RESOLUTION NO. _____

A RESOLUTION OF THE COUNCIL OF THE CITY OF FRESNO, CALIFORNIA, AMENDING THE COMMUNITY BENEFITS FUND AND EXPENDITURE PLAN

WHEREAS, on February 9, 2023, The City Council adopted Resolution 2023-027, establishing a Community Benefits Fund and Expenditure Plan to fund qualified mitigation improvements to address impacts resulting from development activities on qualified sensitive receptors located on properties within and immediately adjacent to the South Central Specific Plan (SCSP) Area boundaries; and

WHEREAS, City of Fresno staff convened and met with the CBF Committee, which consisted of representative from South Fresno Community Alliance (SFCA) Leadership Council for Justice and Accountability (LCJA) to create the CBF Guidelines and established a Community Benefits Fund to fund qualified mitigation improvements to addresses within a .5 mile radius; and

WHEREAS, it is now necessary to expand the radius to include more properties to utilize the remaining funds.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Fresno as follows:

1. The Community Benefits Fund Guidelines and Expenditure Plan is amended as to include addresses within a .75 mile radius as described in Exhibit A.

2. This resolution shall be effective upon final approval.

Date Adopted:
Date Approved:
Effective Date:
City Attorney Approval: KC
317161v1

* * * * * * * * * * * * * * *

STATE OF CALIFORNIA)
COUNTY OF FRESNO) ss.
CITY OF FRESNO)

I, TODD STERMER, City Clerk of the City of Fresno, certify that the foregoing resolution was adopted by the Council of the City of Fresno, at a regular meeting held on the _____ day of _____ 2024.

AYES :
NOES :
ABSENT :
ABSTAIN :

TODD STERMER, CMC
City Clerk

By: _____
Date

Deputy

APPROVED AS TO FORM:
ANDREW JANZ
City Attorney

By: _____
Kristi M. Costa Date
Supervising City Attorney

Attachment: Exhibit A – Community Benefits Fund Guidelines

317161v1

City of FRESNO
PLANNING AND DEVELOPMENT

SOUTH CENTRAL FRESNO COMMUNITY BENEFITS FUND

UPDATED OCTOBER 2024

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INTRODUCTION AND HISTORY

In January 2020, the City of Fresno, Planning and Development Department implemented a new outreach strategy for the South Cental Specific Plan to gain a deeper understanding of the community's needs and how they can be addressed.

Throughout the outreach process, a nine-member advisory committee was convened to assist in guiding the framework for the plan. The body—comprised of residents and business stakeholders—identified the vision for the area as one characterized by development that maximizes economic benefit with job growth for residents, while reducing impacts on the environment and improving quality of life.

With input from the community, the advisory committee advised the city to emphasize the importance of not only avoiding environmental and neighborhood impacts from future developments, but also the critical need to mitigate existing impacts and improve the health and living standards of the community now.

A series of guiding principles were created, accompanied by more than 60 policies related to several topic areas including transportation, air quality, urban greening, economic development and a Community Benefits District.

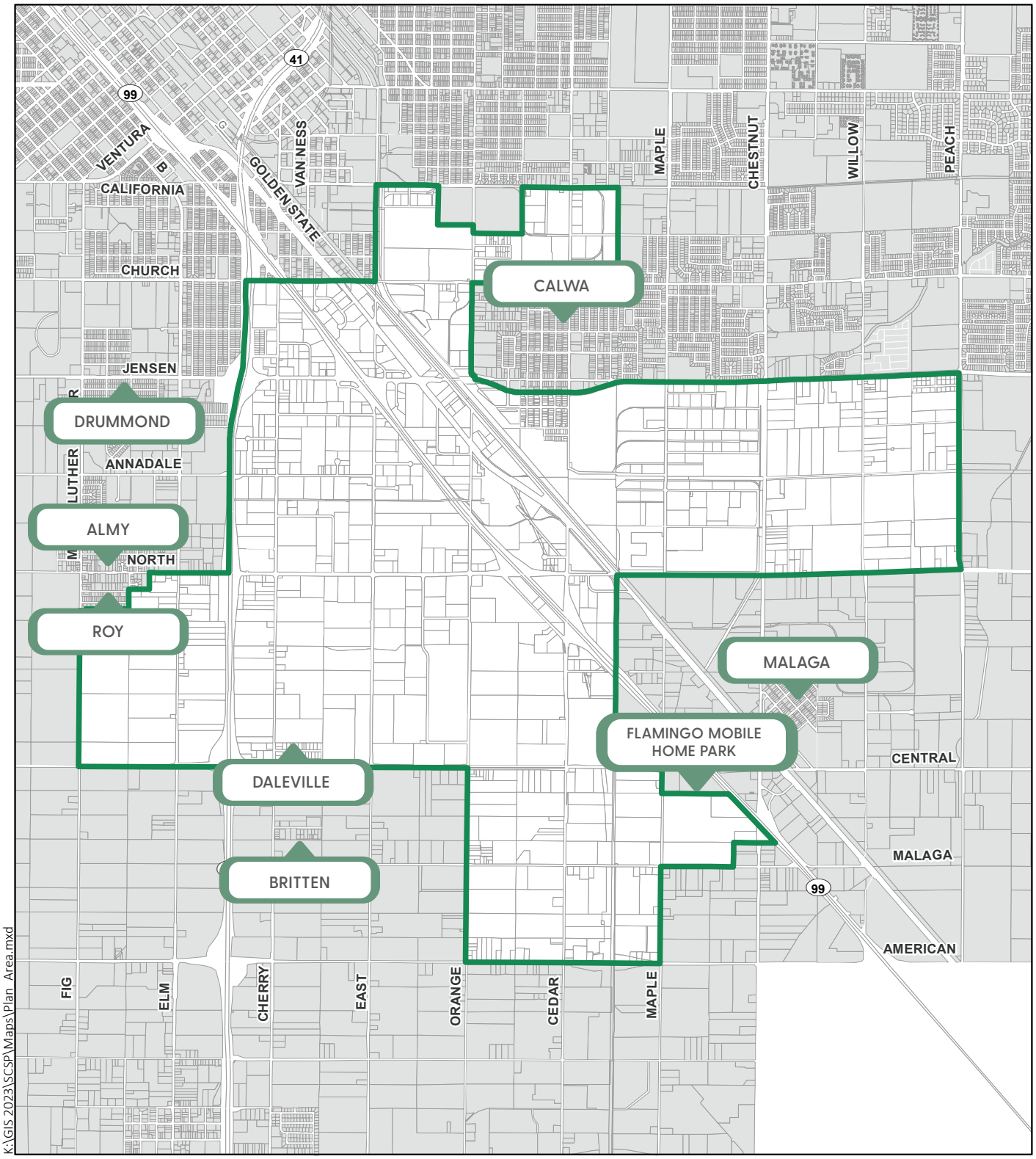
> "CBD-1: Consider a Community Benefit Fund to pay for measures such as air filtration systems, dual-paned windows, parks, job training programs, and job fairs near the plan area."

