



**Planning Commission Regular Meeting
Minutes**

**October 24, 2023 5:30 PM
Council Chambers
400 N. Douty St.**

ROLL CALL:

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

Present:	Absent:
Alternate Commissioner CURTIS Commissioner HAM Commissioner SANCHEZ Commissioner DOUGLAS Chair DEVINE Vice Chair NORRIS	NONE

INVOCATION:

Diana Black led the Invocation.

FLAG SALUTE:

Chair DEVINE 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 September 12, 2023 Meeting

Motion to approve the Consent Calendar.

RESULT: (UNANIMOUS)
MOVER: HAM

SECONDER:	NORRIS
AYES:	NORRIS, DOUGLAS, DEVINE
ABSTAIN:	HAM, SANCHEZ

PUBLIC HEARING:

- A. Community Development: **Conditional Use Permit No. 0008-23:** A request to establish a daycare facility (over 14 persons), in an existing building in the MX-D Downtown Mixed Use zone district. The project is located at 315 W. Lacey Boulevard (APN 012-021-012 and 012-021-014)

Chair DEVINE opened the public hearing and called for the staff report. Senior Planner Myers presented the staff report. She noted that Public Works had updated Conditions of Approval, provided to the Commission October 23 and at the dais, which will require an amendment to Resolution No. 2023-29. She recommended approval of the project and invited questions of staff.

HAM:

- How did they determine the maximum number of 48 children--almost 10 children per employee?
- What are the approximate ages of the children?
- Restrooms do not show much privacy for the children.
- Will there be an area for snack and refrigeration for their food?
- Is there room to make a u-turn during drop-off and pick-up?

CURTIS: How long before the daycare will be up and running?

Ms. Myers announced that the applicants would answer these questions.

Daycare owner, Jamie, replied to Commissioners' questions: The number of children allowed is based on building square footage--35 sq. ft. per child; Ratio of two fully qualified teachers per 24 students; Approximate ages of the children is 3 years to 5 or 5 1/2 years; Children's privacy is addressed, but it is a requirement that no child is ever left alone. They can make a half-door, if necessary, to allow teachers to keep an eye on the children; A full-size refrigerator will be supplied for snacks; She provided additional information regarding licensing requirements then deferred parking-lot questions to Alejandro Panzera and Dave Clevenger. Alejandro stated that they followed the standard guidelines for parking and turning. Dave added that the state will do a very thorough licensing check before the center opens. Jamie confirmed that they are highly regulated, and they will tweak any requirements, as necessary. When the daycare will open depends on several variables. Once approved, she will apply for the licenses, then construction will begin, then the playground.

Chair DEVINE opened Public Comment. There being none, he then called for a motion.

Motion to adopt Resolution No. 2023-29 (as amended) approving Conditional Use Permit No. 0008-23.

RESULT:	(UNANIMOUS)
MOVER:	HAM
SECONDER:	DOUGLAS
AYES:	HAM, DOUGLAS, SANCHEZ, NORRIS, DEVINE

DIRECTOR'S COMMENTS:

Director Waters reminded the Commissioners of the upcoming joint meeting (City Council and Planning Commission) Monday, November 6, 4:00 p.m. in the City Hall training room. This will be a public meeting regarding the Housing Element Update. The consultant will be present and available to answer questions.

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 HAM noted that City Council had directed an update to the Planning Commissioners' Handbook. He asked when that would be going to City Council for adoption. Director Waters replied that the City Manager is working on it. Although he could not provide a definite date, Director Waters estimated it would be within a month or two.

Commissioner SANCHEZ announced that he will be resigning his position as Planning Commissioner, effective November 7, 2023, as he is moving to San Diego. The November 6 meeting will be his last as Commissioner. He expressed his appreciation to the Commissioners and staff and stated that his time on the Commission has been a joyous experience. Chair DEVINE and Commissioners congratulated him and thanked him for his service with the City of Hanford.

ADJOURNMENT:

Materials related to an item on this Agenda submitted to the Planning Commission after distribution of the agenda packet are available to public inspection in the Planning Division Office located at 317 N. Douty Street, Hanford, California 93230, during normal business hours. Such documents are also available at the city's website, www.cityofhanfordca.com subject to staff's ability to post documents before the meeting. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the Planning Division's office, 559-585-2580, 317 N. Douty Street, Hanford, California 93230, at least 2 days prior to the meeting {28 CFR 35.102.35.104 ADA Title II} APPEALS: Any action of the Planning Commission, which is a final project decision, may be appealed to the City Council by the applicant or any adversely affected person. To file an appeal, an appeal application and filing fee of \$1,000.00 must be submitted to the Community Development Department, 317 N. Douty Street, Hanford, California, within ten (10) days following the date of the final decision of the Planning Commission.

Chair DEVINE adjourned the meeting at 5:53 p.m.

Respectfully submitted,

Diana Black
Recording Secretary