

# Gridley City Planning Commission – Regular Meeting Minutes

Monday, October 9, 2017; 6:00 pm  
Gridley City Hall, 685 Kentucky Street, Gridley, CA 95948

*“Our purpose is to continuously enhance our community’s vitality and overall quality of life. We are committed to providing high quality, cost-effective municipal services and forming productive partnerships with our residents and regional organizations. Working together, we develop, share, and are guided by a clear vision, values, and meaningful objectives.”*

1. **CALL TO ORDER** – At 6:05 p.m. Chairman Wise called the meeting to order.

2. **ROLL CALL**

## Planning Commissioners

**Present:** Bob Wise  
Ishrat Aziz Khan  
Ken Wolfe  
Zachary Torres

**Arriving post roll call:** None

**Absent:** Espino

**Staff Present:** Donna Decker, City Planner/Consultant

3. **COMMUNITY PARTICIPATION FORUM** – *None*

4. **CONSENT AGENDA**

- A. **Approval of Planning Commission Minutes dated May 9, 2017, June 7, 2017,**
- B. **Continue Planning Commission Minutes dates July 24, 2017, & August 14, 2017.**

**Motion** by Torres, second by Wolfe, for approval of the consent items 4.A and 4.B.

**By unanimous vote, the motion passes 4-0.**

5. **PUBLIC HEARINGS**

A. **Conditional Use Permit No. 5-17; Alonzo Alcantar Robles; Application for a conditional use permit to allow single family residential use on a 0.28 acre parcel located at 18 Obermeyer Avenue located in the General Commercial (C-2) zoning district and Commercial (C) General Plan land use designation. (APN No. 024-070-005**

1. Receive staff report – Donna Decker reviewed the staff report. This is an application for a conditional use permit to allow single family residential use on a 0.28 acre parcel located at 18 Obermeyer Avenue located in the General Commercial (C-2) zoning district and Commercial (C) General Plan land use designation. The applicant is requesting a conditional use permit to continue the use of the property as an existing single-family residence and second residential unit in the General Commercial (C-2) zoning district. The property was developed with a single family residential uses in the late 1940’s. A second unit has been constructed after that. The applicant has requested a separate meter for the unit. Conditional use permits (CUP) are entitlements that once activated are tied to the property without expiring unless so conditioned. To maintain the ability to continue to reside and/or legally alter or rebuild the structures on the site, a conditional use permit is required to establish the use in the C-2 zoning district. Should the Planning Commission vote favorably, this entitlement will allow the continued residential use.

Decker closed her report with review of the conditions of approval; Minor changes to the use, areas, etc. shall be subject to the review and approval by the Planning

Department. Staff may recommend changes to be reviewed by the Planning Commission. The applicant/property owner shall file a Declaration of Acceptance of the Final Conditions of Approval within 30 days of Planning Commission approval. The applicant/owner shall arrange to have Gridley Electric inspect the electrical at the site to insure they meet the current standards established at such time to ensure the proper loads and metering are in place. Any modifications to the existing structures in the future for replacement or enlargement are required to conform to the currently adopted building code applicable at the time of work.

2. Open public hearing – Chairman Wise opened the public hearing.
3. Hear public testimony – No public testimony given.
4. Close public hearing – Chairman Wise closed the public hearing.
5. Commission discussion - There was inquiry from Commissioner Torres as to what the cost was to the City to drop power to an independent meter. Ms. Decker reported no additional costs to the City because it is an existing structure. Chairman Wise confirmed if the project would be continued use and Ms. Decker reported it was a continued use. Commissioner Khan inquired if the building department would be involved in inspecting the structures. Ms. Decker reported she would contact Butte County and let them know to follow-up further on this site. With no further discussion or concerns the Planning Commission acted on the item.

**Motion** by Wolfe, second by Torres for approval of the following:

1. Find the project is categorically exempt from environmental review pursuant to the California Environmental Quality Act, Section 15301, Existing Facilities, Class 1; and,
2. Make the required conditional use findings as described within the staff report; and,
3. Approve Conditional Use Permit 5-17 subject to the conditions attached to the staff report as Exhibit A.