In the interim of awaiting the adoption and implementation of the specific plan, the South Fresno Community Alliance, Leadership Counsel for Justice and Accountability, and the City of Fresno entered into an agreement outlining the immediate creation and implementation of the Community Benefit Fund (CBF). In partnership with several community stakeholders, the City has prepared the following proposed CBF Program Implementation Manual to model the identified mechanism and process this program will have to mitigate the impacts of air quality, light spill, noise, and traffic.

Within the manual, a pilot development site is identified and will be utilized as a case study for the City to evaluate the proposed implementation strategy. Staff will report quarterly to the South Fresno Community Alliance (SFCA) board until full implementation of the pilot funding cycle is complete. In collaboration with the SFCA board, staff will evaluate the implementation of the pilot program. Any proposed changes to the program must have a (51%, two-thirds) approval from the SFCA board and must be released for a public comment period of at least 30-days prior to seeking City Council approval.

At the beginning of each calendar year, the City will conduct an annual program review in collaboration with the SFCA board to evaluate the implementation of the program (including expenditure reports, customer satisfaction surveys, evolving community priorities, etc.). Any proposed changes to the program must follow the same approval process outlined above.

A record copy of the current procedures shall be maintained on the City of Fresno website.



Legend

South Central Specific Plan (SCSP)

PLAN AREA MAP

COMMUNITY PROFILE

Generally located south of California Avenue, north of American Avenue, between Fig and Peach Avenues, the boundaries of the project area are as set forth under Exhibit A. The area has a range of property types including residential, religious, educational, warehouse, and industrial—some of which contribute to negative environmental and health impacts for the surrounding neighborhoods of Britten, Calwa, Daleville, Roy, Almy, Drummond, Jensen, and Flamingo Mobile Home Park.

One of the ways these impacts are measured is by the California Office of Environmental Health Hazard Assessment's (OEHHA) CalEnviroScreen 3.0 tool (see Figure 1.2).

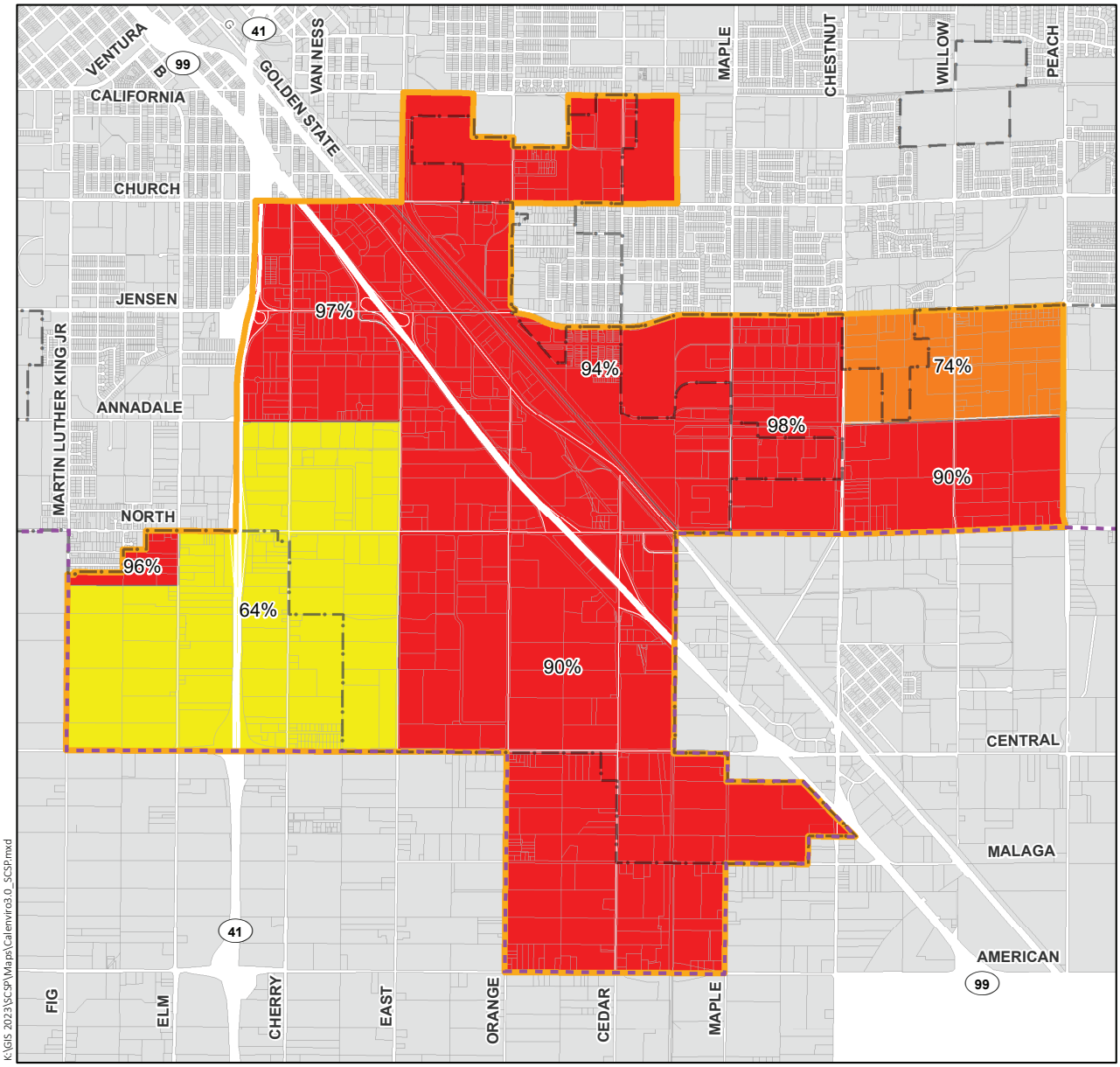
The CalEnviroScreen 3.0 tool uses environmental, health, and socioeconomic information to produce scores for every census tract in the state. The scores are mapped so different communities can be compared; areas with higher scores are more pollution-burdened than areas with lower scores. See Figure 1.3 for the map of the SCSP Census Tracts. Of the seven census tracts located within the SCSP plan boundary, all seven are within the top five percentile of environmentally burdened areas.

The population is comprised primarily of Hispanic persons, age 11-64 years old, and includes both City residents as well as unincorporated County residents. Presently, 382 residential properties have been identified within the SCSP plan area.

