



Planning Commission Regular Meeting Minutes

May 9, 2023 5:30 PM
Council Chambers
400 N. Douty St.

CALL TO ORDER:

Chair Sanchez called the meeting to order at 5:30 p.m.

ROLL CALL:

Attendee Name	Title	Status
Dennis Ham	Planning Commissioner	Present
Richard Douglas	Planning Commissioner	Present
Jacob Sanchez	Planning Chair Commissioner	Present
Gunther Norris	Planning Commissioner	Present
Martin Devine	Planning Commissioner	Present
Garry Curtis	Alternate Planning Commissioner	Present

FLAG SALUTE:

Chair Commissioner SANCHEZ led the flag salute.

PUBLIC COMMENT:

This is the time for citizens to comment on subject matters not on the agenda and that are within the jurisdiction of the Commission. This is also the public's opportunity to request an item from the Consent Calendar be pulled for discussion purposes or to comment on any item on the agenda. Comments related to Public Hearing items will be heard at the time the item is discussed. A maximum of three minutes is allowed for each speaker. Please begin your comments by stating your name and providing your city of residence.

None.

CONSENT CALENDAR:

Consent Calendar items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made and then the item will be removed from the Consent Calendar to be discussed and voted upon by a separate motion.

A. Community Development: Approval of the Minutes of the April 25, 2023 Meeting

Motion to Approve the Minutes of the April 25, 2023 Meeting

RESULT: Passed (UNANIMOUS)

MOVER: Dennis Ham

SECONDER: Richard Douglas

AYES: Martin Devine, Dennis Ham, Richard Douglas, Gunther Norris, Jacob Sanchez

GENERAL BUSINESS:

A. Community Development: Election of 2023 Chair Commissioner

Chair Commissioner SANCHEZ thanked the Commission and Staff members for his past two years as Chair. Chair SANCHEZ invited nominations for Chair. The first nomination was initiated by Commissioner DOUGLAS, who nominated Commissioner DEVINE. The second nomination was initiated by Commissioner DEVINE, who nominated Commissioner HAM.

Motion to Elect DEVINE as 2023 Chair Commissioner

RESULT: Passed (3:AYES 1:NAYS 1:ABSTAIN)
MOVER: Richard Douglas
SECONDER: Gunther Norris
AYES: Douglas, Norris, Sanchez
NAYS: Devine
ABSTAIN: Ham

Following the elections, Commissioner SANCHEZ passed the gavel to chairperson DEVINE, who presided over the remainder of the meeting.

There was a question regarding the election of a Vice Chair. Director Waters explained that the election could be added to a future agenda if needed.

PUBLIC HEARING:

- A. Community Development: Planned Unit Development No. 2023-01: A request to allow a shared access drive between two parcels for the future development of a 2,616 square-foot office building, proposed under Site Plan Review No. 0001-23 with an existing office, located north of the project site in the MX-D Downtown Mixed Use zone district. The project is located at 605 N. Irwin Street (APN 010-233-014).

Chair DEVINE opened the public hearing at 5:36 p.m. and called for the staff report.

Senior Planner Myers presented the staff report and invited questions from the Commission.

Commissioner CURTIS had questions regarding who was responsible for the driveway maintenance, the city, or the property owner. Senior Planner Myers explained that the property is privately owned, and the responsibility remains with the property owner.

Commissioner HAM had concerns regarding the encroaching on the adjacent property and whether there was an agreement. Senior Planner Myers addressed this concern, stating that an existing sales agreement between the properties would require an access agreement to be recorded. There will be an agreement recorded before the final of the building.

There being no additional questions, chair DEVINE opened Public Comment. There were no comments from the public. Chair Commissioner DEVINE called for a motion.

Motion to adopt Resolution No. 2023-07, approving Planned Unit Development No. 2023-01.

Motion to Approve adoption of Resolution No. 2023-07, approving Planned Unit Development No. 2023-01.

RESULT: Passed (UNANIMOUS)
MOVER: Richard Douglas
SECONDER: Gunther Norris
AYES: Devine, Ham, Douglas, Norris, Sanchez

DIRECTOR'S COMMENTS:

Director Waters informed commissioners regarding the City of Hanford Media Policy that applies to the city council, staff, and commissioners. Director Waters invited commissioners to review the policy and encouraged commissioners to contact him for any questions on this policy.

Commissioner HAM asked if this included comments regarding social media. Director Waters explained that social media policy is a different policy and is under review with the help of the City Attorney.

COMMISSIONERS' ITEMS OF INTEREST:

At this time, any Commissioner may ask a question for clarification of matters within the Planning Commission's jurisdiction, make an announcement, or report briefly on activities in their role as a Planning Commissioner. In addition, subject to the Planning Commissioner's Handbook, Commissioners may request staff to report back to the Planning Commission at a subsequent meeting concerning any matter within the Commissioner's jurisdiction (GC 54954.2).

Commissioner DOUGLAS thanked Commissioner SANCHEZ for his hard work and dedication as chair for the last two years and thanked Chair Commissioner DEVINE for taking on the challenge of becoming the newly elected Chair Commissioner.

Chair DEVINE expressed his appreciation for being the newly elected Chair Commissioner.

ADJOURNMENT:

Chair Commissioner DEVINE adjourned the meeting at 5:48 p.m.

Respectfully submitted,

Rosa Contreras
Recording Clerk