

Gridley Planning Commission – Regular Meeting Agenda

Wednesday, June 17, 2020; 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. We collectively develop, share, and are guided by a clear vision, values, and meaningful objectives.”

Notice of Temporary City Planning Commission Meeting Procedures

This meeting is being held in accordance with the Brown Act as currently in effect under the State Emergency Act, Governor Gavin Newsom’s Emergency Declaration related to COVID-19, and Governor Newsom’s Executive Order N-29-20 issued March 17, 2020 that allows attendance by Planning Commission, City staff and the public to participate and conduct the meeting by teleconference and to participate in the meeting to the same extent as if they were present. Comments from the public on agenda items will be accepted until 4 pm on June 17, 2020, via email to jmolinari@gridley.ca.us or via the payment/document drop box at Gridley City Hall and will be conveyed to the Commission for consideration. The Commission appreciate the public’s adaptation and patience during this crisis.

You may attend via teleconference:

- Dial 1-888-204-5987
- Enter the Access Code 5767603#

CALL TO ORDER – Planning Director

SWEARING IN AND SEATING OF COMMISSIONERS

1. Swearing in of new Commissioners

- Rukhsana Khan
- Sumran Khan
- Mel Dewsnap

2. Commission Vote for Chair and Vice Chair

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.

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".

3. Approval of minutes dated October 16, 2019 and February 19, 2020

PUBLIC HEARINGS

4. **Variance 1-20** - Application for a variance from the lot coverage development standards to allow an increase from 40% to 46% lot coverage to accommodate a rear yard 13' x 32' (416 sf) patio cover located at 2022 Eagle Meadows Drive, a 0.14-acre parcel. Zoning for the property is RS/PUD (Residential Suburban Planned Unit Development) and Residential, Low Density General Plan land use designation. (APN 009-300-016)
 - a. Receive staff report
 - b. Open Public Hearing/Receive Public Comment
 - c. Close Public Hearing
 - d. Commission Discussion

Staff recommendation:

- Determine the project is Categorically Exempt per the California Environmental Quality Act, Section 15305 (a), Class 5, Minor Alterations in Land Use Limitations; and,
- Make the required variance findings as described within Exhibit A allowing the increased lot coverage from 40% to 46%; and,
- Approve Variance No. 1-20 with Conditions of Approval as shown in Exhibit B.

CITY STAFF AND COMMISSION INFORMATIONAL UPDATES

ADJOURNMENT - to the regular meeting of the Planning Commission dated July 15, 2020.

This agenda was posted on the public bulletin board at City Hall at or before 6:00 p.m. on June 12, 2020. This agenda along with all attachments, if any, is available for public viewing online at www.gridley.ca.us and in the Police Department Foyer, 685 Kentucky Street, Gridley, CA. This is a public meeting and anyone may address the Planning Commission. Any documents that were provided to the Planning Commission after the Agenda packet was distributed are also available for public review during normal business hours.

Meeting facilities are accessible to persons with disabilities. By request, alternative agenda document formats are available to persons with disabilities. To arrange an alternative agenda document format or to arrange aid or services to modify or accommodate persons with a disability to participate in a public meeting, contact the City Clerk by calling 846-3631 (voice). This request should be received at least three working days prior to the meeting in order to accommodate your request.

CITY OF GRIDLEY

OATH OF OFFICE

State of California, County of Butte

I, Rukhsana Khan, do solemnly swear that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic, that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter, so help me God.

Rukhsana Khan, Planning Commissioner

Subscribed and sworn before me, this 17th day of June, 2020

Donna Decker, Planning Director

CITY OF GRIDLEY

OATH OF OFFICE

State of California, County of Butte

I, Sumran Khan, do solemnly swear that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic, that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter, so help me God.

Sumran Khan, Planning Commissioner

Subscribed and sworn before me, this 17th day of June, 2020

Donna Decker, Planning Director

CITY OF GRIDLEY

OATH OF OFFICE

State of California, County of Butte

I, Melvin Dewsnap, do solemnly swear that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic, that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter, so help me God.

Melvin Dewsnap, Planning Commissioner

Subscribed and sworn before me, this 17th day of June, 2020

Donna Decker, Planning Director

Gridley Planning Commission – DRAFT Meeting Minutes

Wednesday, October 16, 2019, 6:00 pm
Gridley City Hall, 685 Kentucky Street, Gridley, CA 95948

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CALL TO ORDER

1. **CALL TO ORDER** -At 6:00 p.m., Chairwoman Espino called the meeting to order.
2. **ROLL CALL** - Recording Secretary

Planning Commissioners

Present:

Maria Espino, Chair
Ken Wolfe, Vice Chair
Rukhsana Khan, Commissioner
Sumran Khan, Commissioner

Arriving post roll call: Absent:

None

Staff Present:

Donna Decker, Planning Director
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.*

Pat Coughlin commended the Planning Commission on their discussion made at the previous meeting. He remarked important issues had been dismissed by staff.

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. Approval of the Planning Commission Minutes dated July 10, 2019, amended, and, August 14, 2019.

Motion by Khan, second by Wolfe, for approval of Planning Commission minutes dated July 10, 2019 and August 14, 2019.

