CITY OF COALINGA
The Sunny Side of the Valley

AGENDA
PLANNING COMMISSION

TUESDAY DECEMBER 12, 2023

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.

Notice is hereby given that the Planning Commission will hold a Regular Meeting, on December 12, 2023 in the City Council Chambers, 155 West Durian Avenue, Coalinga, CA. Persons with disabilities who may need assistance should contact the City Clerk at least 24 hours prior to the meeting at 935-1533 x113. Anyone interested in translation services should contact the City Clerk at least 24 hours prior to the meeting at 935-1533 x113. The Meeting will begin at 6:00 p.m. and the Agenda will be as follows:

CALL MEETING TO ORDER (6:00 PM)

Pledge of Allegiance

CHANGES TO THE AGENDA

ROLL CALL

Commissioners: *Chairman Sailer*
Vice Chairman Stoppenbrink
Commissioner Helmar
Commissioner Hill
Commissioner Pruitt

Staff: *Sean Brewer, Assistant City Manager*
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. Meeting Minutes for Approval 10-10-2023

PUBLIC HEARINGS

1. Approval of a Conditional Use Permit for the Family Discount Market at 210 E. Elm Ave for the Approval of a Beer and Wine License.

DISCUSSION AND/OR POTENTIAL ACTION ITEMS

1. Planning Commission Reorganization

DEPARTMENT REPORTS

COMMUNICATIONS

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

ADJOURN

CITY OF COALINGA
The Sunny Side of the Valley

Staff Report- Chairman and Planning Commission

Subject: Meeting Minutes for Approval 10-10-2023
Meeting Date December 12, 2023
Project Location:
Applicant:
Owner:
Prepared By:

I. RECOMMENDATION:

II. BACKGROUND:

III. PROPOSAL AND ANALYSIS:

IV. FISCAL IMPACT:

V. REASONS FOR RECOMMENDATION:

ATTACHMENTS:

	Description
🗋	Minutes for Approval 10-10-2023

MINUTES
PLANNING COMMISSION
155 W. Durian Avenue, Coalinga, CA 93210
Tuesday, October 10, 2023

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 (6:00PM)

Pledge of Allegiance

CHANGES TO THE AGENDA

Assistant City Manager Sean Brewer announced the following changes to the Agenda:

None

ROLL CALL

Commissioners:	*Vice Chairman Stoppenbrink* *Commissioner Helmar* *Commissioner Pruitt* *Commissioner Hill – Absent* *Commissioner Papietro*
Staff:	*Assistant City Manager, Sean Brewer* *Public Works and Utilities Coordinator, Larry Miller* *City Clerk, Shannon Jensen*

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.

None

INFORMATION/CONSENT CALENDAR

1. Approve Minutes – 07-25-2023

Motion by Helmar, Second by Pruitt to Approve Information/Consent Calendar Item No. 1. Motion ***Approved*** *by a 4/0 Majority Voice Vote. (Hill – Absent)*

PUBLIC HEARINGS

1. Adopt Resolution No. 023P-009 Recommending to the City Council Consideration and Approval of Ordinance No. 862, Amending the Planning and Zoning Code Related to Permitting Limited Accessory Structures within the Street Side Setback of Reverse Coner Lots (Zoning Text Amendment) Application ZTA 23-02)

Assistant City Manager Sean Brewer gave a brief overview of the item.

Vice Chairman Stoppenbrink opened the Public Hearing for comments. Seeing none, Vice Chairman Stoppenbrink closed the Public Hearing.

Motion by Helmar, Second by Pruitt to Adopt Resolution No. 023P-009 Approving draft Ordinance No. 862 be taken to City Council for Consideration Amending the Planning and Zoning Code related to permitting limited accessory structures within the street side setbacks of reverse corner lots (Zoning Tex Amendment) Application No. ZTA 23-02. ***Approved*** *by a 4/0 Majority Roll-Call Vote. (Hill – Absent)*

DISCUSSION AND/OR POTENTIAL ACTION ITEMS

None

DEPARTMENT REPORTS

Assistant City Manager Sean Brewer announced that Staff will be bringing back an item at the next meeting for a reorganization of the Planning Commission board as we are currently operating without the Chairman position being filled.

