

Gridley City Planning Commission – Regular Meeting Minutes

Monday, June 18, 2018; 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 6:02 pm., Chairman Wise called the meeting to order.
2. **ROLL CALL** – Recording Secretary

Planning Commissioners

Present: Bob Wise, Chairman
Maria Espino, Vice Chairman
Ken Wolfe, Commissioner
Zachary Torres, Commissioner

Arriving post roll call: None

Absent: Ishrat Khan-Aziz, Commissioner

Staff Present: Donna Decker, City Planner/Consultant
Elisa Arteaga, Recording Secretary

3. **COMMUNITY PARTICIPATION FORUM** - *Members of the public may address the Planning Commission on matters not listed on the agenda. The Planning Commission may not discuss nor take action on any community participation item brought forward by a member of the community. Comments are requested to be limited to three (3) minutes. There was no public comment.*
4. **CONSENT AGENDA** - *All items listed under the Consent Agenda are considered routine and acted upon by one motion. Any Planning Commissioner may request that an item be removed for separate consideration. The Planning Commission may only make minor comments; otherwise the item should be removed from the consent agenda and placed as the first item(s) under “Public Hearings”.*

A. Planning Commission Minutes dated February 12, 2018. - Continued to next meeting

5. PUBLIC HEARINGS

- A. **Tentative Parcel Map No. 1-18;** Application for a tentative parcel map to subdivide an approximately 2.81 acre parcel into two parcels consisting of one 0.97 acre parcel and one 1.84 acre parcel located at 1646 Highway 99 in the General Commercial (C-1) and Commercial General Plan land use designation. (APN: 010-210-057)

City staff respectfully recommends the Planning Commission:

1. Receive staff report – Donna Decker, Planning Consultant cited staff report. She noted a correction of General C-2 zoning along the highway. She explained the intent of the applicant Jatinder Kullar, applied for a Tentative Parcel Map in order to

subdivide the existing parcel into two parcels in order to lease a portion of the site to AM/PM and holding the other parcel for future development. The site development plan was approved by the Planning Commission and the City Council. Plans are currently under review for building permit issuance and a demolition permit has been issued for the existing structure. She reviewed the site location, approximately 2.81 acre parcel located on the east side of Highway 99 south of Hazel Street. The use of the surrounding properties is commercial adjacent to the west, north and south boundaries with single family residential also located to the north. The parcel is contiguous to Fairview Street at the east property boundary. She closed with recommendations to approve the tentative parcel map and reviewed in detail with Commissioners the attached conditions of approval, exhibit "A" and parcel easements.

2. Open public hearing – Chairman Wise opened the public hearing.
3. Hear public testimony - The applicant, Jatinder Kullar inquired if the City was going to maintain the city easements. Decker clarified what areas the City would maintain but clarified the property owners are responsible to pick up trash and pedestrian debris.

Jatinder Kullar concurred and stated he would be cleaning and keeping up with the property. He was confused with the traffic stop light Caltrans requirements. Staff clarified stoplight and paint striping requirements from Caltrans. There was a question relating to the 65 ft. easement from parcel 1.

Parm Parnbinning, 1607 Highway 99 asked if the 9.7 acres remaining was that after the 65 ft. easement has been taken out. Donna Decker, Planning Commissioner referred to the parcel 1 & 2 map reviewed the access easement being created for entry from Sycamore onto the site.

Nicole Ledford, Project Engineer from NorthStar Designing Solutions, Chico Ca. approached the Commission and reported she has assisted with the map, recommended to allow the easements (65 & 30 ft) to be made as public service easements they allow for walkways to be constructed in those areas but are technically a public walkway, but its not considered a public access therefore it allows for utilities and vehicular traffic to go though. Planning Consultant, Donna Decker stated she does not have an answer to that question yet, however, she will include additional wording on the conditions of approval #6, 8, and 9 "as required by the City Engineer" that way there can be additional future discussion. Mr. Kullar inquired what did changing those easements to for the future development. Ledford responded they could have private access as long as it is approved by the City in the construction process plans for the development. It would not be a public access unless it is requested and dedicated as public, additional access could be added in the future, both front and rear parcels would be subject to the same review process. Donna Decker, Planning Consultant reported she could not confirm that the City Engineer would allowed those as public service easements, however through the site development plan review process they could still require a public access easement. Therefore, adding the additional verbiage would allow flexibility.

4. Close public hearing – Chairman Wise closed the public hearing.
5. Commission discussion – The Planning Commission held lengthy discussion pertaining to the conditions and additional clarification from Staff. They reviewed the map, and discussed traffic control concerns, utility easements, lighting, vegetation and landscaping requirements as well as responsible party to maintain the areas, conditions from the State of California Caltrans and Staff stated they will

add additional verbiage for clarification to the conditions of approval (#11). Planning Consultant Donna Decker closed discussion by reviewing recommendations to approve the tentative parcel map 1-18 and exhibit "A".

Motion by Wolfe, second by Espino, for approval of the following:

1. Find the project is categorically exempt from environmental review pursuant to the California Environmental Quality Act, Section 15315, Minor Land Divisions, Class 15; and,
2. Approve Tentative Parcel Map 1-18 subject to the amended conditions attached to the staff report as Exhibit A.

Roll Call

Ayes: Wolfe, Torres, Espino, Wise Noes: None Absent: Khan Motion passes 4-0

- B. Planning Commission Hearing Day;** Consideration to change the date the Planning Commission will meet to an alternate day of the week.

Donna Decker reported she received a request by Commissioner Torres to consider changing meeting date due to conflict of schedule, therefore, staff is requesting to change the meeting dates. There was brief discussion of schedule conflicts by Commissioners and it was recommended to change the Planning Commission meetings to the second Wednesday every month.

Motion by Wolfe, second by Torres, to change the Planning Commission meetings to the second Wednesday of the month.

Roll Call

Ayes: Wolfe, Torres, Espino, Wise Noes: None Absent: Khan Motion passes 4-0

6. INFORMATIONAL

- A. Planning Commission Orientation-Roles and Responsibility** – Donna Decker, Planning Commission provided a handout and review orientation for Planning Commissioners.

7. REPORTS & COMMUNICATIONS – None

- 8. ADJOURNMENT** – at 8:00 p.m. the Planning Commission adjourned to the next regular scheduled meeting of the Planning Commission to be held on Wednesday, July 18th, 2018.

APPROVAL : _____
Donna Decker, Planning Consultant