

CORCORAN PLANNING COMMISSION

AGENDA

City Council Chambers
1015 Chittenden Avenue
Corcoran, CA 92312

Monday, April 18, 2016
5:30 P.M.

Public Inspection: A detailed Planning Commission packet is available for review at Corcoran City Hall, located at 832 Whitley Avenue

Notice of ADA Compliance: In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerks office at (559) 992-2151 ext. 235.

Public Comment: Members of the audience may address the Planning Commission on non-agenda items; however, in accordance with Government Code Section 54954.2, the Planning Commission may not (except in very specific instances) take action on an item not appearing on the posted agenda.

This is just the time for members of the public to comment on any matter within the jurisdiction of the Corcoran Planning Commission. Planning Commission will ask that you keep your comments brief and positive. Creative criticism, presented with appropriate courtesy, is welcome.

After receiving recognition from the chair, speaker will walk to the podium and state name and address and proceed with comments. Each speaker will be limited to five (5) minutes.

ROLL CALL

Chairman:	Dennis Tristao
Vice-Chairman:	David Bega
Commissioner:	Clarence Cryer
Commissioner:	Mike Graville
Commissioner:	David Jarvis
Commissioner:	Al Kessler
Commissioner:	Ron Subia
Commissioner:	Troy Van Velson

FLAG SALUTE

1. PUBLIC DISCUSSION
2. APPROVAL OF MINUTES
 - 2.1 Approval of minutes of the Planning Commission meeting on March 14, 2016
3. RE-ORGANIZATION - None

4. **PUBLIC HEARING**

- 4.1 Installation of a Rapid Entry System (Knox Box), utilized by Fire and Medical services for easy access in the case of an emergency, for all new and re-model commercial and industrial buildings or structures.

5. **STAFF REPORTS**

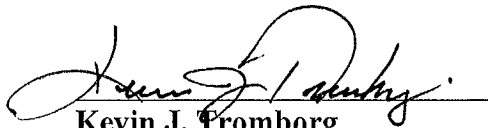
- 5.1 Consider modification of City Zoning Code on the Definition of Animal Keeping and Raising.

6. **MATTERS FOR PLANNING COMMISSION**

- 6.1 Information Items
6.2 Staff Referrals - *Items of Interest (Non-action items the Commission may wish to discuss)*
6.3 Committee Reports - None

7. **ADJOURNMENT**

I certify that I caused this Agenda of the Corcoran Planning Commission meeting to be posted at the City Council Chambers, 1015 Chittenden Avenue on April 14, 2016.


Kevin J. Fromborg
Community Development Director

**MINUTES
CORCORAN PLANNING COMMISSION
REGULAR MEETING
MONDAY, MARCH 14, 2016**

The regular session of the Corcoran Planning Commission was called to order by Chairperson Dennis Tristao, in the City Council Chambers, 1015 Chittenden Avenue, Corcoran, CA at 5:35 P.M.

ROLL CALL

Commissioners present: Bega, Graville, Jarvis, and Tristao
Alternate present: None
Commissioners absent: Cryer, Kessler and Van Velson
Staff present: Kevin Tromborg and Ma. Josephine Lindsey
Press present: None
Also present: John Douglas

FLAG SALUTE

The flag salute was led by Dennis Tristao.

A quorum was declared in the presence of four (4) out of seven (7) Commissioners.

1. PUBLIC DISCUSSION

Item 6.1 Matters for the Commissions on use of dog for security purposes in commercial establishment was moved up for public discussion. Mr. Pratil Patel residence of 2111 Whitley Avenue in Corcoran, addressed the Commission on the zoning requirements of animal keeping in commercial area.

Tromborg mentioned that based on the City Zoning Code, animal keeping is not allowed in commercial zone area. Further, the Zoning Code definition of animal keeping and raising does not include or mention the use of dog for security purposes.