COMMUNICATIONS

1. Staff Announcements

None

2. Commissioner Announcements

None

3. Chairman Announcements

None

ADJOURN 6:19PM

APPROVED:

_____
Chairman / Vice Chairman

ATTEST:

_____
Shannon Jensen, City Clerk

_____
Date

CITY OF COALINGA
The Sunny Side of the Valley

Staff Report- Chairman and Planning Commission

Subject:	Approval of a Conditional Use Permit for the Family Discount Market at 210 E. Elm Ave for the Approval of a Beer and Wine License.
Meeting Date	Tuesday, December 12, 2023
Project Location:	210 E. Elm Ave, Coalinga, CA 93210
Applicant:	Mohammed Qusem, 210 E. Elm Ave, Coalinga, CA 93210
Owner:	Mohammed Qusem, 210 E. Elm Ave, Coalinga, CA 93210
Prepared By:	Sean Brewer, Assistant City Manager

I. RECOMMENDATION:

Staff recommends approval of Conditional Use Permit 23-02 by adopting Resolution No. 023P-010 with conditions.

II. BACKGROUND:

On November 15, 2023 the Community Development Department received a Conditional Use Permit application for the sale of alcohol (Beer and Wine Type 20 ABC License) at the existing Coalinga Family Market located at 210 E. Elm Ave. Staff accepted the application on November 15, 2023 and began processing the application for a conditional use permit as permitted under the Planning and Zoning Code.

The requirements of a conditional use permit are intended to prevent problems associated with commercial establishments involved in the sale of alcohol for consumption on-site (on-sale) or off-premises (off-sale), and to prevent over-concentration. It has been demonstrated that such establishments can adversely affect nearby commercial and residential uses and can create substantial demands for police services. Therefore, the purpose of the CUP is to establish regulations to govern land uses involved in the dispensing of alcoholic beverages.

III. PROPOSAL AND ANALYSIS:

General Plan/Zoning Consistency: The property located at 210 E. Elm Ave which is the existing CoalingaFamily Market. The sale of alcohol in the CG (General Commercial) zoning is permitted subject to a conditional use permit. The issuance of conditional use permit for this use is permitted and consistent with that of the General Plan Land Use Goals and Policies and Zoning Regulations.

Location: 210 E. Elm Ave (Map Attached)

Operations: The sale of alcohol will be within the store where only beer and wine will be permitted to be sold

on these premises according to the application. The applicant is proposing a type 20 (beer and wine) with ABC.

All sales will be monitored by the department of alcoholic beverage control and strictly enforced.

Since this permit will be for a grocery store and not a bar or other establishment that may host special events, it is not anticipated that there will be a need for additional security and noise attenuation. Hours of operation will be limited to those of the grocery store and conditions will ensure that there is lighting satisfactory to the police department to enhance security.

Surrounding Uses: The project site is located on the corner of E. Elm and 4th Street. Both Elm Ave and 4th Street have a mix of Commercial and Mixed Uses along their corridors which is not anticipated to be impacted by the proposed use.

Direction	Use
North	Commercial
South	Commercial/Office
East	Commercial
West	Commercial

Staff has determined that there are no land use compatibility and/or transitional concerns related to the placement and approval of this use.

Public Notification

Public hearing notices were sent to all property owners within 300 feet of the site as required by Local and State law.

Environmental Clearance

Staff has determined that this approval is not a project under CEQA as there are no anticipated impacts from the service station selling alcoholic beverages.

IV. FISCAL IMPACT:

None determined at this time.

V. REASONS FOR RECOMMENDATION:

A Conditional Use Permit shall only be granted if the Planning Commission determines that the project as submitted or as modified conforms to all of the following criteria. If the Planning Commission determines that it is not possible to make all of the required findings, the application shall be denied. The specific basis for denial shall be established for the record. Staff feels that these findings have been met and recommend approval of conditional permit CUP 23-02.

