ALL CELL PHONES AND ELECTRONIC DEVICES MUST BE TURNED OFF IN THE COUNCIL CHAMBERS

AGENDA

REEDLEY PLANNING COMMISSION SPECIAL MEETING

5:00 P.M. – MONDAY, SEPTEMBER 25, 2017

Meeting will be held at:
City of Reedley Council Chambers
845 “G” Street
Reedley, California 93654

The Council Chambers are accessible to the physically disabled. Requests for additional accommodations for the disabled, including auxiliary aids or services, should be made one week prior to the meeting by contacting the City Clerk at 637-4200 ext. 212.

City of Reedley’s Internet Address: www.reedley.com/

Commissioners
Alberto Custodio, Chairman
Pete Perez, Vice-Chairman

Dawn Barcellos                                               Brian Bissett                                               Ron Hudson

Staff
Rob Terry, Director
Ellen Moore, Associate Planner

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENT – Provides an opportunity for members of the public to address the Planning Commission on items of interest to the public within the Commission’s jurisdiction and which are not already on the agenda this evening. It is the policy of the Commission not to answer questions impromptu. Concerns or complaints will be referred to the Community Development Director’s office. Speakers should limit their comments to not more than three (3) minutes. No more than ten (10) minutes per issue will be allowed. For items which are on the agenda this evening, members of the public will be provided an opportunity to address the Commission as each item is brought up for discussion.
NOTICE TO PUBLIC

Under a CONSENT AGENDA category, a recommended course of action for each item is made. Any Commissioner may remove any item from the CONSENT AGENDA in order to discuss and/or change the recommended course of action, and the Commission can approve the remainder of the CONSENT AGENDA.

CONSENT AGENDA

1. Minutes of Regular Meeting, August 17, 2017 - Recommend Commission Approve.

PUBLIC HEARING

2. Consideration of Environmental Assessment No. 2017-9 and Conditional Use Permit Application No. 2017-6
   Through Resolution No. 2017-7, staff recommends that the Planning Commission take the following actions:
   
   a) APPROVE Environmental Assessment No. 2017-9, determining that Conditional Use Permit Application No. 2017-6 is exempt from CEQA, pursuant to Section 15301 (Class 1/Existing Facilities) of the CEQA Guidelines
   
   b) APPROVE Conditional Use Permit Application No. 2017-6, which allows for the operation of a transitional housing facility at 1697 West Huntsman Avenue

DIRECTOR’S REPORT

3. Community Development Department Updates

FUTURE AGENDA ITEMS

- October 5, 2017 – None at this time
- October 19, 2017 – Text Amendment
- November 2, 2017 – Text Amendment

ADJOURNMENT
REEDLEY PLANNING COMMISSION REGULAR MEETING – August 17, 2017

The regular meeting of the Reedley Planning Commission was held Thursday, August 17, 2017, in the City of Reedley Council Chambers, 845 “G” Street, Reedley. Chairman Custodio called the meeting to order at 5:00 p.m.

Pledge of Allegiance - led by Chairman Alberto Custodio.

ROLL CALL

Commissioners Present: Dawn Barcellos, Brian Bissett, Pete Perez, Alberto Custodio.
Commissioners Excused: Ron Hudson.
City Staff Present: Rob Terry, Community Development Director, Ellen Moore, Associate Planner, Jerry Isaak, Fire Chief, Gary Higginbotham, Building Official, Kaitlin Underwood, Permit Technician.

PUBLIC COMMENT: None.

CONSENT AGENDA


C. Custodio moved, C. Bissett seconded, to approve the minutes of the special meeting on July 24, 2017, and the regular meeting on August 3, 2017. Motion carried.

PUBLIC HEARING

2. Consideration of Conditional Use Permit Application No. 2017-5

Through Resolution No. 2017-6, staff recommends that the Planning Commission take the following actions:

a) APPROVE Environmental Assessment No. 2017-6, determining that Conditional Use Permit Application No. 2017-5 is exempt from the California Environmental Quality Act (CEQA), pursuant to Section 15332 (Class 32/Infill Development) of the CEQA Guidelines

b) APPROVE Conditional Use Permit Application No. 2017-5, authorizing the construction of a 20-unit two-story apartment complex as a Planned Unit Development located at 1290 East Dinuba Avenue

Associate Planner E. Moore presented the staff report to the Planning Commission. The Planning Commission asked questions of E. Moore and the project applicant, Efrain Yanez of Yanez Construction, who was in attendance. C. Custodio opened the public hearing. C. Custodio closed the public hearing after noting there were no members of the public in the audience.