FIGURE 1.2- CALENVIROSCREEN 3.0 TOOL

CENSUS TRACT	CES 3.0 SCORE	CES 3.0 PERCENTILE	TOTAL POPULATION	AGE GROUP FROM 2010 CENSUS			RACE OR ETHNICITY FROM 2010 CENSUS					
				<10 YR (%)	11-64 YR (%)	>65 YR (%)	HISPANIC (%)	WHITE (%)	AFRICAN AMERICAN (%)	NATIVE AMERICAN (%)	ASIAN AMERICAN (%)	OTHER (%)
6019001100	94.09	100	3174	18.8	73.6	7.6	65.3	4.2	24.6	0.5	3.5	1.8
6019001500	82.03	99.95	2206	14.8	72.1	13.1	71.8	21.4	1.2	0.5	4.5	0.6
6019001000	80.13	99.91	4106	21	71.3	7.7	52.7	2.7	28.7	0.4	14.3	1.2
6019001201	78.05	99.84	5936	20.7	73.1	6.2	83.1	5.1	3.7	0.7	6.6	0.8
6019001202	77.41	99.79	4756	22.5	71.4	6.1	72.5	2.5	11.7	0.4	12.3	0.6
6019001800	65.35	98.27	4615	15.2	72.3	12.5	60.6	32	1.1	0.7	4.3	1.2
6019001410	62.37	97.33	9109	18.4	74.1	7.5	51.8	12.5	5.2	0.4	28.2	1.9

FIGURE 1.3- CALENVIRO 3.0 MAP



CALENVIRO3.0 MAP

Fresno Sphere of Influence
Fresno City Limits
South Central Specific Plan (SCSP)

South Central Specific Plan

0 0.5 1 Miles

Source: CalEnviroScreen 3.0 (OEHHA, CalEPA) and City of Fresno GIS Data
Prepared by the Planning and Development Department

PARTICIPATION

Participation in the CBF program is voluntary. The City will implement a public information campaign consisting of public workshops, informational flyers, and one-on-one outreach to individual homeowners.

Mitigation improvements of homes will be funded in phases as funding allows, grouping homes related to their proximity to the donor developments that have contributed to the CBF and will radiate outward.

As funding becomes available, contact is made with the appropriate residents to confirm their interest in participation and to begin the application process.

The South Central Fresno CBF program offers treatment to owners or renters of single-family residences.

PILOT: NORTHPOINTE BUSINESS PARK

As a new concept to the City of Fresno, the development of the South Fresno Community Benefits Fund is proudly led by a committee of residential, educational, and advocate stakeholders from the South Fresno community to ensure the program is focused on improving the health of residents by improving the condition of their homes. The city received its first development donation from the property located at APN 33002182S and as advised by the committee, will utilize this as an opportunity to pilot the implementation framework set forth in this manual.

The city will offer the first phase of qualified mitigation improvements to the properties immediately adjacent to this development donor and study the effectiveness of the program.

After final implementation, the city—in partnership with the SFCA—will reevaluate the program and incorporate feedback received from participants.

After residents and/or owners have the opportunity to participate in the first phase of qualified mitigation improvements, the City will offer a second phase to those residences in the .75 mile radius.

GENERAL REQUIREMENTS

This program is intended to serve sensitive receptors (i.e., residents) of the SCSP area (as shown in Exhibit A) and will facilitate the installation of qualified mitigation improvements, as funds are available.

All residential information collected on behalf of this program shall be considered confidential and will be maintained by the City of Fresno Housing Division.

Any distributed information will be anonymized and will be for auditing or reporting purposes only.

FUNDING DISBURSEMENT PRIORITY

The disbursement of funding for the South Central Fresno CBF is determined by the following proximity-based, three-level funding disbursement model:

ONE.

As donations are received, the City will map all residences within the 0.75-mile footprint of the development donor.

TWO.

Residences within this funding footprint will be allocated a certain project budget amount* according to their proximity to the development donor. As needed, the city will provide additional processing priority to households with residents within a sensitive age group (under 18 or over 65).

DISTANCE TO DEVELOPMENT	FUNDING AMOUNT
0 - 0.25 miles	$10,000
0.25 - 0.50 miles	$8,000
0.50-.075 miles	$6,000

** Funding amounts in the final adopted program may vary. As part of the South Central Specific Plan, the City will conduct an official development fee study to identify the appropriate fee levels as required by the California Mitigation Fee Act (Government Code Section § 66000 et seq.)*

THREE.

Residents may elect to use all or a portion of their allocated budget to:

- Install improvements from the Qualified Mitigation Improvement list (page 15);
- Remediate a portion of the residence to mitigate an On-hold Status due to poor physical condition; or
- Combination of the above

FOUR.

After all residents have received a reasonably fair and equal opportunity to participate (see Notification Process, pg. 18), the City will open the application for a secondary round of funding to the residents within the donor development footprint. These applications will be reviewed, further prioritized, and assisted on a first come first basis.

FUNDING DISBURSEMENT PRIORITY

Homeowner Refusal: Property owners or residents who state that they do not want to participate in the program under any circumstances will be sent a Letter of Refusal. The CBF Database will note the property as "Refused" and with each new funding cycle their respective property qualifies for the resident will be sent a letter with information on how to opt-in in the future.

If there is a dispute regarding participation between a homeowner and tenant, the tenant may elect to request a voucher for a portable air purifier and/or filtration system, or removable air filters for their current HVAC system, if applicable.

Poor Physical Condition: Homes in which imminent hazards or other substandard conditions have been observed by the city staff or vendors will be placed on-hold. Imminent Hazards are conditions that can immediately lead to harm to residents or to the structure. These include leaking gas, exposed electrical connections and wiring, severely deteriorated structural members, and other similar conditions. Homes in which the city staff or vendors have identified as imminent hazards will be removed from design, placed On-Hold, and the property owner will be notified in writing of the conditions observed. The resident will be provided the option to utilize their assigned budget to attempt to remedy these conditions. Residents who remedy poor physical conditions may be reinstated and will be eligible to receive additional funding.

Code Violations and Unpermitted Construction (within City of Fresno Limits): Homes within the City of Fresno limits in which code violations or unpermitted construction are observed will not be recorded nor cited by the City of Fresno Building Official, so long as the violation does not pose an imminent hazard in completion of the mitigation improvement. Unless the conditions are found to pose an imminent hazard, the property will be eligible in the current funding cycle. Please see above description for violations that would pose an imminent hazard.

Should any imminent hazards exist, the city will inform the resident of the possible mitigation actions and identify a Plan for Mitigation to move forward with improvements. The Plan for Mitigation will be included with the resident's application for reference. The resident will have the option to utilize their budget to remediate any hazardous conditions.

In general, properties located outside of the Fresno City Limits will be treated "as-built" and therefore will not be held to the City's development standards. All County residents within and immediately adjacent to the SCSP boundary are also eligible to participate in receiving funding.

All information collected regarding the condition of the property will remain confidential and will not be distributed to any regulatory agencies. Any distribution of information will be anonymized and for reporting or auditing purposes only.

Code Violations and Unpermitted Construction (within County of Fresno Limits):

Homes within the County of Fresno limits will be subject to the following conditions:

1. County will accept building permit application(s) for review, processing, and inspection.

   Note: If a building permit is not required, inspection by Fresno County is also not required.

