



## AGENDA City of CHOWCHILLA PLANNING COMMISSION MEETING

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

**August 16, 2023 | 5:00 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. and on the City's website [www.cityofchowchilla.org](http://www.cityofchowchilla.org). Please read **page 3** of this agenda packet regarding communications from the public for items on the agenda.

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

Chair: Michael Barberi  
Vice Chair: Vacant  
Commissioners: Cheryl Salter, Syp Vander Dussen, Gil Hale

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

- **CONSIDERATION OF APPROVAL OF AGENDA**  
Additions and/or Deletions:

### OPEN SESSION

- **PLEDGE OF ALLEGIANCE**

### CEREMONIAL / PRESENTATIONS – Section 1

#### 1.1 Planning Commission Reorganization – Vice Chair

### 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 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 who are joining the meeting via Zoom and would like to address the Commission on items on the agenda should follow **the policy on page 3 of this agenda packet**.

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 Commission does not respond to public comment at this time.

**COMMISSIONER AND STAFF VERBAL REPORTS – Section 2**

**2.1 Commissioner Verbal Reports**

**2.2 Staff Verbal Reports**

- Updates on various projects located within the City of Chowchilla- Informational Only (Lacey)

**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 virtual audience.

**3.1 Approval of the April 19, 2023 Regular Planning Commission Meeting Minutes (Hicks)**

**PUBLIC HEARINGS – Section 4**

**DEFERRED BUSINESS – Section 5**

**NEW BUSINESS – Section 6**

**6.1 Housing Element Cycle 2024- 2032 - Informational Presentation (Bonique Emerson, AICP, Precision Civil Engineering)**

**ANNOUNCEMENTS – Section 7**

- ❖ Next Regular Planning Commission Meeting is scheduled for September 20, 2023

**ADJOURNMENT**

**PUBLIC NOTIFICATION**

I, Janene Hicks, Planning Secretary for the City of Chowchilla, declare under penalty of perjury that I posted the above Regular Planning Commission Agenda for the meeting of August 16,2023 at the Chowchilla Civic Center, 130 S. Second Street on/or before 5:00p.m. April 11, 2023.

  
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 Janene Hicks, Planning Secretary

**Public meetings are open to the public to attend in-person. However, if you wish to attend remotely, please read below.**

Consistent with AB 361 and Government Code section 54953, this meeting will be held remotely. Members of the public may access the meeting using the following information:

### **Zoom login instructions**

**Use the following url to start Zoom:**

<https://us06web.zoom.us/j/84800097426?pwd=a05QOVg3WlZ0ekJSWDlSM3VxckZEQT09>

**Passcode: 286 151**

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**To participate by phone, dial: 1-877-853-5247**

**Webinar ID: 848 0009 7426**

**Passcode: 286 151**

Staff highly recommends that participants log into Zoom 15 minutes before the meeting begins to perform an audio check and to make sure you have optimal internet connection.

### **Options to participate / view / and listen to the meeting:**

**If you wish to speak to the Commission on an item using the Zoom platform on your computer/laptop or smart phone, please use the “raise hand” icon and you will be unmuted when it is your turn to speak. Please provide you name when unmuted. You will be able to speak to the Planning Commissioners for up to 3 minutes.**

**If you are calling in to the meeting only (no camera/video) and you wish to make a comment, press” \*9 to “raise your hand” and \*6 to unmute yourself.**



**MINUTES**  
**City of CHOWCHILLA**  
**PLANNING COMMISSION MEETING**

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

**April 19, 2023 | 7:00 PM**

**CALL TO ORDER/ROLL CALL: 7:05pm**

Chair: Michael Barberi  
Vice Chair: Vacant  
Commissioners: Patrick Geary, Cheryl Salter

**ABSENT:** Syp Vander Dussen

City staff and contract employees present at the meeting: Community & Economic Development Director Mark Hamilton, Attorney Crystal Pizano with Lozano & Smith; Community & Economic Development Specialist Janae Lacey; Planning Secretary Janene Hicks.

➤ **CONSIDERATION OF APPROVAL OF AGENDA**

Additions and/or Deletions:

*Motion by Chair Barberi to move the Item 1.1 Planning Commission Reorganization – Vice Chair to the next Planning Commission Meeting.*

**OPEN SESSION**

➤ **PLEDGE OF ALLEGIANCE**

**CEREMONIAL / PRESENTATIONS – Section 1**

**1.1 — Planning Commission Reorganization — Vice Chair**

**PUBLIC ADDRESS**

**COMMISSIONER AND STAFF VERBAL REPORTS – Section 2**

**2.1 Commissioner Verbal Reports - None**

**2.2 Staff Verbal Reports – Hamilton gave commissioners updates on various projects in the community.**

**CONSENT CALENDAR – Section 3**

**3.1 Approval of the March 15, 2023 Regular Planning Commission Meeting Minutes (Hicks)**

*Motion by Commissioner Geary, seconded by Commissioner Salter to approve the March 15, 2023 Regular Planning Commission Meeting, motion passed by voice vote with Commissioner Vander Dussen absent.*

**PUBLIC HEARINGS – Section 4**

**4.1 Consideration of Conditional Use Permit 23-0001 to allow 2 caretaker residential units at the existing Allwire Inc. facility in the Heavy Industrial Zone.**

*Opened Public Hearing 7:12pm  
 Closed Public Hearing 7:12pm*

*Motion by Commissioner Geary, seconded by Commissioner Salter to approve Conditional Use Permit 23-0001 to allow 2 caretaker residential units at the existing Allwire Inc. facility in the Heavy Industrial Zone. Motion passed by roll call vote, with Commission Vander Dussen absent.*

**4.2 Consideration of General Plan Amendment 23-0006 Consideration to make Strategic updates to the General Plan to bring into compliance with State Law.**

*Opened Public Hearing 7:16pm  
 Closed Public Hearing 7:16pm*

*Motion by Commissioner Geary, seconded by Commissioner Salter to approved recommendation to City Council General Plan Amendment 23-0006 to make Strategic updates to the General Plan to bring into compliance with State Law. Motion passed with roll call vote, with Commissioner Vander Dussen absent.*

**DEFERRED BUSINESS – Section 5**

**NEW BUSINESS – Section 6**

**6.1 Consideration of Resolution for Setting the Days, Times and Locations for Regular Planning Commission Meetings.**

*Motion by Commissioner Geary, seconded by Commissioner Salter to approve the Resolution for setting the days, times, and locations for regular Planning Commissions Meeting with the changes of time from 4:00pm to 5:00pm. Motion passed with roll call vote, with Commissioner Vander Dussen absent.*

**ANNOUNCEMENTS – Section 7**

❖ Next Regular Planning Commission Meeting is scheduled for May 17, 2023

**ADJOURNMENT**

*Motion by Commissioner Geary, seconded by Commissioner Salter to adjourn the Regular Planning Commission Meeting of April 19, 2023 at 7:39pm. Motion passed by voice vote with Commissioner Vander Dussen absent.*

**ATTEST:**

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Janene Hicks, Planning Secretary

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Chair



## REPORT TO THE PLANNING COMMISSION

Meeting of: August 16, 2023

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**AGENDA SECTION:** New business

**SUBJECT:** Housing Element - Informational Presentation  
Housing Element Cycle 2024 - 2032

**PREPARED BY:** Bonique Emerson, AICP, Precision Civil Engineering  
Housing Element Consultant Team

**REVIEWED BY:** Mark Hamilton, Community and Economic Development Director

REVIEWED BY ADMINISTRATOR

REVIEWED BY ATTORNEY

REVIEWED BY FINANCE

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### STAFF RECOMMENDATION:

There is no action or staff recommendation at this time. The purpose of this presentation is for informational purposes to advise the Planning Commission on the process for the Housing Element 2024-2032. This presentation will also be presented to the City Council on August 22, 2023. The purpose of the Housing Element is to keep the City in compliance with State law, to keep the City eligible to continue pursuing housing-related grant funding, and to adopt strategies to assist the City in achieving their housing needs goals.

