

**MINUTES**

**CITY OF DELANO  
PLANNING COMMISSION – REGULAR MEETING  
July 10, 2013**

**CALL TO ORDER**

Chairman Barba called the meeting to order at 6:00 p.m. in the City Hall Council Chambers, 1015 – Avenue.

**ROLL CALL**

Commissioners present: Irma Barba, Anthony Gonzales, Sandeep Grewal, Diana Headrick, Gary Langston, Terrence Monrian, Dwight Todd  
Commissioners absent: none

**OFFICIALS PRESENT**

Community Development Director Cariño, City Clerk Kraft, Associate Planner Tendai Mtunga

**ELECTION OF CHAIRMAN AND VICE-CHAIRMAN**

Moved by Commissioner Monrian, seconded by Commissioner Headrick and unanimously carried to elect Commissioner Barba to serve as chairman.

Moved by Commissioner Headrick, seconded by Commissioner Grewal and unanimously carried to elect Commissioner Monrian to serve as vice-chairman.

**ITEMS FROM THE PUBLIC**

Bill Hylton, 1515 – Avenue, asked if commissioners have the responsibility to notify a member of the public if they feel a project has not been designed correctly or a permit issued. He stated he would like to see the policy if one exists, or that the practice stop is a policy does not exist.

**CONSENT AGENDA**

- 1) Authorization to waive the reading of any ordinance or resolution in its entirety and consenting to the reading of such ordinances or resolutions by title only
- 2) Minutes of regular Planning Commission meeting of June 12, 2013

Moved by Commissioner Headrick, seconded by Commissioner Gonzales, and unanimously carried to approve the Consent Agenda.

**PUBLIC HEARINGS**

- 3) Public hearing #2013-14: Zone Amendment No. 2013-06, a proposal to amend Title 20 (Zoning Ordinance) of the Delano Municipal Code by adding Chapter 20.2.165 thereto, setting forth the procedures and requirements for Substantial Conformance Review applications for previously-approved development permits. (Exempt from CEQA)

Ms. Cariño presented the staff report.

Chairman Barba asked for public comments. There were no public comments.

Chairman Barba closed the public hearing.

There was discussion regarding some of the wording in the proposed ordinance. It was noted there should be consistency.

Moved by Commissioner Headrick, seconded by Commissioner Todd and unanimously carried to adopt Resolution No. 2013-17 recommending to City Council approval of an ordinance amending Title 20 of the Delano Municipal Code by adding Chapter 20.2.165 thereto, setting forth the requirements and procedures for substantial conformance review applications for previously approved development permits, with the following changes: in Exhibit A, section 2, "... which may require..." changed to "...which would require..." In section 4, "...adequate application..." changed to "complete application..."

#### **REGULAR AGENDA**

No items

#### **DEPARTMENTAL REPORTS**

No items

#### **COMMISSIONER STATEMENTS AND REPORTS**

Gary Langston: no items

Anthony Gonzales: no items

Dwight Todd: no items

Diana Headrick asked what the new building at the Delano Market Place will be. She was informed it is a McDonalds and is scheduled to open with the new Wal-Mart August 12.

Sandeep Grewal: no items

Terrence Monrian: no items

Irma Barba asked for a presentation at the next meeting regarding the process for issuance of a business license and why it is so expensive.

#### **ADJOURNMENT**

Chairman Barba adjourned the meeting at 6:30 p.m.

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Phyllis A. Kraft, City Clerk