIDAVIT OF POSTING AGENDA**

I, MARIA SANCHEZ, hereby certify, in conformance with Government Code Sections 54954.2 and 54956, this agenda was posted in the kiosk at the front of City Hall, 411 E. Kern Avenue, as well as on the City of Tulare's website ([www.tulare.ca.gov](http://www.tulare.ca.gov)).

POSTED: Friday, September 6, 2024, at 5:00 p.m.

**CITY OF TULARE  
PLANNING COMMISSION MEETING MINUTES**

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**Council Chamber  
491 North M Street, Tulare**

**Monday, August 26, 2024  
7:00 p.m. - Regular Meeting**

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**COMMISSIONERS PRESENT:** Chair Chuck Miguel  
Vice-chair Sandi Miller  
Commissioner Susan Henard  
Commissioner Jocelyn Limas

**COMMISSIONERS ABSENT:**

**STAFF PRESENT:** Principal Planner Steven Sopp  
Assistant Planner Jonathan Coelho  
Assistant Planner Julian Reynaga  
Commission Clerk Maria Sanchez

**1. CALL TO ORDER**

Chair Miguel called the regular meeting of the Planning Commission to order at 7:01p.m. in the Council Chamber located at 491 North M Street.

**2. PLEDGE OF ALLEGIANCE**

Vice-Chair Miller led the Pledge of Allegiance.

**3. PUBLIC COMMENTS**

There were no public comments.

**4. COMMISSIONER REPORTS AND ITEMS OF INTEREST**

Provided by Commissioners.

**5. CONSENT CALENDAR**

It was moved by Commissioner Limas, seconded by Commissioner Henard, and unanimously carried for item on the Consent Calendar be approved as presented.

**5.1 Approve the minutes of the August 12, 2024 regular meeting. [Submitted by: M. Sanchez]**

**6. GENERAL BUSINESS - PUBLIC HEARINGS**

**6.1** Public hearing to consider a request by Ty Davis to develop an approximate 4,355 square foot single-story building with a level storage mezzanine in association with an existing church located at 1820 North Gem Street. This project is exempt pursuant to Section 15332 (In-Fill Development Projects) of the California Environmental Quality Act of 1970, as amended.

**Recommend Action:** Adopt Resolution 5491 approving Conditional Use Permit No. 2024-13 based on findings and subject to the conditions as listed in the staff report.

**Presented By:** Jonathan Coelho, Assistant Planner

**Public Comment:** The public hearing was opened at 7:09p.m. Michael Parks, of Tulare Community Church, provided more information about the project. Following discussion, the public hearing was closed at 7:09p.m.

**Commission Action:** It was moved by Commissioner Limas, seconded by Commissioner Henard , and carried 4 to 0 to adopt Resolution 5491 approving Conditional Use Permit No. 2024-13 based on findings and subject to the conditions as listed in the staff report.

**7. NON-PUBLIC HEARING ITEMS**

None

**8. STAFF UPDATES**

Provided by Staff.

**9. ADJOURNMENT**

The regular meeting was adjourned at 7:17pm.

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CHUCK MIGUEL, CHAIR

ATTEST:

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MARIO ANAYA, SECRETARY



Item #:

# Staff Report

**Meeting:** Planning Commission

**Date:** September 9, 2024

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**Department:** Community Development

**Submitted by:** Mario Anaya, Community Development Director

**Agenda Title:** Establishment of Historic Preservation Program & Next Steps to Promote Historic Preservation Planning in Tulare

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## RECOMMENDED ACTION

Receive a presentation from the historic preservation consultant and recommend to the City Council approval of tools and next steps to implement a historic preservation planning program within the City of Tulare, beginning with properties in the city's Downtown.

## SUMMARY

On December 18, 2007, the Tulare City Council passed Ordinance 07-28, establishing Chapter 10.96 Historic Preservation (Historic Preservation Ordinance) in the City of Tulare Municipal Code. The existing Historic Preservation Ordinance authorizes the Planning Commission to oversee and administer the provisions of the ordinance. The Community Development Director serves as the Secretary to the Planning Commission and would do so for Historic Preservation, as authorized by the current Ordinance. Final approval of any historic resource or historic district designations rests with the City Council once the application has been processed by staff and presented to the Planning Commission.

