



**AGENDA**  
**REGULAR MEETING**  
**CHOWCHILLA PLANNING COMMISSION MEETING**

Council Chambers, Chowchilla City Hall  
130 S. Second Street, Chowchilla, CA 93610

**August 15, 2018 | 7:00 PM**

Agendas for all Planning Commission meetings are posted at least 72 hours prior to the meeting at the Civic Center, 130 S. Second St., Written communications from the public for the agenda must be received by Administrative Services no less than 7 days prior to the meeting date.

Any writing or documents provided to a majority of the Planning Commission regarding any item on this agenda will be made available for public inspection at the City Clerk's Counter. In addition, most documents will be posted on the city website at [www.cityofchowchilla.org](http://www.cityofchowchilla.org).

The City of Chowchilla complies with the Americans with Disabilities Act (ADA of 1990). The Council Chambers is accessible to the physically disabled. If you need special assistance, please call (559) 665-8615, ext. 410 at least 4 days prior to the meeting.

**CALL TO ORDER**

**ROLL CALL**

Chairman: Wayne Chapman

Vice Chair: Nina Zarucchi-Mize

Commissioners: Michael Barberi, Rhonda Cargill, Marlene Holst, Matthew Watson, Syp Vander Dussen

City staff and contract employees present at the meeting will be noted in the minutes

**PLEDGE OF ALLEGIANCE:**

**CEREMONIAL / PRESENTATIONS – Section 1**

**NONE**

**PUBLIC ADDRESS**

This time is reserved for members of the audience to address the Planning Commission on items of interest that are not on the Agenda and that are within the subject matter jurisdiction of the Planning Commission.

It is recommended that speakers limit their **comments to no more than 3 minutes** each and it is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Planning Commission on items on the Agenda should notify the Chairman when that Agenda item is called.

The Planning Commission is prohibited by law from taking any action on matters discussed that are not on the Agenda. No adverse conclusions should be drawn if the Planning Commission does not respond to public comment at this time.

Speakers are asked to please use the microphone, and provide their name for the record. Prior to addressing the Planning Commission, any handouts are to be provided to Planning Secretary who will distribute them to the Planning Commission and the appropriate staff.

**STAFF REPORTS – Section 2****2.1 STAFF REPORTS**

Written/Oral Reports

**CONSENT CALENDAR – Section 3**

All items listed under Consent Calendar are considered to be routine and will be enacted by one motion. For discussion of any Consent Item, it will be made a part of the Regular Agenda at the request of any member of the Planning Commission or any person in the audience.

**3.1 Approval of the June 20, 2018 Planning Commission Minutes (Hicks)****PUBLIC HEARINGS – Section 4**

- 4.1 CUP #18-008 – Consideration to Allow Bravo Smog to Operate at 441 Robertson Boulevard**
- 4.2 CUP #18-0011 – Consideration to Allow StorMax Mini Storage Project at 1617 Robertson Boulevard**
- 4.3 ZO #18-0012 – Consideration of a Resolution of Intent to adopt the City’s Comprehensive Zoning Ordinance Update**
- 4.4 ZO #18-0013 – Consideration of a Resolution of Intent for the Comprehensive update of the Zoning Ordinance of Chowchilla**

**DEFERRED BUSINESS – Section 5**

None

**NEW BUSINESS – Section 6**

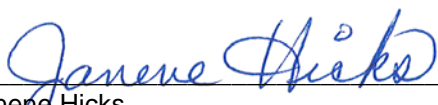
None

**ANNOUNCEMENTS – Section 7**

- ❖ Next Planning Commission Meeting is scheduled for September 19, 2018.

**ADJOURNMENT****PUBLIC NOTIFICATION**

I, Janene Hicks, Planning Secretary for the City of Chowchilla, declare under penalty of perjury that I posted the above Planning Commission Agenda for the meeting of August 15, 2018 at the Chowchilla Civic Center, 130 S Second Street on/or before 5:00p.m. August 10, 2018.

