



City of Riverbank
Planning Commission Meeting
City Hall North • Council Chambers
6707 Third Street • Suite B • Riverbank • CA 95367

MINUTES
Tuesday, September 17, 2024
(In-Person)

The following minutes reflect action minutes, with added clarification for the record. A copy of the verbatim recording may be obtained, if available, for a fee by contacting the Development Services Department at (209) 863-7128.

CALL TO ORDER/ROLL CALL:

Present: Commissioners: Stewart, Zamora, Dinan, Halterman, Basso, (Alternate) Link and (Alternate) Reuben

Absent: Commissioners: None

CONFLICT OF INTEREST: Any Planning Commissioner and Staff who would have a direct Conflict of Interest on any scheduled agenda item to be considered are to declare their conflict.

None

1. PUBLIC COMMENTS (No action to be taken)

At this time, members of the public may comment on any item not appearing on the agenda, and within the subject matter jurisdiction of the Planning Commission. Individual comments will be limited to a **maximum of 3 minutes** per person and each person may speak once during this time; time cannot be yielded to another person. Under State Law, matters presented during the public comment period cannot be discussed or acted upon. For record purposes, state your name and City of residence. Please make your comments directly to the Planning Commission. *None*

2. CONSENT CALENDAR

All items on the Consent Calendar are to be acted upon by a single action of the Planning Commission unless otherwise requested by an individual Planning Commissioner for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by roll call vote.

Item 2.1: Posting of the Agenda. The Agenda for the September 17, 2024, Planning Commission Meeting was posted on the City Community Center bulletin board, City Hall North & South bulletin boards, Post Office, city website and emailed to the Library on September 11, 2024.

Item 2.2: Approval of the September 17, 2024 Agenda. This provides an opportunity for the Planning Commission or Staff to recommend that an item be placed on the agenda for discussion or to adjust the proposed agenda to allow an item to be taken out of order.

Item 2.3: Approval of the August 20, 2024 Planning Commission Meeting minutes, having been read by the individual Commissioners and stands approved as submitted.
Abstain from voting: None.

ACTION: *By motion moved/second (Zamora / Halterman passed 5-0-0) was approved as submitted; Motion carried by unanimous roll call vote.*

Ayes: Planning Commissioners: Stewart, Zamora, Dinan, Basso and Halterman

Nays: None

Absent: None

Abstained: None

3. HOUSING ELEMENT PRESENTATION – (Informational Only – No Action)

Item 3.1: Miguel Galvez, contract Planner with JB Anderson Land Use Planning presented Item 3.1 and PowerPoint.

- Chair Stewart asked a question to Miguel Galvez.
- Miguel Galvez responded to her question.
- No additional comments were made.

4. PLANNING COMMISSION PUBLIC HEARINGS

The public notice for items 4.1, 4.2 & 4.3 were published on September 4, 2024 in the Riverbank News.

Item 4.1: Draft 6th Cycle Housing Element Update – To consider recommending to the City Council of the City of Riverbank to authorize Staff to submit the Draft 6th Cycle Housing Element Update to the California Department of Housing and Community Development (HCD) for a mandated 90-day compliance evaluation with State laws.

The City's Draft 6th Cycle Housing Element Update has been prepared in accordance with Government Code Section 65800 et. al., which specifies the content of the Housing Element. The Housing Element is one of the elements of the General Plan that presents a plan for meeting the community's housing needs. It addresses constraints to housing development; available land and resources; housing needs; fair housing; and goals, policies and programs to provide housing to meet the needs of households at all income levels.

- Public Hearing was opened up at 6:31 p.m.
- Jamie Aggers commented on item 4.1.
- Gary Pearson commented on item 4.1
- Evelyn Halbert commented on item 4.1 (via Zoom)
- Being no additional comments, the Public Hearing was closed at 6:42 p.m.

ACTION: *By motion moved/second (Zamora / Dinan passed 5-0-0) Item 4.1 was Continued until the October 15, 2024 Regular Planning Commission Meeting. submitted; Motion carried by unanimous roll call vote.*

- Ayes: *Planning Commissioners: Stewart, Zamora, Dinan, Basso and Halterman*
- Nays: *None*
- Absent: *None*
- Abstained: *None*

Item 4.2: Exception Request and Vesting Tentative Parcel Map (Dept. File #24-0011)

– Alcalá

The proposed Project is an application for Vesting Tentative Parcel Map (VTPM) to divide an existing 51,416 sq. ft. parcel into four (4) resulting parcels. The four (4) resulting parcels will vary in size from 6,005 sq. ft. to 26,220 sq. ft. As part of the proposed Project, the Applicants are requesting an exception to the Riverbank Municipal Code Sections 153.033(G)(3) and Section 152.029(C) to allow for the creation of one (1) Flag Lot for proposed parcel two (2). The proposed Project is located east of Hutcheson Way between Turpin Avenue and Deep River Drive. Pursuant to the CEQA Guidelines, the proposed Project is categorically exempt per Article 19, Section 15332, In-Fill Development Projects.