Following Commission discussion, a **motion** was made by Graville and seconded by Jarvis to modify the City Zoning Code re definition of Animal Keeping and Raising to include use of animals for security purposes is not allowed in commercial zone. Motion carried by the following vote:

AYES: Bega, Graville, Jarvis, and Tristao
NOES: None
ABSTAIN: None
ABSENT: Cryer, Kessler and Van Velson

2. APPROVAL OF MINUTES

Following Commission discussion, a **motion** was made by Graville and seconded by Jarvis to approve the minutes of February 8, 2016. Motion carried by the following vote:

AYES: Bega, Graville, Jarvis, and Tristao

NOES: None

ABSTAIN: None

ABSENT: Cryer, Kessler and Van Velson

3. RE-ORGANIZATION

3.1 Following Commission discussion, a **motion** was made by Graville and seconded by Jarvis to elect the Planning Commission Chairperson, Dennis Tristao. Motion carried by the following vote:

AYES: Bega, Graville, and Jarvis

NOES: None

ABSTAIN: Tristao

ABSENT: Cryer, Kessler and Van Velson

3.2 Following Commission discussion, a **motion** was made by Jarvis and seconded by Graville to elect David Bega as the Planning Commission Vice-Chairperson. Motion carried by the following vote:

AYES: Graville, Jarvis and Tristao

NOES: None

ABSTAIN: Bega

ABSENT: Cryer, Kessler and Van Velson

3.3 Following Commission discussion, a **motion** was made by Tristao and seconded by Bega to elect Troy Van Velson as a Planning Commission Representative to the Traffic Advisory Commission and Mike Graville as an Alternate. Motion carried by the following vote:

AYES: Bega, Jarvis and Tristao

NOES: None

ABSTAIN: Graville

ABSENT: Cryer, Kessler and Van Velson

3 PUBLIC HEARING

3.1 Public Hearing to discuss 2016 – 2024 Housing Element was declared open at 5:50p.m. Mr. John Douglas, from a private firm hired by the Kings County to put together housing element in the jurisdiction of Kings County, made a PowerPoint presentation on 2016-2024 Housing Element Update. There being no written or oral testimony, the hearing was declared closed at 6:17 p.m.

Following Commission discussion, a **motion** was made by Graville seconded by Bega to approve the Draft 2016 – 2024 Housing Element. Motion carried by the following vote:

AYES: Bega, Graville, Jarvis, and Tristao
NOES: None
ABSTAIN: None
ABSENT: Cryer, Kessler and Van Velson

4. STAFF REPORTS

5.1 Following Commission discussion, a **motion** was made by Graville and seconded by Jarvis to approve Resolution 16-04 determining the schedule of the regular Planning Commission meeting. Motion carried by the following vote:

AYES: Bega, Graville, Jarvis and Tristao
NOES: None
ABSTAIN: None
ABSENT: Cryer, Kessler and Van Velson

5.2 Following staff report presentation and Commission discussion, the Commission instructed the staff to prepare a resolution for the next Planning Commission meeting on mandatory installation of a Rapid Entry System for easy access for emergency services on all new commercial and industrial buildings and re-model.

5.3 Following Commission discussion, a **motion** was made by Graville and seconded by Bega to approve submittal of Sustainable Energy Roadmap Survey to Strategic Energy Innovations and to upload onto the City website. Motion carried by the following vote:

AYES: Bega, Graville, Jarvis and Tristao
NOES: None
ABSTAIN: None
ABSENT: Cryer, Kessler and Van Velson

6. MATTERS FOR COMMISSION

6.1 Commission received the following information items:

- RV parking on the street;
- Building Department Activity February 2016

6.2 Committee Reports - None

8. **ADJOURNMENT**

At 6:33 P.M., the meeting was adjourned to the next regularly scheduled meeting of Monday, April 18, 2016 at 5:30 P.M. in the Corcoran City Council Chambers 1015 Chittenden Avenue, Corcoran, CA 93212.

APPROVED:

Dennis Tristao
Planning Commission Chairperson

ATTEST:

Kevin J. Tromborg
Community Development Director

Approved on: _____

City of

CORCORAN

A MUNICIPAL CORPORATION

FOUNDED 1914

**PUBLIC HEARING
ITEM #: 4.1**

MEMORANDUM

TO: Corcoran Planning Commission

FROM: Kevin J. Tromborg, Community Development Director

DATE: April 12, 2016

MEETING DATE: April 18, 2016

SUBJECT: Discussion for mandatory installation of a Rapid Entry System on all new commercial and industrial buildings and re-models for rapid and easy access for emergency services.

Recommendation:

Recommend to approve Resolution and send to the City Council for final approval for the mandatory installation of a rapid entry system on all new commercial and industrial building and re-models.

