

MINUTES

CITY OF DELANO PLANNING COMMISSION – REGULAR MEETING September 14, 2011

CALL TO ORDER

Chairman Markham called the meeting to order at 6:05 p.m. in the City Hall Council Chambers, 1015 – 11th Avenue.

FLAG SALUTE

Commissioner Grewal led the flag salute.

ROLL CALL

Commissioners present: Irma Barba, Anthony Gonzales, Sandeep Grewal, Diana Headrick, Gary Langston, Ralph Markham, Dwight Todd

Commissioners absent: none

OFFICIALS PRESENT

Community Development Director Carino, City Attorney Peake, City Clerk Kraft

ITEMS FROM THE PUBLIC

No items

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 August 10, 2011

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

PUBLIC HEARINGS

- 3) Public hearing #2011-02: A Resolution of the Planning Commission making a recommendation to the City Council regarding an ordinance proposing to amend Chapter 16 of the Delano Municipal Code (Subdivision Ordinance) regarding park dedication requirements and establishing the Planning Commission's role in the review and approval of Tentative Maps. **(Continued from July 13, 2011)**
- 4) Public hearing #2011-03 A Resolution of the Planning Commission making a recommendation to the City Council regarding Zone Amendment No. 2011-06, an Ordinance establishing Site Plan Review requirements **(Continued from July 13, 2011)**

Mr. Peake stated that staff recommends that items #3 and #4 be tabled indefinitely, until staff can have sufficient time to prepare them. The items can then be re-noticed for public hearing at a future date.

Moved by Commissioner Headrick, seconded by Commissioner Barba and unanimously carried to table items #3 and #4 indefinitely.

Commissioner Barba noted these items have been on the agendas several times and are always continued. She asked why no action is being taken on them. She asked how we do a site plan review now. Ms. Carino answered that the previous Community Development Director, Keith Woodcock had placed several items on the council agenda. Staff has not had sufficient time to address those items. She explained that we do not have an official process in place for site plan reviews. Staff has contacted the League of California Cities and requested information from other cities. Mr. Peake added that site plan reviews are now done by the building and planning staff. We need a process in place for an appeal to come to the Planning Commission.

- 5) Public hearing #2011-04: A Resolution of the Planning Commission making a recommendation to the City Council regarding Zone Amendment No. 2011-08; a request to amend the Official Zoning Map of the City of Delano by changing the existing zone district from "R-2" (Light Multiple-Family Residential) to "R-3" (Multiple-Family Residential) on a 0.21 acre site located on the south side of 20th Avenue, 135 feet east of Dover Street. (APN 411-020-11) (Exempt from CEQA)

Ms. Carino presented the staff report.

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

Chairman Markham closed the public hearing.

There was brief discussion regarding front yard set-back and spot zoning. There was also discussion regarding the proximity to services and notices provided to neighbors regarding the proposed project.

Moved by Commissioner Headrick, seconded by Commissioner Barba and unanimously carried to adopt Resolution No. 2011-36 of the Planning Commission of the City of Delano recommending to City Council approval of Zone Amendment No. 2011-08 by adopting an ordinance to amend the Official Zoning Map of the City of Delano by changing the existing zone district from R-2 light multiple family residential to R-3 multiple family residential on a 0.21 acre parcel located on the south side of 20th Avenue 135 feet east of Dover Street

REGULAR AGENDA

No items

DEPARTMENTAL REPORTS

No items

COMMISSIONER STATEMENTS AND REPORTS

Commissioner Gonzales asked about the information provided regarding the Local Government Commission conference. He was informed there is no travel budget this year.

ADJOURNMENT

Moved by Commissioner Todd, seconded by Commissioner Headrick, and unanimously carried to adjourn the meeting at 6:43 p.m.

Phyllis A. Kraft, City Clerk