- Joshua Mann, Community Development Director presented item 4.2 and PowerPoint.
- Commissioner Halterman asked a question on the project.
- Public Hearing was opened at 6:50 p.m.
- Rod Hawkins applicants Engineer spoke on behalf of the project. He informed staff that landscape plans would be done at later date if and when homes would be developed.
- Sandra Sanchez who lives next door asked about fencing.
- Joshua Mann responded to her question.
- Sandra Sanchez asked who would built the fence.
- City attorney Josh Varinsky responded that the VTM at hand is what is being approved, that the fence is no a requirement of the VTM.
- Staff had some additional question to the applicant.
- Raquel Torro also a neighbor asked about the fence.
- Being no further question the Public Hearing was closed at 7:02 p.m.

ACTION: *By motion moved/second (Halterman / Zamora passed 5-0-0) was approved as submitted; Motion carried by unanimous roll call vote.*

Ayes: Planning Commissioners: Stewart, Zamora, Dinan, Basso and Halterman

Nays: None

Absent: None

Abstained: None

Item 4.3: General Plan Amendment, Rezone, Tentative Subdivision Map, and Architecture and Site Plan Review (Dept. File #24-0017) – Heritage II

The proposed Project is an application for a General Plan Amendment, Rezone, Tentative Subdivision Map, and Architecture and Site Plan Review for the property at 6448 Claus Road (APN 062-039-048) located north of Riverbank Highschool, north of the Railroad Right of Way, and east of Claus Road. The application proposes to amend the General

Plan Land Use designation from Community Commercial (C/C) to Medium Density Residential (MDR), rezone the subject property to a new Planned Development (PD) zoning district, a Tentative Subdivision Map to allow for the subdivision of the 5.9± acre parcel into forty-seven (47) single-family lots, and the architecture and site plan review for the proposed single-family dwellings. The proposed Planned Development zoning will allow for unique development standards to be established on the subject property. The Tentative Subdivision Map proposes to create residential lots of approximately 3,141± sq. ft. to 6,153± sq. ft. This application for a General Plan Amendment, Rezone, Tentative Subdivision Map, and Architecture and Site Plan Review was analyzed pursuant to the California Environmental Quality Act (CEQA), and the proposed Project has been found to be exempt pursuant to CEQA Guidelines Section 15061(b)(3) Common Sense Exemption.

- Joshua Mann, Community Development Director presented item 4.3 and PowerPoint.
- Commissioner Dinan asked if Heritage 1 has the same lots being purposed in Heritage 2.
- Joshua Mann responded that the lots sizes will be for the most part the same size except for a few corner lot areas.
- Public Hearing was opened at 7:14 p.m.
- Being no public comments, it was closed at 7:15 p.m.
- Commissioner Halterman asked about a crosswalk at Claus and Santa Fe St.
- Joshua Mann, responded to his comment.
- Commission Halterman asked if the storm basin at Diamond Bar East was sized to fit this project.
- Joshua Mann, responded that it was.

ACTION: By motion moved/second (Zamora / Dinan passed 5-0-0) was approved as submitted; Motion carried by unanimous roll call vote.

Ayes: Planning Commissioners: Stewart, Zamora, Dinan, Basso and Halterman

Nays: None

Absent: None

Abstained: None

5. PLANNING COMMISSION COMMENTS

Item 5: Commissioner Link liked to see item 4.3 as he sees it allowing additional housing and affordability.

6. COUNTY REFERRAL/CORRESPONDENCE/INFORMATION (Information Only - No Action)

Item 6.1: Joshua Mann, Community Development Director informed staff of the letter we had received from Riverbank Unified School District on fee increase for impact fees for building fees.

7. STAFF COMMENTS (Information Only) NO ACTION

Item 7.1: Joshua Mann, Community Development Director, updated the Commission on items that have gone to City Council and will be going to City Council and also informed them of some applications that will be coming to the Planning Commission at our next meeting.

8. ADJOURNMENT - Regular Planning Commission Meeting – September 17, 2024 at 6:30 p.m.

9. Next Regular Planning Commission meeting – October 17, 2024 @ 6:00 pm.

ATTEST:

APPROVED:



Joshua Mann
Community Development Director



~~Joan Stewart~~ *natasha Basso*
Planning Commission Chair