Discussion:

At the regularly scheduled Planning Commission meeting of March 14, 2016 the Planning Commission heard information regarding A Rapid Entry System and asked Staff to bring back the information under a Public Hearing for citizen input. A rapid entry system (most popular is a system known as a Know-Box) is a small, wall mounted safe that holds building keys for Fire Departments, Emergency Medical Services, and sometimes Police Departments to retrieve in emergency situations. Local Fire Departments typically hold a master key to all boxes in their response area, so they can quickly enter a building without having to force entry or find individual keys held in deposit at the station. The master key for the system is stored in a secure key retention device that can be installed at the station or even on the fire truck. The retention device provide accountability regarding access through an audit trail when the key is accessed. These systems can simplify key control for fire department and cut fire losses and damage done by fire fighters who must break doors and windows to gain access. It will also reduce the potential of firefighter injury during forced entry. In case of fire and medical emergency every second counts.

Budget Impact:

This will have a small positive impact on the budget as it relates to permitting.

RESOLUTION NO. 16-05

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CORCORAN
APPROVING THE INSTALATION OF A RAPID ENTRY SYSTEM FOR
ALL NEW CONSTRUCTION AND REMODELS OF COMMERCIAL
AND INDUSTRIAL BUILDINGS OR STRUCTURES.**

WHEREAS, the Planning Commission established that A Rapid Entry System for new or remodeled commercial and industrial buildings or structures will benefit the community; and

WHEREAS, it is in the interest of the community to provide the best fire safety tools to ensure fast efficient entry into commercial and industrial buildings or structures to save lives and limit property damage.

NOW, THEREFORE, BE IT RESOLVED BY the Planning Commission of the City of Corcoran hereby determines that Rapid Entry Systems for new and remodeled commercial and industrial buildings be approved and presented to the Corcoran City Council for final approval.

PASSED and ADOPTED at a regular meeting of the Planning Commission of the City of Corcoran duly called and held on the 18th day of April 2016, by the following vote of the members thereof:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Dennis Tristao
Chairperson

ATTEST:

Kevin J. Tromborg
Community Development Director

CERTIFICATE

City of Corcoran }
County of Kings } ss.
State of California }

I, Ma. Josephine D. Lindsey, Planning Commission Secretary of the City of Corcoran, hereby certify that this is a full, true and correct copy of Resolution No. 16-04 duly passed by the Planning Commission of the City of Corcoran at a regular meeting thereof held on the 18th day of April, 2016, by the vote as set forth therein.

DATED: April 18, 2016

Ma. Josephine D. Lindsey
Planning Commission Secretary

ATTEST:

Kindon Meik, Acting City Clerk

City of

CORCORAN

A MUNICIPAL CORPORATION

FOUNDED 1914

**STAFF REPORT
ITEM #: 5.1**

MEMORANDUM

TO: Planning Commission

FROM: Kevin Tromborg: Community Development Director, Planner/Building Official.

DATE: April 14, 2016 **MEETING DATE:** April 18, 2016

SUBJECT: Revision to the Corcoran Zoning Code Regarding Animal Keeping

Recommendation: To approve the revision to Corcoran Zoning Code and recommend staff to prepare an Ordinance and Public Hearing for City Council review.

Discussion: At the regularly scheduled Planning Commission meeting of March 14, 2016 a second discussion was held regarding the zoning code as it pertains to the use of animals as a form of security for commercial and industrial properties. The Planning Commission asked staff to bring back language and a revision to the Zoning Code that will help alleviate potential problems. Staff proposes addition to section 11-15-2 Animal Keeping, and revision of the definition of Animal Keeping. There is no significant environmental impact regarding this action therefore, CEQA does not apply.

11-15-2 B-3: The use of animals as a form of security in commercial or industrial zones is allowed by conditional use permit.

Under definition of Animal Keeping and raising: Recommended change.

“Any establishment that keeps animals for sale or hire or for security

Budget Impact:

There is no significant impact to the City Budget.



**PLANNING COMMISSION UPDATES
PENDING FURTHER ACTION or RESOLUTION BY STAFF**

DATE	INFORMATIO ITEM	STATUS
04/18/16	Building Department Activity March 2016	
04/18/16	Transit Division	

City of Corcoran

City of Corcoran Building Division

BUILDING DEPARTMENT ACTIVITY REPORT

Report Date Range : 03/01/2016 to 03/31/2016

Structure / Permit Type

of Permits

Valuation

ENGINEERING

STRUCTURE OTHER THAN A BLDG

1

20,000.00

1

MULTI FAMILY 5 OR MORE UNITS

RESIDENTIAL REPAIR

1

1,500.00

1

RESIDENTIAL

SOLAR SYSTEM

12

266,802.00

SINGLE FAMILY DWELLING

1

188,914.70

RESIDENTIAL GARAGE NEW/ADD/REM

1

5,000.00

ELECTRIC PERMIT

3

3,800.00

PLUMBING PERMIT

3

8,700.00

MECHANICAL PERMIT

2

3,855.00

RE-ROOF

3

20,525.00

OTHER NON-RESIDENTIAL ADD/REM

1

2,800.00

26

TOTALS

28.00

521,896.70

CODE ENFORCEMENT

of Vehicles

(January to March 2016)