  
\_\_\_\_\_  
Janene Hicks  
Planning Secretary



**MINUTES  
REGULAR MEETING  
CHOWCHILLA PLANNING COMMISSION MEETING**

Council Chambers, Chowchilla City Hall  
130 S. Second Street, Chowchilla, CA 93610

**June 20, 2018**

**CALL TO ORDER: 7:02PM**

**ROLL CALL:**

Chairman: Wayne Chapman

Vice Chair: Nina Zarucchi-Mize

Commissioners: Rhonda Cargill, Marlene Holst, Matthew Watson, Syp Vander Dussen

CITY STAFF: Community & Economic Development Director, David Hanham; Contract Planner, Annalisa Perea; Steve Brandt, QK; Planning Secretary/Deputy City Clerk, Janene Hicks

**ABSENT:** Commissioner Michael Barberi

**PLEDGE OF ALLEGIANCE: Chair Chapman**

**CEREMONIAL / PRESENTATIONS – Section 1**

**NONE**

**PUBLIC ADDRESS**

**NONE**

**STAFF REPORTS – Section 2**

**2.1 STAFF REPORTS**

Written/Oral Reports

**CONSENT CALENDAR – Section 3**

**3.1 Approval of the May 16, 2018 Planning Commission Minutes (Hicks)**

**Motion by Commissioner Holst, second by Vice-Chair Zarucchi-Mize to approve the consent calendar as presented with Commissioner Barberi absent. Motion approved by voice vote.**

**PUBLIC HEARINGS – Section 4**

**NONE**

**DEFERRED BUSINESS – Section 5**

**NONE**

**NEW BUSINESS – Section 6**

**6.1 Workshop #5: Zoning and Subdivision Ordinance Update:**  
Nonconforming Uses, Definition of Uses, Overlay Districts, Density Bonus, and Signs

**Contract Planner Annalisa Perea along with Steve Brandt, QK presented the Zoning and Subdivision Ordinance Update.**

**ANNOUNCEMENTS – Section 7**

❖ Next Planning Commission Meeting is scheduled for July 18, 2018.

**ADJOURNMENT**

**Motion by Commissioner Vander Dussen, second by Commissioner Cargill to adjourn the June 20, 2018 Planning Commission Meeting at 8:10p.m. Motion passed with Commissioner Barberi absent. Motion approved by voice vote**

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Janene Hicks  
Planning Secretary/Deputy City Clerk

\_\_\_\_\_  
Chair Chapman



## REPORT TO THE PLANNING COMMISSION

August 15, 2018

**AGENDA SECTION:** Public Hearing

**SUBJECT:** Consideration to allow Bravo Smog to operate at 441 Robertson Boulevard

**PREPARED BY:** Annalisa Perea, AICP, Contract City Planner

REVIEWED BY CITY ADMINISTRATOR

REVIEWED BY ATTORNEY

REVIEWED BY DIRECTOR - COMMUNITY & ECONOMIC DEVELOPMENT

**CONFLICT OF INTEREST:**

None known

**RECOMMENDATION:**

That the Planning Commission continue this item until the next regularly scheduled Planning Commission meeting.

**BACKGROUND:**

Bravo Smog submitted a Conditional Use Permit application to establish a smog test, tire sales, and auto repair maintenance shop to be located 441 Robertson Boulevard. The City's Development Review Committee (DRC) met on August 2, 2018 to discuss the project and came up with a list of requested revisions to the initial proposed layout. Staff met with the Applicant on August 6, 2018 to provide an overview of the comments that came from the DRC meeting. The Applicant will be revising and resubmitting their project based on the comments received at the DRC meeting.

**REASON FOR RECOMMENDATION:**

The Applicant will be needing additional time to revise and resubmit their site plan, therefore, it's recommended this item be continued to the next regularly scheduled Planning Commission meeting.

**FISCAL IMPACT:**

None.

# CITY OF CHOWCHILLA CALIFORNIA



## Item 4.2

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## REPORT TO THE PLANNING COMMISSION

August 15, 2018

**AGENDA SECTION:** Public Hearing

**SUBJECT:** Consideration to allow StorMax Mini Storage to operate at 1617 Robertson Boulevard

**PREPARED BY:** Annalisa Perea, AICP, Contract City Planner

REVIEWED BY CITY ADMINISTRATOR

REVIEWED BY ATTORNEY

REVIEWED BY DIRECTOR - COMMUNITY & ECONOMIC DEVELOPMENT

### **CONFLICT OF INTEREST:**

None known

### **RECOMMENDATION:**

That the Planning Commission continue this item until the next regularly scheduled Planning Commission meeting.