### HISTORY / BACKGROUND:

The Housing Element is one of eight state mandated elements that every general plan must contain. The purpose of the Housing Element is to identify the community's housing needs; to state the community's goals and objectives with regards to housing production, rehabilitation, and conservation; and to define the policies and programs that the community will implement to achieve the stated goals and objectives.

The City's 2020-2024 Chowchilla Housing Element was adopted by the City on January 28, 2020 and certified by HCD in June 2020. Since then, the State has passed legislation to both encourage housing for residents of all income levels and to punish jurisdictions not in compliance with housing laws.

For example, the State's Department of Housing and Community Development (HCD) will designate cities and counties as "pro-housing" if they voluntarily adopt ordinances that make it easier to plan, approve, or construct new projects. Chowchilla already has actions outlined to do

this; it needs only to find ways to implement more of these planned actions. This would allow the City to earn "bonus points" for existing housing-related competitive grants that would help the City meet their other housing goals. The State can sue a city or county for failing to comply with certain housing requirements, and the State may fine cities and counties with housing elements HCD determines are out of compliance with State housing law.

Under Assembly Bill (AB) 32, a jurisdiction is eligible to complete a housing element for an 8-year period if the housing element is submitted to the State Department of Housing and Community Development (HCD) by the State's deadline. Only when the City has submitted two housing element updates within the period due to HCD, can Chowchilla move to an 8-year cycle. The City's January 28, 2020 adoption met the requirement of the second four-year update. Provided the City adopts a housing element pursuant to the requirements of Government Code section 65585 on or before the due date February 1, 2024 for the 6<sup>th</sup> cycle, the City will remain eligible to stay on the 8-year cycles.

The purpose of the 6<sup>th</sup> cycle Housing Element update is to identify the community's housing needs; to state the community's goals and objectives with regard to housing production, rehabilitation, and conservation to meet those needs; and to define the policies and programs that the community will implement to achieve the stated goals and objectives. The law acknowledges that, in order for the private market to adequately address housing needs and demand, local governments must adopt land use plans and regulatory systems that provide opportunities for, and do not unduly constrain, housing development. State law also requires cities and counties to address the needs of all income groups in their Housing Elements.

Pursuant to state housing element law (Government Code section 65584, et. Seq.), the department of Housing and Community Development (HCD) is required to provide the determination of Madera County's existing and projected housing need. In assessing Madera County's regional housing need, HCD and Madera County Transportation Commission (MCTC) staff completed a consultation process from September 2021 through January 2022 that included the methodology, data sources, and timeline for HCD's determination of the Regional Housing Need. In determining Madera County's housing need, HCD considered all the information specified in state housing law (64484.01(c)). HCD's methodology and RHNA Plan for the region was for the projection period beginning June 30, 2023. and ending January 31, 2032. Madera County local governments are responsible for updating their housing elements for the planning period beginning January 31, 2024 and ending January 31, 2032 to accommodate their share of new housing need for each income category.

The purpose of the Regional Housing Need Allocation Plan (RHNA) is to comply with state law (Gov. Code section 65584, et. seq.) in allocating to each local government a share of regional housing need for use in updating the General Plan housing element. The housing element must accommodate that total RHNA for each of four (4) income categories (very low, low, moderate, and above-moderate) over the designated planning period. These requirements were enacted into state housing law (Article 10.6 of the Government Code) upon the California legislature determining that the provision of adequate housing is an issue of statewide concern.

Precision Civil Engineering has been contracted by the City to complete the 8-year Housing Element Update.

**FINANCIAL IMPACT:**

Not applicable.

**ENVIRONMENTAL REVIEW ANALYSIS:**



Not applicable at this time.

**FINDINGS**

None.

**PLANNING COMMISSION ACTION:**

No action required at this time.