



AGENDA

PLANNING COMMISSION

155 W. DURIAN AVE., COALINGA CA 93210
TUESDAY JANUARY 23, 2018

The Mission of the City of Coalinga is to provide for the preservation of the community character by delivering quality, responsive City services, in an efficient and cost-effective manner, and to develop, encourage, and promote a diversified economic base in order to ensure the future financial stability of the City for its citizens.

CALL MEETING TO ORDER (6:00 PM)

Pledge of Allegiance

CHANGES TO THE AGENDA

ROLL CALL

Commissioners:

- Chairman Stoppenbrink*
- Vice Chairman Sailer*
- Commissioner Jacobs*
- Commissioner Gonzales*
- Commissioner Helmar*

Staff:

- Sean Brewer, Community Development Director*
- Marissa Trejo, City Manager*

PUBLIC COMMENTS

Under Government Code 54954.3 members of the audience may address the Commission on any item of interest to the public or on any agenda item before or during the Commission's consideration of the item. State law prohibits the Planning Commission from acting on non-agenda items.

INFORMATION/CONSENT CALENDAR

1. Approval of the 2018 Planning Commission Meeting Schedule
2. Approval of Minutes from the January 9, 2018 Planning Commission Meeting

PUBLIC HEARINGS

DISCUSSION AND/OR POTENTIAL ACTION ITEMS

1. Discussion and Potential Action Regarding Unattended Collection Boxes within the City of Coalinga
2. Planning Commission Reorganization

DEPARTMENT REPORTS

COMMUNICATIONS

1. Staff Announcements
2. Commissioner Announcements
3. Chairman Announcements

ADJOURN



Staff Report- Chairman and Planning Commission

Subject: Approval of the 2018 Planning Commission Meeting Schedule
Meeting Date January 23, 2018
Project Location:
Applicant:
Owner:
Prepared By: Sean Brewer, Community Development Director

I. RECOMMENDATION:

Adoption of the 2018 Planning Commission Meeting Schedule.

II. BACKGROUND:

In accordance with the Coalinga Municipal Code, Planning Commission meetings are conducted on the second and fourth tuesday of each calendar month.

III. PROPOSAL AND ANALYSIS:

IV. FISCAL IMPACT:

V. REASONS FOR RECOMMENDATION:

ATTACHMENTS:

Description

- ☐ 2018 Planning Commission Meeting Schedule

2018 Planning Commission Calendar

January 2018						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2018						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

March 2018						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April 2018						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2018						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June 2018						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July 2018						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August 2018						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September 2018						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

October 2018						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November 2018						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December 2018						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Scheduled Meeting

Cancelled Meeting



Staff Report- Chairman and Planning Commission

Subject: Approval of Minutes from the January 9, 2018 Planning Commission Meeting
Meeting Date January 23, 2018
Project Location:
Applicant:
Owner:
Prepared By: Sean Brewer, Community Development Director

I. RECOMMENDATION:

Staff recommends the Approval of the Minutes from the January 9, 2018 Planning Commission Meeting.

II. BACKGROUND:

III. PROPOSAL AND ANALYSIS:

IV. FISCAL IMPACT:

V. REASONS FOR RECOMMENDATION:

ATTACHMENTS:

Description

- ☐ January 9, 2018 Minutes

MINUTES
PLANNING COMMISSION
155 W. Durian, Coalinga, CA 93210
TUESDAY January 9, 2018

CALL MEETING TO ORDER (6:00 PM)

Pledge of Allegiance

CHANGES TO THE AGENDA

ROLL CALL

Commissioners: *Chairman Stoppenbrink*
 Vice Chairman Sailer
 Commissioner Jacobs
 Commissioner Gonzales
 Commissioner Helmar

Staff: *Sean Brewer, Community Development Director*

 Marissa Trejo, City Manager (Not Present)

 Wanda Earls, Secretary/City Clerk

INFORMATION/CONSENT CALENDAR

1. [Consideration of a one \(1\) year project approval extension request from AMG & Associates for Site Plan Review Application 16-09 for the Elm Ave Senior Apartments](#)
2. [Approval of Minutes from the October 17, 2017 Planning Commission Meeting](#)
3. [Approval of Minutes from the October 24, 2017 Planning Commission Meeting](#)
4. [Approval of a one \(1\) year extension of Site Plan Review Application 16-02 \(Commercial Cannabis Cultivation\)](#)

Motion by Gonzales, Second by Helmar to Approve Consent Calendar Items 1, 2, 3, 4.