C. Custodio moved, C. Barcellos seconded, whereas the Planning Commission, using their independent judgement, approved Environmental Assessment No. 2017-6 and Conditional Use Permit Application No. 2017-5 through Resolution No. 2017-6. Motion carried by the following vote:

AYES: Custodio, Barcellos, Bissett.
NOES: Perez.
ABSTAIN: None.
ABSENT: Hudson.

WORKSHOP

3. Carports and Setbacks in the R-1 (One Family Residential) Zone District

Associate Planner E. Moore presented the workshop discussing carports and setbacks in the R-1 (One Family Residential) Zone District. The Planning Commission asked questions of Director R. Terry, Associate Planner E. Moore, and Fire Chief J. Isaak.
DIRECTOR’S REPORT

Director R. Terry updated the Commission on community development activity.

FUTURE AGENDA ITEMS

- September 7, 2017 – None at this time
- September 21, 2017 – None at this time
- October 5, 2017 – None at this time

Associate Planner E. Moore discussed future Planning Commission agenda items.

ADJOURNMENT

Meeting adjourned at 6:30 p.m.

ATTEST:

______________________________
Rob Terry, Secretary

______________________________
Alberto Custodio, Chairman
Reedley Planning Commission
DATE: September 25, 2017

TITLE: Consideration of Environmental Assessment 2017-9 and Conditional Use Permit Application No. 2017-6

FROM: Rob Terry, Director
Community Development Department

RECOMMENDATION

Staff recommends that the Planning Commission through Resolution No. 2017-7 take the following actions:

a) APPROVE Environmental Assessment No. 2017-9, determining that Conditional Use Permit Application No. 2017-6 is exempt from CEQA, pursuant to Sections 15301 (Class 1/Existing Facilities) of the CEQA Guidelines

b) APPROVE Conditional Use Permit Application No. 2017-6, which allows for the operation of a transitional housing facility at 1697 W Huntsman Avenue.

EXECUTIVE SUMMARY

Conditional Use Permit Application No. 2017-6 pertains to a proposed project to allow a maximum 18 person transitional housing facility within an existing City owned two-story single family residence. This location previously served as the Marjorie Mason Center. The site is 0.8 acres in size, and comprised of a two-story, six-bedroom, 3-bath residence with detached garage and storage shed. The total size of the facility is 2,500 square feet. Operations will focus on providing temporary housing, clothing, life skills training, coaching, and spiritual guidance to families in transition and/or reintegrating into communities. Such activities are similar to those provided by Open Gate Ministries in Dinuba, which has been successfully serving their local community since 1974. There are currently no other certified facilities of this nature within the City.

PROJECT DESCRIPTION/BACKGROUND

Conditional Use Permit Application No. 2017-6 pertains to the operation of a maximum 18 person transitional housing facility within an existing City owned two-story single family residence. This location previously served as the Marjorie Mason Center from 2003 through
2016, when State funding was decreased, resulting in the closing of operations at this location. There are currently no other certified facilities of this nature within the City. The site is 0.8 acres in size, and comprised of a two-story, six-bedroom, 3-bath residence with detached garage and storage shed. The total size of the facility is 2,500 square feet. The house is connected to City utilities and served by natural gas. Security fencing is installed around the perimeter of the site, which will be upgraded as appropriate, and maintained. Additional security features previously installed will also be utilized and expanded, as operations warrant. Vehicular access to the site is from Huntsman Avenue at the corner of Kings River Avenue. As proposed, the six-bedroom facility will be equipped to accommodate four to five families at one time. The program is based on a temporary 30-day stay, with one-time extensions for an additional 30 days considered, as appropriate for the tenant, and agreed upon by the operator.

Tenants will go through a vetting process in coordination with the site operator and the Reedley Police Department to ensure the safety of those within and adjacent to the facility before being admitted into the program. This process will be detailed in a Memorandum of Understanding, or associated document, as part of the agreement the operator will be required to enter into with the City. Any such agreement will be reviewed and approved by the City Council before operations would be allowed to commence.

The facility will be leased to, and operated by, Hope Now Ministries (HNM), currently operating under the 501(c)3 of Heritage Church of God in Reedley. Liability insurance and responsibilities will continue under this arrangement until such time that HNM establishes its own non-profit status. At this facility, HNM intends to provide transitional housing, a community food pantry, clothing, life skills training, coaching, and spiritual guidance. Such activities are similar to those provided by Open Gate Ministries in Dinuba, which has been successfully serving their local community since 1974. The facility will initially be staffed by community volunteers, including one live-in volunteer that will transition into a full-time position within one year.