### **BACKGROUND:**

StorMax submitted a Conditional Use Permit application to establish a mini storage facility to be located at 1617 Robertson Boulevard. The site was originally approved for an Autozone and Mini Storage project, however, the mini storage component was never developed. The Applicant will be revising the layout of the initially approved mini storage project to accommodate project site issues including, but not necessarily limited to: site access, on-site storm drainage, fire truck access road, and relationship to the Robertson Boulevard/Washington Road realignment. The City's Development Review Committee (DRC) met on August 2, 2018 to discuss the project and came up with a list of requested revisions to the initial proposed layout. Staff met with the Applicant on August 8, 2018 to provide an overview of the comments that came from the DRC meeting. The Applicant will be revising and resubmitting their project based on the comments received at the DRC meeting.

### **REASON FOR RECOMMENDATION:**

The Applicant will be needing additional time to revise and resubmit their site plan, therefore, it's recommended this item be continued to the next regularly scheduled Planning Commission meeting.

### **FISCAL IMPACT:**

None.



Item 4.3

CLICK HERE TO RETURN TO THE AGENDA

# REPORT TO THE PLANNING COMMISSION

August 15, 2018

**AGENDA SECTION:** Public Hearing

**SUBJECT:** Consideration of a Resolution Recommending Approval to the City Council of the City of Chowchilla for the Comprehensive Update of the Zoning Ordinance

**PREPARED BY:** Annalisa Perea, AICP, Contract City Planner

REVIEWED BY CITY ADMINISTRATOR

REVIEWED BY ATTORNEY

REVIEWED BY DIRECTOR - COMMUNITY & ECONOMIC DEVELOPMENT

**CONFLICT OF INTEREST:**

None known

**RECOMMENDATION:**

That the Planning Commission approve a resolution recommending approval to the City Council to adopt the City's Comprehensive Zoning Ordinance Update.

**BACKGROUND:**

The City of Chowchilla's (City) Zoning Ordinance of the Chowchilla Municipal Code (Titles 18) has never experienced a comprehensive update since its inception back in 1979 and has only undergone piecemeal changes over time. Additionally, the Subdivision Ordinance (Title 17) has experienced little change since its inception. Its primary function is to ensure that land divisions comply with the Subdivision Map Act of the State of California. Most amendments have been for impact fee program updates and program revisions. The update process will be applied simultaneously to both the Subdivision Ordinance and the Zoning Ordinance. The primary intent is to bring both documents current, without fundamentally changing their structure or format. The primary objectives will be that:

1. The Zoning Ordinance update will be made consistent with the current GPU (including the Housing Element), accommodate the new zoning districts outlined within the GPU, and will incorporate new State requirements and any other changes that may be desired by the Planning Division and Public. General Provisions, Zoning Uses, and Performance Standards will be analyzed and refined, as necessary;
2. The Subdivision Ordinance update will be made consistent with the current Subdivision Map Act, as well as with any issues, practices, and updates recommended by the Planning Division.

As a recap, the following public outreach workshops have preceded Workshop #5:

- **Workshop #1:** Introduction to the Zoning & Subdivision Ordinance Update Process;
- **Workshop #2:** Zone Districts & Use Matrix Table;
- **Developers Breakfast:** An opportunity to meet with real estate agents and local developers to discuss local standards and other city-wide issues;
- **Workshop #3:** Zoning Map & Design Standards;
- **Workshop #4:** Special Uses;
- **Workshop #5:** Nonconforming Uses, Definition of Uses, Overlay Districts, Density Bonus, and Signs.

**REASON FOR RECOMMENDATION:**

The updated Zoning and Subdivision Ordinances will result in practical, useable, and workable standards for the City Council, the Planning Commission, the Public and City Staff. Planning Commission and community involvement will be critical to ensure a successful process.

**FISCAL IMPACT:**

None.