*Motion **Approved** by a 5/0 Majority Voice Vote.*

PUBLIC HEARINGS

1. [Consideration of Conditional Use Permit 17-10 for a Beer and Wine Taproom to be located at 466 N. 5th Street.](#)

Community Development Director Sean Brewer presented the staff report:

- Background
- Proposal and Analysis
- CUP Analysis
- Hours
- Special Events
- Lighting
- Parking
- Public Notifications
- Environmental Conditions
- Fiscal Impact
- Reasons for Recommendation
- General Plan Consistency
- Neighborhood Compatibility
- Asset for the Neighborhood
- Conditions as follows: Revision, Expiration, License, Continuous Effect, Property Maintenance, Signage, Police Department and Additional Conditions 1-16.

Comments:

Signage - Modest sign, lit but not flood light.

Chairman Stoppenbrink opened the public hearing.

Mr. Juan Maciel, Applicant, indicated sign is small, approximately 4'x5' metal in-ground with minimal lighting. Building width is 36'.

This is his first taproom and there are no other breweries within 70 miles. It is a small brewery;
a micro brewery, not macro brewery.

The building is open space with an old safe on the premises. It should accommodate 30-40 patrons.

Our target date for opening is late spring/early summer.

The plan is for him only to work and maybe one additional person. He works in San

Jose
four days per week.

Comments:

Risk involved as to brewing?

Breweries are safe

Where does he live?

He lives in San Jose.

How long does it take to brew a batch?

Seven to ten days.

Mr. Maciel said there are several systems and he is investigating which would be best for his use.

He will need Federal licenses, State licenses and beer and wine license, etc.

Chairman Stoppenbrink closed the public hearing.

*Motion by Gonzales, Second by Helmar to Approve Conditional Use Permit 17-10 for a Beer and Wine Taproom to be located at 466 N. 5th Street. Motion **Approved** by a 5/0 Majority Voice Vote.*

DISCUSSION AND/OR POTENTIAL ACTION ITEMS

DEPARTMENT REPORTS

COMMUNICATIONS

1. Staff Announcements

Amy is back for a couple of weeks. They are reorganizing since she has been let go.

A highlight for him is he met Brad Miller – former NBA All-star. He is partnering with individuals from Oregon in the Cannabis industry. He is 7' and 2" to 3" tall.

They are good business people and we should be receiving their application in a couple of weeks.

He will get the calendar for 2018 out to you.

Next meeting will be on green bins where people place cloths and shoes, etc.

The next meeting will be the 23rd of the month.

We need a General Plan Update. Cost is \$500K and there are few grants available for general plan updates. There are lots of transportation grants.

Kmart is still being marketed and RN is applying for a building related permit.

2. Commissioner Announcements

Commissioner Sailer asked about Best Western's opened date.

Mr. Brewer said the indication is toward the end of March.

Commissioner Gonzales said he will be at a conference for the first March meeting.

3. Chairman Announcements

Chairman Stoppenbrink gave an update on the district office: ADA plans submitted to Sacramento; building permit to City. Bids should be in March and breaking ground should be in April with opening at this time next year.

He indicated he is not renewing his term on the Planning Commission. He believes it is up February 12th.

He will not be here for the January 23rd meeting.

Commissioners decided to reorganize after the appointment replacing Chairman Stoppenbrink is approved.

Mr. Brewer said they advertised the position and it was posted yesterday.

Chairman Stoppenbrink expressed his pleasure in working with each of you and others throughout the years.

ADJOURN 6:50 PM

Chairman/Vice Chairman

City Clerk/Deputy Clerk

Date



Staff Report- Chairman and Planning Commission

Subject: Discussion and Potential Action Regarding Unattended Collection Boxes within the City of Coalinga

Meeting Date: January 23, 2018

Project Location: City of Coalinga

Applicant: City of Coalinga, 155 W. Durian, Coalinga, CA 93210

Owner:

Prepared By: Sean Brewer, Community Development Director

I. RECOMMENDATION:

Staff recommends that the Planning Commission recommend to the City Council adoption of an ordinance amending Title 9 of Coalinga's Planning and Zoning Code to include regulations governing Unattended Collection Boxes. The proposed text amendment also includes minor changes to other sections of the Coalinga Municipal Code to reference the new regulations.

II. BACKGROUND:

Over the past few years, the City of Coalinga has seen an increase in the presents of Unattended Collection Boxes on public and private properties. The facilities typically measure about 4 feet in depth and 5 feet in height and accept a variety of textile, book and other salvageable personal property. The facilities are generally placed on commercial properties (strip malls, gas stations, and grocery stores). In Coalinga, the facilities are particularly visible along Polk Street and Elm Ave.

Many of the unattended facilities result in public nuisances by attracting graffiti, scavenging and illegal dumping due to the fact that they are unmonitored and maintained by off-site operators that are simultaneously servicing thousands of units across State. Historically the City of Coalinga Code Enforcement staff conducted regular sweeps to document the public nuisance issues related to the facilities. Unfortunately, staff was unsuccessful in contacting the owners of the unattended collection boxes which then places the burden on the property owner to remove. In most cases the owner never gave permission to drop the box in the first place.

There are some benefits to these facilities. Specifically, placement of Unattended Collection Boxes in a variety of conveniently accessible locations encourages individuals to recycle textile goods rather than placing those items in the waste stream. In addition to encouraging recycling, unattended collection boxes are a form of charitable solicitation and are afforded First Amendment protection as free speech. As charitable solicitation and/or donations are considered free speech, the City cannot ban unattended collection boxes outright without a regulatory permitting path. Several of the companies that manage the facilities purport to be or are associated with non-profit organizations that donate proceeds from donations to national and

international charity organizations.

State Legislation Related to Unattended Collection Boxes. In July 2010, the state enacted Assembly Bill (AB) 918, in an effort to regulate Unattended Collection Boxes, and to provide consumers with information regarding how donations would be used. The law required that the Unattended Collection Boxes provide a written display of the organization which benefits from the donation and whether it is a non-profit entity. The law did not specifically limit the ability of local municipalities to place further restrictions on the facilities.

In response to City Council direction and concerns about the increased presents of Unattended Collection Boxes on commercial sites throughout the City, and the related nuisance activities that such facilities attract, staff recommends that the City establish new regulations for Unattended Collection Boxes. Under the proposed regulations, Unattended Collection Boxes would be permitted on existing commercial properties or religious facilities sites located in the CS (Commercial Service), CG (General Commercial), CR (Commercial Retail) and MX (Mixed Use Zones), subject to approval of a Conditional Use Permit (CUP) and compliance with performance standards. One of those standards requires a minimum 2,500-foot separation (about a half-mile) between boxes.

III. PROPOSAL AND ANALYSIS:

Overview of Proposed Recycling Regulations Amendments to Include Unattended Collection Boxes - Staff recommends the following amendments to the Coalinga Municipal Code as it relates to Unattended Collection Boxes:

Unattended Collection Boxes would be permitted on existing commercial properties or religious facilities sites located in the CS (Commercial Service), CG (General Commercial), CR (Commercial Retail) and MX (Mixed Use Zones), subject to approval of a Conditional Use Permit (CUP) with additional performance standards. The facilities would be prohibited in all other zoning districts.

Staff believes that the CUP process is warranted to ensure that the facilities are placed in compliance with adopted performance standards; to maintain a record of approved facilities for record-keeping purposes; and to ensure ongoing compliance with maintenance requirements.

Proposed performance standards are detailed in the ordinance, but are not limited to:

1. Placement of a facility on a site with an existing primary commercial or religious facility use;
2. Minimum distance requirements of 2,500 linear feet between each facility, unless a second one is permitted on a single site to accommodate overflow demand;
3. General maintenance requirements for the facility and surrounding area;
4. Orientation and placement requirements to ensure that facilities are safe and visible but do not obstruct pedestrian or vehicular traffic; and;
5. Provision of a maximum box size and height.

In addition, the proposed regulations would require that all existing Unattended Collection Boxes be removed or brought into conformance with the proposed standards within sixty (60) days of adoption of the new zoning regulations.