Funding for the project is being provided by the State of California through the Community-Based Transitional Housing Program (CTHP). Funding requirements state that a conditional use permit granted for the site must be valid for a minimum of 10 years.

On September 11, 2017, public hearing notices regarding the Conditional Use Permit hearing were sent to all property owners within a 350’ radius of the specified location, notifying them of the date, time and location of the hearing; as well as the details of the application. On September 14, 2017, this same public hearing notice was properly posted in the Reedley Exponent.

**BORDERING PROPERTY INFORMATION**

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<td>UR (Urban Reserve)</td>
<td>Municipal Waste Water Treatment Plant</td>
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<td>UR (Urban Reserve)</td>
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<td>Public / Institutional Facility</td>
<td>UR (Urban Reserve)</td>
<td>Municipal Waste Water Treatment Plant (Expansion Area)</td>
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</tbody>
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**ENVIRONMENTAL REVIEW**

Environmental Assessment No. 2017-9 determined that the proposed project will involve the operation, repair or maintenance of an existing facility with negligible or no expansion of an existing use, which are exemptions characterized under Section 15301 (Class 1/Existing Facilities) of the California Environmental Quality Act (CEQA) Guidelines.

**FINANCIAL IMPACT**

There is no negative financial impact to the City associated with this application, as the site is already owned by the agency, and will be leased to the operator. Operational and maintenance costs are being funded by the State of California through the Community-Based Transitional Housing Program.

**ATTACHMENTS**

1. Resolution No. 2017-7
2. Environmental Assessment No. 2017-9
3. 350’ Radius Notification Map and Mailing Labels
4. Reedley Exponent Public Hearing Notice (published 9/14/17)
5. Site Plan, Floor Plan and Elevations

Motion:__________
Second:__________
RESOLUTION NO. 2017-7

A RESOLUTION OF THE CITY OF REEDLEY PLANNING COMMISSION
APPROVING ENVIRONMENTAL ASSESSMENT NO. 2017-9 AND APPROVING
CONDITIONAL USE PERMIT APPLICATION NO. 2017-6

WHEREAS, the City of Reedley Planning Commission, at the special meeting of September 25, 2017, held a public hearing to consider a request of Hope Now Ministries Incorporated and the City of Reedley for a conditional use permit to allow for a transitional housing operation on property located at 1697 W. Huntsman Avenue (APN 365-180-73); and

WHEREAS, the City of Reedley Planning Commission determined that there are circumstances or conditions applicable to the land, structure or use which makes the granting of a use permit necessary for the preservation and enjoyment of a substantial property right; and

WHEREAS, the City of Reedley Planning Commission determined that the proposed location of the conditional use is in accordance with the objectives of the Zoning Ordinance and the purposes of the district in which the site is located; and

WHEREAS, the City of Reedley Planning Commission determined that the proposed use will comply with each of the applicable provisions of the Zoning Ordinance; and

WHEREAS, the Planning Commission hereby makes the following findings regarding the site plan for the proposed project:

1. All applicable provisions of the Zoning Ordinance are complied with;

2. The following are so arranged that traffic congestion is avoided and pedestrian and vehicular safety and welfare are protected and there will be no adverse effect on surrounding property:
   a. Facilities and improvements.
   b. Vehicular ingress, egress and internal circulation.
   c. Setbacks.
   d. Height of buildings.
   e. Location of service.
   f. Walls.
   g. Landscaping.
   h. Drainage of site.
3. Proposed lighting is so arranged as to deflect the light away from adjoining properties;

4. Proposed signs and outdoor advertising structures will comply with all of the applicable provisions of Title 10, Chapter 14, of the Reedley Municipal Code;

WHEREAS, in making the above findings, the Planning Commission determines that approval of the subject application will be consistent with the established legislative policies relating to traffic safety, street dedication and street improvements; and

WHEREAS, pursuant to California Environmental Quality Act, the City of Reedley Planning Commission hereby finds that an environmental assessment was conducted for this project and declares that it is Categorically Exempt from the preparation of environmental documents pursuant to Article 19 of the State CEQA Guidelines, based upon Section 15301 (Existing Facilities); and

WHEREAS, the Planning Commission received public testimony, oral and written staff report, and deliberated; and

NOW, THEREFORE, BE IT RESOLVED that the City of Reedley Planning Commission using their independent judgment hereby approves Environmental Assessment 2017-9, and approves Conditional Use Permit Application No. 2017-6 subject to the following conditions:

1. Any change in the approved project site design and layout must be reviewed and approved by the Community Development Department prior to the issuance of a building permit.; and