While the Historic Preservation Ordinance is complete, well-written, and clear to begin implementation, there has yet to be a formal Local Register of Historic Resources that have been designated, which would be the next step in implementing the ordinance. Tulare has one resource already listed on the National Register of Historic Places (NRHP), the Tulare Union High School Auditorium and Administration Building. There are two resources listed on the California Register of Historical Resources (CRHR), the Tulare Water Tower, and the Tulare Assembly Center (temporary detention camp for Japanese Americans during WWII). Those are the only officially designated resources, at federal and state levels, however there are several properties and resources in the City that have historical ties and have been evaluated or written about over the years, including in the city's Historic Resource Survey (last updated 2005).

At a regularly scheduled City Council meeting on December 19, 2023, City Council unanimously voted to direct the Community Development Director to work with the Planning Commission and establish a Historic Preservation Ad Hoc Advisory Committee to review what is needed to establish a historic preservation program in the City of Tulare, starting with Downtown Tulare as a test/demonstration neighborhood. There is also momentum to begin with Downtown as that is where property owners have expressed an interest in preserving, restoring, and/or reusing historic buildings. Unfortunately, that is also where the city has lost several buildings of local historical value to demolition over the years, even as recently as in the past week.

The Historic Preservation Ad Hoc Advisory Committee was established consisting of interested members of the community, including downtown business and property owners, the Community Development Director serving in an advisory/secretary role, and Planning Commissioner Jocelyn Limas serving as the Planning Commission representative. The Ad Hoc Advisory Committee has met and begun preparing materials on next steps the city would need to take to effectuate and implement the city's historic preservation ordinance, Chapter 10.96 of the Tulare Municipal Code.

In addition, Historia Design & Consulting has been hired by the Community Development Director to provide an informational overview on what additional steps and tools the city can take to implement a historic preservation program and utilize historic preservation as a tool for economic development, civic pride, and preserving the diverse heritage and history of the city. As a consultant expert on historic preservation, Jacqueline Padilla-Perez is also able to answer any more detailed or technical questions regarding a historic preservation program at the municipal level. Following the presentation and the public hearing, Planning Commission is asked to vote on recommendations to City Council for the following actions included in the attached resolution:

- Establish a local register of historic resources, with participating properties approved by Council being designated with an "H" designation in the City's Zoning Map, noting the property is subject to Chapter 10.96 of the City's Zoning Ordinance and Municipal Code.
- Direct staff to apply for the City of Tulare to become a Certified Local Government (CLG) through the California Office of Historic Preservation (OHP).
- Once the city is recognized as a Certified Local Government, direct staff to work with OHP to ensure the City can participate with interested property owners on a voluntary basis in the Mills Act Property Tax Abatement Program, of which the city previously applied for membership in.
- Direct staff to review the existing Historic Preservation Ordinance (TMC 10.96) for any recommended revisions needed that have been learned about during program implementation.
- Direct staff to research the creation of a revolving loan fund for historic rehabilitation to be financed through available grant programs, as well as private-public partnerships, and how these programs have worked in other locations that have implemented them, and report back on the potential of establishing such a program in Tulare.
- Recommend the inclusion of a Historic Preservation Element in the next update to the City's General Plan.

It should be noted that should these actions be adopted, staff would also be working to provide more information for property owners and residents who may have further questions or concerns about what it means for a property or resource to be designated historic. Resources and education with extensive outreach would be crucial since the program is looking for initial voluntary participation and for these tools to be effective in economic development and community revitalization efforts.

With Planning Commission recommending City Council approval of the listed items, a public hearing for these actions and the city's historic preservation program will be scheduled with City Council on October 1, 2024.

#### **FISCAL IMPACT & FUNDING SOURCE(S)**

Anticipated nominal increased revenue for historic resource designation application fees paid by private property applicants, captured with Planning Division revenues in the Development Services General Ledger.

Anticipated additional expenditures for consultant services and application fees required by the Office of Historic Preservation, with expenditure paid from the departmental consulting and administrative budget. Anticipated revenue would depend on the level of interest and applications submitted by property owners.