Roll Call

Ayes: R. Khan, S.Khan, Wolfe, Espino Noes: None Absent: None Abstain: None

Motion Passes 4-0

5. PUBLIC HEARINGS

- A. Tentative Parcel Map No. 2-19;** Application for a tentative parcel map to subdivide one parcel consisting of approximately 5.4 acres into forty-two (42) parcels for a residential housing development located at the south side of Sycamore Street adjacent to Palm Drive in the Single Family Residential District (R-1) and Residential, Low Density (RLD) General Plan land use designation. (APN: 010-270-120)
- B. General Plan Amendment GPA 1-19, Rezone RZ 1-19;** Application for a General Plan Amendment and Rezone of approximately 5.4 acres from the General Plan land use designation of Residential Suburban (RS) to Residential Medium Density (RMD), and rezone from Residential Suburban (R-S) to Single Family Residential District (R-1) located at the south side of Sycamore Street adjacent to Palm Drive. (APN: 010-270-120)

Donna Decker reviewed the staff report and plans as submitted to the Commission. She provided a detailed review of the project and presented a power point depicting the site layout, home sizes, and lot configurations. The public hearing was opened; three people expressed concerns related to minor changes to the map, deferring costs for infrastructure, and the timing of the project. Staff responded to the concerns, the public hearing was closed and the Planning Commission discussed the project. Concern was raised by Chairwoman Espino related to a lack of open space and park area provided for the project.

Motion by R. Khan, second by Wolfe, to approve Tentative Parcel Map No. 2-19, General Plan Amendment GPA 1-19, and Rezone 1-19.

Roll Call

Ayes: R. Khan, S.Khan, Wolfe, Espino Noes: None Absent: None Abstain: None

Motion Passes 4-0

- C. **Extension of the approved Tentative Map TSM 3-05 Edler Estates;** Application to extend the approved tentative map to develop approximately 8.49 acres with 25 single family residential units in the Residential Suburban (R-S) zoning district and the Residential Very Low Density (RVLD) General Plan land use designation. (APN: 010-270- 076)

Donna Decker reviewed the staff report and plans as submitted to the Commission. She described the need to extend the map and the requirements of the Subdivision Map Act. The applicant spoke requesting the extension be approved since the timing is more appropriate to move forward with the project.

Motion by R. Khan, second by Wolfe, to approve the extension of Tentative Parcel Map No. 3-05.

Roll Call

Ayes: R. Khan, S.Khan, Wolfe, Espino Noes: None Absent: None Abstain: None

Motion Passes 4-0

6. **INFORMATIONAL-None.**
7. **REPORTS & COMMUNICATIONS** – Commissioner Wolfe requested information related to the Senior Housing that had been approved in 2017 located on the east side of Hwy 99. Ms. Decker responded provided an update. Additionally, there was a discussion of the vacant site on Haskell Street east of Vierra Park.
8. **ADJOURNMENT** – to the regular meeting of the Planning Commission dated November 13, 2019.

ADJOURNMENT

The meeting was adjourned at 8:12 p.m.

Donna Decker, Planning Director

Gridley Planning Commission – DRAFT Meeting Minutes

Wednesday, February 19, 2020; 6:00 pm
Gridley City Hall, 685 Kentucky Street, Gridley, CA 95948

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CALL TO ORDER

Planner Donna Decker called the meeting to order at 6:10 p.m.

SWEARING IN AND SEATING OF COMMISSIONERS

- Maria Espino
- Rukhsana Khan
- Sumran Khan
- Kenneth Wolfe

With the absence of Sumran Khan and Rukhsana Khan, Decker swore in Maria Espino and Kenneth Wolfe.

1. **Commission Vote for Chair and Vice Chair**

There was no quorum so no action was taken.

COMMUNITY PARTICIPATION FORUM

CONSENT AGENDA

PUBLIC HEARINGS

2. **Conditional Use Permit 1-20** Application for a conditional use permit to allow a single-family residential use located at 505 Spruce Street on a 0.2-acre parcel. Zoning for the property is Restricted Commercial District (C-1) and Downtown Mixed-Use General Plan land use designation. (APN 010-133-002)
 - a. Receive staff report
 - b. Open Public Hearing/Receive Public Comment
 - c. Close Public Hearing
 - d. Commission Discussion

Staff recommendation:

- a. Find the project is categorically exempt from environmental review pursuant to the California Environmental Quality Act, Class 32, Infill Development Projects; and,
- b. Make the required conditional use findings as described within the staff report; and,
- c. Approve Conditional Use Permit 1-20 subject to the conditions attached to the staff report as Exhibit A.

Lacking quorum, no action was taken.

CITY STAFF AND COMMISSION INFORMATIONAL UPDATES

ADJOURNMENT

The meeting was adjourned at 6:12 p.m.