#### **Roll Call**

**Ayes: Khan, Torres, Wolfe, Wise    Noes: None    Abstain: None    Absent: Espino**

**Motion passes 4-0**

#### **B. Zoning Text Amendment 3-17; Zoning Text amendment to Chapter 14, Development Impact Fees, to establish reduced development impact fees for second residential units.**

1. Receive staff report – Donna Decker, Planning consultant cited the staff report. She explained that the City has adopted development impact fees for new projects; the fees for the projects differ related to whether it is residential, commercial, or industrial. The Single Family residential development impact fees will have to be adopted by the City Council. The purpose of second residential units is to provide affordable housing for family or as a rental. These units have often been constructed on the site already in the form of garage conversions. The sizes of the units are generally much smaller than the existing home on the site. The Gridley Municipal Code allows second residential units to be up to 1,200 square feet in size. This is typical of a standard single-family unit.

The City of Gridley General Plan Housing Element and the Infill Design Guidelines support second residential units as infill housing supporting the community goals. Although these units are expected to be smaller, the use of public facilities is likely to be similar. Staff believes it is appropriate to establish reduced fees in support of second residential unit development. Fees can be developed as a flat fee for the units or as a percentage of the cost depending upon size.

The largest impact for a second unit is in the use of life safety, recreation, and roads. Preliminary discussions may consider the following:

Fire	50% of the existing fee (\$800.50)
Police	100% of the existing fee (\$119.00)
Parks	15% of the existing fee (\$548.85)
Streets	50% of the existing fee (\$730.50)

It is recommended by staff that the collection and connection fees be reduced from the existing fee to 50% of the existing fees for sewer and water with electrical remaining the same fees. The reduction of fees is appropriate for second residential units. Not all of the fees would be applicable at the issuance time of the building permit. For example, if the unit were not to separate sewer service, the connection

fees would not be collected. The collection and distribution fees would be because those offset the increased loads for an additional residential unit.

2. Open public hearing - Chairman Wise opened the public hearing.
3. Hear public testimony – Bruce Roberts property owner of 449 Oregon street approached Planning Commission and explained that he had purchased the parcel for investment and supports lowering some of the fees with exception of the public safety fees (police and fire).
3. Close public hearing – Chairman Wise closed the public hearing.
4. Commission discussion – There was lengthily discussion amongst Planning Commissioners as to which fees should remain at 100% existing and which to reduce to 50%. Planning Commissioners preference was for table 3 fees with the exception of Police, Fire impact fees remaining at 100% existing, electric impact fees at 50%, and capacity and distribution fees for water, sewer and electric remaining at 100% due to that fact that those are actual costs to the city to provide the service. Ms. Decker explained she would provide the recommendation to Council for their input and thanked Commission for their consideration and direction. After discussion, the Planning Commission too action in moving forward with a recommendation to Council.

**Motion** by Torres, second by Khan, for approval of the following:

1. Determine the project is Categorically Exempt per the California Environmental Quality Act, Section 15061(b)(3), Review for Exemption, General Rule; and,
2. Recommend the City Council introduce an ordinance to reduce impact fees for second residential units.

**Roll Call**

**Ayes:** Khan, Torres, Wolfe, Wise      **Noes:** None      **Abstain:** None      **Absent:** Espino

**Motion passes 4-0**

**6. INFORMATIONAL – None**

**7. REPORTS & COMMUNICATIONS**

Commissioner Khan reported she was impressed with Commissioner Wolfe’s recent visit to Texas areas that are experiencing problems due to storms.

Chairman Wise provided a verbal update on the public meetings with Caltrans relating to Highway 99 and recommendations to increase the speed limit from 35 to 45 mph on the highway. There was brief discussion between staff and Commission as to why the speed limit recommendations aid with police enforcement for those speeding through town.

**8. ADJOURNMENT – at 7:55 p.m.** Chairman Wise adjourned to the next scheduled regular meeting of the Planning Commission to be held on Monday, November 13, 2017 at 6:00 p.m.

Approval : \_\_\_\_\_  
Donna Decker, Planning Consultant