**LEGAL REVIEW**

This item does not require legal review.

**ALTERNATIVE ACTION**

1. Approve with changes: Approval to proceed with implementation of Historic Preservation Program, with addition of changes requested by Planning Commission.
2. Deny: In denying implementation of the Historic Preservation Program, staff would not accept applications for designation of historic resources and the city would not carry out General Plan policies and goals related to historic preservation.
3. Table: Table the item to a future date as determined by Planning Commission, delaying the implementation of the city's Historic Preservation Program.

**ATTACHMENTS**

1. Resolution 5492

**Reviewed/Approved: \_\_\_\_\_**



**RESOLUTION NO. 5492**

**A RESOLUTION OF THE CITY OF TULARE PLANNING COMMISSION  
RECOMMENDING APPROVAL TO IMPLEMENT A HISTORIC PRESERVATION  
PLANNING PROGRAM WITHIN THE CITY OF TULARE, BEGINNING WITH  
PROPERTIES IN THE CITY'S DOWNTOWN, TO THE CITY COUNCIL**

**WHEREAS**, the City of Tulare Planning Commission at a regular meeting on September 9, 2024, held a public hearing, received public testimony and considered a request by the City's Community Development Director and representatives of the City's Historic Preservation Ad Hoc Advisory Committee to recommend to the City Council approval of tools and next steps to implement a historic preservation planning program within the City of Tulare, beginning with properties in the city's Downtown; and,

**WHEREAS**, the City of Tulare Planning Commission recommends approval of the following listed actions by the City Council, to implement the city's Historic Preservation Planning Program:

**Section 1:** Establish a local register of historic resources, with participating properties approved by Council being designated with an "H" designation in the City's Zoning Map, noting the property is subject to Chapter 10.96 of the City's Zoning Ordinance and Municipal Code.

**Section 2:** Direct staff to apply for the City of Tulare to become a Certified Local Government (CLG) through the California Office of Historic Preservation (OHP).

**Section 3:** Once the city is recognized as a CLG, direct staff to work with OHP to ensure the City can participate with interested property owners on a voluntary basis in the Mills Act Property Tax Abatement Program.

**Section 4:** Direct staff to review the existing Historic Preservation Ordinance (TMC 10.96) for any recommended revisions needed that have been learned about during program implementation.

**Section 5:** Direct staff to research the creation of a revolving loan fund for historic rehabilitation to be financed through available grant programs, as well as private-public partnerships, and how these programs have worked in other locations that have implemented them, and report back on the potential of establishing such a program in Tulare.

**Section 6:** Recommend the inclusion of a Historic Preservation Element in the next update to the City's General Plan.

**WHEREAS**, the City of Tulare Planning Commission determined that the proposed recommended actions are in the public interest; and,

**WHEREAS**, the City of Tulare Planning Commission determined that the proposed recommended actions are consistent and compatible with the General Plan and implementation programs which may be affected; and

**WHEREAS**, the City of Tulare Planning Commission determined the proposed recommended actions will promote the goals and objectives of the Zoning Title as prescribed in Section 10.04.020 of the Tulare City Code; and,

**WHEREAS**, the City of Tulare Planning Commission determined that the proposed request will not be detrimental to the public health, safety, and welfare or be materially injurious to properties or improvements in the vicinity; and,

**WHEREAS**, the proposed request is not considered a project in and of itself pursuant to Public Resources Code Section 21065 and is therefore exempt from the California Environmental Quality Act (CEQA), in addition, the proposed request is also exempt from CEQA pursuant to CEQA Guidelines Article 18 Section 15262.

**NOW, THEREFORE, BE IT RESOLVED** by the City of Tulare Planning Commission that the aforementioned and listed actions in this Resolution No. 5492 are hereby recommended to the City Council for approval.

**PASSED, APPROVED AND ADOPTED** this ninth day of September, 2024 by the following recorded vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

\_\_\_\_\_  
CHUCK MIGUEL, CHAIRMAN  
City of Tulare Planning Commission

ATTEST:

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MARIO ANAYA, SECRETARY  
City of Tulare Planning Commission