   Note: As part of the County's standard building review process, the County will review its permit records to determine whether the structure in which the improvements are proposed has been permitted by the County or predates the County's requirement for building permits.

2. The County inspector will inspect the proposed improvements for which the County has issued a building permit to ensure all improvements comply to the County-approved building plans.

   Note: If there are any apparent violations on the property, notice will be provided that explains the apparent violation and provides contact information so the property owner or tenant can follow-up to find out how to abate the violation. The property owner/tenant would then be given time to take care of the violation. If it is not remedied timely, County Code Enforcement would open a violation case and pursue abatement of the violation. Further, if the outstanding violation is not timely abated, the County may hold finalization (occupancy) of improvements.

3. County staff cannot ignore health and safety violations which exist on the property.

Typically, "timely" means 30 days from notification. However, this timeframe can be extended if the property owner/tenant is making a good faith effort to resolve the violation.

Conditions that Affect Installation of Qualified Mitigation Improvements: Existing conditions that adversely affect installation or the life expectancy of mitigation improvements may be required to be corrected by the resident prior to installation of improvements. The types of conditions that require correction may include leaking roofs and/or evaporative coolers, rotted or termite damaged framing at doors or windows, excessive mold or mildew, excess storage or debris in areas that work will be performed, and unsanitary conditions. City staff or the vendor will survey properties to determine if there are conditions that require correction and notify the property owners in writing as to the conditions observed and the process to remedy the issues. The resident will be provided the option to utilize their assigned budget to attempt to remedy these conditions. The resident will also be given a list of qualified mitigation improvements that do not require a permit and, therefore, do not require the resident to remedy any conditions that hinder their ability to participate in the program.

QUALIFIED MITIGATIONS

The overall program goal of the CBF is to mitigate the impacts of air pollution, light spill, noise, and traffic impacts on surrounding sensitive properties. This section serves as a guideline to the pre-approved qualified mitigation improvements available to participants. Some improvements may assist in the mitigation of multiple impacts.

Participants may elect to move forward with a combination of the below mitigation improvements up to the allotted project budget. See Exhibit E for information regarding permit requirements for qualified mitigation improvements

AIR POLLUTION

- Full home weather stripping
- Attic, floor, wall insulation
- HVAC filtration maintenance, new HVAC system and installation to replace current evaporative cooler system, ductless HVAC systems

TRAFFIC

- Planting drought tolerant vegetative barriers
- Windbreak fencing
- Solar Panel cleaning

NOISE

- Single-pane window replacement
- External Door Replacement

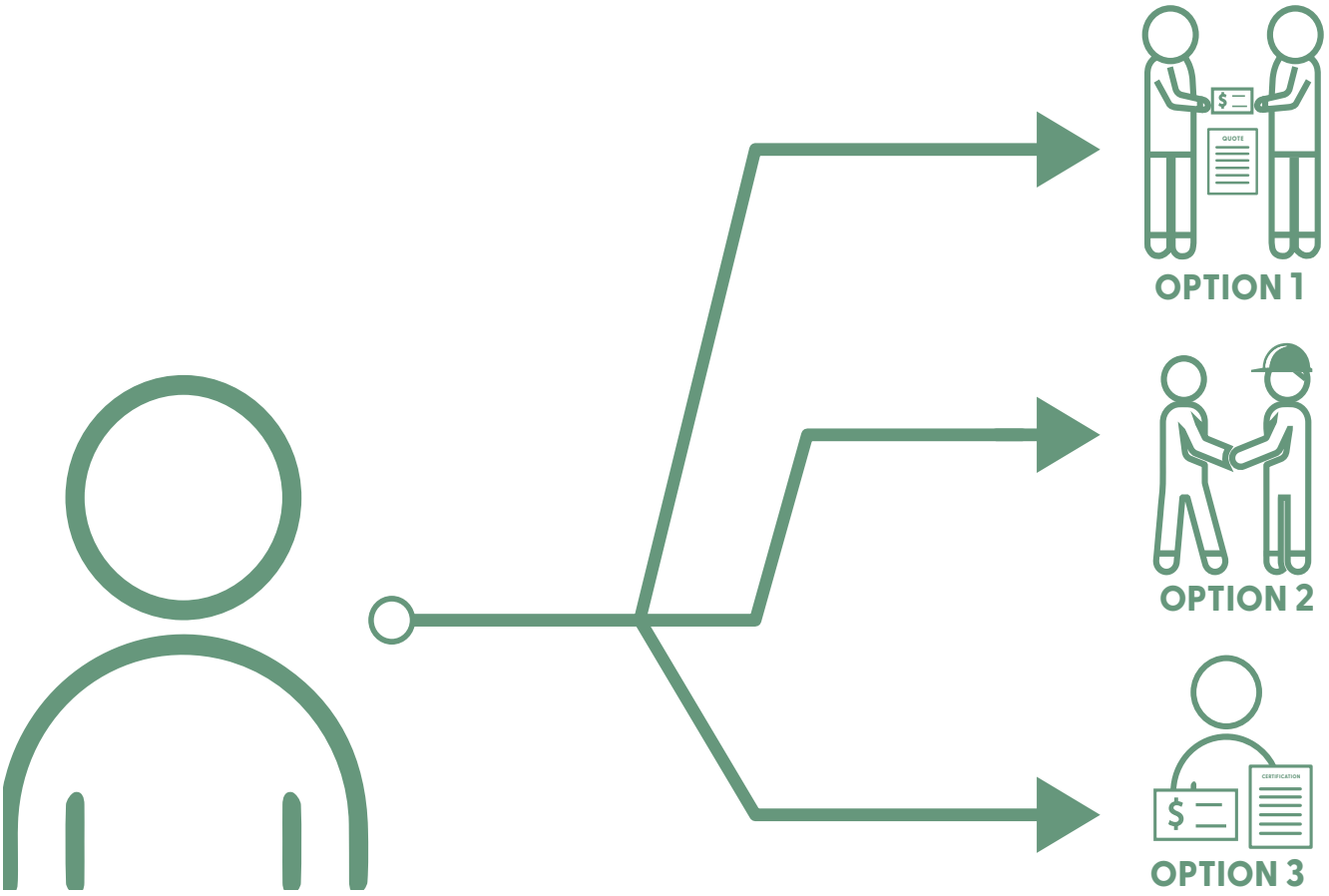
LIGHT SPILL

- External/internal screening (examples: awnings, low-e window film)

ADMINISTRATION

The South Central Fresno CBF will be administered by City of Fresno, Planning and Development Department project management staff. At the time of application, participants will be provided with three options for completion of qualified mitigation improvements. Should participants choose to work with pre-qualified vendors to process the desired improvements from the qualified mitigation improvement list or to remediate physical conditions preventing a successful installation of a qualified mitigation, the city will solicit via RFQ to hire at minimum two pre-qualified vendors as Rehabilitation Specialists to conduct program activities as described within the following Program Steps prior to program initiation and every three years thereafter, if needed. Vendors must have a demonstrated history within the public sector realm, preferably with experience in low-income housing rehabilitation, and will also partake in the administration of the South Central Fresno CBF.