Total Vehicles Tagged

25

Total Weed Abatement Notices

44

SUB-STANDARD BUILDING

SSB Property re-inspection

3

(Van Dorsten, Sherman & 5 ½)

Notice & Order

3

(Chittenden, Letts & Hall)

INFORMATION ITEM

MEMORANDUM

TO: Corcoran Planning Commission

FROM: Kevin Tromborg: Community Development Director/Planner/Building Official

SUBJECT: Transit Division

DATE: April 13, 2016

MEETING DATE: April 18, 2016

DISCUSSION The City has been reviewing Departments and the Divisions within the Departments for maximum efficiency. The decision was made to move the Transit Division out of Public Works and move it to the Community Development Department. The Transit Division currently has eight full time employees including a transit coordinator. At the end of each quarter I will be presenting a report regarding ridership, grants received and general information on the Transit Division along with the rest of Community Development.

Below is the ridership totals per bus for the calendar year 2015.

Calendar Yr. Jan-Dec. 2015

Bus #161			
	Pass.	Rev. Miles	Rev Hrs.
Jan	0	0	0
Feb	33	63	6.65
Mar	99	97	13.14
Apr	238	275	27.27
May	0	0	0
Jun	380	581	67.25
Jul	551	695	75.06
Aug	183	257	29.27
Sept	718	850	84.17
Oct	924	1075	113.56
Nov	408	506	49.51
Dec	813	1084	109.28
TOTAL	4347	5483	575.16

Bus #167			
	Pass.	Rev. Miles	Rev. Hrs.
	30	42	5.15
	391	551	63.77
	0	0	0
	393	480	52.64
	72	81	10.47
	58	90	12.03
	428	605	68.15
	473	703	75.5
	535	703	69.6
	1241	1392	139.76
	359	453	45.04
	629	709	67.95
	4609	5809	610.06

Bus # 170			
	Pass.	Rev. Miles	Rev. Hrs.
Jan	831	1062	116.51
Feb	535	604	60.13
Mar	1065	1301	131.04
Apr	747	1151	104.92
May	919	1175	108.63
Jun	332	596	45.52
Jul	412	647	62.24
Aug	838	1233	112.68
Sept	539	734	68.7
Oct	1117	1443	137.71
Nov	920	1102	101.53
Dec	529	636	60.06
TOTAL	8784	11684	1109.67

Bus #215			
	Pass.	Rev. Miles	Rev. Hrs.
	692	1036	112.91
	768	982	102.74
	885	1215	126.65
	806	1088	122.5
	794	998	106.17
	892	1149	126.71
	492	721	84.91
	737	991	111.59
	858	1047	112.43
	95	102	12.39
	777	905	100.98
	774	1137	113.76
	8570	11371	1233.74

Bus #169			
	Pass.	Rev. Miles	Rev. Hrs.
Jan	660	883	99.77
Feb	767	981	107.59
Mar	744	833	85.37
Apr	648	754	83.4
May	736	1011	100.02
Jun	808	1168	121.46
Jul	653	885	97.6
Aug	638	887	99.99
Sept	787	938	110.15
Oct	83	101	13.04
Nov	0	0	0
Dec	0	0	0
TOTAL	6524	8441	918.39

Bus # 216			
	Pass.	Rev. Miles	Rev. Hrs.
	639	1036	107.23
	748	924	96.67
	814	1083	114.45
	862	1114	113.44
	684	1046	108.86
	646	946	98.28
	740	1074	120.24
	754	1072	111.28
	859	1212	132.94
	908	1124	119.79
	718	1006	108.18
	763	1065	114.29
	9135	12702	1345.65

Jan	2852	4059	441.57
Feb	3242	4105	437.55
Mar	3607	4529	470.65
Apr	3694	4862	504.17
May	3205	4311	434.15
Jun	3116	4530	471.25
Jul	3276	4627	508.2
Aug	3623	5143	540.31
Sept	4296	5484	577.99
Oct	4368	5237	536.25
Nov	3182	3972	405.24
Dec	3508	4631	465.34
TOTAL	41969	55490	5792.67

Total Passengers	41,969
Total Rev Miles	55,490
Total Rev Hours	5,792.67