

**CITY OF SAN JUAN BAUTISTA
PLANNING COMMISSION REGULAR MEETING
MAY 4, 2021
MINUTES**

(Meeting held via Zoom Internet Video/Audio Conference Service)

1. CALL TO ORDER – Chairperson Delgado called the meeting to order at 6:17 p.m.

B. ROLL CALL

Present: Commissioners Delgado, Morris-Lopez, Matchain and Medeiros

Absent: Commissioner Bains

Staff Present: City Manager Reynolds, Sr. Planner Mack and Administrative Services Manager Paetz

2. PUBLIC COMMENT

No public comment was received.

3. CONSENT ITEMS

A. Approve Affidavit of Posting Agenda

B. Approve Affidavit of Posting Public Hearing Notice

C. Approve Minutes of the April 6, 2021 Planning Commission Meeting

A motion was made by Commissioner Medeiros and seconded by Commissioner Matchain to approve all items on the Consent Agenda. The motion passed 4-0-0-1 with Commissioner Bains absent.

It was the consensus of the Commission to move forward with discussion of Item 8A, Accessory Dwelling Unit Ordinance (ADU) at this time.

8.A. Accessory Dwelling Unit Ordinance (ADU)

The presenters from Harris & Associates summarized what was presented to the Historic Resources Board earlier in the evening. No public comment was received.

4. INFORMAL PROJECT REVIEW

A. Combined Development Permit consisting of: 1) Lot line Adjustment to adjust Parcel A (0.163 acres/7,105 SF) and Parcel B (0.137 acres/6,005 SF) to Parcel 1 (0.15 Acres/ 6,550 SF) and Parcel 2 (0.15 acres/6,550 SF); 2) Conditional Use Permit to allow the establishment of a bar on the main floor; 3) Conditional Use Permit to allow on-site alcohol sales/consumption; 4) Site & Design Review Permit to allow the construction of a 3,525 SF mixed use building including two multi-family dwelling units [1-2 bed/1 bath (920 SF) and 1-1 bed/1 bath (707 SF)] totaling 1,627 SF, and a 1,367 SF ground floor restaurant. APN 002-460-002. The applicants are Katherine Cain Zavala and Jesus Zavala.

Contract Planner Alex Barton of Harris & Associates presented. The applicants were not present. Commissioner Morris Lopez was concerned with possible historical significance of the property slated for demolition. During public comment Cara Vonk encouraged the Commissioners to look at buildings before demolition so as not to demolish any character defining structures. The applicants were not present.

5. PRESENTATIONS

A. Luck Park Master Plan by RRM Design Group

City Manager Reynolds introduced Melanie Mills of RRM. Ms. Mills provided a slide presentation and reviewed suggestions and preferences brought up by the City Council, Planning Commission, staff and the public at the March 9, 2021 Town Hall Meeting, and brought forth in a community survey the group conducted. On the suggestion that the project include a basketball court, she explained that it would be located somewhere elsewhere in the city in order to keep with the layout of having a library on this site. Chairperson Delgado commented that the Fire Department bell should not be included on this site, a potential gas tank around the old gas station (currently a museum) needs to be investigated, the diagonal parking on the plan is incorrect, and was concerned with how many mature trees would we removed. During public comment, Deputy City Clerk Paetz read the Historical Society and Library Auxillary's written comments into the record. Cherie Kao wants the park to represent the City as quaint, and historical charm. City Librarian Rochelle Eagen explained Wanda Guibert's written comments.

6. PUBLIC HEARING ITEMS

A. Consider Resolution 2021-05 Approving a Conditional Use Permit (CUP) to allow on-site sales and tasting of alcoholic beverages [Type 23 (duplicate)] for the property located at 507 Third Street, APN 002-130-001. The applicants are Sean and Fran Fitzharris.

Contract City Planner David Mack provided a report stating the applicants require a conditional use permit to allow on-site sales and tasting of alcoholic beverages with a small indoor and larger outdoor tasting area located at 507 Third Street (previously the Mission Hardware site). The proposed project does not involve any structural alterations, additions, or changes to the building. The applicants were present. Chairperson Delgado opened the public hearing. There were no comments received. Chairperson Delgado closed the public hearing. Commissioners were in support of the project, and the applicants were appreciative.

A motion was made by Commissioner Medeiros and seconded by Commissioner Matchain to approve Resolution 2021-05 approving a conditional use permit to allow on-site sales and tasting of alcoholic beverages (Type 23, duplicate) for the property located at 507 Third Street, APN 002-130-001. The motion passed unanimously, 4-0-0-1 with Commissioner Bains absent.

B. Consider Approval of a Combined Development Permit. APN 002-460-002. The applicants are Katherine Cain Zavala and Jesus Zavala.

This item was continued to the June 1, 2021 Meeting.

7. ACTION ITEMS

A. Consider Recommending to the City Council Amendment of an Ordinance to Increase Fence Heights to Minimalize Highway and Nonresidential Use Impacts and Prohibit Location Closer than three feet from a fire hydrant

City Manager Reynolds reported that the Commissioner's recommendations from the April 6 meeting have been integrated into the ordinance presented today. During public comment Cara Vonk commented that neighbors should be given the opportunity to know when a fence permit is being considered as tall fences can be intrusive.

A motion was made by Commissioner Medeiros and seconded by Commissioner Morris Lopez to recommend the ordinance to the City Council for approval. The motion passed unanimously, 4-0-0-1 with Commissioner Bains absent.

B. Appoint Chairperson Delgado to Represent the Planning Commission on the City Council's Public Safety Subcommittee

City Manager Reynolds had no additional comments from his report presented to the Historic Resources Board. No public comment was received.

A motion was made by Commissioner Morris Lopez and seconded by Commissioner Matchain to approve the appointment of HRB Chairman Medeiros and Chairperson Delgado to the City Council's Public Safety Subcommittee. The motion passed unanimously, 4-0-0-1 with Commissioner Bains absent.

C. Accept the Recommendation from the Historic Resources Board and Approve the Certified Local Government Report of October 1, 2019-September 30, 2020

City Manager Reynolds had no additional comments from the presentation to the Historic Resources Board. There was no public comment.

A motion was made by Commissioner Morris Lopez and seconded by Commissioner Medeiros to approve the CLG Report of October 1, 2019-September 30, 2020. The motion passed unanimously, 4-0-0-1 with Commissioner Bains absent.

8. DISCUSSION ITEMS

A. Accessory Dwelling Unit Ordinance (ADU)

This item was presented earlier in the meeting.

B. Update by City Manager on Status of Parklets and the City Budget

City Manager Reynolds provided an update from slides.

9. COMMENTS & REPORTS

A. Planning Commissioners

Commissioners were very appreciative of staff.

B. City Manager

No comments were received.

C. City Planner

No comments were received.


10. ADJOURNMENT

The meeting adjourned at 10:26 p.m.

ATTEST:



Trish Paetz, Deputy City Clerk



Yolanda Delgado, Chairperson