All project files will be held electronically and may be subject to the California Public Records Act.



AMSNET

NOTIFICATION

DAY 0 (ZERO).

- Funding is provided by a donor development. City creates funding cycle and identifies residential properties within the donor development's 0.5-mile footprint.

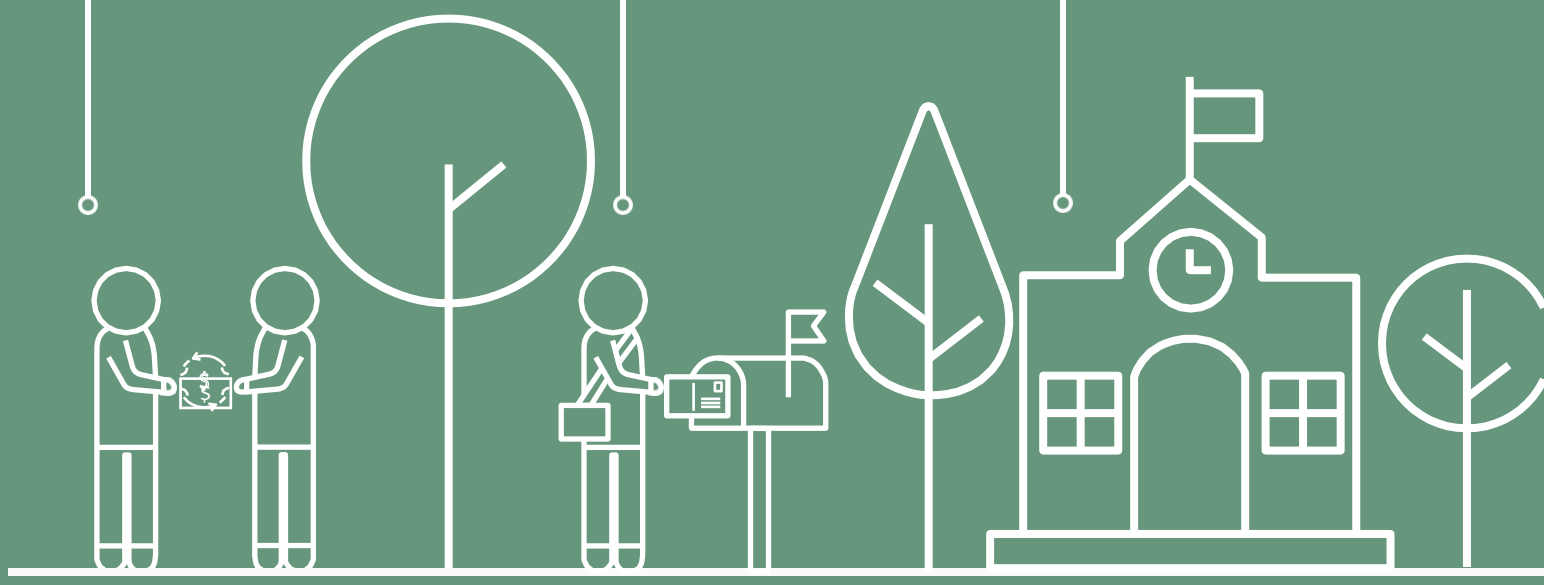
**This process will repeat if the boundary is expanded

DAY 30.

- Residents within the 0.5-mile boundary are contacted via postcard within 30 days of funding receipt.

DAY 35.

- Within 5 days of the initial postcard mailing, the city will submit a list of properties within the funding cycle to Orange Center School to initiate a PeachJar and phone dialing-campaign to any residences with students who attend the district within the funding footprint.



DAY 45.

Residents within the 0.5-mile boundary are contacted by letter which includes an application, a CBF program FAQ resource guide, the budget amount allocated to the property, and a sample of the owner participation agreement. They are asked to complete and return an application if they wish to participate within 30-days of receiving the invitation.

DAY 75.

The city will implement a door-to-door campaign as well as send a certified mailer to properties that have not responded to the previous attempts.

DAY 135.

If no response is provided after 60 days of the certified mailing, the property will be categorized as "Refused" and the budget will be retained in the CBF.

Residents who are marked as "Refused" will be notified once by certified mail regarding all new funding opportunities and may opt-in to participate at any time

APPLICATION AND INSTALLATION

At the time of application residents will be asked to provide the following:

- Completed application
- Completed and notarized Owners Authorization form (Exhibit C)
- Proof of Residence (i.e., utility bill, bank statement)

Staff will review the application for completeness and enter the property information into the CBF Database. Should the applicant meet the eligibility criteria (see pg. 12), they will be given the following three options to select from:

1. The applicant will select the type of work from the list of qualified mitigation improvements and gets quotes. The City will then issue the applicant a check based on the quotes submitted by the applicant, but no more than the maximum limit. The applicant will then certify the funds received were used to complete the desired improvements from the qualified mitigation improvement list or to remediate physical conditions preventing a successful installation of a qualified mitigation.

2. The applicant will be provided a list of pre-selected vendors who are qualified to process the desired improvements from the qualified mitigation improvement list or to remediate physical conditions preventing a successful installation of a qualified mitigation up to the budget limit set by their allocation. The cost of contracting with the qualified vendor will be deducted from the amount available. The applicant will work directly with the vendors to complete the desired project within the budget limit set by their allocation.

3. The City of Fresno will issue a check to each eligible applicant and the applicant will certify that the funds received were used to complete the desired improvements from the qualified mitigation improvement list or to remediate physical conditions preventing a successful installation of a qualified mitigation.

The city and vendor will provide each other bi-weekly reports to track the number of vouchers issued and redeemed. Payment will be provided to the vendors as projects are redeemed and completed.

Post-project, the city project manager will conduct a satisfaction survey with the resident and will work directly with the resident and vendor to mediate any concerns.

