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## Staff Report

ITEM 4

**To: Lemoore Planning Commission**  
**From: Steve Brandt, City Planner**  
**Date: July 3, 2013**  
**Subject: Zoning Code Proposed Revisions**

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### Discussion

This discussion continues from the Planning Commission meeting on June 24<sup>th</sup>. On June 25<sup>th</sup>, Staff met with the Administrative Clean-up Ad Hoc Committee. We discussed how to move forward on reviewing the Zoning Code sections that deal with the processing of planning permit applications. The main sections that deal with planning applications are Chapter 2A, 2B, and 2C, although there are other areas of the Code that also speak to permit processing.

Attached are Chapters 2A, 2B, and 2C, with comments in the right column. These comments are Staff recommendations and are meant for discussion purposes. If the Commission agrees with the approach proposed in a comment, then revised text in underline/~~strikethrough~~ format can be prepared so the Commission can see the actual proposed text changes.

Monday night's meeting is meant to review the general approach to making the Zoning text changes, and to build upon the previous meeting in a similar style of discussion. A number of the comments attached propose ways to limit discretion on projects reviewed by the Planning Director so that they can truly be considered an administrative action. This will improve the certainty of the process for the applicant, the general public, and the City.

One recommendation that is mentioned in a few comments is to consider reorganizing the site plan review process to be a ministerial action performed only by City staff. Many jurisdictions handle site plan review this way so that site plan review can be exempt from CEQA requirements. Making these changes would limit staff's review basically to a confirmation that the proposed site plan is meeting the City's Zoning Code. Versions of this method have been used in Visalia and Tulare for a number of years.

**Recommendation**

It is recommended that the Commission review the proposed comments in the right column of the attached Zoning Code chapters and accept, modify, or redirect the direction that Staff wants to take in making modifications. Any direction from the Commission to Staff at this time is not yet final. The final recommendation would be made at a future public hearing where the actual text changes are shown.

**Attachments:**

Zoning Code Chapters 2A, 2B, and 2C with comments