2. Conditional Use Permit (CUP) approval shall expire two years following the date of approval unless, prior to the expiration of two years, either an operating permit and/or business license is obtained and properly maintained, or a building permit is issued and construction is commenced and diligently pursued toward completion of those site and/or structural upgrades deemed appropriate. Approval for construction activities associated with this permit may be extended for an additional period upon written application to the Community Development Director before expiration of the first approval. Should all improvement activities commence in good time, this CUP approval relating to operations is intended to be in place no less than a ten year period; and

3. Open storage of materials and equipment shall be permitted only within an area surrounded and screened by an ornamental solid wall or fence not less than seven feet (7’) in height; and

4. Detailed plans, drawn to scale, showing all of the electrical, plumbing and mechanical facilities as well as proposed structural changes, window and door dimensions, etc. for the entire structure shall be submitted to the Building Department prior to obtaining any Building Permit; and

5. All of the plumbing, electrical and mechanical systems shall be upgraded and/or maintained to meet the requirements of applicable codes. Smoke detectors shall be installed in accordance with the Uniform Building Code.
A professionally designed plan, drawn to scale, shall be submitted to the Building Department prior to obtaining any associated Building Permit(s). The plan shall include all phases of construction including an energy design, framing details, electrical, mechanical and plumbing installations. Plumbing, mechanical and framing installations shall be replaced or repaired to meet the requirements of model codes. Electrical wiring shall be replaced and/or maintained as needed throughout to meet National Electrical Code requirements. Remove all unapproved wiring. Replacement wiring shall be provided with an equipment ground. All panels shall be labeled and grounded; and

6. An accessible route of travel shall be provided throughout the project in accordance with ADA requirements, including any curb cuts, ramps, walks, parking, etc. as required by California Building Code; and

7. Fire extinguishers shall be installed and maintained in accordance with the Uniform Fire Code and Reedley Fire Chief; and

8. All applicable permits shall be obtained from State, County and local agencies prior to issuance of operating, licensing and/or building permits. Any failure by the operator to obtain and successfully maintain in good standing the appropriate licenses, agreements, certifications and/or permits required for operation and habitation may result in the cancellation of this CUP approval; and

9. All improvements shall comply with the Reedley City Code, the standard plans and specifications of the City of Reedley, and any addendums thereto. Improvement plans shall be prepared by a registered engineer, for review and approval by the City Engineer; and

10. All of the foregoing conditions must be complied with prior to the final inspection and/or the issuance of a "Certificate of Occupancy" by the Building Official.

This foregoing resolution is hereby approved and adopted this 25th day of September, 2017, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: __________________________________________
Alberto Custodio, Chairman
City of Reedley Planning Commission

______________________________
Rob Terry, Secretary
NOTICE OF EXEMPTION

To: County Clerk
County of Fresno
2220 Tulare Street, 1st Floor
Fresno, CA 93721

THE PROJECT DESCRIBED HEREIN IS DETERMINED TO BE CATEGORICALLY EXEMPT FROM THE PREPARATION OF ENVIRONMENTAL DOCUMENTS PURSUANT TO ARTICLE 19 OF THE STATE CEQA GUIDELINES.

LEAD AGENCY: City of Reedley
1733 Ninth Street
Reedley, CA 93654

APPLICANT: City of Reedley
1733 Ninth Street
Reedley, CA 93654

PROJECT TITLE: Conditional Use Permit Application No. 2017-6
Environmental Assessment No. 2017-9

PROJECT LOCATION: 1697 W. Huntsman Ave., Reedley, CA 93654

EXEMPT STATUS: Categorical Exemption

PROJECT DESCRIPTION: The project consists of the placement of a transitional housing operation at 1697 W. Huntsman Avenue. This site previously served as an emergency shelter for victims of domestic violence. No physical or structural changes are being made to the facility or site.

This project is exempt under 15301 (Class 1/Existing Facilities) of the California Environmental Quality Act (CEQA) Guidelines.

EXPLANATION: Section 15301 (Existing Facilities) of the CEQA Guidelines exempts projects that consist of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. Section 15301(c) further defines such areas as including existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities.

The project consists of the placement of a transitional housing operation at 1697 W. Huntsman Avenue. This site previously served as an emergency shelter for victims of domestic violence. No physical or structural changes are being made to the facility or site.

The proposed project will involve the operation, permitting, and/or licensing of an existing structure with no expansion, which is an
City of Reedley
Categorical Exemption
Environmental Assessment No. 2017-9

exemption characterized under Section 15301 (Class 1/Existing Facilities) of the California Environmental Quality Act (CEQA) Guidelines.