Exhibit A – Map

Exhibit B – Table

Exhibit C –Letter of Owner Authorization

Exhibit D – Definitions

Exhibit E – Permit Requirements

Exhibit F – Frequently Asked Questions

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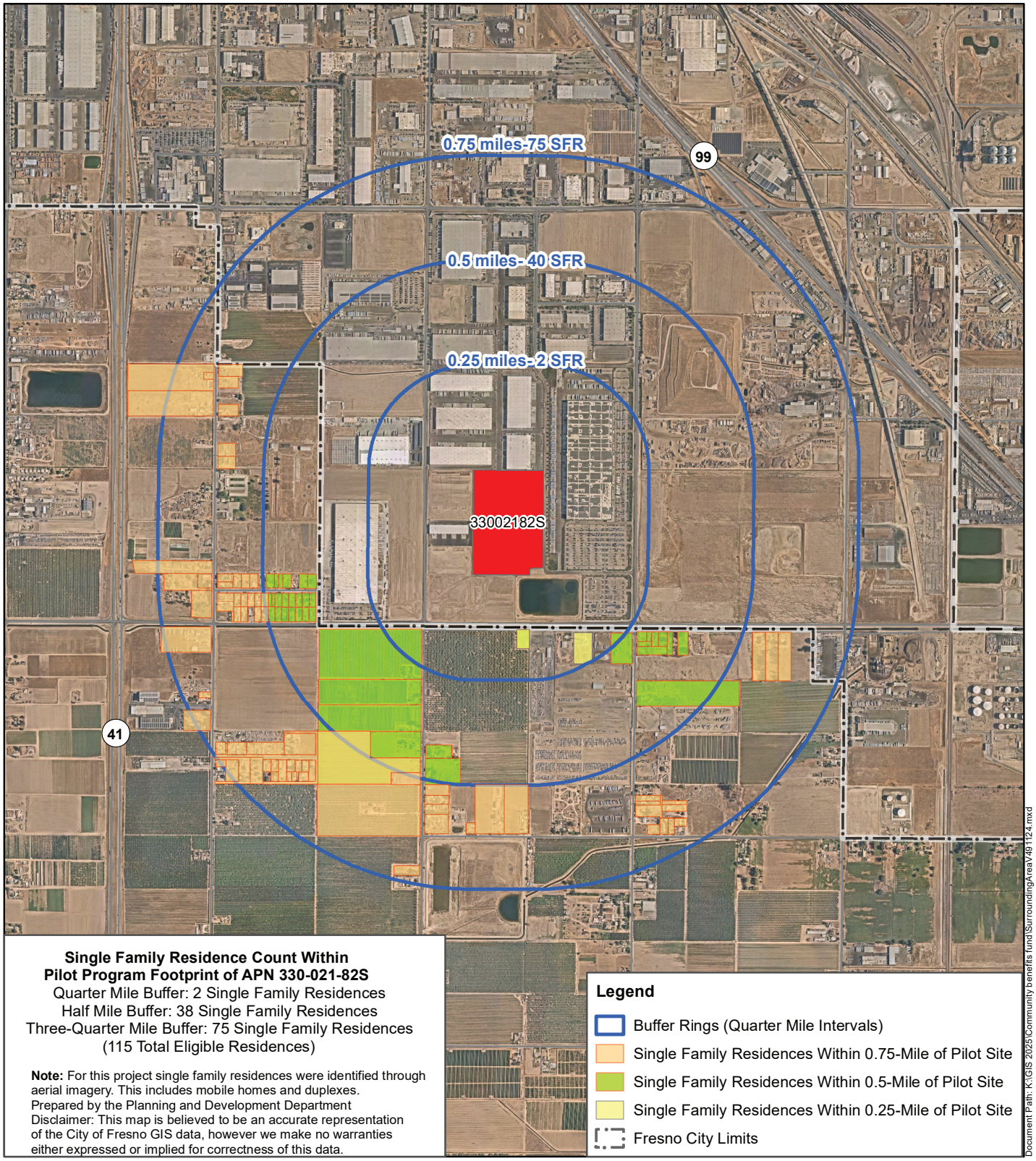
EXHIBIT A- Surrounding Single Family Residences in the South Central Community Benefits Fund Pilot Program



Single Family Residence Count Within Pilot Program Footprint of APN 330-021-82S
Quarter Mile Buffer: 2 Single Family Residences
Half Mile Buffer: 38 Single Family Residences
Three-Quarter Mile Buffer: 75 Single Family Residences
(115 Total Eligible Residences)

Note: For this project single family residences were identified through aerial imagery. This includes mobile homes and duplexes.
Prepared by the Planning and Development Department
Disclaimer: This map is believed to be an accurate representation of the City of Fresno GIS data, however we make no warranties either expressed or implied for correctness of this data.

Legend
- Buffer Rings (Quarter Mile Intervals)
- Single Family Residences Within 0.75-Mile of Pilot Site
- Single Family Residences Within 0.5-Mile of Pilot Site
- Single Family Residences Within 0.25-Mile of Pilot Site
- Fresno City Limits

EXHIBIT B- TABLE

ADDRESS	APN
4351 S EAST AVE	32905015
4125 S CHERRY AVE	32905023
4035 S CHERRY AVE	32905034
4195 S CHERRY AVE	32905052
4275 S EAST AVE	32905062
4259 S EAST AVE	32905063
4463 S EAST AVE	32907018
3319 S CHERRY AVE	32910003
3389 S CHERRY AVE	32910040
3337 S CHERRY AVE	32910044
3400 S CHERRY AVE	32911003
3346 S CHERRY AVE	32911005
3314 S CHERRY AVE	32911006
3488 S CHERRY AVE	32913007
3464 S CHERRY AVE	32913009
3721 S CHERRY AVE	32914003
3729 S CHERRY AVE	32914004
3683 S CHERRY AVE	32914035
3745 S CHERRY AVE	32914031
496 E CENTRAL AVE	32915009
488 E CENTRAL AVE	32915010
448 E CENTRAL AVE	32915012
446 E CENTRAL AVE	32915013
444 E CENTRAL AVE	32915014
3738 S CHERRY AVE	32915017
455 E DALEVILLE AVE	32915018
459 E DALEVILLE AVE	32915018
467 E DALEVILLE AVE	32915019
483 E DALEVILLE AVE	32915020
493 E DALEVILLE AVE	32915021

474 E DALEVILLE AVE	32915038
460 E DALEVILLE AVE	32915039
446 E DALEVILLE AVE	32915040
3722 S CHERRY AVE	32915041
3706 S CHERRY AVE	32915042
443 E DALEVILLE AVE	32915044
3766 S CHERRY AVE	32915045
556 E BRITTEN	32921003
474 E BRITTEN	32921004
436 E BRITTEN	32921005
4228 S CHERRY AVE	32921055
4234 S CHERRY AVE	32921007
4244 S CHERRY AVE	32921007
531 E BRITTEN	32921024
547 E BRITTEN	32921058
567 E BRITTEN	32921026
581 E BRITTEN	32921027
4304 S CHERRY AVE	32921030
4302 S CHERRY AVE	32921031
4300 S CHERRY AVE	32921032S
523 E BRITTEN	32921034
521 E BRITTEN	32921035
479 E BRITTEN	32921037
4292 S CHERRY AVE	32921037
4294 S CHERRY AVE	32921037
509 E BRITTEN	32921043
4262 S CHERRY AVE	32921044
595 E BRITTEN	32921046
467 E BRITTEN	32921053
4290 S CHERRY AVE	32921053
437 E BRITTEN	32921054
1647 E CENTRAL AVE	33013009

