



## AGENDA

### REGULAR PLANNING COMMISSION MEETING COUNCIL CHAMBERS, 380 CIVIC DRIVE, GALT THURSDAY, JULY 11, 2013, 6:30 P.M.

**NOTE:** Speaker Request Sheets are provided inside the Council Chambers. If you wish to address the Commission during the meeting, complete a Speaker Sheet and give to the Secretary of the Commission. A maximum of three (3) minutes is allowed for each speaker.

**NOTE:** If you need disability-related modifications or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the Community Development Dept., 209-366-7230, 495 Industrial Drive, at least two days prior to the meeting.

#### **CALL MEETING TO ORDER**

**ROLL CALL:** COMMISSIONERS: Dees, Erickson, Morris, Sandhu, Rodriguez

**PUBLIC COMMENTS:** Under Government Code §54954.3 members of the audience may address the Commission on any item of interest to the public or on any agenda item before or during the Commission's consideration of the item.

#### **INFORMATION/CONSENT CALENDAR**

- (1)1. **SUBJECT:** Minutes of the June 13, 2013 meeting.  
**RECOMMENDATION:** That the Planning Commission approve the minutes of the June 13, 2013 meeting.

#### **PUBLIC MEETING**

- (3) 1. **SUBJECT:** PLANNING COMMISSION ANNUAL REPORT – FY 2013-2014
1. **RECOMMENDATION:** That the Planning Commission review and make recommendations and/or revisions as needed to finalize the Planning Commission Annual Report for presentation to the City Council.
  2. **SUBJECT:** CITY ATTORNEY PRESENTATION – “PLANNING COMMISSION RULES, PROCEDURES AND BEST PRACTICES”.

**DEPARTMENT REPORTS** – None.

#### **ADJOURN**

**CATHY KULM, PLANNING COMMISSION SECRETARY:** Agenda Report. The agenda for this Galt Planning Commission Meeting was posted in the following listed sites before the close of business at 5:00 p.m. on the Monday preceding the meeting:

1. City Hall Lobby, 380 Civic Drive
2. U. S. Post Office, 600 N. Lincoln Way
3. Marian O. Lawrence Library, 1000 Caroline Avenue





## **MINUTES**

**Planning Commission Regular Meeting  
City Hall Community Room, 380 Civic Drive, Galt, California  
Thursday, June 13, 2013, 6:30 p.m.**

The meeting was called to order at 6:30 p.m. by Chairperson Dees. The meeting was relocated from Council Chambers to nearby Community Room due to construction activities in Council Chambers. Directional signage was provided.

Commissioners present: Erickson, Dees, Rodriguez, Sandhu and Morris.

Staff members present: Community Development Director Kiriu, Senior Planner Erias, and PC Secretary Kulm.

**PUBLIC COMMENTS** – **None.**

### **INFORMATION/CONSENT CALENDAR**

1. **SUBJECT:** Minutes of the May 9, 2013 meeting.

**ACTION:** Rodriguez moved to approve the consent calendar; second by Morris. Motion was unanimously carried by those Commissioners present. (Erickson, Dees, Morris, Rodriguez, and Sandhu.)

### **PUBLIC HEARING**

1. **SUBJECT:** METAL FABRICATION BUSINESS CONDITIONAL USE PERMIT  
(175 ENTERPRISE COURT, SUITE C)

**RECOMMENDATION:** That the Planning Commission:

1. Conduct public hearing to receive testimony; and
2. Adopt Resolution 2013 - \_\_\_\_ (PC) approving the California Environmental Quality Act (CEQA) Notice of Exemption, and approving a Conditional Use Permit for a metal fabrication business located at 175 Enterprise Court, Suite C.

Erias gave the staff report. Kiriu noted that the agenda and recommendation had a typo in the address. The correct address should be 175 Enterprise Court, Suite C.

Chairperson Dees opened the public hearing.

Dave Vacarrezza, owner of the building and Cal Waste Recovery Systems, explained that his company has done business with the applicant for many years and spoke highly of the the owners and the product. He stated that the new company would be good for Galt residents and would bring jobs to the community.

Sandhu asked about the types of jobs to be provided, as well as potential wages. Mr. McLaughlin, applicant, stated that there would be about 10-15 jobs available such as entry level (\$11 hr.), welders and office staff (up to \$25/hr.). The company also provides medical benefits to its employees.

Chairperson Dees closed the public hearing.

Erickson asked if the Zoning Designation of Light Manufacturing requires a Conditional Use Permit (CUP) regardless of use. Erias explained that some uses are permitted by right and others need a CUP. Those needing a CUP sometimes require special studies, i.e. traffic, environmental, etc. Erias also noted that the current zoning matrix is somewhat outdated and staff is planning an update soon. Erickson said the business is a perfect use for the area.

Kiriu asked if the applicant agrees to the Conditions of Approval as presented. Mr. McLaughlin said yes.

**ACTION:** Dees moved to approve the staff's recommendation as presented with the correction made to address typo; second by Morris. A roll call vote was taken by those commissioners present: Erickson – Yes; Sandhu – Yes; Dees – Yes; Rodriguez – Yes; Morris - Yes. **Motion was unanimously carried.**

Kiriu said that the FY 2012-2013 Planning Commission Annual Report for Council would be available for review and comment at the regular Commission meeting of July, 2013 meeting. She also noted that the City Attorney would begin a series of trainings in July.

Meeting adjourned at 6:45 p.m.



## **PLANNING COMMISSION AGENDA REPORT**

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Meeting Date: July 11, 2013

**Prepared by:** Cathy Kulm, CDD Admin. Assistant  
**Reviewed by:** Sandra Kiriū, Community Development Director  
**SUBJECT** Planning Commission Annual Report – FY 2012-13

### **RECOMMENDATION**

That the Commission review and make recommendations and/or revisions as needed to finalize the first Planning Commission Annual Report for presentation to the City Council. Further, that the Chairperson accepts the responsibility for presentation to City Council on Sept. 17, 2013 or designate a representative.

### **DISCUSSION**

Section 2.70.100 of the Galt Municipal Code requires the Planning Commission to submit an annual report to the City Council each year summarizing the work or activities undertaken by the Commission during the prior year. The report could also include any recommendations the Commission would like brought forward to the City Council.

A draft Annual Report is attached for your review and discussion. The final report should be presented to the City Council at the September 17, 2013 regular meeting the Chairperson or designee.

### **ATTACHMENT**

“Draft” Planning Commission Annual Report FY 2012-13





# Planning Commission

## Annual Report

July 1, 2012 to June 30, 2013

Prepared for City Council by:

Planning Commission and Planning Staff

**September 2013**

***Message from the Chair***

It is my pleasure to present the 2012-2013 Annual Report of the Planning Commission of the City of Galt. This report outlines the Commission's activities throughout the fiscal year.

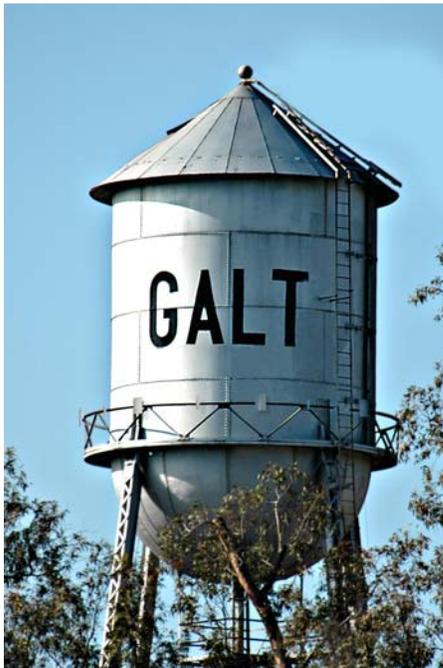
As the result of 2012 being an election year, two new commissioners were appointed to the Commission at the December meeting, Ken Erickson and Paul Sandhu. I would like to welcome both of these gentlemen to the Commission. I would also like to sincerely thank Leeann McFaddin and Jim Pellandini for their many years of dedicated service.

The Commission would like to thank the City Council, the City Manager, and the Planning Division for their effort and support during the past year.

The Planning Commission will continue to administer those functions delegated to us in an effort to serve the City of Galt in a program of progressive community development. We look forward to a productive 2013-2014.

Sincerely,

Bob Dees, Chairperson



*In this report*

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2012 – 2013 Planning Commission  
July – December

<u>Name</u>	<u>Term</u>
Leeann McFaddin, Chair	12/2008 – 12/2012
Bob Dees, Vice Chair	12/2010 – 12/2014
Craig Morris	12/2010 – 12/2014
Jim Pellandini	12/2008 – 12/2012
Alfredo Rodriguez	12/2010 – 12/2014

2012 – 2013 Planning Commission  
January - June

<u>Name</u>	<u>Term</u>
Bob Dees, Chair	12/2010 – 12/2014
Craig Morris, Vice Chair	12/2010 – 12/2014
Alfredo Rodriguez	12/2010 – 12/2014
Ken Erickson	12/2012 – 12/2016
Paul Sandhu	12/2012 – 12/2016

Planning Department Staff

Sandra Kiriu, Community Development Director

Chris Erias, Senior Planner

Cathy Kulm, Admin. Assistant and PC Secretary

## **Introduction**

The Commission consists of five members. Each Council Member appoints one Commission Member whose term shall run concurrently with that of the Council Member so appointing.

The Planning Commissions holds regularly scheduled meetings on the second Thursday of each month at 6:30 p.m., in the Council Chambers, 380 Civic Drive, Galt, CA. In addition to regularly scheduled meetings, special meetings and/or workshops are held when necessary. Planning Commission members can be contacted via email at [planning@ci.galt.ca.us](mailto:planning@ci.galt.ca.us).

## **Purpose and Function**

The purpose of the Planning Commission is to review matters relating to planning and development; to make recommendations on goals and policies affecting the future development and growth of the City; and to consider land use matters, such as general plan amendments, specific plans, rezoning, use permits and subdivisions.

The Planning Commission has the powers and duties set forth in state planning law, Government Code section 65000 et seq., and any amendments thereto. The commission is hereby assigned the duties and functions of the planning agency, pursuant to Government Code section 65100 et seq. and such other powers and duties as may be designated or assigned by City ordinance.

The Commission performs the following functions:

1. Annually review, and make recommendations for amendments, as necessary, to the general plan.
2. Make recommendations regarding the implementation of the general plan through actions including, but not limited to, the formation or adoption of specific plans and zoning and subdivision ordinances.
3. Annually review the capital improvement program of the City for its consistency with the general plan, pursuant to Government Code section 65400 et seq.
4. Endeavor to promote public interest in, comment on, and understanding of the general plan, and regulations relating to it.
5. Consult with public officials and agencies, public utility companies, civic, educational, professional, and other organizations, and citizens generally concerning implementation of the general plan.
6. Promote the coordination of local plans and programs with the plans and programs of other public agencies.
7. Review and act upon, or make recommendations to the City Council, as applicable, on land use applications.
8. Perform other functions set forth in the Galt Municipal Code, or as the City Council requests.

In addition, Planning Commission is authorized to perform duties and functions of a Board of Zoning Adjustment and a Board of Zoning Appeals pursuant Gov. Code section 65900 et seq.

## Summary of Activities in Fiscal Year 2012-2013

**July 12, 2012**

MODIFICATION FOR CREEKSIDE 2, UNIT 2 SUBDIVISION TO MODIFY THE APPROVED ARCHITECTURAL REVIEW PLAN TO INCLUDE ADDITIONAL HOME PLANS (FLOOR PLANS AND ELEVATIONS)

ACTION: Approved.

PRESENTATION BY STAFF ON THE TENTATIVE MAP PROCESS

**August 23, 2012**

RECEIVE REPORT OF COMMUNITY DEVELOPMENT DIRECTOR'S APPROVAL OF A SITE PLAN AND MINOR USE PERMIT FOR A 40' AMATEUR RADIO ANTENNA – 955 ROUNDSTONE

ACTION: Concur with Director's decision.

REVIEW AND MAKE A RECOMMENDATION TO COUNCIL IN REGARDS TO AMENDING CHAPTER 18 OF THE GALT MUNICIPAL CODE TO ALLOW OF EGG-LAYING CHICKENS IN RESIDENTIAL ZONING DISTRICTS

ACTION: Recommended that City Council not adopt an ordinance to allow egg-laying chickens in the City limits.

PLANNING COMMISSION ANNUAL REPORT – FY 2011-12 – REVIEW AND MAKE RECOMMENDATIONS AND/OR REVISIONS

ACTION: Approved.

FAIRWAY OAKS REZONE AND VESTING TENTATIVE SUBDIVISION MAP PROJECT AND CEQA MITIGATED NEGATIVE DECLARATION

ACTION: Recommended that City Council approve the Mitigated Negative Declaration and Rezone; Approved the Vesting Tentative Subdivision Map.

**October 11, 2012**

28 3<sup>RD</sup> STREET AND 216 A STREET GENERAL PLAN AMENDMENT, SPECIFIC PLAN AMENDMENT AND REZONE PROJECT

ACTION: Recommended that City Council approve the CEQA and project.

1021 MEADOWVIEW DRIVE SETBACK VARIANCE FOR SIDE AND REAR YARD SETBACKS

ACTION: Directed staff to draft a resolution granting the variance request and Conditions of Approval for review by the Commission at the Nov. 2012 meeting.

CALIFORNIA ENVIRONMENTAL QUALITY ACT TRAINING PRESENTED BY STAFF

**November 8, 2012**

2030 GENERAL PLAN AMENDMENT TO REVISE THE LOCAL INVENTORY OF HISTORIC STRUCTURES AND FEATURES SET FORTH IN TABLE 9.1 OF THE EXISTING CONDITIONS REPORT OF THE GENERAL PLAN

ACTION: Recommended that City Council certify the Environmental Impact Report Addendum and approve the Amendment.

REVIEW INFORMATION OF FLOOD CONTROL ORDINANCE PROPOSED FOR CITY COUNCIL ADOPTION

ACTION: No action required.

1021 MEADOWVIEW DRIVE SETBACK VARIANCE FOR SIDE AND REAR YARD SETBACKS

ACTION: Approved a variance modifying the required setbacks in the side yard from 5 feet to approximately 4.5 feet and in the rear yard from 10 feet to 4.5 feet, as well as minor modifications to the Conditions of Approval.

FAIRWAY OAKS VESTING TENTATIVE SUBDIVISION MAP PROJECT

ACTION: Approved Resolution 2012-07 PC adopting the Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program, and conditionally approving the Vesting Tentative Subdivision Map for the Fairway Oaks Project with minor revisions to the Conditions of Approval.

**January 10, 2013**

ADOPTION OF ORDINANCE ESTABLISHING DEVELOPMENT AGREEMENT PROCEDURES

ACTION: Recommended that Council adopt Ordinance.

PRESENTATION BY CITY ATTORNEY AND STAFF ON DEVELOPMENT AGREEMENTS

**February 21, 2013**

ANNUAL 2030 GALT GENERAL PLAN AND HOUSING ELEMENT PROGRESS REPORT FOR 2012

ACTION: Recommended approval with minor revisions for presentation to City Council.

**March 14, 2013**

1021 MEADOWVIEW DRIVE SETBACK VARIANCE TIME EXTENSION AND USE CLARIFICATION REQUEST

ACTION: Approved the time extension and provided direction on the allowed use of the structure.

THE MEADOWS SUBDIVISION REVISED ARCHITECTURAL PLAN (FLOOR PLANS AND ELEVATIONS)

ACTION: Approved.

**April 11, 2013**

JOINT MEETING WITH CITY COUNCIL TO REVIEW THE DRAFT GALT 2008-2013 HOUSING ELEMENT

ACTION: No action required.

**May 9, 2013**

2030 GENERAL PLAN UPDATE 2008-2013 HOUSING ELEMENT

ACTION: Recommended that City Council adopt the CEQA Initial Study/Negative Declaration and adopt the updated Housing Element.

PROPOSAL TO INCREASE THE PLANNING COMMISSION FROM FIVE TO SEVEN MEMBERS

ACTION: Recommended that Council not increase the number of commissioners.

2012-2017 CAPITAL IMPROVEMENT PROGRAM PROJECTS: FINDING CONSISTENCY WITH THE GALT GENERAL PLAN

ACTION: Approved.

RECEIVE COMMUNITY DEVELOPMENT DIRECTOR'S REPORT REGARDING TWO MINOR USE PERMIT APPROVALS – HAIRWORKS BEAUTY SALON AT 545 INDUSTRIAL DRIVE, STE. 103 AND A REAL ESTATE TRACT OFFICE AT 908/910 FERMOY WAY

ACTION: Concur with Director's decision.

**June 14, 2013**

METAL FABRICATION BUSINESS CONDITIONAL USE PERMIT (175 ENTERPRISE COURT, SUITE C)

ACTION: Approved.

Approved minutes for 2012-2013 meetings are available on the City's website at [www.ci.galt.ca.us](http://www.ci.galt.ca.us).

FY 2013-2013 Planning Commission Attendance Record

July	August	September	October	November	December	January	February	March	April Jt. Mtg. w/CC	May	June
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Dees	X	Absent	MEETING CANCELLED DUE TO LACK OF A QUORUM	X	X	NO MEETING	X	X	X	Absent	X	X	
McFaddin	X	X		X	X								
Morris	X	X		X	X		X	X	X	X	X	X	X
Pellandini	X	X		Absent	X								
Rodriguez	X	X		X	X		X	X	X	X	X	X	X
Erickson								X	X	X	X	X	X
Sandhu						X	X	X	X	X	X		

**Commissioner Development**

July 12, 2012 – Presentation by staff on the Tentative Map Process.

October 11, 2012 – Presentation by staff on the CEQA Process.

January 1, 2013 – Presentation by City Attorney and staff on Development Agreements.

Commissioners Erickson and Sandhu attended the 2013 Planning Commissioners Academy in Pasadena, February 27<sup>th</sup> - March 1<sup>st</sup>.

All Planning Commissioners completed mandatory Ethics Training.