**PLANNING COMMISSION RESOLUTION # 18-4**

**A CITY OF CHOWCHILLA PLANNING COMMISSION RESOLUTION RECOMMENDING APPROVAL TO THE CITY COUNCIL OF THE CITY OF CHOWCHILLA FOR THE COMPREHENSIVE UPDATE OF THE ZONING ORDINANCE**

**WHEREAS**, the City of Chowchilla Planning Commission is authorized by Section 18.84.020 (2) of the Zoning Ordinance of the City of Chowchilla to initiate an amendment to the Zoning Code upon the adopting of a Resolution; and

**WHEREAS**, the Planning Commission adopted Resolution of Intent and directed Staff to amend the Zoning Ordinance; and

**WHEREAS**: the Zoning Ordinance of the City of Chowchilla has not be comprehensively been updated since 1979; and

**WHEREAS**: the Planning Commission conducted five (5) public workshops over the course of the last year: and

**WHEREAS**: the Zoning Ordinance will be made consistent with the General Plan Update as required by State law

**NOW, THEREFORE, BE IT RESOLVED** that the Planning Commission of the City of Chowchilla, hereby recommends approval of the comprehensive update of the Zoning Ordinance to the City Council and directs staff to coordinate with the City Clerk's office to move this item to the City Council.

**PASSED AND ADOPTED BY THE** Planning Commission of the City of Chowchilla on the 15th day of August, 2018 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTENTIONS:**

APPROVED:

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Planning Commission Chair

ATTEST:

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Janene Hicks  
Planning Commission Secretary



## REPORT TO THE PLANNING COMMISSION

August 15, 2018

**AGENDA SECTION:** Public Hearing

**SUBJECT:** Approving a Resolution of Intent to Allow for the Comprehensive Update of the Zoning Ordinance of Chowchilla

**PREPARED BY:** David Hanham, Director of Community and Economic Development

REVIEWED BY CITY ADMINISTRATOR

REVIEWED BY ATTORNEY

REVIEWED BY DIRECTOR - COMMUNITY & ECONOMIC DEVELOPMENT

**CONFLICT OF INTEREST:**

None known

**RECOMMENDATION:**

That the Planning Commission approve the Resolution of Intent for the Comprehensive Update of the Zoning Ordinance.

**BACKGROUND:**

The City of Chowchilla's (City) Zoning Ordinance of the Chowchilla Municipal Code (Titles 18) has never experienced a comprehensive update since its inception back in 1979 and has only undergone piecemeal changes over time. Additionally, the Subdivision Ordinance (Title 17) has experienced little change since its inception. Its primary function is to ensure that land divisions comply with the Subdivision Map Act of the State of California. Most amendments have been for impact fee program updates and program revisions. The update process will be applied simultaneously to both the Subdivision Ordinance and the Zoning Ordinance. The primary intent is to bring both documents current, without fundamentally changing their structure or format.

Pursuant to Section 18.04.020 (2) of the Zoning Ordinance of the City of Chowchilla, a Resolution of Intention is required prior to updating the Ordinance.

**REASON FOR RECOMMENDATION:**

This Resolution is requirement of the Zoning Ordinance and needs to be in place prior to the approval of the update. The updated Zoning and Subdivision Ordinances will result in practical, useable, and workable standards for the City Council, the Planning Commission, the Public and City Staff. Planning Commission and community involvement will be critical to ensure a successful process.

**FISCAL IMPACT:**

None.

**PLANNING COMMISSION RESOLUTION # 18-3**

**A RESOLUTION OF THE CHOWCHILLA PLANNING COMMISSION, APPROVAL OF A RESOLUTION OF INTENT TO ALLOW FOR THE COMPREHENSIVE UPDATE OF THE ZONING ORDINANCE OF CHOWCHILLA**

**WHEREAS**, the City of Chowchilla Planning Commission is authorized by Section 18.84.020 (2) of the Zoning Ordinance of the City of Chowchilla to initiate an amendment to the Zoning Code upon the adopting of a Resolution; and

**WHEREAS**, the City Staff is preparing an amendment to complete a comprehensive update of the Zoning Ordinance of the City of Chowchilla

**NOW, THEREFORE, BE IT RESOLVED** that the Planning Commission of the City of Chowchilla, hereby directs staff to prepare the appropriate code amendments, conduct the appropriate environmental review, and advertise said public hearing in accordance with City Standards and State Law:

**PASSED AND ADOPTED BY THE** Planning Commission of the City of Chowchilla on the 15th day of August, 2018 by the following vote.

**AYES:**

**NOES:**

**ABSENT:**

**ABSTENTIONS:**

APPROVED:

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Planning Commission Chair

ATTEST:

\_\_\_\_\_  
Janene Hicks  
Planning Commission Secretary