Date: September 25, 2017

Submitted by: [Signature]

Rob Terry
Community Development Director
City of Reedley
Community Development Department
(559) 637-4200 ext. 286
COMMUNITY DEVELOPMENT DEPARTMENT

Proof of Service by Mail
(required as per Reedley Municipal Code

SUBJECT: Notice of Public Hearing: CUP-2017-6 – 1697 West Huntsman Avenue

STATE OF CALIFORNIA )
COUNTY OF FRESNO )
CITY OF REEDELY )

I am an employee of the City of Reedley.

On September 11, 2017, I served the attached notice pursuant to Reedley Municipal Code on the persons named thereon or attached thereto by placing a true copy thereof with postage thereon fully prepaid in the United States mail.

I declare, under penalty or perjury, that the foregoing is true and correct.

Executed on September 11, 2017, at City of Reedley
Community Development Department
1733 Ninth Street
Reedley, California 93654.

Attachments: 1. Notice of Public Hearing
2. List of Addresses
3. Vicinity Map

Signature
NOTICE IS HEREBY GIVEN that in accordance with Sections 65090 and 65091 (Planning and Zoning Law) of the Government Code; and, pursuant to the procedures of Title 10 of the Reedley Municipal Code, the Reedley Planning Commission will conduct a public hearing to consider Conditional Use Permit Application No. 2017-4. The Planning Commission will consider the following:

1. **Environmental Assessment No. 2017-9**: Recommend that the project is exempt from the California Environmental Quality Act, pursuant to Sections 15301 (Class 1/Existing Facilities) of the California Environmental Quality Act (CEQA) Guidelines.

2. **Conditional Use Permit Application No. 2017-6**: Recommend that the Planning Commission approve the placement of a transitional housing operation at 1697 W. Huntsman Avenue. This site previously served as an emergency shelter for victims of domestic violence. No physical or structural changes are being made to the facility or site.

**REEDLEY PLANNING COMMISSION**
Date: **Monday, September 25, 2017**
Time: 5:00 p.m., or thereafter
Place: City Hall Council Chamber
845 “G” Street, Reedley, CA 93654

Any interested person may appear at the public hearing and present written testimony, or speak in favor of or against the project proposal. If you challenge the above applications in court, you may be limited to raising only those issues, you, or someone else, raised at the public hearing described in this notice, or in written correspondence delivered to the Reedley Planning Commission at, or prior to, the public hearing.

NOTE: Government Code Section 65091 (Planning and Zoning Law) requires that this notice be sent to owners of property within 300 feet of the subject property. The City of Reedley, Community Development Department has mailed this notice to the property owners within at least 350 feet of the project.

Additional information on the proposed application, including the environmental assessment, are available for public review and may be obtained from the Community Development Department, 1733 Ninth Street, Reedley, California 93654. Please contact Rob Terry, Director, at (559) 637-4200, ext. 286, or by email at rob.terry@reedley.ca.gov for more information.

Assessor's Parcel Number: 365-180-73
CLARENCE E & CHERYL A LINGO HEISE
17852 E HUNTSMAN
REEDLEY CA 93654

BUXMAN FAMILY LP
10425 S KINGS RIVER
REEDLEY CA 93654

REEDLEY CITY OF

REEDLEY CITY OF

DAWN RENAE MCFALL HAGopian
14332 S CHESTNUT
FRESNO CA 93725

DANNY & LYNDA PUMAREJO
1627 RIVER BLUFF DR
REEDLEY CA 93654

ROBERT G & BARBARA C MILLER
1649 RIVER BLUFF DR
REEDLEY CA 93654

CESAR GARCIA & MARIA D REYES SANCHEZ
1671 RIVER BLUFF
REEDLEY CA 93654

PETER V MIROYAN
3469 MAPLETHORPE LN
SOQUEL CA 95073

SAMUEL DURAN
1628 RIVER BLUFF
REEDLEY CA 93654

ELLIS T & LOLA N BRANCH
2445 N SILVERVALE
VISALIA CA 93291

EDDIE & OLGA VALDEZ
1629 HENLEY CREEK RD
REEDLEY CA 93654
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Notice of Public Hearing

STATE OF CALIFORNIA
County of Fresno

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer of the REEDLEY EXPONENT, a newspaper of general circulation, printed and published in the City of Reedley, County of Fresno, and which newspaper has been adjudged a newspaper of general circulation by the superior court of the County of Fresno, State of California, under the date of July 1, 1952. Case Number 867614; that the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

September 14, 2017

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

September 14, 2017