

Minutes of the  
LEMOORE PLANNING COMMISSION  
June 10, 2013

**MEETING CALLED TO ORDER:**

At 7:00 p.m. the meeting was called to order.

**ATTENDANCE:**

Chairman Meade, Vice-Chairman Garcia, Commissioners Clement, Marvin, Monreal, Wynne; Acting City Manager Laws, City Planner Brandt, Planning Director Wlaschin, Project Manager Holwell, Chief Deputy City Clerk Austin

Chairman Meade announced there is one vacancy on the Commission, which is currently being filled.

**PUBLIC COMMENT:**

None.

**MINUTES –SPECIAL MEETING MAY 6, 2013:**

Chairman Meade stated that corrected minutes had been distributed. There was a change in the item relating to Site Plan # 2013-01 and Negative Declaration #2013-03.

It was moved by Commissioner Clement and seconded by Commissioner Marvin to approve the minutes of the Planning Commission Special Meeting of May 6, 2013.

Ayes: Clement, Marvin, Monreal, Wynne, Garcia, Meade

**REPORT – UPDATE – PLANNING REORGANIZATION:**

Mayor Siegel spoke regarding the recent changes to planning department at the City and appointing Quad Knopf to serve as the City Planner and David Wlaschin to serve as Planning Director. He stated Steve Brandt from Quad Knopf will be providing technical planning services based on demand. So far, he has received positive feedback from the business community.

Commissioners asked who their primary point of contact should be and how to handle routine items. Mayor Siegel said to refer all matters to David Wlaschin and he will handle or delegate to the correct person to do so.

**REPORT – UPDATE – AD HOC COMMITTEES – ZONING CODES:**

Commissioner Marvin distributed an Ad Hoc Committee Report to all present.

Mayor Siegel provided clarification of the two committees. There was discussion regarding a list of the items that were left out of the current zoning code. City staff will attempt to locate the list so that it can be distributed to the appropriate committee.

Commissioner Meade agreed to join the Administrative Clean-up Committee to replace former Commissioner Brown.

Members of the committees agreed to continue their work and report back at the Planning Commission Study Session on June 24<sup>th</sup>.

**REPORT AND RECOMMENDATION – AGENDA PACKET DELIVERY:**

Acting City Manager Laws discussed the history of Planning Commission agenda packet delivery and provided options for future delivery.

The Commissioners prefer to receive future packets electronically and to have mailboxes at City Hall where they can pick up hard copies of large maps.

**DISCUSSION – WATHEN CASTANOS – REQUEST TO CHANGE ZONING CODES AND REGULATIONS – SIX-PACK PLOT PLAN REQUIREMENT AND OFF-SITE SIGNAGE:**

Planner Brandt discussed a letter received from Wathen Castanos and asked how the Commission would like to proceed. He stated these items could be added to the list of updates currently being compiled for the zoning code update and the developer could submit a formal application if they would like the items considered sooner.

There was a discussion about the origin of the six-pack plot requirement and when it was put in place.

Michael Montalbano asked what they were requesting regarding off-site signage. He said they regularly put up illegal signs.

The Commissioners asked that these items be considered with the zoning code update currently in process.

**REPORT AND RECOMMENDATION – AB1616 – CALIFORNIA HOMEMADE FOODS ACT – COTTAGE FOOD OPERATIONS:**

Planner Brandt discussed the provisions of AB1616, which allows certain foods prepared in homes to be sold commercially. This will be enforced by the Kings County Health Department; however, the City zoning code will require a revision to include this as an approved minor home occupation.

The Commissioners asked that a recommendation be brought back during the zoning code update currently in process.

**PLANNING DIRECTOR'S REPORT:**

None

**COMMISSIONER REPORTS AND REQUESTS FOR INFORMATION:**

None

**ADJOURNMENT:**

At 8:50 p.m. the meeting adjourned.

Approved the 24<sup>th</sup> day of June, 2013.

Full digital audio recording is available.

Attest:

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Dr. Ronald Meade, Chairman

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Kristie R. Baley, City Clerk