Proposed Revisions to Other Sections of the Coalinga Municipal Code - Staff recommends that a reference to the new Unattended Collection Box regulations be added to CMC Section 7-6.203, Prohibited Acts, to classify a violation of the proposed regulations as a prohibited act where an Administrative Citation and/or Abatement procedures may apply to abate the nuisance.

Environmental Impact Analysis - The proposed project is exempt from the California Environmental Quality Act (CEQA) under Section 15061(b)(3), as an activity that is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The proposed project includes zoning text amendments to regulate the placement of and to establish standards for small, unattended donation boxes on already developed commercial sites or sites containing religious facilities. Further, each discretionary project submitted under the proposed regulations would require its own CEQA-specific review. Thus, it can be seen with certainty that there is no possibility that the proposed project would have a significant effect on the environment.

IV. FISCAL IMPACT:

None determined at this time.

V. REASONS FOR RECOMMENDATION:

Text Amendment Findings for Approval - In order for the Text Amendments to be approved, the following findings must be made:

The proposed Zoning Ordinance amendment would not be detrimental to the public interest, health, safety, convenience, or welfare of the City.

The placement of Unattended Collection Boxes in a variety of conveniently accessible locations in the City would encourage individuals to recycle textile goods rather than placing those items in the waste stream. The proposed text amendments will promote the public health, safety, convenience, and general welfare of the residents of Coalinga by amending the Zoning Ordinance to provide a separate purpose, definitions, process and standards whereby Unattended Collection Boxes could be permitted and regulated at appropriate locations throughout the City; establishing performance standards that would apply to all new and existing Unattended Collection Boxes to ensure that the boxes are located and maintained in a manner so as not to constitute a public nuisance; and, establishing enforcement provisions for Unattended Collection Boxes found to be in violation of the regulations.

The proposed Zoning Ordinance amendment is consistent and compatible with the goals, policies, and actions of the General Plan, and the other applicable provisions of the Zoning Ordinance.

Recognizing that Unattended Collection Boxes are targets for public nuisances such as graffiti, litter, scavenging and unwanted dumping, their unregulated presence degrades the image and perceived safety of the City. Regulation of these facilities is consistent with the intent City of Coalinga General Plan to improve the commercial corridors. The proposed regulations would allow Unattended Collection Boxes, which offer a convenient location for recycling of salvageable goods, in limited numbers along major arterials subject to specific performance standards. The standards will ensure that the Unattended Collection Boxes blend in with surrounding primary uses without compromising safety or reducing required parking and landscaped areas. Further, the proposed text amendments will ensure that the City has a mechanism to enforce the proposed regulations as a public nuisance if the facilities are not maintained.

If applicable, the site is physically suitable (including, but not limited to access, provision of utilities, compatibility with adjoining land uses, and absence of physical constraints) for the requested zoning designations and anticipated land uses/developments.

The proposed text amendments would facilitate the limited placement of Unattended Collection Boxes in conjunction with allowable primary uses, subject to specific performance standards.

The proposed Zoning Ordinance amendment has been processed in accordance with the applicable provisions of the California Government Code and the California Environmental Quality Act.

The proposed project is exempt from the California Environmental Quality Act (CEQA) under Section 15061(b)(3), as an activity that is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The proposed project includes zoning text amendments to regulate the placement of and to establish standards for small, unattended donation boxes on already developed commercial sites or sites containing religious facilities. Further, each discretionary project submitted under the proposed regulations would require its own CEQA-specific review. Thus, it can be seen with certainty that there is no possibility that the proposed project would have a significant effect on the environment.



Staff Report- Chairman and Planning Commission

Subject: Planning Commission Reorganization
Meeting Date January 23, 2018
Project Location:
Applicant:
Owner:
Prepared By:

I. RECOMMENDATION:

Staff is recommending that the Commission conduct a reorganization of the Chairman and Vice Chairman seats.

II. BACKGROUND:

The process for selecting a Chairman and Vice Chairman has occurred annually at the first or second January meeting. The sitting Commission selects a Chairman and Vice Chairman following a process of a nomination and a second of one of its sitting members and a vote. If the person received a simple majority of the vote, he/she becomes Chairman. The same process was then conducted for the Vice Chairman.

III. PROPOSAL AND ANALYSIS:

IV. FISCAL IMPACT:

V. REASONS FOR RECOMMENDATION: