OPENING CEREMONIES

Call to Order – Chairman, Robert D. Epperson, called meeting to order at 6:35p.m
Roll Call – Secretary, Olivia Pimentel
Commissioners Present: Epperson, Bandy, Jones, Espino, Nunez, Wettlaufer, Felker
Commissioners Absent: None
Pledge of Allegiance - Performed

AGENDA APPROVAL/ADDITIONS/DELETIONS - Unanimously approved as presented

1. PRESENTATIONS None Offered

REQUEST TO ADDRESS THE COMMISSION - None offered

2. APPROVAL OF MINUTES

   A. December 12, 2016, C/Jones made a motion to approve minutes as presented, second C/Wettlaufer. Unanimously approved as presented.

3. PUBLIC HEARING

   A. Subject: Public Hearing: Tentative Parcel Map No. 16-01, Burnett Family Trust.

Staff presented a brief review of staff report and provided details of an application for a Tentative Parcel Map received by Burnett Foods, Inc. Burnett Foods dba: Taco Bell, owns outlot no 3 in the Walmart Shopping Center, located on the southwest corner of Whitesbridge and Goldenrod Avenue. There are two (2) existing businesses located in outlot no 3 (Starbucks on proposed Parcel ‘A’ and Taco Bell on proposed Parcel ‘B’). The intent of the parcel map is to subdivide outlot no 3 of Parcel Map 09-02 and create two (2) parcels that would allow the sale of either parcel by the owner of record, Burnett Foods. Parcel ‘A’ contains 21,918 sq. ft. and Parcel ‘B’ contains 27,842 sq. ft.

Open Public Hearing: 6:38p.m.

Scott Bishop 16216 W. Natalie, Kerman, addressed the commission, he inquired regarding trash enclosures if adequate for the site. He also inquired about accessible parking. Staff noted that on the map, there were two trash enclosures provided for each business and the map showed two handicap parking spaces, one on each parcel as required.
C/ Epperson was concerned with various issues not addressed in the conditions of approval for the tentative parcel map. For example, all applicable conditions from the original Walmart development (PM 09-02) should be carried over to the new parcel created.
C/Epperson noted that some of these might not be parcel map issues directly, but need to be dealt with at this time to ensure that the original commitments are passed on to any new owners of new parcels. Issues include:

1. Maintenance of common use areas such as pavement, signage, landscaping to ensure that one land owner does not impact another land owner by failure to meet joint responsibilities.
2. Limitation on signage to the original signage master plan. Creating new parcels as part of the overall shopping center should not confer additional parcel by parcel signage. Our guidelines allow one freestanding sign per parcel. The shopping center was designed to have a single such sign. The City needs to clarify that there is to be no added “signage clutter”.

C/Espino had questions regarding the easements created to access the parcels and the responsible parties to maintain such easements, this should have been addressed in the conditions of approval. He stated that conditions applied to the Approved Parcel Map (PM 09-02) for the Walmart shopping center should be carried over to the TPM 16-01, Burnett Foods.

Closed Public Hearing: 7:10p.m.

Staff was directed to amend the conditions of approval by deleting sections that did not pertain to this parcel map. Staff was also directed to contact the Civil Engineer and City Engineer to address questions relating to maintenance, easements, etc. and make the appropriate amendments to the conditions of approval prior to submitting to Council.

C/Jones made a motion to approve resolution, as amended, second C/Wettlaufer to recommend that City Council approve Tentative Parcel Map No. 16-01, Burnett Family Trust.

4. PETITIONS/RESOLUTIONS - None Offered

5. ADMINISTRATIVE REPORTS -

Staff gave a brief overview of ongoing planning and building activity such as:

- **BUILDING**: 46 Building Permits issued in December. Total SFD permits 2016 ninety-five (95), Total SFD permits 2015 twenty-eight (28) and Total SFD permits 2014 twelve (12). Staff expects another big year in 2017 for building, several subdivisions that have gone dormant for past ten years have contacted the City to start development including; (Bordeaux II/Tract 5636), and Tract 5832 approximately 106 Single Family Residential subdivision have contacted the City Engineer to move forward.

- **PLANNING**: General Plan Amendment and several other items for this Commission to begin working on in 2017. Local Property owner inquired about an annexation for a 20 acre site on the southwest quadrant of the City, not in the city limits, to develop a 99 lot subdivision.

**COMMUNICATIONS**

A. Informational: Staff provided the results of the Planning Commissioners Appointed by City Council on December 21, 2016, Robert Bandy, Katie Wettlaufer (3 year terms, 2017-2019) and Robert Felker (2 year term, 2017-2018), Mr. Felker will be officially sworn in next meeting.

Adjourned Meeting at 7:15 p.m.

/s/ Olivia G. Pimentel
Secretary to the Planning Commission