General Plan consistency: Approval of the proposed project will advance the goals and objectives of and is consistent with the policies of the General Plan and any other applicable plan that the City has adopted;

Neighborhood compatibility: The location, size, design, bulk, coverage, density, traffic generation

and operating characteristics of the proposed project are consistent with the purposes of the district where it is located, and will not have an adverse effect on the neighborhood and surrounding properties;

<u>Asset for the neighborhood:</u> The nature, use and architectural/design features of the proposed development make it attractive, functional and convenient. The proposed development enhances the successful operation of the surrounding area in its basic community functions, or provides an essential service to the community or region.

ATTACHMENTS:

	Description
🗋	Project Location Map
🗋	Resolution 023P-010
🗋	CUP Application

Location Map



RESOLUTION 023P-010

A RESOLUTION OF THE CITY OF COALINGA PLANNING COMMISSION APPROVING WITH CONDITIONS CONDITIONAL USE PERMIT APPLICATION NUMBER 23-02 FOR THE SALE OF ALCOHOL (BEER & WINE) AT THE GROCERY STORE LOCATED 210 E. ELM AVE

WHEREAS, the City of Coalinga Community Development Department has received an application for a Conditional Use Permit for the sale of alcoholic beverages located at the Grocery Store at 210 E. Elm Ave; and

WHEREAS, the Planning Commission held the scheduled and noticed public hearing on December 12, 2023, to take testimony with regard to the proposed application, and;

WHEREAS, Public hearing notices were sent to all property owners within 300 feet of the site as required by Local and State law.

WHEREAS, the Planning Commission has determined that this project is not a project under CEQA and requires no further environmental review, and;

WHEREAS, the Planning Commission completed its review of the proposed development and information contained in the staff report and has considered the testimony received during the public meeting process and comments provided via mail, and;

WHEREAS, the Planning Commission has made the following findings based on the development proposal:

General Plan Consistency. Approval of the proposed project will advance the goals and objectives of and is consistent with the policies of the General Plan and any other applicable plan that the City has adopted;

Neighborhood Compatibility. The location, size, design, bulk, coverage, density, traffic generation and operating characteristics of the proposed project are consistent with the purposes of the district where it is located, and will not have an adverse effect on the neighborhood and surrounding properties; and

Asset for the Neighborhood. The nature, use and architectural/design features of the proposed development make it attractive, functional and convenient. The proposed development enhances the successful operation of the surrounding area in its basic community functions, or provides an essential service to the community or region.

~~~~~~~~~~~~~~
~~~~~~~~~~~~~~

NOW THEREFORE BE IT RESOLVED, that the Planning Commission approves the proposed sale of alcohol at the above location with conditions (Exhibit A):

PASSED AND ADOPTED, by the City of Coalinga Planning Commission at a regularly scheduled meeting held on the 12th Day of December 2023.

AYES:

NOES:

ABSTAIN:

ABSENT:

_____
Planning Commission Chairman/Vice Chairman

ATTEST:

_____
City Clerk/Deputy City Clerk

Exhibit A

General On-going Procedural and Operational Conditions of Approval – Conditional Use Permit 23-02 (210 E. Elm Ave – Sale of Alcohol)

REVISIONS: Any proposed change to the approved use or activity on the site shall require submittal, review and approval of an additional land use application.

EXPIRATION: This approval shall become null and void if all conditions have not been completed and the occupancy or use of the land has not taken place within one (1) year of the effective date of conditional approval.

LICENSES: Prior to selling alcoholic beverages, the applicant shall obtain the appropriate license (Type 20 – Beer and Wine) from the California State Department of Alcoholic Beverage Control and must follow the conditions of said license at all times.

CONTINUOUS EFFECT: All of the conditions of this approval are continuously in effect throughout the operative life of the project for the uses approved. Failure of the property owner, tenant, applicant, developer or any operator to comply with any or all of the conditions at any time may result in a public hearing and revocation of the use provided adequate notice, time and opportunity is provided to the property owner or other party to correct the non-complying situation.

PROPERTY MAINTENANCE: The tenant and/or property owner shall continually maintain the property and its infrastructure so that it is visually attractive and not dangerous to the health, safety and general welfare of both its employees, patrons and surrounding properties.

