

**CITY OF MERCED**  
**Site Plan Review Committee**

**MINUTES**

Planning Conference Room  
2<sup>nd</sup> Floor Civic Center  
Thursday, March 7, 2019

Chairperson HREN called the meeting to order at 1:35 p.m.

**1. ROLL CALL**

Committee Members Present: Chief Building Official Frazier, City Surveyor Cardoso (for City Engineer), and Principal Planner Hren (for Director of Development Services)

Committee Members Absent: None

Staff Present: Planning Manager Espinosa, Planner/Recording Secretary Mendoza

**2. MINUTES**

M/S CARDOSO-FRAZIER, and carried by unanimous voice vote, to approve the Minutes of February 14, 2019, as submitted.

**3. COMMUNICATIONS**

None.

**4. ITEMS**

4.1 Site Plan Application #434, submitted by Ron Drew, property owner, to modify an existing metal door and window manufacturing plant located at 1891 Wardrobe Avenue, within a Light Industrial (I-L) Zone.

Planner MENDOZA reviewed the application. Refer to Draft Site Plan Resolution #434 for further information.

The applicant and his engineer were attendance to answer questions from the Committee.

The applicant's engineer requested Condition #28 be modified to remove the reference to a drainage basin since a basin may not be required. The Committee agreed that a basin may not be necessary and that Condition #28 could be modified.

M/S CARDOSO-FRAZIER, and carried by the following vote to adopt a Categorical Exemption regarding Environmental Review #19-06, and approve Site Plan Application #434, subject to the Findings and thirty-two (32) conditions set forth in Draft Resolution #434 with the modification of Condition #38 as follows:

(Note: ~~Strikethrough~~ deleted language, underline added language.)

28. The ~~retention basin~~ drainage shall be designed to meet City standards and shall. ~~The basin shall be large enough to~~ accommodate the storm runoff required for this site. During the building permit stage, the application shall be reviewed for compliance with post-construction standard requirements.

AYES: Committee Members Cardoso, Frazier, and Chairperson Hren

NOES: None

ABSENT: None

## 5. **INFORMATION ITEMS**

### 5.1 Calendar of Meetings/Events

There was no discussion regarding the calendar of meetings/events.

## 6. **ADJOURNMENT**

There being no further business, Chairperson HREN adjourned the meeting at 1:52 p.m.

Site Plan Review Committee Minutes

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Respectfully submitted,



Kim Espinosa, Secretary

Merced City Site Plan Review Committee

APPROVED:



Michael Hren, Acting Chairperson/  
Principal Planner Merced City Site Plan  
Review Committee

CITY OF MERCED  
 SITE PLAN APPLICATION  
 RESOLUTION #434

Titan Metal Doors and Windows	Plant expansion with a new 16,000-square-foot metal building and 8 additional parking stalls.
APPLICANT	PROJECT
220 S. R St.	1891 Wardrobe Avenue
ADDRESS	PROJECT SITE
Merced, CA 95341	059-132-009
CITY/STATE/ZIP	APN
(415) 297-4552	Light Industrial (I-L)
PHONE	ZONING

In accordance with Chapter 20.68 of the Merced City Zoning Ordinance, the Site Plan Review Committee reviewed and approved Site Plan Application #434 on March 7, 2019, submitted by Ron Drew, property owner, to modify an existing metal door and window manufacturing plant located at 1891 Wardrobe Avenue, within a Light Industrial (I-L) Zone. Said property being more particularly described as Parcel 1 as shown on that certain map entitled “Amended Parcel Map for Norman J. Winsor,” recorded in Volume 29, Page 31, of Merced County Records; also known as Assessor’s Parcel Number (APN) 059-132-009.

WHEREAS, the proposal is exempt from the California Environmental Quality Act (CEQA), and is in accordance with Section 15301 (Exhibit E); and,

WHEREAS, the Merced City Site Plan Review Committee makes the following Findings:

- A) The proposal complies with the General Plan designation of Industrial (IND) and the Zoning classification of Light Industrial (I-L).
- B) Approval of this use shall be subject to approval from the Airport Land Use Commission or its staff designee (see Condition #23). The City Council may override the Commission’s determination.
- C) The 5-acre subject site is currently occupied by Titan Metal Doors and Windows, a metal door and window manufacturing company. The existing site includes an 18,725-square-foot manufacturing facility and associated parking. The applicant is proposing to construct a new 16,000-square-foot metal building to the north of the existing facility, and 8 additional parking stalls along the eastern property line.

- D) The parking requirement for a warehouse is 1 parking space per 2,000 square feet of floor area or 1 per 2 employees working during the largest shift, whichever is greater. The number of employees working during the largest shift would not change with this project. However, if parking is based on the floor area of the building, the new 16,000-square-foot building would require a minimum of 8 parking spaces. This site meets the minimum parking requirements by providing 8 new parking stalls along the eastern property line.
- E) Parking lot trees are not required, but are encouraged to be installed per the City's Parking Lot Landscape Standards. Trees should be a minimum of 15 gallons and be of a type that provides a 30-foot minimum canopy at maturity (trees should be selected from the City's approved tree list). Trees should be installed at a ratio of at least one tree for every six parking spaces. Street trees shall be planted as required by City Standards. Irrigation for all on-site landscaping shall be provided by a drip system or micro-spray system in accordance with the State's Emergency Regulation for Statewide Urban Water Conservation or any other State or City mandated water regulations.

NOW, THEREFORE, BE IT RESOLVED that the Merced City Site Plan Review Committee does approve Site Plan Application #434, subject to the following conditions:

1. All conditions contained in Site Plan Approval Resolution #79-1 ("Standard Conditions of Site Plan Approval") shall apply.
2. The proposed project shall be constructed as shown on Exhibit B (site plan), and Exhibit C (elevations).
3. The Project shall comply with all relevant conditions set forth for Site Plan Resolution #78 (Exhibit D), except as modified by the conditions of approval within this resolution.
4. All other applicable codes, ordinances, policies, etc., adopted by the City of Merced shall apply, including, but not limited to, the California Building Code and Fire Codes.
5. The developer/applicant shall indemnify, protect, defend (with counsel selected by the City), and hold harmless the City, and any agency or instrumentality thereof, and any officers, officials, employees, or agents thereof, from any and all claims, actions, suits, proceedings, or judgments against the City, or any agency or instrumentality thereof, and any officers, officials, employees, or agents thereof to attack, set aside, void, or annul, an approval of the City, or any agency or instrumentality thereof, advisory agency, appeal board, or legislative body, including actions approved by the voters of the City, concerning the project and the approvals granted herein. Furthermore, developer/applicant shall indemnify, protect, defend, and hold harmless the City, or any agency or instrumentality thereof, against any and all claims, actions, suits, proceedings, or judgments against any governmental entity in which developer/applicant's project is subject to that other governmental entity's approval and a condition of

such approval is that the City indemnify and defend (with counsel selected by the City) such governmental entity. City shall promptly notify the developer/applicant of any claim, action, or proceeding. City shall further cooperate fully in the defense of the action. Should the City fail to either promptly notify or cooperate fully, the developer/applicant shall not thereafter be responsible to indemnify, defend, protect, or hold harmless the City, any agency or instrumentality thereof, or any of its officers, officials, employees, or agents.

6. The developer/applicant shall construct and operate the project in strict compliance with the approvals granted herein, City standards, laws, and ordinances, and in compliance with all State and Federal laws, regulations, and standards. In the event of a conflict between City laws and standards and a State or Federal law, regulation, or standard, the stricter or higher standard shall control.
7. Notwithstanding all other conditions, all construction and improvements shall be in strict accordance with Zoning, Building, and all other codes, ordinances, standards, and policies of the City of Merced. This may include adding a hydrant, as required by the Fire Department.
8. All plans and supporting documents submitted for building permits shall meet or exceed the Building Codes in effect at the time of building permit application submittal. Plans shall be drawn by a licensed design professional. The construction work shall be performed by an appropriately licensed Contractor (B-Contractor).
9. An encroachment permit shall be obtained for all work in the public right-of-way and a building permit shall be obtained for all on-site work.
10. All property not occupied by paving or landscaping (i.e., the rear portion of the site) shall be maintained to acceptable standards for health, fire safety, and aesthetic reasons. Grasses and weeds shall be kept to a maximum of six inches in height or as otherwise required by the Fire Department and County Health Department.
11. Slats or other approved screening shall be provided in the chain-link fence along the front of the property. Outdoor storage shall be located in an area that is screened by the slats in the fence or in an area that is not visible from the public right-of-way. The employee parking area shall not be used for storage purposes. All materials or landscaping used for screening shall be properly maintained and kept free of graffiti.
12. All signing for the site shall be approved and a building permit issued prior to installation. No free-standing "A-frame" or "sandwich board" signs shall be allowed.

13. The site shall be maintained free of graffiti. Any graffiti shall be removed immediately and painted over with a color that matches the existing surface color.
14. Appropriate turning radii shall be provided within the parking areas to allow for Fire Department and refuse truck access. This includes providing a minimum 22-foot-wide emergency vehicle access roadway around the structures or as otherwise required by the Fire Department.
15. All required Fire Permits shall be obtained from the City of Merced Fire Department. Some of these permits will depend on the operations or functions conducted inside the building, and may be required after obtaining the certificate of occupancy for this development.
16. If the site is to be gated, there must be a minimum 22-foot-wide clearance for emergency vehicles to pass through when the gate is opened. If the gate requires manual operation, the applicant shall provide a Knox padlock. If the gate requires electronic operation, the applicant shall provide a Knox override switch with "Click-to-Enter."
17. The developer shall use proper dust control procedures during site development in accordance with San Joaquin Valley Air Pollution Control District rules.
18. As required by Merced Municipal Code Section 17.04.050 and 17.04.060, full public improvements shall be installed/repared if the permit value of the project exceeds \$100,000.00. Public improvements may include, but not be limited to, repairing/replacing the sidewalk, curb, gutter, and street corner ramp(s) so that they comply with ADA standards and other relevant City of Merced/State/Federal standards and regulations.
19. All mechanical equipment shall be screened from public view.
20. The applicant shall contact the City's Water Quality Control Division and comply with all requirements for this type of business and obtain all pertinent permits prior to issuance of certificate of occupancy. Said requirements may include, but may not be limited to, utilizing secondary containers and providing spill kits for leaks or spills.
21. All landscaping shall be kept healthy and maintained; any damaged or missing landscaping shall be replaced immediately.
22. The applicant shall submit an Industrial User Survey to the City's Water Quality Control Division during the building permit stage.
23. Approval of this application is subject to approval and/or recommendation by the Airport Land Use Commission, or its staff designee, to determine that the project is consistent with the Airport Land Use Compatibility Plan.

24. Parking lot and building lighting shall be shielded or oriented in a way that does not allow “spillover” onto adjacent lots in compliance with the California Energy Code requirements.
25. A change in use or increase in number of employees working during the largest shift may require additional parking in the future, details to be worked out with City staff in that instance.
26. The project may have a separate Irrigation and Domestic water service line going from the water main to the property line.
27. The applicant shall install a curb or a fence along the perimeter of the drainage basin to ensure vehicles do not drive into the basin, or as otherwise required by the Engineering Department.
28. The drainage shall be designed to meet City standards and shall accommodate the storm runoff for this site. During the building permit stage, the application shall be reviewed for compliance with post-construction standard requirements.
29. During the building permit stage, the applicant shall provide a site plan with a note indicating who will be installing landscaping for this site.
30. The refuse enclosure shall be designed to meet the City’s Engineering Standards for refuse enclosures (R-4) or as required by the City Engineer. The applicant shall not install any posts in front of the refuse enclosure. A side gate shall be provided with pedestrian access, as required by the City Engineering Division.
31. The applicant shall work with the City’s Refuse Department to determine the best location for the refuse enclosure and to determine if a recycling container would be required. This may include placing the refuse enclosure further from the street to allow the refuse truck to turn around within the subject site instead of out to the street.
32. The Project shall comply with the City’s Performance Standards for developments within Industrial Zones as outlined under Merced Municipal Code Section 20.12.030 (C) – Development Standards for Industrial Zoning Districts – Performance Standards (e.g. noise, air quality, odor, etc.).

Site Plan Approval #434

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If there are any questions concerning these conditions and recommendations, please contact Francisco Mendoza-Gonzalez at (209) 385-6858.

3-7-2019

DATE



SIGNATURE

Planner

TITLE

Exhibits

- A) Location Map
- B) Site Plan
- C) Elevations
- D) Resolution for SP #78
- E) Categorical Exemption



**EXHIBIT A**





CITY OF MERCED  
SITE PLAN APPROVAL COMMITTEE  
RESOLUTION #SP-78

Joe Ovatt  
APPLICANT  
1425 Motel Drive, Merced  
ADDRESS  
(Ovatt Construction)  
383-6630  
PHONE

R.S.I. West Coast, Inc.  
PROJECT  
1891 Wardrobe Avenue, Merced  
PROJECT SITE  
59-132-09  
APN  
I-L  
ZONING

In accordance with Chapter 20.68 of the Merced City Zoning Ordinance, the Site Plan Approval Committee reviewed and approved the above project on January 21, 1986, subject to the following:

FINDINGS

- A. This site was recently annexed from the County and is not considered compatible with many design standards traditionally required of industrial land uses that have developed in and around the City's Airport Industrial Park. Requirement of many of these traditional standards is being postponed because of the relative minor nature of the subject expansion.

It is important to recognize, however, that further incremental changes could lead to increasing design requirements such as those spelled out elsewhere on this resolution, on a more rapid time schedule than presently outlined.

- B. The applicant at this time is encouraged in conjunction with restriping the parking along the Wardrobe Avenue frontage, to implement the City of Merced's recently adopted "parking lot standards" by installing a minimum of one tree for each six parking spaces in this area. Details could be worked out between applicants and staff.
- C. The applicant at this time is encouraged to redesign the frontage to allow for a minimum of 15 feet of landscaping between the Wardrobe property line and paved parking (this would match the minimum standard traditionally required within the Airport Industrial area).

CONDITIONS

(To be done now) --

1. The building addition shall be constructed of materials, and painted to match the existing structure.
2. Any debris visible from the public right-of-way shall be removed.
3. The addition shall be protected by an automatic fire sprinkler, consistent with the remainder of the building.

4. The three-foot high chain-link barbed wire topped fence located at the southwest corner of the site shall be repaired or removed, details to be worked out with staff.
5. The parking lot along the Wardrobe frontage shall be striped to City standards.

(6 months) --

6. Within six months of the approval of this resolution all satellite antennas now on display shall be removed (or relocated to an area not visible from the public right-of-way) and the area involved will be planted with trees, details to be worked out with staff, including landscape and sprinkler plans.
7. Within six months the roof-mounted air conditioning unit shall be painted to match existing building colors, or shall be screened from view, details to be worked out with staff.

(2 years) --

8. Within two years of the approval of this resolution, the fence surrounding the loading facilities in proximity to the southwest corner of the site shall be modified or replaced to provide a decorative fence (example: chain-link fence with redwood slats and adjacent shrubs) in this area, with details to be worked out with staff. At the same time, a similar decorative fence shall be erected for the loading facilities in proximity to the southeast corner of the site as generally shown on the accompanying site plan.

(3 years) --

9. Within three years of the approval of this resolution, the parking area along the Wardrobe Avenue frontage will be redesigned to accommodate a 15-foot minimum landscape strip behind the property line, generally as shown on the accompanying site plan, with details to be worked out with staff. Detailed landscape and sprinkler plans will be required at that time. Findings B and C (above) will be accommodated in these plans.

If there are any questions concerning these conditions and findings, please contact Mark Wolfe at the Merced City Planning Department, 385-6858.

DATE: January 23, 1986

*Mark Wolfe*  
\_\_\_\_\_  
*Planner I*

**NOTICE OF EXEMPTION**

To: \_\_\_\_\_ Office of Planning and Research  
P.O. Box 3044  
Sacramento, CA 95812-3044

From: (Public Agency)  
City of Merced  
678 West 18th St.  
Merced, CA 95340

X County Clerk  
County of Merced  
2222 M Street  
Merced, CA 95340

**Project Title:** Site Plan Review #434 (Environmental Review #19-06)

**Project Applicant:** Titan Metal Doors and Windows for Ron Drew (property owner)

**Project Location (Specific):** 1891 Wardrobe Ave. APN: 059-132-009

**Project Location - City:** Merced **Project Location - County:** Merced

**Description of Nature, Purpose, and Beneficiaries of Project:** Building and parking stall additions.

**Name of Public Agency Approving Project:** City of Merced

**Name of Person or Agency Carrying Out Project:** Titan Metal Doors and Windows for Ron Drew (property owner)

**Exempt Status:** (check one)

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State Type and Section Number: 15301 (a)
- Statutory Exemptions. State Code Number: \_\_\_\_\_.
- General Rule (Sec. 15061 (b)(3))

**Reasons why Project is Exempt:** As defined under the above referenced Section, the proposed project consists of minor interior and exterior alterations only, such as expanding an existing manufacturing plant and adding parking stalls, which are considered to be exempt under the CEQA Guidelines per Section 15301 (a).

**Lead Agency:** City of Merced

**Contact Person:** Francisco Mendoza-Gonzalez **Area Code/Telephone:** (209) 385-6858

**Signature:**  **Date:** 02-22-2019 **Title:** Planner

X Signed by Lead Agency Date Received for Filing at OPR: \_\_\_\_\_  
(If applicable)

Authority Cited: Sections 21083 and 21110. Public Resources Code  
Reference: Sections 21108, 21152, and 21152.1. Public Resources Code