1663 E CENTRAL AVE	33013010
1661 E CENTRAL AVE	33013011S
1196 MALAGA	33014005
1150 MALAGA	33014006
1090 MALAGA	33014007
1018 MALAGA	33014009
1026 MALAGA	33014009
4344 S EAST AVE	33014010
4322 S EAST AVE	33014011
4334 S EAST AVE	33014011
4306 S EAST AVE	33014012
1608 MALAGA	33015008
1602 MALAGA	33015009
1598 MALAGA	33015009
1480 MALAGA	33015015
1462 MALAGA	33015016
4346 S ORANGE AVE	33015019
4332 S ORANGE AVE	33015020
4322 S ORANGE AVE	33015021
1452 MALAGA	33015025
1594 MALAGA	33015031
3310 S CHERRY AVE	32911006
3754 S CHERRY AVE	32915017

EXHIBIT C

City of FRESNO

Planning & Development Department
Jennifer K. Clark, AICP, HDFP
Director

2600 Fresno Street-Third Floor
Fresno, California 93721-3604
(559) 621-8150

Letter of Owner Authorization

Name and Address of Owner(s) of the Property

Name:_____

Address:_____

City:_____State:_____Zip Code: _____

Phone:_____Email: _____

To Whom It May Concern:

As owner(s) of the property located at _____

I/we authorize_____to act as Agent for the following property:

_____

_____

_____

Sincerely,

_____
Owner's Printed Name

_____
Owner's Signature

_____
Date

**Notary required

EXHIBIT D- DEFINITIONS

CalEnviroScreen 3.0 – CalEnviroScreen is a screening tool that evaluates the burden of pollution from multiple sources in communities while accounting for potential vulnerability to the adverse effects of pollution. CalEnviroScreen ranks census tracts in California based on potential exposures to pollutants, adverse environmental conditions, socioeconomic factors and prevalence of certain health conditions. Data used in the CalEnviroScreen model come from national and state sources.

CBF Database – An electronic database which lists all residential addresses in the CBF Program area by APN for keeping track of eligibility, application processing, and recording contacts.

Code Violations – Conditions that do not comply with the various codes in affect at the time the structures were built or that were in compliance but have not been properly maintained. Per this manual, imminent hazards and violations that affect the mitigation work to be performed are required to be corrected before the property may be included in a bid group for treatment. See Chapter 3, Eligibility, "Other Limits on Eligibility".

Community Benefits Fund – Refers to funds received and held by the City from developers in connection with development projects, or other agreements, which are expended for qualified development impact mitigation improvements.

Funding Development Project (Donor Development) – Development project that has contributed funds to the CBF.

Homeowner – A person who owns residential land and improvements located within the SCSP boundary. Proof of ownership shall be determined by title search of existing records.

Homeowner Authorization Form– An agreement between the City of Fresno and the homeowner stating the homeowner's intent to participate in the CBF Program and their obligations for participation.

Immediately adjacent to – Determined to be within 0.25 miles of the SCSP boundary.

Imminent Hazard – Any conditions that is likely to cause severe damage or injury immediately. Such conditions usually require only one action or event to initiate damage or injury. (A natural gas leak would be an imminent hazard because it only needs a spark or a flame to ignite which would result in damage or injury).

Qualified Mitigation Improvement – Pre-qualified action utilized to alleviate or lessen the identified negative quality of life impacts

Planning – City of Fresno Planning and Development Department

Phase – A group of homes to be treated under one funding cycle. A phase may consist of one or more Bid Groups.

Project Administrator – CBF Program Coordinator or Project Manager for the current grant.

SCSP – South Central Specific Plan

EXHIBIT E- PERMIT REQUIREMENTS

The following table depicts which qualified mitigation improvements require permits.

CITY OF FRESNO PERMIT REQUIREMENTS FOR QUALIFIED MITIGATION IMPROVEMENTS	
QUALIFIED MITIGATION IMPROVEMENT	PERMIT REQUIRED?
Full Home Weather Stripping	No
Attic Insulation	No
Wall Insulation	No*
HVAC Filtration Maintenance	No
New HVAC System & Installation to Replace Current Evaporative Cooler System	Yes
Ductless HVAC system- Window or Portable Air Conditioning Units	Yes*
External/Internal Screening (i.e. Awnings and Low-e Window Film)	No
Single-pane Window Replacement	No**
External Door Replacement	No
Planting Drought Tolerant Vegetative Barriers	No
Windbreak Fencing	No

*Permits required if removing any drywall, perforating walls, and/or altering any electrical, plumbing, or mechanical systems.

** Permits required for flush-fin window replacement.

COUNTY OF FRESNO PERMIT REQUIREMENTS FOR QUALIFIED MITIGATION IMPROVEMENTS

QUALIFIED MITIGATION IMPROVEMENT	PERMIT REQUIRED?
Full Home Weather Stripping	No
Attic Insulation	No
Wall Insulation	No
HVAC Filtration Maintenance	No
New HVAC System & Installation to Replace Current Evaporative Cooler System	Yes
Ductless HVAC system- Window or Portable Air Conditioning Units	Yes
External/Internal Screening (i.e. Awnings and Low-e Window Film)	No*
Single-pane Window Replacement	Yes
External Door Replacement	No
Planting Drought Tolerant Vegetative Barriers	No**
Windbreak Fencing	No***

*Permit required if the window awnings project more than 554 inches from the exterior wall and/or require additional support of Group R-3 and U occupancies.

** Permit required for more than 500 square feet of rehabilitation of landscaping (MWELO).

*** Permit required if fencing height is over seven feet - CBC/CRC 105.2.

EXHIBIT F- FREQUENTLY ASKED QUESTIONS

WHAT ARE COMMON CODE VIOLATIONS IN THE CITY OF FRESNO?

- **Outside Storage.** Yards are not to be used as storage areas for unlicensed vehicles, building materials, tires, indoor furniture, appliances, or other items commonly known as junk. Excessive storage is unsightly, attracts mice, rats, and other vermin; and may become a health problem.

- **Landscaping.** Landscaping shall be maintained free of overgrown, dead, diseased, or other hazardous trees and vegetation. The property owner is also responsible for maintaining the land between the property line and the street (park strip).

- **Parking.** Parking is not permitted on the front lawn, front yard, or corner-side yard. Parking is not allowed on the strip between the sidewalk and street, on the sidewalk, or overhanging the sidewalk. Parking must be on a hard surface.

- **Recreational Vehicles.** Recreational vehicles (RVs, tent trailers, and boats) or auto trailers must be stored in a side or rear yard enclosed behind a five-foot wall or fence.

- **Inoperable vehicles.** Inoperable vehicles may not be kept in any residentially zoned area.

WHAT ARE COMMON CODE VIOLATIONS IN THE COUNTY OF FRESNO?

- **Zoning Compliance.** Boat and RVs parked in front yards, junk cars, abandoned vehicles. In most residential zone districts RVs are to be stored in the rear yard behind a five-foot fence and inoperative vehicles must be stored in a garage or carport.

