

**CITY OF CERES
PLANNING COMMISSION
MEETING MINUTES
May 18, 2020**

Planning Commission conducted this meeting in accordance with California Governor Newsom's Executive Orders N-20-20 and N-35-20 and COVID-19 pandemic protocols.

Chairperson Smith called the May 18, 2020 Regular Planning Commission meeting to order via Zoom.

MEETING CALLED TO ORDER: 6:00 p.m.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited by Chairperson Smith.

ROLL CALL:

PRESENT: Commissioners: Del Nero, Kachel, Silveira, Chairperson Smith

ABSENT: Commissioner Johnson

ALSO PRESENT: City Manager Tom Westbrook, Director of Engineering Services/City Engineer Daniel Padilla, Senior Planner James Michaels, Redevelopment and Economic Development Manager Steve Hallam, City Attorney Nubia Goldstein, Administrative Secretary Ann Montgomery

CONFLICT OF INTEREST DECLARATION:

None

CITIZEN COMMUNICATIONS:

None

CONSENT CALENDAR:

1. Clerk's Report of Posting. The Agenda for the regular meeting of the Planning Commission of May 18, 2020 was posted on May 13, 2020.

2. Approval of Minutes
 - a. March 2, 2020 (all present)
 - b. March 16, 2020 (Smith absent)
 - c. April 6, 2020 (all present)
3. General Correspondence – Informational only
 - a. Ceres Downtown Revitalization Area (CDRAB) FY 2019-20 Quarterly Report – 3rd Quarter (Hallam)

ACTION: It was moved by Commissioner Kachel; seconded by Commissioner Silveira to approve Items 1, 2.a., 2.c. and 3 on the Consent Calendar. Motion passed by the following vote:

AYES: Commissioners Del Nero, Kachel, Silveira, Chairperson Smith
NOES: None
ABSENT: Commissioner Johnson

ACTION: It was moved by Commissioner Kachel; seconded by Commissioner Del Nero to approve Item 2.b. on the Consent Calendar. Motion passed by the following vote:

AYES: Commissioners Del Nero, Kachel, Silveira
NOES: None
ABSENT: Commissioner Johnson
ABSTAIN: Chairperson Smith

CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

None

ADJOURNED AS THE PLANNING COMMISSION TO THE CERES DOWNTOWN REVITALIZATION AREA BOARD at 6:05 p.m.

ROLL CALL:

PRESENT: Board Members: Del Nero, Kachel, Silveira, Chairperson Smith

ABSENT: Board Member Johnson

ALSO PRESENT: City Manager Tom Westbrook, Director of Engineering Services/City Engineer Daniel Padilla, Redevelopment and Economic Development Manager Steve Hallam, Senior Planner James Michaels, City Attorney Nubia Goldstein, Administrative Secretary Ann Montgomery

CONFLICT OF INTEREST DECLARATION:

None

NEW BUSINESS

4. Ceres Downtown Revitalization Area Board Annual Report (Hallam)

Redevelopment and Economic Development Manager, Steve Hallam presented the staff report.

Board discussion ensued regarding the budget for the public works contract for landscape maintenance, funding for way-finding signage and the façade renovation program.

Chairperson Smith expressed her concern with the Ceres Downtown Revitalization Area Board (CDRAB) currently using carry over for almost \$25,000 of this budget, and it could very well be that it ends up being \$35,000, if the proposed expenditures are spent. She just wants to be mindful of the predicament that we're in and not have on the approved budget, things that aren't going to happen.

City Manager Westbrook pointed out that one of the things we need to remind ourselves of, is that Walmart seems to be inching forward to hopefully getting their project started and underway. One of the conditions of approval talks about a \$75,000 commitment to be placed for the downtown to improve conditions and shopping opportunities, etc. While he can't give a date into when Walmart would actually make that contribution to us, it's on the horizon.

Chairperson Smith explained that this item is moved forward to the Council and she appreciates them knowing that the CDRAB is having thoughtful deliberations in a time of real fiscal uncertainty, and knowing that there's a potential for a contribution to the downtown that will assist and/or support this budget, she's willing to move forward with it. Chairperson Smith just wants to make sure that it's recognized that the CDRAB is concerned about future revenues and she doesn't want to be appropriating money that could put us in a further future crisis.

Chairperson Smith asked Mr. Hallam to keep the CDRAB informed, as he continues to work the local businesses, so they know things are continuing to progress; that would be greatly appreciated.

ACTION: It was moved by Board Member Silveira; seconded by Board Member Del Nero to adopt Planning Commission Resolution 2020-01 (CDRAB), accepting the Annual Report of the Ceres Downtown Revitalization Area Board for the 2020-21 Fiscal Year and recommend the City Council approve the Report and set a Public Hearing to consider a Levy of the Proposed Assessments for FY 2020-21. Motion passed by the following vote:

AYES: Board Members Del Nero, Kachel, Silveira, Chairperson Smith

NOES: None

ABSENT: Board Member Johnson

RECONVENED AS PLANNING COMMISSION at 6:27 p.m.

PUBLIC HEARINGS:

None

NEW BUSINESS:

5. Lot Line Adjustment (LLA) 20-01, Resolution No. 20-17; Approving a Lot Line Adjustment for NGB Construction, Inc. to consolidate two properties located at 1209 Marchy Lane (APN: 041-065-040) and 1239 Marchy Lane (APN: 041-065-039) into one parcel.

Senior Planner, James Michaels presented the staff report.

The Public Hearing was opened at 6:30 p.m.

There being no comments, the Public Hearing was closed at 6:30 p.m.

ACTION: It was moved by Commissioner Del Nero; seconded by Commissioner Kachel to adopt PC Resolution 20-17, approving the lot line adjustment. Motion passed by the following vote:

AYES: Commissioners Del Nero, Kachel, Silveira, Chairperson Smith
NOES: None
ABSENT: Commissioner Johnson

6. Lot Line Adjustment (LLA) 20-02, Resolution No. 20-18, Approving a Lot Line Adjustment for Pritpal Kaur to consolidate two properties (APN: 039-032-015) and (APN: 039-032-016) into one parcel located at 1305 Herndon Road.

Senior Planner, James Michaels presented the staff report.

Brief Commission discussion ensued.

The Public Hearing was opened at 6:34 p.m.

There being no public comments, the Public Hearing was closed at 6:34 p.m.

ACTION: It was moved by Commissioner Silveira; seconded by Commissioner Kachel to adopt PC Resolution 20-18, approving a Lot Line Adjustment for Pritpal Kaur to consolidate two properties into one, located on the parcel at 1305 Herndon Road. Motion passed by the following vote:

AYES: Commissioners Del Nero, Kachel, Silveira, Chairperson Smith
NOES: None
ABSENT: Commissioner Johnson

7. Capital Improvement Program, FY 2020-21 Project Priority List. (Padilla)

Director of Engineering Services/City Engineer, Daniel Padilla presented the staff report.

The Public Hearing was opened at 6:39 p.m.

There being no public comments, the Public Hearing was closed at 6:39 p.m.

ACTION: It was moved by Commissioner Del Nero; seconded by Commissioner Silveira to adopt PC Resolution 20-19. Motion passed by the following vote:

AYES: Commissioners Del Nero, Kachel, Silveira, Chairperson Smith
NOES: None
ABSENT: Commissioner Johnson

PUBLIC MEETING(S):

None

UNFINISHED BUSINESS:

None

MATTERS INITIATED BY PLANNING COMMISSION AND STAFF

None

REPORTS:

- Chairperson Smith stated that she misses the Planning Commissioners.
- City Attorney, Nubia Goldstein remarked that it was nice seeing everyone, even if it is via ZOOM.
- City Engineer, Daniel Padilla provided an update on the Whitmore Avenue project, advising avoiding the area between Moore and Lunar starting tomorrow for the remainder of the week, as there will be flaggers and traffic will be limited to one direction at a time. Staff appreciates everyone's patience.

ADJOURNMENT

The Commission adjourned at 6:42 p.m. to the next regularly scheduled meeting of Monday, June 1, 2020.

APPROVED:



Laurie Smith, Chairperson

ATTEST:



Tom Westbrook, Secretary

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