Donna Decker, Planning Consultant

Planning Commission Item #4
Staff Report

Date: June 17, 2020
To: Chair and Planning Commissioners
From: Donna Decker, Planning Department

X	Regular
	Special
	Closed
	Emergency

Subject: **Variance 1-20** - Application for a variance from the lot coverage development standards to allow an increase from 40% to 46% lot coverage to accommodate a rear yard 13' x 32' (416 sf) patio cover located at 2022 Eagle Meadows Drive, a 0.14-acre parcel. Zoning for the property is RS/PUD (Residential Suburban Planned Unit Development) and Residential, Low Density General Plan land use designation. (APN 009-300-016)

Recommendation

City staff respectfully recommends the Planning Commission:

1. Determine the project is Categorically Exempt per the California Environmental Quality Act, Section 15305 (a), Class 5, Minor Alterations in Land Use Limitations; and,
2. Make the required variance findings as described within Exhibit A allowing the increased lot coverage from 40% to 46%; and,
3. Approve Variance No. 1-20 with Conditions of Approval as shown in Exhibit B.

Summary

The applicant is requesting a variance from the development standards to increase the lot coverage from 40% to 46% to construct a patio cover. The patio cover is planned to be located where an existing concrete pad is located at the rear of the house.

Site Description

The subject site is located in the Eagle Meadows Subdivision. It is an interior lot located on the north side of Eagle Meadows Drive.



The lot is 6,098 square feet in size (0.14-acre) and has a 1,951 sq ft residence. The site meets all other development standards.

Figure 1: Site Location

Discussion

Land Use

The project site is zoned R-S/PUD, Residential Suburban/Planned Unit Development District with a General Plan land use designation of Residential, Very Low Density. At the time of the development, the project was approved with a PUD overlay in order to vary some of the lots side yard setbacks. The lot was developed with the standard yard setback requirements:

Front Yard: 20'
Interior Side Yard: 5'
Rear Yard: 5'
Street Side: 20'

Proposed Project

The applicant proposes to construct a 13' x 32' patio cover over an existing concrete pad.



Figure 2: Project location

Location of existing concrete patio

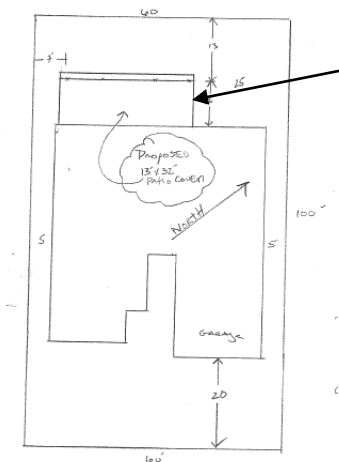


Figure 3: Project limits

Findings:

The Planning Commission will need to make the findings that are supported by staff as described within Exhibit A.

Public Notice

A notice was posted in the Gridley Herald 10 days in advance of the Planning Commission meeting, mailed to residences within 300 feet of the site, posted at City Hall, made available at the Administration public counter, and placed on the City website for review. At the time this report was prepared no comments had been received.

Environmental Review

The project to be categorically exempt in accordance with Section 15305, Class 5, of the California Environmental Quality Act (CEQA).

Class 5 consists of minor alterations in land use limitations in areas with an average slope of less than 20%, which do not result in any changes in land use or density.

Attachments –

- 1. Exhibit A Variance Findings
- 2. Exhibit B Conditions of Approval

Exhibit A

Variance Findings (17.09.030)

- A. That special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to lands, structures or buildings in the same district.**

A standard lot size in the Single-Family Residential District is required to be 7,500 square feet. This area may be reduced if certain other criteria are met. The Eagle Meadows subdivision was approved with lots smaller than the standard and therefore the condition of the lot size being smaller, in that it creates a special circumstance, therefore this finding can be made.

- B. That literal application of the provisions of this title would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this title.**

The request to construct a minor addition to the site for the comfort of the residents is reasonable and many others enjoy the same, therefore this finding can be made.

- C. That the granting of such application will not, under the circumstances of the particular case materially affect adversely the health or safety of persons residing or working in the neighborhood of the property of the applicant, and will not under the circumstances of the particular case, be materially detrimental to the public welfare or injurious to property or improvements in said neighborhood.**

Granting the variance will not adversely affect the neighborhood nor detrimental to the public welfare, therefore this finding can be made.

Exhibit B
Draft Conditions of Approval
Variance No. 1-20
(APN 009-300-016)

1. The approved Variance No. 1-20 shall be substantially as described within this staff report, submitted site plans, narratives, and applications on file in City Hall except as modified by the following conditions. Minor changes to the approval may be allowed subject to the review and approval by the City Administrator or designee, if the request is in substantial conformance to this approval.
2. The applicant/property owner shall file a Declaration of Acceptance of the Final Conditions of Approval within 30 days of Planning Commission approval.
3. The applicant/owner shall submit an application for a building permit with plans drawn to scale to the Building Department to determine all applicable improvement and fee requirements. Plans shall be provided for submittal to the Fire Department. The applicant shall pay the required building permit and inspection fees.
4. This variance approval will lapse within one (1) year from the date of approval unless residential unit has begun construction. The City Administrator or designee may grant an extension if no modifications to the approval are requested, otherwise, the request for extension may be forwarded to the Planning Commission for action.
5. All other code requirements shall be met and the applicant shall pay all required development impact fees as required by the City of Gridley.