- **Lot and Lawn Maintenance.**

- **Waste Materials and Trash.** Waste materials and trash must be properly disposed of and not stored on property.

- **Unsafe Buildings.** Abandoned buildings will be addressed by code enforcement and the building department. These must be repaired or removed.

- **Expired permits.**

- **Conversion** of buildings without permits or inspections.

CAN I LIVE IN MY TRAVEL TRAILER?

California Title 24 does not allow the use of a recreational vehicle to be used as a dwelling unit unless allowed in an area zoned and designated as a mobile home park or trailer park. The California Health and Safety Code defines a Recreational Vehicle (RV) as a motor home, travel trailer, truck camper, or camping trailer, with or without motive power, designed for human habitation for recreational purposes.

HOW CAN I SAFELY USE A PORTABLE HVAC?

In order to safely use a portable HVAC, it is imperative that you check the current rating of your electrical outlets and the device in question before you attempt to plug devices into an outlet. All major appliances should be plugged directly into a wall socket. Don't use extension cords or multi-outlet converters to get multiple appliances into an outlet and never link extension cords together to create more outlet space. Remember that while power strips add outlets, they do not change the amount of power available in an outlet.

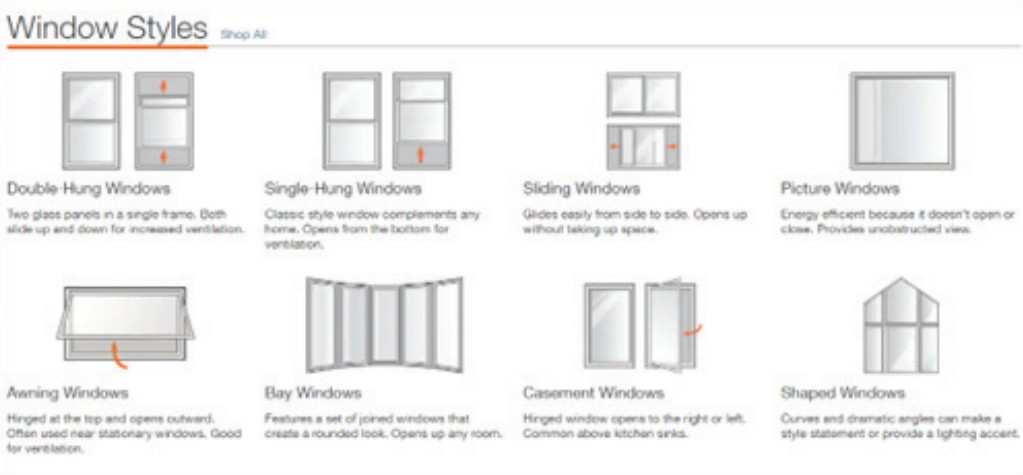
Where you have multiple items plugged into a socket, look for the following signs of overload.

- Discolored and/or hot outlet covers
- Frequently blown fuses
- Burning smell near the outlet
- Lights that flicker or dim frequently
- Appliances that give off a shock or mild tingling sensation when touched

Although it may be inconvenient, it is safer to hire an electrician to check the total amperage of your home and/or to add to sockets in your home than take the chance of overloading your existing system. See below for information on how to hire a licensed contractor.

WHAT TYPE OF WINDOWS CAN I PURCHASE?

There are several styles of windows that you may purchase to replace your single-pane windows. Please note that a window schedule is required when replacing your single-pane windows with a window of the same size. If the replacement windows are larger or smaller than your current windows, additional permitting is required.



HOW DO I HIRE A LICENSED CONTRACTOR?

The Department of Consumer Affairs provides guidelines to use when beginning to search for state-licensed contractors. The guidelines include information about how to check a license, the different kinds of contractors, what to look for in a contract, and other considerations when hiring a contractor.
To access the guidelines, please visit
https://www.cslb.ca.gov/Consumers/Hire_A_Contractor/ or call (800) 321- 2752.

HOW DO I KNOW IF A CONTRACTOR HAS A VALID LICENSE?

To verify that a contractor has a valid license, please visit
https://www.cslb.ca.gov/OnlineServices/CheckLicenseII/CheckLicense.aspx
or call (800) 321- 2752.

WHO CAN I CONTACT TO HELP ME FIND A LICENSED CONTRACTOR?

The Better Business Bureau (BBB) is a private, nonprofit organization that focuses on helping people find businesses, brands, and charities they can trust. The BBB offers its information and services to consumers at no charge. You can get in touch with the Fresno office by calling (559) 222-8111 or visiting their website at https://www.bbb.org/.

HOW DO I APPLY FOR BUILDING PERMITS IN THE CITY OF FRESNO?

Building and Safety Services is responsible for permit processing, plan review, and inspection for public and private projects. You can apply for permits online through the City of Fresno FAASTER system or in-person by visiting the Building & Safety Division in Room 3043 at 2600 Fresno Street, Fresno, CA 93721. For more information on how to submit an online application, please visit https://www.youtube.com/watch?v=1SEPMopHID0.

HOW DO I APPLY FOR BUILDING PERMITS IN THE COUNTY OF FRESNO?

You can apply for permit online through the County of Fresno Citizen Portal at https://permitportal.fresnocountyca.gov/citizenportal/app/login
or in-person by visiting the Building and Safety Team at
2220 Tulare Street,
Fresno, CA, 93721.
For more information, please visit
https://www.co.fresno.ca.us/departments/public-works-and-planning/citizens-portal.

WHO CAN I CONTACT AT THE CITY OF FRESNO IF I AM HAVING ISSUES APPLYING FOR A PERMIT?

If your home is located within the City of Fresno limits and are having issues applying for a permit, or if you have general questions, you can call (559) 621-8082 and/or visit the Building & Safety Division at Fresno City Hall. Effective Monday, June 28, appointments are available Monday – Friday 9:00 AM – 4:00 PM. Please note that the front counter is closed for lunch between 12:00 – 1:00 pm every day.

The Building & Safety Division is located on the third floor of Fresno City Hall (Room 3043) at 2600 Fresno Street, Fresno, CA 93721. To make an appointment, please visit https://kiosk.us1.qless.com/kiosk/app/home/6100000075 or call the number listed above.

WHO CAN I CONTACT AT THE COUNTY OF FRESNO IF I AM HAVING ISSUES APPLYING FOR A PERMIT?

If you are having issues with applying for a permit, you can call (559) 600-4540 and/or visit the Development Services and Planning offices.
Office hours (available by phone)

Monday - Thursday 8:00 am - 5:00 pm
Friday ·8:00 am - 12:30 pm

Lobby Counter Hours
Monday - Thursday 9:00 am - 5:00 pm
Friday – 8:30 am – 12:30 pm

Development Services and Planning offices are located in Annex “A” and “B” just above and below street level of the Fresno County Plaza, 2220 Tulare Street (South/West corner of Tulare and “M” streets) in Fresno, CA.

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