SIGNAGE: All signage related to the sale of alcoholic beverages shall be in accordance with temporary sign regulation in the City's planning and zoning code.

POLICE DEPARTMENT: Should the Police Department determine that the sale of alcohol at this location has become an excessive burden on police services the Police Department may remedy the situation by recommending to the Planning Commission revoke the Conditional Use Permit.

ADDITIONAL CONDITIONS:

1. The applicant shall defend, indemnify, and hold harmless the City or any if its boards, commissions, agents, officers, and employees from any claim, action or proceeding against the City, its boards, commissions, agents, officers, or employees to attack, set aside, void, or annul the approval of the project when such claim or action is brought within the time period provided for in applicable state and /or local statues. The City shall have the option of coordinating the defense. Nothing contained in this condition shall prohibit the City from participating in a defense of any claim, action, or proceeding if the City bears its own attorney's fees and costs, and the City defends the action in good faith.

2. This use permit shall be subject to revocation by the Planning Commission at such time as any of the following conditions are found to exist:

    a. Conditions of approval have not been fulfilled;
    b. The use has resulted in a substantial adverse effect on the health and/or general welfare of users of adjacent or proximate property; or
    c. The use has resulted in a substantial adverse impact on public facilities or services.

CITY OF COALINGA
CONDITIONAL USE PERMIT APPLICATION

CUP 23-02
Application Number

11/14/2023
Date

APPLICANT INFORMATION:

Applicant/Property Owner: Mohammed Qasem

Mailing Address: 210 E Elm Ave, Coalinga, CA, 93210

Telephone Number: (559) 328-7566 Assessor Parcel Number: 072-134-20

Property Location: 210 E Elm Ave, Coalinga, CA, 93210

Legal Description (lot, block, Tracts, etc.) LOT

PROPERTY USE INFORMATION:

Current Zoning: Commercial.

Existing Number of Lots: 1 Proposed Number of Lots: 1 Area of Parcel: 15,000 sqf.

Proposed Use: Beer & Wine Sales at a Retail Grocery Store.

(If additional space is required attach separate sheet of paper)

Describe any new structures or improvements associated with use (indicate total square footage of structures).

No New Structures Will Stock on Selves in Store.

(If additional space is required attach separate sheet of paper)

Describe operational characteristics of use (hours of operation, number of employees, vehicle traffic to and from use, parking requirements, etc.)

Our Hours are 7am-10pm with 10 Employees

The undersigned applicant has the ability and intention to proceed with the actual construction work in accordance with these plans (as approved) within one year from the date of approval and the applicant understands the this conditional use permit, if granted, becomes null and void and of no effect if the applicant does not commence with the actual construction work in accordance with these plans with one year from the date of approval of this application and diligently proceed to completion. An extension to commence the work at a later date may be granted by the planning commission, upon the written petition of applicant for such extension before the expiration of the one-year period. The applicant understands that the Commission may also establish a deadline date for the completion of said project.

Signature of BOTH the APPLICANT and RECORDED PROPERTY OWNER(S) are required below as applicable.

The forgoing statements and answers herein contained and the information herewith submitted are in all respects true and correct to the best of my knowledge and belief.

Signature of APPLICANT/AGENT	Signature of OWNER
Mohammed Qasem	Mohammed Qasem
Name of APPLICANT/AGENT (Please Print)	Name of OWNER (Please Print)
210 E Elm Ave, Coalinga	210 E Elm Ave, Coalinga, CA
Mailing Address	Mailing Address
(559) 328-7566	(559) 328-7566
Telephone Number	Telephone Number

CITY OF COALINGA
The Sunny Side of the Valley

Staff Report- Chairman and Planning Commission

Subject: Planning Commission Reorganization
Meeting Date December 12, 2023
Project Location:
Applicant:
Owner:
Prepared By: Sean Brewer, Assistant City Manager

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 with the sitting Commission selecting 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 be conducted for the Vice Chairman.

III. PROPOSAL AND ANALYSIS:

IV. FISCAL IMPACT:

V. REASONS FOR RECOMMENDATION: