

CORCORAN PLANNING COMMISSION MEETING AGENDA

1015 Chittenden Avenue, Corcoran, CA 93212

**Monday, November 15, 2021
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. 2105.

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:	Karl Kassner
Vice-Chairman:	David Jarvis
Commissioner:	David Bega
Commissioner:	Karen Frey
Commissioner	Dennis Tristao
Commissioner:	Janet Watkins

FLAG SALUTE

1. PUBLIC DISCUSSION

2. APPROVAL OF MINUTES

2.1 Approval of minutes of the Special Planning Commission meeting on November 1, 2021.

3. RE-ORGANIZATION - None

4. **PUBLIC HEARING**

- 4.1 Conditional use permit 21-03, submitted by Andy Patel to install a Commercial Sea train on his property for storage concerning Corcoran Country Inn. The property is located at 2111 Whitley Ave, Corcoran, CA 93212 with APN #034-150-043

5. **STAFF REPORTS**

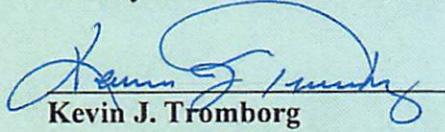
- 5.1 Proposed Zoning Code revisions recap Local Early Action Planning (LEAP) Grant.
5.2 Considered Proposed additions to street name list
5.3 Community Development second quarter report.

6. **MATTERS FOR PLANNING COMMISSION**

- 6.1. Information Item: Becoming an effective Planning Commissioner.
6.2 Staff Referrals - *Items of Interest (Non-action items the Commission may wish to discuss)*
6.3 Committee/Seminar Reports -

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 November 15, 2021.



Kevin J. Tromborg
Community Development Director

**MINUTES
CORCORAN PLANNING COMMISSION
SPECIAL MEETING
Monday, November 1, 2021**

The regular session of the Corcoran Planning Commission was held 1015 Chittenden Avenue, Corcoran, CA 93212. The meeting was called to order by Chairperson, Kassner at 5:31 P.M.

ROLL CALL

Commissioners present: Bega, Frey, Kassner and Watkins

 Tristao present via phone

Commissioners absent: Jarvis

Staff present: Kevin J. Tromborg and Delfina Lupian

Also present: None

FLAG SALUTE

Introduction of new Employee Delfina Lupian

1. **PUBLIC DISCUSSION:** None. No one present

2. **APPROVAL OF MINUTES**

Approval of minutes of the regular Planning Commission meetings on July 19, 2021. August 16, 2021 meeting cancelled due to lack of agenda items. September 20, 2021 meeting cancelled, due to no quorum. October 18, 2021 meeting cancelled due to no quorum. November 1, 2021 meeting held. A roll call vote was made. Motion carried by the following vote:

AYES: Bega, Frey, Jarvis, Kassner, Tristao and Watkins
NOES:
ABSTAIN:
ABSENT: Jarvis

3. **RE-ORGANIZATION** – None

4. **PUBLIC HEARING** -

4.1 Public Hearing to introduce and consider Resolution 2021-06 for Conditional Use Permit 21-02. Submitted by Gilberto Villasenor Rodriguez. To open a Day Care Business in an existing Building located at 1001 Dairy Avenue, Corcoran CA 93212.

4.2 Tromborg discussed CUP 21-02. No comments received verbally or by mail. No written or verbal testimonies from Public Commission Members. Commissioner Bega had concerns about ingress and egress regarding parking. Tromborg stated plans will be provided and inspection from the stated. Frey also provided additional background in regards to building structure and remodel to comply with the state regulations and children safety. Bega commented on cost effectiveness for residents of Corcoran. Bega is not in agreeance with daycare location. Tristao commented he approves daycare.

Following Commission discussion, a **motion** was made by Kassner and seconded by Frey to approve the request to allow to Daycare. A roll call vote was made. Motion carried by the following vote:

AYES: Frey, Tristao, Bega, Kassner and Watkins

NOES:

ABSTAIN:

ABSENT:

5. **STAFF REPORTS** None

6. **MATTERS FOR COMMISSION** Tromborg announced city attorney Mike Farley resigned. Open discussion by Frey regarding the Brown Act. Issues regarding quorum. Kassner discussed to please respond by email requesting verification of attendance. Kassner also asked for new Planning Commission member

7. **ADJOURNMENT**

At 6:05 p.m., the meeting was adjourned to the next regular meeting on Monday, November 15, 2021 in the Corcoran City Council Chambers 1015 Chittenden Avenue, Corcoran, CA 93212.

APPROVED ON: _____

Karl Kassner, Planning Commission Chairperson

ATTEST:

Kevin J. Tromborg, Community Development Director

Chairperson

Karl Kassner

Vice-Chairperson

David Jarvis

Commissioners

David Bega
Dennis Tristao
Janet Watkins

Karen Frey

Planning Commission



**Community
Development
Department**

(559) 992-2151-2110
FAX (559) 992-2348

832 Whitley Avenue, Corcoran
CALIFORNIA 93212

**STAFF REPORT
PUBLIC HEARING**

Item # 4.1

To: Planning Commission

From: Kevin J. Tromborg, Community Development Director, Planner, Building Official.

Date: November 15, 2021

Subject: Conditional Use Permit 21-03 submitted by Andy Patel for a proposed Sea-Train on his commercial lot located at 2111 Whitley Avenue Corcoran Ca 93212.
APN # 034-150-043

- A. **General Information:** Mr. Andy Patel owner of Corcoran Country Inn is proposing the installation of a Sea Train for Storage purposes regarding the Hotel. The Sea Train is a 20 foot storage container that will be located at the back of his property behind the hotel

1.	Owner:	Andy Patel
2.	Applicant:	Andy Patel
3.	Site Location:	2111 Whitley Avenue
4.	Property Description:	APN: 034-150-043
5.	Site Area:	1 Acre
6.	General Plan Designation:	Service Commercial
7.	Current Zone Classification:	Service Commercial
8.	Existing Use:	Hotel
9.	Proposed Use:	Addition of Storage Container

Discussion: The use of storage container in a commercial zone is prohibited unless approved by the Planning Commission through a Conditional Use Permit. The use must be a temporary and a time limit can be applied by the commission if approved. The Planning Commission can also apply restrictions on the size, orientation and the exterior elevations of the unit. The unit will be located out of public view at the back end of the hotel (see attached site plan)

Recommendation: Staff recommends that the staff report be given, public hearing be opened, testimony taken, and the Planning Commission take action based on the following findings and on the attached Resolution

Public Input:

A notice of public hearing was published in the Corcoran Journal. Additionally, letters were sent to property owners within a 300 foot radius of the site to notify them of the proposed sea train. No comments have been received to date.

Attachments

- 1.Site plan
- 2.Resolution

**CORCORAN CITY PLANNING COMMISSION
RESOLUTION NO. 2021 -05
PERTAINING TO
CONDITIONAL USE PERMIT 21-03**

At a meeting of the Planning Commission of the City of Corcoran duly called and held on November 15, 2021 the Commission approved the following:

Whereas, Andy Patel, submitted an application requesting approval of a conditional Use Permit for a storage container to be located at 2111 Whitley Avenue; and

Whereas, this Commission considered the staff report on November 15, 2021; and

Whereas,

Whereas, the Planning Commission has made the following findings pursuant to the City of Corcoran Zoning Ordinance;

(A) The Hotel located at 2111 Whitley Avenue is an existing business and the proposed addition of a storage container is categorically exempt under CEQA 15301 as an existing facility.

(B) That the storage container will be located out of public view for the life of the conditional use permit.

(C) That the use of the storage container is temporary for a time period of 5 years. Extensions must be applied for and considered by the Planning Commission.

(D) That the property owner paint the exterior of the storage container to match the exterior color of the existing building

(E) That exterior camera's be installed for security purposes.

(D) That the site for the proposed use is adequate in size and shape to accommodate the said use and all yards, spaces, walls and fences, parking, loading, landscaping and other features required by this Title to adjust said use with land and use in the neighborhood;

(E) That the site for the proposed use relates to streets and highways adequate in width and pavement type to carry the quantity and kind of traffic generated by the proposed use;

(F) That the proposed use will have no adverse effect upon adjoining or other properties. In making this determination, the Commission shall consider the proposed location of improvements on the site; vehicular ingress, egress and internal circulation; setbacks; heights of buildings; walls and fences; landscaping; outdoor lighting; signs; and such other characteristics as will affect surrounding property;

(G) That the proposed use is consistent with the objectives and the policies of the Corcoran General Plan, or any specific plans, area plans, or planned development approved by the City;

IT IS THEREFORE RESOLVED that Conditional Use Permit 21-03 should be approved with the Conditions stated in Resolution 2021-05

AYES:

NOES:

ABSENT:

ABSTAIN:

Adopted this 15th, day of November, 2021

Planning Commission Chairman

Community Development Director

CERTIFICATE

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

I, Delfina Lupian, Planning Commission Secretary of the City of Corcoran, hereby certify that this is a full, true and correct copy of Resolution No.2021-05 duly passed by the Planning Commission of the City of Corcoran at a regular meeting thereof held on the 15th day of November, 2021, by the vote as set forth therein.

DATED: November 15, 2021

Delfina Lupian
Planning Commission Secretary

ATTEST:

Marlene Spain, City Clerk

SITE PLAN

**CORCORAN COUNTRY INN
2111 WHITLEY AVE CORCORAN.CA 93212**



Chairperson

Karl Kassner

Vice-Chairperson

David Jarvis

Commissioners

David Bega
Dennis Tristao
Janet Watkins

Karen Frey

Planning Commission



832 Whitley Avenue, Corcoran
CALIFORNIA 93212

**Community
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STAFF REPORT

Item # 5.1

To: Planning Commission

From: Kevin J. Tromborg, Community Development Director, Planner, Building Official.

Date: November 15, 2021

Subject: **Zoning Code: Recap of chapter 1 through 8 zoning code proposed revisions through Local Early Action Planning (LEAP) Grant**

A. General Information:

1.	Owner:	City of Corcoran
2.	Applicant:	City of Corcoran
3.	Site Location:	Recap
4.	Property Description:	Recap
5.	Site Area:	N/A
6.	General Plan Designation:	
7.	Current Zone Classification:	N/A
8.	Existing Use:	N/A
9.	Proposed Use:	N/A

The City of Corcoran Community Development Department in conjunction with A&M Engineering (City Engineer) applied and received a Local Early Action Planning (LEAP) grant. The grant (\$150,000) will be utilized for a Master Storm Water Plan and revisions to the current zoning code. Over the next 12 months staff will be bringing revisions to the zoning code that are:

1. Required by law
2. New or revised ordinances passed that impact the zoning code.
3. Revision that were missed in 2014
4. Additions to the land use tables.

We will be performing a recap today of chapters 1 through 8 of the Corcoran Zoning code

B. Recommendation:

Staff recommends accepting the zoning code revisions as presented or as amended regarding Chapter 1 through 8. At completion of this activity, Staff will present to the Planning Commission a final outline of all amendments accepted by the Commission with a resolution requesting the City Councils approval.

C. Public Input:

A public Hearing will be held at the completion of the project for the public to comment on any of the proposed revisions or additions to the zoning code.

D. Attachment:

Proposed revisions Chapter 1 through 8 Corcoran Zoning Code.

Chapter	Page	Original Zone Text	Zone Text Change	Resolution	Date of Approval
11-5-1	17	Duplex Homes not permitted use in R1 and RA	Duplex Homes in R-1-6 zone with Administrative Approval	Res. No. 2020-06	3/16/2020
11-5-1	18	Transitional Housing as Permitted Use	Transitional Housing as permitted use under Conditional Use Permit	Res. No. 18-07	9/17/2020
11-5-4	25	Utilities: A detached secondary unit may have separate utilities, such as sewer, water and gas	Utilities: A detached second unit shall have separate water meter and utilities. Sewer, gas and electric may be separated as directed by the Building Official.	Res. No. 2020-09	4/13/2020
11-6-1	28	Cemeteries and Columbarium	Adding cemeteries to Service Commercial (CS), Highway Commercial (CH), Light Industrial (LI), and Heavy Industrial (HI) under Conditional Use Permit.	Res. No. 18-06	9/17/2018
11-6-1	28	Mobile Home Parks - Use Not Allowed in Commercial Zones	Mobile Home Parks as Permitted Use in Service Commercial (CS) and Neighborhood Commercial (CN) zones	Res. No. 2020-05	3/16/2020
11-10-2	57	Mobile Home Sites, A.1. Location	Include Neighborhood Commercial (CN)	Ref Resolution No. 2020-05	
11-6-2	29	Medical Institutions, Medical Clinics and Labs, Large - Use Not Allowed in PD zone district	Medical Institutions, Medical Clinics and Labs, Large - Administrative Review Permit Required in PD zone district	Res. No. 2020-16	11/19/2020
11-10-3	60	Section 18551. pursuant to California Health and Safety Code under the National Mobile Home Construction and Safety Act of 1974 (42 USC Section 5401 et seq.) and on permanent foundation system.	Additional Regulations: Mobile home or manufactured homes to be placed on lots within City Limits under Administrative Review. Mobile or manufactured homes in any zone that are older than ten (10) years old are not allowed.	Res. No. 2020-11	7/20/2020
11-19-5	118	Prohibited Signs (D) Signs that include any part that appears to flash, blink, move, change, color or change intensity, excluding standard barber poles, time and temperature signs located in commercial and industrial zones, and community identification signs.	Remove (D) from Prohibited Signs: Signs that include any part that appears to flash, blink, move, change, color or change intensity, excluding standard barber poles, time and temperature signs located in commercial and industrial zones, and community identification signs.	Res. No. 2020-07	3/16/2020
11-19-5	118	Prohibited Signs (I) Signs that include any part that appears to flash, blink, move, change, color or change intensity, excluding standard barber poles, time and temperature signs located in commercial and industrial zones, and community identification signs.	Add new section for Digital Signs of the zoning code under Conditional Use Permit	Res. No. 2020-07	3/16/2020

Chapter	Page	Original Zone Text	Zone Text Change	Resolution	Date of Approval
11-10	57	None on Tiny Home	Tiny Home, classification: Tiny House located on a lot for permanent housing will be classified as a Mobile Home or Manufactured Home, subject to all the requirements of chapter 11-10 of the Corcoran Zoning Code. Tiny Home used strictly as a "home away from home" will be categorized as RV subject to rules and regulations regarding recreational vehicles.	None	4/16/2018
11-15-2	90	B. Applicability: 1 and 2	B. Applicability: Remove section B-2 and replace with: The use of animal as a form of security in commercial or industrial zones is allowed by Conditional Use Permit.	None	4/18/2016 and 5/16/16
11-31 (Glossary)	174	Any establishment that keeps animals for sale or hire and provide medical treatment.....	Any establishment that keeps animals for sale or hire or for security and provide medical treatment.....	None	4/18/2016

Propose Revision of Zoning Code (LEAP GRANT)
2021

Key
P Permitted Use
C Conditional Use Permit Required
A Administrative Review Permit Required
- Use Not Allowed

Red - Proposed Changes

Chapter/ Table	Page	Original Zone Text	Proposed Zone Text Change	Planning Commission Comment
11-1-5	2	B.3 Overhead communication lines	B.3 Overhead and underground communication lines.	No comment
11-1-5	2	D. Compliance with Regulations. No land shall be used and no structure build, occupied, modified, moved, or destroyed in accordance with the Zoning Code.	No land shall be used and no structure build, occupied, modified, moved, or destroyed in accordance with the Zoning Code and applicable State Building Codes.	Consider revision: ...or destroyed in violation of the Zoning Code.....
11-2-1	5	The City Council delegates to the Community Development Department the responsibility to interpret the meaning and applicability of the Zoning Code.	Add: In the event that ambiguity exists that cannot be solved by Community Development Department, refer to Section 11-1-3-C.	No comment
Table 11-4-1	13	None	Addition of zoning district R-1-5; 5,000 Square Feet Minimum Site Area; Low Density Residential	No comment
Table 11-5-1	18	Secondary Dwelling Unit Permitted Use (P) in all Residential Zone Districts	Secondary Dwelling Unit Permitted with Administrative Approval in Residential Zone District	No comment
Table 11-5-1	18	Public and Quasi-Public Uses	Add Crematorium - Use Not Allowed in all Residential Zone	No comment

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Chapter/ Table	Page	Original Zone Text	Proposed Zone Text Change	Planning Commission Comment
Table 11-5-1	18 and 88	None on Personal Services	Add: Personal Services Section: Barber and Beauty Shops (-) <i>Use Not Allowed</i> ; Palmistry, Fortune Teller, Psychic Counselor (-) <i>Use Not Allowed</i> ; Tattoo Parlors and Body Piercing (-) <i>Use Not Allowed</i> . Add Massage Parlor (A) or (C) in R-1 and RA Zones.	Change Massage Parlor to Massage Service
11-15-1	88	Home Occupations #8. Prohibited Uses, #f. Massage parlors, beauty shops and barber shops, and fortunetellers	Home Occupations #8. Prohibited Uses, #f. Massage Parlor - remove from prohibited use as home occupation (for discussion)	Change Massage Parlor to Massage Service
Table 11-5-1	19	Agriculture and Natural Resources Uses: Beekeeping (A) Administrative Review in R-1 and RM zone districts	Beekeeping (-) <i>Use Not Allowed</i> in R-1 and RM zone districts.	Research re possibility of permitting personal beekeeping e.g. # of hives
Table 11-5-1	19	Agriculture and Natural Resources Uses: Crop Cultivation	Crop Cultivation. Add Cannabis/Hemp (See Section 11-15-4 p. 93, Ordinance 636)	No comment
Table 11-5-1	19	Agriculture and Natural Resources Uses: Crop Cultivation. Greenhouses and Hydroponics	Crop Cultivation. Greenhouses and Hydroponics (P) in RA zone.	Research re possibility of allowing personal hydroponics e.g. size
Table 11-5-2	20	None	Addition of R-1-5 Zone District: Lot area minimum size 5,000 Sq.Ft.; Lot Width 50 Ft. Minimum for Interior Lots; 55 Ft. for Corner Lots; 40 Ft. for Cul de Sac or Curved Lots; Lot Depth 90 Ft.; Density Maximum 7.7;	No comment
			Setbacks: Side Yard, 5 Ft; Back Yard, 10 Ft; Front Yard, 15 Ft.	No comment

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Red - Proposed Changes

Chapter/ Table	Page	Original Zone Text	Proposed Zone Text Change	Planning Commission Comment
Table 11-5-2	21	Other Standards. Lot Coverage. 40%	Lot Coverage 40%(1) on all Zoning District	No comment
Table 11-5-2	21	Other Standards. Separation Between Structures: 10 ft in all Zoning District	10 ft.(6) in all Zoning District	No comment
11-5-3	23	Section 11-5-3. H. Refuse Collection Areas	Add H.1.c. All refuse receptacle shall be kept out of public view except on refuse receptacle pick-up day.	No comment
11-5-4	25	C.9. Utilities. A detached second unit may have separate utilities, such as sewer, water and gas.	A detached second unit shall have separate water meter and utilities. Sewer, gas and electric may be separated as directed by the Building Official. (Planning Commission Resolution 2020-09)	No comment
Table 11-6-1	28	Residential Uses. Duplex Homes CD (P); PO (P)	Duplex Homes CD (-); PO (-) Use Not Allowed.	Consider Mixed Used Zone as an opportunity to live on a downtown area.
Table 11-6-1	28	Residential Uses. Guest Houses and Accessory Living Quarters (A) in all Commercial Zone; PO (P)	Guest Houses and Accessory Living Quarters - Use Not Allowed (-) in all Commercial Zone and PO	No comment
Table 11-6-1	28	Residential Uses. Multi-Family Homes 5 Units or More - CD (P); PO (C)	Multi-Family Homes 5 Units or More - CD (A); PO - (A) Administrative Review	No comment
Table 11-6-1	28	Residential Uses. Single Family Homes CD (P); PO P(2)	Single Family Homes. CD and PO through (A) Administrative Review	No comment
Table 11-6-1	28	Residential Uses. Single-Room Occupancy (C) in all Commercial Zone	Single-Room Occupancy (-) Use not allowed in all Commercial Zone.	Consider Mixed Used Zone as an opportunity to live on a downtown area.

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Red - Proposed Changes

Chapter/ Table	Page	Original Zone Text	Proposed Zone Text Change	Planning Commission Comment
Table 11-6-1	29	Commercial Uses. Convenience Market with Fuel Service, CS (C)	Convenience Market with Fuel Service all under Conditional Use Permit in all Commercial Zone	No comment
Table 11-6-1	29	Commercial Uses. Gas and Service Stations, CS (C)	Gas and Service Stations all under Conditional Use Permit in all Commercial Zone.	Gas station required Electric Vehicle Charging Station
Table 11-6-1	29	Commercial Uses. Laundromats and Self-Service Dry Cleaners, CC (P); CD (P); CS (C)	Laundromats and Self-Service Dry Cleaners - CC (A); CD (A); CS (A)	No comment
Table 11-6-1	29	Commercial Uses. Nurseries, Plant and Garden Shops, CD (-) Use Not Allowed	Nurseries, Plant and Garden Shops, CD (C) Conditional Use Permit or Administrative Approval (?)	Permitted Use
Table 11-6-1	30	Personal Services. General - CN (A); CC (P); CH (A); CD (P); CS (P); PO (-)	General (not listed) - all under Administrative Review in all Commercial Zone	No comment
Table 11-6-1	30	Personal Services. General - None	Add Palmistry, Fortune Teller, Psychic Counselor, (C) Conditional Use Permit in all Commercial and Professional Office Zone	through Administrative Review
Table 11-6-1	30	Retail Sales and Services. Bakeries - None	Add Bakeries Allowed under Administrative Review in all Commercial Zone except CH and PO	Permitted use
Table 11-6-1	30	Retail Sales and Services. Meat Shop - None	Add Meat Shop as a Permitted Use in all Commercial Zone	No comment
Table 11-6-1	30	Retail Sales and Services. Farmers' Market - None	Add Farmers' Market, CD (A)	Permitted use

Section 11-16-3	100	11-16-3, B.2.a. Markets are held a maximum of three days per week.	a. Markets are held a maximum of three days per week in CD Zone through Administrative Review.	Permitted use maximum of three days.
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- Use Not Allowed
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Chapter/ Table	Page	Original Zone Text	Proposed Zone Text Change	Planning Commission Comment
Table 11-6-1	30	Retail Sales and Services. Outdoor Retail Sales and Activities: CN (-); CC (A); CH (C); CD (C); CS (C); PO (-)	Outdoor Retail Sales and Activities: Add Sidewalk Sales CN (-) and PO (-); CC (A); CH (A); CD (A); CS (A)	Consider three days or maximum of two weeks. Include Chamber of Commerce. Nominal or no fee for minor Admin Review.
Table 11-6-1	30	Restaurants/Cafes. Mobile Food Vending - None	Add Mobile Food Vending - see 11-15-7 page 95 (<i>Ordinance 639</i>)	No comment
Table 11-6-1	30	Restaurants/Cafes. Outdoor Dining Areas - None	Add Outdoor Dining Areas (regulations by ordinance)	No comment
Table 11-6-1	30	Restaurants/Café with Brewery and Distillery - None	Add Brewery and Distillery , Allowed under CUP in CD and CC zone districts . All other zone, Use Not Allowed	No comment
Table 11-6-1	30	Vehicle Sales and Services: CN (C); CC (A); CH (A); CD (A); CS (A); PO (-)	Add Automatic Car Wash and change the CD to (C)	No comment
Table 11-6-1	30	Vehicle Sales and Services. New and Used Sales and Services: CN (-)	New and Used Sales and Services: CN (C)	No comment
Table 11-6-1	30	Vehicle Sales and Services. Tires Sales and Services: CS (P)	Tires Sales and Services: CS (A)	No comment
Table 11-6-1	31	Industrial Uses. Chemical Products Manufacturing, Compounding, Packaging and Bottling; Light: PO (C)	Light: PO (-) Use Not Allowed	No comment

Table 11-6-3	33	Medical Marijuana Dispensaries and Cultivation. Use not allowed in all commercial zone	Add Industrial Hemp- Use not allowed in commercial zones	No comment
Table 11-6-3	35	B.2.d. Commercial Zoning District Standards - Outdoor dining - No regulations on outdoor dining	Regulations on Outdoor Dining by ordinance	No comment

Note: Planning Commission to discuss Over-The-Counter (OTC) Administrative Review and City Council to determine the fee.

Propose Revision of Zoning Code (LEAP GRANT)
2021

Industrial Zone Districts

Key

- P Permitted Use
- C Conditional Use Permit Required
- A Administrative Review Permit Required
- _ Use Not Allowed

Red - Proposed Changes

Chapter/ Table	Page	Original Zone Text	Proposed Zone Text Change	Planning Commission Comment
Table 11-7-1	38	Libraries and Museums - IL and IH both (C)	Use not allowed in IH (-)	Not allowed in IL and IH
Table 11-7-1	38	Other Cultural Institutions - IL and IH both (C)	Use not allowed in IH (-)	Not allowed in IL and IH
Table 11-7-1	38	Other Cultural Institutions - IL and IH both (C)	IL (C) ; IH (C) in conjunction with business	Not allowed in IL and IH
Table 11-7-1	38	Educational Institutions	For discussion	Not allowed in IL and IH
Table 11-7-1	38	Health and Exercise Clubs - IL and IH both (A)	Change Clubs to Facilities - IH (C-) in conjunction with business	No comment
Table 11-7-1	38	Home Day Care: Small - IL and IH both (A); Large - IL and IH both (C)	Use not allowed in IL (-) and IH (-)	In conjunction with business under CUP
Table 11-7-1	38	Parks and Recreational Facilities - IL and IH both (C)	Use not allowed in IH (-)	Ok
Table 11-7-1	38	Commercial Uses: Animal Services: Kennels, Commercial - IL (-) and IH (-) Use Not Permitted	IL and IH both under (C)	Ok
Table 11-7-1	38	Bars, Taverns, Nightclubs and Lounges - IL and IH both (C)	Use not allowed in IH (-)	Not allowed in IL and IH
Table 11-7-1	38	Bed and Breakfast, Hostels, Hotels and Motels IL and IH both (C)	Use not allowed in IH (-)	Not allowed in IL and IH

Propose Revision of Zoning Code (LEAP GRANT)
2021

Industrial Zone Districts

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Red - Proposed Changes

Chapter/ Table	Page	Original Zone Text	Proposed Zone Text Change	Planning Commission Comment
Table 11-7-1	38	Commercial Uses Commercial Recreation and Entertainment General - IL (C) IH (C) Indoor Recreation & Fitness Centers - IL (C) IH (A) Pool and Billiard Rooms - IL (C) IH (C) Movie Theaters - IL (C) IH (C) Video Arcades - IL (C) IH (C)	Use not allowed in IH (-)	Not allowed in IL and IH
Table 11-7-1	38	Commercial Recreation and Entertainment, Outdoor IL and IH both (C)	Use not allowed in IH (-)	Not allowed in IL and IH
Table 11-7-1	39	Gas and Service Stations - IL and IH both (P)	IL and IH both (A)	IL and IH (C)
Table 11-7-1	39	Medical Institutions	For discussion	Not allowed in IL and IH
Table 11-7-1	39	Personal Services: Barber and Beauty Shops - IL (P) IH (P) General - IL (P) IH (P) Massage & Physical Culture Studios - IL (C) IH (C) Tattoo Parlors and Body Percing - IL (-) IH (-)	Personal Services: Barber and Beauty Shops - IL (C) IH (-) General - IL (A) IH (-) Massage & Physical Culture Studios - IL (C) IH (-) Tattoo Parlors and Body Percing - IL (C) IH (-)	Not allowed in IL and IH

Propose Revision of Zoning Code (LEAP GRANT)
2021

Industrial Zone Districts

Key
P Permitted Use
C Conditional Use Permit Required
A Administrative Review Permit Required
- Use Not Allowed

Red - Proposed Changes

Chapter/ Table	Page	Original Zone Text	Proposed Zone Text Change	Planning Commission Comment
Table 11-7-1	39	Retail Sales and Services Furniture, Home Equipment and Appliance Stores IL (P) IH (P) Groceries - IL (A) IH (A) Secondhand Stores - IL (C) IH (C) Swap Meet - IL (C) IH (-)	Retail Sales and Services Furniture, Home Equipment and Appliance Stores IL (P) IH (C) Groceries - IL (A) IH (C) Secondhand Stores - IL (A) IH (C) Swap Meet - IL (-) IH (-)	All under CUP in IL not allowed in IH
Table 11-7-1	40	Limited Service, Take Out - IL and IH both (A)	IL and IH both (C)	Not allowed in IL and IH
Table 11-7-1	40	Full Service - Use not permitted in IL and IH	IL and IH both (C)	Not allowed in IL and IH
Table 11-7-1	40	Industrial Uses: Building and Construction Trade - No category for Construction Waste and Storage	To add Construction Waste and Storage - Use Not Permitted in IL and IH	IL and IH under CUP
Table 11-7-1	40	Chemical Products Manufacturing, Compounding, Packaging and Bottling General - IL (C) IH (P) Heavy - IL (-) IH (C) Light - IL (P) IH (P)	Chemical Products Manufacturing, Compounding, Packaging and Bottling General - IL (C) IH (C) Heavy - IL (-) IH (C) Light - IL (C) IH (C)	All under CUP

Propose Revision of Zoning Code (LEAP GRANT)
2021

Industrial Zone Districts

- Key**
P Permitted Use
C Conditional Use Permit Required
A Administrative Review Permit Required
- Use Not Allowed

Red - Proposed Changes

Chapter/ Table	Page	Original Zone Text	Proposed Zone Text Change	Planning Commission Comment
Table 11-7-1	40	Food and Beverage Preparation, Packaging and Distribution: Food products - IL (-) IH (-)	IH (C)	IL and IH under CUP
Table 11-7-1	41	Waste-Related Facilities: Hazardous Waste Treatment Facilities - IL (-) IH (C) Landfills and Dumps - IL (-) IH (C)	Use not allowed in IH (-)	Not allowed in IL and IH. Hold and look for definition
Table 11-7-1	41	Warehousing, Wholesaling and Distribution Storage Tanks, Non-Fuel - IL (P) IH (P) Trucking and Storage - IL (P) IH (P) Truck Freight Terminals/Distribution Facilities IL (P) IH (P)	Warehousing, Wholesaling and Distribution All under Administrative Review IL and IH	Ok
Table 11-7-1	41	Agriculture and Natural Resources Uses: Crop Cultivation General - IL (P) IH (P) Greenhouses and Hydroponics - IL (-) IH (-) No category for Hemp	All under Conditional Use Permit IL and IH Add under Crop Cultivation - Hemp cultivation, manufacturing and distribution (City Ordinance) - IL use not allowed; IH (C.)	IL and IH under CUP Ok
Table 11-7-1	41	Transportation, Communications and Utilities Uses Recycling Collection Facilities - No category for Small	Add Recycling Collection Facilities, Small - IL (A) IH (A)	Ok

Propose Revision of Zoning Code (LEAP GRANT)
2021

Industrial Zone Districts

Key

- P Permitted Use
 - C Conditional Use Permit Required
 - A Administrative Review Permit Required
 - Use Not Allowed
- Red - Proposed Changes**

Chapter/ Table	Page	Original Zone Text	Proposed Zone Text Change	Planning Commission Comment
Table 11-7-1	41	Communications: Antennas and Telecommunications Towers - IL and IH both (P)	IL and IH both (C)	Ok
Table 11-7-1	42	Photovoltaic Equipment, IL and IH both (A)	Photovoltaic Equipment or Solar Farm: IL and IH (C) or Use Not Permitted	Definition of solar farm

**Propose Revision of Zoning Code (LEAP GRANT)
2021**

Resource Conservation Open (RCO) Space & Ag
Zone Districts

Key

- P** Permitted Use
- C** Conditional Use Permit Required
- A** Administrative Review Permit Required
- Use Not Allowed

Red - Proposed Changes

Chapter/ Table	Page	Original Zone Text	Proposed Zone Text Change	Planning Commission Comment
Chapter 11-8	45	Residential Uses	No proposed changes on residential uses	Ok.
Table 11-8-1	46	Cultural Institutions: • Other Cultural Institutions RCO (-); A (C)	RCO for discussion	RCO (C)
Table 11-8-1	46	Educational Institutions: • College and Universities RCO (-); A (C)	RCO (C)	Ok.
Table 11-8-1	46	Golf Course: RCO (-); A (C)	RCO (C)	Ok.
Table 11-8-1	46	Penal Institutions: RCO (-); A (C)	RCO (C)	Ok.
Table 11-8-1	46	Commercial Uses: • Medical Institutions RCO (-); A (C)	A (-) for discussion	No changes
Table 11-8-1	46	Nursery, Plant and Garden Shops: RCO (-); A (A)	A (P)	Ok.
Table 11-8-1	46	Personal Services	Not allowed in RCO and A. For discussion	Personal services e.g. beauty shops under Home Occupation

Note: Public facility modification. Review of Gr

Table 11-8-1	46	Retail Sales and Services: • Swap Meet: RCO (-) A (-)	A (C)	Not allowed in RCO and A
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Key

- P** Permitted Use
- C** Conditional Use Permit Required
- A** Administrative Review Permit Required
- Use Not Allowed

Red - Proposed Changes

Chapter/ Table	Page	Original Zone Text	Proposed Zone Text Change	Planning Commission Comment
Table 11-8-1	47	Industrial Uses: Building and Construction Trade • Construction, Maintenance and Repair Services: RCO (-) A (-)	For discussion. Ag related business only (?), Ag zone (C)	A (C)
Table 11-8-1	47	Food and Beverage Preparation, Packing and Distribution	A - All under CUP	Agriculture zone all under CUP
Table 11-8-1	47	Printing and Publishing	Not allowed in A zone	Ok.
Table 11-8-1	48	Transfer station: RCO (-) A C)	RCO (C)	Ok. City's water treatment facility is under RCO. General Plan
Table 11-8-1	48	Crop Cultivation: • Greenhouses and Hydroponics: RCO (-)	RCO (A)	RCO (C)
Table 11-8-1	48	Communications: • Antennas and Telecommunications Towers: RCO (-) A (P)	A (C) Note. Page 110, 11-18-3 - Development Standards for wireless communications facilities. Section A, permitted under CUP	A (C)

Table 11-8-1	48	Utilities and Public Infrastructure, Major: RCO (-) A (C)	RCO (C)	Ok.
Table 11-8-1	48	Hemp: No mention	Ordinance 636 and 637	Ok. Incorporate ordinances in the zoning code
11-18-4	111	Permit Applications A.1 An Administrative Approval is required for poles over 35 feet in height	Require a CUP for all telecommunication poles	Ok.

Chairperson

Karl Kassner

Vice-Chairperson

David Jarvis

Commissioners

David Bega
Dennis Tristao
Janet Watkins

Karen Frey

Planning Commission



832 Whitley Avenue, Corcoran
CALIFORNIA 93212

**Community
Development
Department**

(559) 992-2151- 2110
FAX (559) 992-2348

STAFF REPORT

Item # 5.2

To: Planning Commission

From: Kevin J. Tromborg, Community Development Director, Planner, Building Official.

Date: November 15, 2021

Subject: Proposed additions to Official Street name list.

-
- A. **General Information:** Community Development Staff recommendations for additional names to the official street name list.

Discussion: The City of Corcoran is experiencing a renewed interest in residential development with two new subdivisions in the infrastructure phase and two subdivisions on the near horizon. New subdivisions require streets which require names. Developers either choose names from the approved street name list or present names to the City for approval from the Planning Commission. Staff has looked at our current street name list which has approximately 20 names and compared them to other cities. Most other cities have 75 to 150 street names to choose from. Staff is proposing and has put together additional street names for the Planning Commission to review and discuss. The names that are proposed are generic names not to represent anyone in particular except the proposed presidential names. The list also include City and State names. The Planning Commission may also recommend names to be added or subtracted from the list.

Recommendation: Staff recommends that the Planning Commission review and approve the list or make recommendations.

CURRENT STREET NAME LIST

	Name			Name
A	Apperson (used) Arnold (used) Aurand (used)		N	
B	Baltierra Banuelos Barber Barlett Bledsoe	Bolinger Boswell Boyett Bristow	O	Odle
C	Carter Corley Corral	Cortez Crookshanks Curtsinger	P	Proctor
D	Doan		Q	
E	Elliot		R	Rosprim
F	Flaherty Fossett		S	Salyer Sawtelle Smith (Burnham, Karl, Tom)
G	Gilkey Gomez	Goodrich Guerra	T	Toney
H	Hammond Hansen Hibbard		U	
I			V	
J			W	
K	Kemble Kessler (used)		X	
L	Lerma		Y	
M	Maroot Medina Mustain		Z	

**Street Names for New Subdivisions
(by subdivision)**

Map 856

(see attached map)

Apperson Court

Arnold Court

Aurand Court

Map 857

(see attached map)

Hume Lake Avenue

Sequoia Avenue

Deer Creek Avenue

Tule River Avenue

Kem River Avenue

Lake Isabella Avenue

Map 844

(see attached map)

Tioga Avenue

Sierra Avenue

Vernal Avenue

Redwood Avenue

Wawona Avenue

Mt. Whitney Avenue

Tenaya Avenue

Map 837

(extension of existing streets)

Wigdal Avenue

Hale Avenue

Ventura Avenue

Map 815

(extension of existing streets)

San Joaquin Avenue

Ventura Avenue

CORCORAN STREET NAME LIST 2021

	Name			Name
A	Apperson Arnold Aurand Adelaide Avenue Archer Avenue Arizona Avenue King Arthur Avenue		N	New Hampshire Avenue New Mexico Avenue Nevada Avenue
B	Baltierra Banuelos Barber Barlett Bledsoe Boise Avenue	Bolinger Boswell Boyett Bristow Bond Ave Broadway Ave	O	Odle
C	Carter Ave Corley Ave Corral Street Colorado Ave Corcoran Avenue	Cortez Street California Ave Charlotte Ave Crookshanks	P	Proctor Avenue Prescott Street Paradise Avenue Picasso Avenue
D	Doan Street Duke Avenue Durham Avenue		Q	Queens Avenue
E	Elliot Street Eagle Avenue		R	Rosprim Street Rhode Island Avenue Renoir Avenue
F	Flaherty Street Fossett Street Francis Avenue Falcon Avenue		S	Salyer Avenue Sawtelle Avenue Smith Street Stargazer Avenue San Francisco Avenue Shire Avenue

<p>G</p>	<p>Gilkey Ave Gomez Street Grove Street Giant Avenue</p>	<p>Goodrich Ave Guerra Ave Greenfield Galahad Street Georgia Ave</p>	<p>T</p>	<p>Toney Avenue Texas Avenue Tule Avenue</p>
<p>H</p>	<p>Hammond Place Holland Road Hansen Avenue Hibbard Street Hickory Avenue Heart Avenue Hawk Avenue</p>	<p>U</p>	<p>Utah Avenue Ukiah Avenue Union Avenue</p>	
<p>I</p>	<p>Ivy Avenue Idaho Avenue</p>	<p>V</p>	<p>Vermont Avenue Victoria Place Victory Avenue Vineyard Avenue Van Gogh Avenue</p>	
<p>J</p>	<p>Joseph Avenue Jason Avenue Joshua Avenue Julieana Avenue Jefferson Avenue</p>	<p>W</p>	<p>Wyoming Avenue Washington Avenue Winchester Avenue</p>	
<p>K</p>	<p>Kemble Road Kearney Street Kessler Kennedy Avenue</p>	<p>X</p>		
<p>L</p>	<p>Lerma Avenue Little Rock Place London Place Lincoln Ave Lionheart Avenue Elizabeth Avenue Lancelot Avenue Leonardo Avenue</p>	<p>Y</p>	<p>Yokut Avenue</p>	

M	Maroot Street Medina Street Mustain Avenue Montana Avenue Monet Avenue Marlene Avenue Michelangelo Avenue	Z	
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Street Names for New Subdivisions
(by subdivision)

Map 856

(see attached map)

Apperson Court

Arnold Court

Aurand Court

Map 857

(see attached map)

Hume Lake Avenue

Sequoia Avenue

Deer Creek Avenue

Tule River Avenue

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Map 844

(see attached map)

Tioga Avenue

Sierra Avenue

Vernal Avenue

Redwood Avenue

Wawona Avenue

Mt. Whitney Avenue

Tenaya Avenue

Map 837

(extension of existing streets)

Wigdal Avenue

Hale Avenue

Ventura Avenue

Map 815

(extension of existing streets)

San Joaquin Avenue

Ventura Avenue

Chairperson

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Commissioners

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Planning Commission



**Community
Development
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832 Whitley Avenue, Corcoran
CALIFORNIA 93212

STAFF REPORT

Item # 5.3

To: Planning Commission

From: Kevin J. Tromborg, Community Development Director, Planner, Building Official.

Date: November 15, 2021

Subject: Community Development 2nd Quarter Report

Report Information: Community Development Directors are often challenged to convey to City Council, Planning Commission and City Managers the importance of a strong Community Development Department. The City of Corcoran's Community Development Department includes the Building and Safety Division, Neighborhood Preservation Code Enforcement Division, the Planning Division, Housing Division, and the Transit Division. Community Development is also an integral part of Economic Development.

In the past, Community Development has performed their roles by providing a proactive versus reactive policy and procedure within this community. However, economic and social trends present challenges that must be and have been addressed. The recent pandemic and the obligations we have to a safe and healthy community have never been more important. The needs of the community and the confines of the budget and economy have shifted and transformed our perception and policy. This has never been more prevalent than the effect the pandemic has had on our Transit Division. Ridership has been down by as much as 70 percent over the past 15 months. However, Corcoran Area Transit is experiencing more traffic in the past 3 months and we anticipate a strong rebound.

In Community Development, our first challenge is to promote and educate our citizens about what the department provides to the community and the public benefit afforded through the efforts of the Community Development Department, the California Building Codes of Regulations, Code Enforcement health and safety codes, regulations and actions as well as planning regulations and processes which include the Corcoran General Plan and Zoning code, the Corcoran municipal code and several other California and Federal codes.

Our second challenge is enforcement and compliance. Community pride is the proven solution to many of the Code Enforcement issues facing us today. What we allow today will become our reality tomorrow. (The Broken Windows Theory). We have adopted the saying “Walk softly but carry a big stick” This enable our team to work with the community but still enforce what the rules and regulations adopted by the Council and community

The City of Corcoran is truly a great place to live and raise a family and the Community Development Department is proud to be a part of the decorum that is Corcoran.

Attached for your review and comments are the 2nd quarter reports for Building and Safety, Planning and Code Enforcement.

1. Building Division Report
2. Planning Division Report
3. Code Enforcement Report
4. Transit Reports
5. Housing Report (request only)

City of Corcoran

City of Corcoran Building Division

Permit Activity Report for 04/01/2021 to 06/30/2021

Type of Construction	Permits	Total Fees	SQ Ft	Valuation
<u>AGRICULTURAL</u>				
ENCROACHMENT	1	1,165.35	0	2,500
TOTAL FOR : AGRICULTURAL	1	1,165.35	0	2,500
<u>COMMERCIAL</u>				
COMMERCIAL TENANT IMPROVEMENT	2	4,484.17	0	168,000
ELECTRIC PERMIT	1	400.21	0	8,000
NEW RETAIL STORE	1	3,035.64	0	150,000
PLUMBING PERMIT	1	248.12	0	4,000
RE-ROOF	1	278.40	0	5,000
SIGN	2	335.06	0	3,500
TOTAL FOR : COMMERCIAL	8	8,781.60	0	338,500
<u>ENGINEERING</u>				
ENCROACHMENT	1	246.10	0	721,788
TOTAL FOR : ENGINEERING	1	246.10	0	721,788
<u>RESIDENTIAL</u>				
DEMO/BDTH	4	581.30	0	45,000
ELECTRIC PERMIT	5	837.50	0	6,900
ENCROACHMENT	3	784.94	0	14,100
MECHANICAL PERMIT	16	3,208.28	0	84,850
PLUMBING PERMIT	5	837.52	0	9,800
RE-ROOF	12	3,335.76	0	90,400
RESIDENTIAL CARPORT NEW/ADD	2	556.60	0	20,000
RESIDENTIAL PATIO NEW/ADD	8	2,467.62	0	43,200
RESIDENTIAL REPAIR	4	1,599.24	0	24,500
RESIDENTIAL STORAGE BUILDING	2	531.30	0	5,000
SINGLE FAMILY ADDITION	1	1,804.67	546	65,373
SINGLE FAMILY DWELLING	5	67,752.71	6,856	1,126,657
SINGLE FAMILY REMODEL	2	4,771.04	0	280,000
SOLAR RESIDENTIAL	45	20,930.63	0	711,600
TOTAL FOR : RESIDENTIAL	114	109,997.11	7,402	2,527,380
<u>TRIPLEX</u>				
PLUMBING PERMIT	1	168.40	0	5,000
TOTAL FOR : TRIPLEX	1	168.40	0	5,000
	125	120,358.56	7,402	3,695,168

Total By Type (Summary)

Report Date Range: 4/1/2021 to 6/30/2021

Cannabis

PENDING REVIEW	0
	0

Municipal Code Violations

CLOSED	28
CLOSED PENDING PAYMENT	1
OPEN	3
VOID	1
	33

Please Select Type

PENDING REVIEW	0
	0

Property Maintenance

CLOSED	38
OPEN	6
	44

Substandard Structures

OPEN	3
	3

Vehicle Abatement

CLOSED	21
VOID	1
	22

Weed Abatement

CLOSED	81
CLOSED PENDING PAYMENT	2
OPEN	2
TRANSFERRED TO ATTORNEY	1
	86

Total Count of Cases Listed: 188

Planning Activity Log

For the Date Range: 4/1/2021 to 6/30/2021

Ref #	Status	Applicant	Description / Notes	Date Filed	PC Date	PC Action	CC Date	CC Action
20-0034	APPROVED	MARIA BUENROSTRO	Final Map	10/28/2020	8/17/2020	Approved	5/25/2021	Approved
21-0010	APPROVED	Tracy Beans	Sign Review-Dollar General : Wall sign and pole sign	4/13/2021				
21-0011	PENDING		Tract 785 Patterson Subdivision	4/20/2021				
21-0012	APPROVED	MUTAHAR MANA	Split of one parcel into 4 parcels	5/6/2021	6/21/2021	Approved		
21-0013	APPROVED	JONATHAN SORRICK	Secondary dwelling unit	5/7/2021				
21-0014	APPROVED	City of Corcoran	TSDM Tract 822 Time Extension	5/17/2021	6/7/2021	Approved		
21-0015	APPROVED	ALAN MOK	Gasoline station with convenience store and restaurant	5/17/2021				
21-0016	APPROVED	JUAN MEDINA	KCC Recycle	5/21/2021				
21-0017	APPROVED	RODRIGO RAMIREZ	Recycle Business	5/20/2021				
21-0018	APPROVED	LUIS ALVAREZ/ANDREA LINAREZ	R1-6 to allow to park 3 large truck	6/4/2021				
21-0019	APPROVED	JONATHAN SORRICK	Appeal to the Planning Commission	6/4/2021	6/21/2021	Approved		
21-0020	APPROVED	Brianna Garcia	Sign Review	6/7/2021				
21-0021	APPROVED	ARTURO HERNANDEZ AMEZCUA	Appeal to the Planning Commission	6/7/2021	6/21/2021	Approved		

Planning Fees Received

For the Date Range: 4/1/2021 to 6/30/2021

Ref #	Applicant	Description / Notes	Date Filed
21-0010	Tracy Beans	Sign Review-Dollar General : Wall sign and pole sign	4/13/2021

Fees Charged:

Fee Group	Fee Type	Qty	Amount	Total Fee	GL Number
<input checked="" type="checkbox"/> Use of Land (Staff approval)	Sign Review	1.00	310.00	310.00	

Payments Received:

Payment Amount	Payment Date	Payment Type	Check or Ref Number	Receipt Number
310.00	4/13/2021	Check		

21-0011		Tract 785 Patterson Subdivision	4/20/2021
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Fees Charged:

Payments Received:

21-0012	MUTAHAR MANA	Split of one parcel into 4 parcels	5/6/2021
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Fees Charged:

Fee Group	Fee Type	Qty	Amount	Total Fee	GL Number
<input checked="" type="checkbox"/> Division of Land (PC approval)	Parcel Map, Tentative, Residential (4 lots or less)	1.00	2,230.00	2,230.00	

Payments Received:

Payment Amount	Payment Date	Payment Type	Check or Ref Number	Receipt Number
3,230.00	5/7/2021	Check	89014	570477

Planning Fees Received

For the Date Range: 4/1/2021 to 6/30/2021

Ref #	Applicant	Description / Notes	Date Filed
21-0013	JONATHAN SORRICK	Secondary dwelling unit	5/7/2021

Fees Charged:

Payments Received:

21-0014	City of Corcoran	TSDM Tract 822 Time Extension	5/17/2021
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Fees Charged:

Payments Received:

21-0015	ALAN MOK	Gasoline station with convenience store and restaurant	5/17/2021
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Fees Charged:

<input checked="" type="checkbox"/>	Fee Group	Fee Type	Qty	Amount	Total Fee	GL Number
	Use of Land (Staff approval)	Site Plan Review, new construction	1.00	3,380.00	3,380.00	

Payments Received:

Payment Amount	Payment Date	Payment Type	Check or Ref Number	Receipt Number
3,319.00	5/17/2021	Check	1312	572445

Planning Fees Received

For the Date Range: 4/1/2021 to 6/30/2021

Ref #	Applicant	Description / Notes	Date Filed
21-0016	JUAN MEDINA	KCC Recycle	5/21/2021

Fees Charged:

Fee Group	Fee Type	Qty	Amount	Total Fee	GL Number
<input checked="" type="checkbox"/> Use of Land (Staff approval)	Administrative Review, existing building, Minor	1.00	420.00	420.00	

Payments Received:

Payment Amount	Payment Date	Payment Type	Check or Ref Numbe	Receipt Number
420.00	5/21/2021	Check	2499	572677

21-0017	RODRIGO RAMIREZ	Recycle Business	5/20/2021
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Fees Charged:

Fee Group	Fee Type	Qty	Amount	Total Fee	GL Number
<input checked="" type="checkbox"/> Use of Land (PC/CC approval)	Conditional Use Permit (CUP)	1.00	2,870.00	2,870.00	

Payments Received:

Payment Amount	Payment Date	Payment Type	Check or Ref Numbe	Receipt Number
2,870.00	5/20/2021	Check	5662	572612

21-0018	LUIS ALVAREZ/ANDREA LINAREZ	R1-6 to allow to park 3 large truck	6/4/2021
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Fees Charged:

Fee Group	Fee Type	Qty	Amount	Total Fee	GL Number
<input checked="" type="checkbox"/> Use of Land (Staff approval)	Administrative Review, existing building, Minor	1.00	420.00	420.00	

Payments Received:

Payment Amount	Payment Date	Payment Type	Check or Ref Numbe	Receipt Number
420.00	6/3/2021	Cash		573210

Planning Fees Received

For the Date Range: 4/1/2021 to 6/30/2021

Ref #	Applicant	Description / Notes	Date Filed
21-0019	JONATHAN SORRICK	Appeal to the Planning Commission	6/4/2021

Fees Charged:

Fee Group	Fee Type	Qty	Amount	Total Fee	GL Number
<input checked="" type="checkbox"/> Use of Land (PC/CC approval)	Appeals to Planning Commission	1.00	760.00	760.00	

Payments Received:

Payment Amount	Payment Date	Payment Type	Check or Ref Numbe	Receipt Number
760.00	6/4/2021	Check	2507	573307

21-0020	Brianna Garcia	Sign Review	6/7/2021
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Fees Charged:

Fee Group	Fee Type	Qty	Amount	Total Fee	GL Number
<input checked="" type="checkbox"/> Use of Land (Staff approval)	Sign Review	1.00	310.00	310.00	

Payments Received:

Payment Amount	Payment Date	Payment Type	Check or Ref Numbe	Receipt Number
310.00	6/8/2021	Check	1214	573928

21-0021	ARTURO HERNANDEZ AMEZCUA	Appeal to the Planning Commission	6/7/2021
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Fees Charged:

Fee Group	Fee Type	Qty	Amount	Total Fee	GL Number
<input checked="" type="checkbox"/> Use of Land (PC/CC approval)	Appeals to Planning Commission	1.00	760.00	760.00	

Payments Received:

Payment Amount	Payment Date	Payment Type	Check or Ref Numbe	Receipt Number
760.00	6/7/2021	Debit Card	1095	673870

2nd Quarter

Citation Status Report

**Corcoran Code Enforcement
Code Enforcement**

Date Range: 04/01/2021-06/30/2021

Agency	Citation	Case #	Cite Date	Time	Status	# Notices	Appealed?	FTB?	Original	Charges/Fees	Payments	Owing
Corcoran Code Enforcement	<u>C1380</u>		2021/04/10	12:13	Open	3	No	No	\$200.00	\$200.00		\$400.00
Corcoran Code Enforcement	<u>C1351</u>		2021/04/22	14:54	Closed	1	No	No	\$100.00	\$50.00	\$150.00	\$0.00
Corcoran Code Enforcement	<u>C1352</u>		2021/04/22	14:58	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	<u>C1355</u>		2021/04/23	15:29	Closed	1	No	No	\$100.00	\$0.00	\$100.00	\$0.00
Corcoran Code Enforcement	<u>C1354</u>		2021/04/23	10:50	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	<u>C1353</u>		2021/04/23	10:34	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	<u>C1356</u>		2021/04/26	13:36	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	<u>C1357</u>		2021/04/29	15:37	Closed	1	No	No	\$100.00	\$0.00	\$100.00	\$0.00
Corcoran Code Enforcement	<u>C1358</u>		2021/04/29	16:10	Open	3	No	No	\$500.00	\$500.00		\$1,000.00
Corcoran Code Enforcement	<u>C1362</u>		2021/05/05	09:33	Closed	0	No	No	\$100.00		\$100.00	\$0.00
Corcoran Code Enforcement	<u>C1364</u>		2021/05/05	15:01	Closed	0	No	No	\$100.00		\$100.00	\$0.00
Corcoran Code Enforcement	<u>C1366</u>		2021/05/05	15:28	Closed	1	No	No	\$100.00	\$0.00	\$100.00	\$0.00
Corcoran Code Enforcement	<u>C1359</u>		2021/05/05	08:15	Open	2	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	<u>C1365</u>		2021/05/05	15:13	Closed	2	No	No	\$100.00	\$0.00	\$100.00	\$0.00
Corcoran Code Enforcement	<u>C1363</u>		2021/05/05	14:44	Closed	3	No	No	\$100.00	\$100.00	\$200.00	\$0.00
Corcoran Code Enforcement	<u>C1361</u>		2021/05/05	08:56	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	<u>C1360</u>		2021/05/05	08:25	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	<u>C1367</u>		2021/05/05	16:12	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	<u>C1369</u>		2021/05/07	11:57	Open	3	No	No	\$100.00	\$100.00	\$50.00	\$165.00
Corcoran Code Enforcement	<u>C1368</u>		2021/05/07	11:00	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	<u>C1370</u>		2021/05/10	12:04	Open	3	No	No	\$100.00	\$100.00		\$200.00

Totals:						70			\$40,200.00	\$38,850.00	\$2,000.00	\$77,065.00
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Agency	Citation	Case #	Cite Date	Time	Status	# Notices	Appealed?	FTB?	Original	Charges/Fees	Payments	Owing
Corcoran Code Enforcement	C1371		2021/05/11	15:03	Closed	1	No	No	\$100.00	\$50.00	\$150.00	\$0.00
Corcoran Code Enforcement	C1372		2021/05/12	14:14	Closed	1	No	No	\$100.00	\$0.00	\$250.00	(\$150.00)
Corcoran Code Enforcement	C1373		2021/05/12	14:40	Open	2	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1374		2021/05/12	14:52	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1375		2021/05/14	15:43	Closed	0	No	No	\$100.00		\$100.00	\$0.00
Corcoran Code Enforcement	C1376		2021/05/17	15:52	Void	2	No	No	\$100.00	(\$100.00)		\$0.00
Corcoran Code Enforcement	C1377		2021/05/20	13:20	Closed	2	No	No	\$100.00	\$100.00	\$200.00	\$0.00
Corcoran Code Enforcement	C1378		2021/05/21	09:34	Open	3	No	No	\$36,000.00	\$36,000.00		\$72,000.00
Corcoran Code Enforcement	C1381		2021/06/11	11:03	Open	2	No	No	\$200.00	\$200.00		\$400.00
Corcoran Code Enforcement	C1383		2021/06/14	15:41	Open	2	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1384		2021/06/15	08:45	Hold	0	No	No	\$200.00			\$200.00
Corcoran Code Enforcement	C1386		2021/06/22	16:45	Open	2	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1385		2021/06/22	12:58	Open	2	No	No	\$200.00	\$200.00	\$150.00	\$250.00
Corcoran Code Enforcement	C1387		2021/06/23	11:45	Closed	1	No	No	\$100.00	\$50.00	\$150.00	\$0.00
Totals:						70			\$40,200.00	\$38,850.00	\$2,000.00	\$77,065.00

35 records matched your report criteria (Including: Current and Delinquent Citations, Sorted By: '# Notices')

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2nd Quarter 2021

Citation Status Report

2021 Calendar Year

**Corcoran Code Enforcement
Code Enforcement**

Date Range: 01/01/2021-09/13/2021

Agency	Citation	Case #	Cite Date	Time	Status	# Notices	Appealed?	FTB?	Original	Charges/Fees	Payments	Owing
Corcoran Code Enforcement	<u>C1245</u>		2021/01/15	08:26	Open	3	No	Yes	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	<u>C1248</u>		2021/01/20	10:55	Closed	0	No	No	\$100.00		\$100.00	\$0.00
Corcoran Code Enforcement	<u>C1246</u>		2021/01/20	08:25	Open	3	No	Yes	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	<u>C1247</u>		2021/01/20	08:34	Open	3	No	Yes	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	<u>C1249</u>		2021/02/03	12:43	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	<u>C1327</u>		2021/02/05	15:32	Closed	0	No	No	\$100.00		\$100.00	\$0.00
Corcoran Code Enforcement	<u>C1326</u>		2021/02/05	15:03	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	<u>C1329</u>		2021/02/08	09:39	Void	0	No	No				
Corcoran Code Enforcement	<u>C1328</u>		2021/02/08	09:33	Void	0	No	No				
Corcoran Code Enforcement	<u>C1331</u>		2021/02/09	13:23	Closed	0	No	No	\$100.00		\$100.00	\$0.00
Corcoran Code Enforcement	<u>C1333</u>		2021/02/09	15:12	Closed	3	No	No	\$200.00	\$0.00	\$300.00	(\$100.00)
Corcoran Code Enforcement	<u>C1334</u>		2021/02/10	15:31	Closed	0	No	No	\$100.00		\$100.00	\$0.00
Corcoran Code Enforcement	<u>C1335</u>		2021/02/10	16:34	Open	3	No	Yes	\$200.00	\$200.00		\$400.00
Corcoran Code Enforcement	<u>C1336</u>		2021/02/11	12:42	Closed	1	No	No	\$100.00	\$50.00	\$150.00	\$0.00
Corcoran Code Enforcement	<u>C1337</u>		2021/02/11	14:49	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	<u>C1338</u>		2021/02/18	10:06	Closed	0	No	No	\$100.00		\$100.00	\$0.00
Corcoran Code Enforcement	<u>C1345</u>		2021/02/18	13:20	Closed	0	No	No	\$100.00		\$100.00	\$0.00
Corcoran Code Enforcement	<u>C1343</u>		2021/02/18	11:33	Closed	1	No	No	\$100.00	\$50.00	\$150.00	\$0.00
Corcoran Code Enforcement	<u>C1341</u>		2021/02/18	11:07	Closed	1	No	No	\$100.00	\$50.00	\$150.00	\$0.00
Corcoran Code Enforcement	<u>C1344</u>		2021/02/18	12:38	Open	3	No	Yes	\$200.00	\$200.00		\$400.00
Corcoran Code Enforcement	<u>C1342</u>		2021/02/18	11:22	Open	3	No	No	\$100.00	\$100.00		\$200.00

Totals:						133			\$47,700.00	\$44,050.00	\$4,850.00	\$86,915.00
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Agency	Citation	Case #	Cite Date	Time	Status	# Notices	Appealed?	FTB?	Original	Charges/Fees	Payments	Owing
Corcoran Code Enforcement	C1340		2021/02/18	10:55	Open	3	No	Yes	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1339		2021/02/18	10:37	Closed	3	No	No	\$100.00	\$100.00	\$200.00	\$0.00
Corcoran Code Enforcement	C1346		2021/02/22	14:16	Closed	3	No	No	\$100.00	\$100.00	\$200.00	\$0.00
Corcoran Code Enforcement	C1330		2021/02/26	11:28	Open	3	No	Yes	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1347		2021/03/15	08:20	Closed	0	No	No	\$100.00		\$100.00	\$0.00
Corcoran Code Enforcement	C1348		2021/03/16	16:07	Closed	3	No	No	\$200.00	\$200.00	\$400.00	\$0.00
Corcoran Code Enforcement	C1350		2021/03/17	16:20	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1380		2021/04/10	12:13	Open	3	No	No	\$200.00	\$200.00		\$400.00
Corcoran Code Enforcement	C1351		2021/04/22	14:54	Closed	1	No	No	\$100.00	\$50.00	\$150.00	\$0.00
Corcoran Code Enforcement	C1352		2021/04/22	14:58	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1355		2021/04/23	15:29	Closed	1	No	No	\$100.00	\$0.00	\$100.00	\$0.00
Corcoran Code Enforcement	C1354		2021/04/23	10:50	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1353		2021/04/23	10:34	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1356		2021/04/26	13:36	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1357		2021/04/29	15:37	Closed	1	No	No	\$100.00	\$0.00	\$100.00	\$0.00
Corcoran Code Enforcement	C1358		2021/04/29	16:10	Open	3	No	No	\$500.00	\$500.00		\$1,000.00
Corcoran Code Enforcement	C1362		2021/05/05	09:33	Closed	0	No	No	\$100.00		\$100.00	\$0.00
Corcoran Code Enforcement	C1364		2021/05/05	15:01	Closed	0	No	No	\$100.00		\$100.00	\$0.00
Corcoran Code Enforcement	C1366		2021/05/05	15:28	Closed	1	No	No	\$100.00	\$0.00	\$100.00	\$0.00
Corcoran Code Enforcement	C1365		2021/05/05	15:13	Closed	2	No	No	\$100.00	\$0.00	\$100.00	\$0.00
Corcoran Code Enforcement	C1359		2021/05/05	08:15	Open	2	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1363		2021/05/05	14:44	Closed	3	No	No	\$100.00	\$100.00	\$200.00	\$0.00
Totals:						133			\$47,700.00	\$44,050.00	\$4,850.00	\$86,915.00

Agency	Citation	Case #	Cite Date	Time	Status	# Notices	Appealed?	FTB?	Original	Charges/Fees	Payments	Owing
Corcoran Code Enforcement	C1361		2021/05/05	08:56	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1360		2021/05/05	08:25	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1367		2021/05/05	16:12	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1368		2021/05/07	11:00	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1369		2021/05/07	11:57	Open	3	No	No	\$100.00	\$100.00	\$50.00	\$165.00
Corcoran Code Enforcement	C1370		2021/05/10	12:04	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1371		2021/05/11	15:03	Closed	1	No	No	\$100.00	\$50.00	\$150.00	\$0.00
Corcoran Code Enforcement	C1372		2021/05/12	14:14	Closed	1	No	No	\$100.00	\$0.00	\$250.00	(\$150.00)
Corcoran Code Enforcement	C1373		2021/05/12	14:40	Open	2	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1374		2021/05/12	14:52	Open	3	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1375		2021/05/14	15:43	Closed	0	No	No	\$100.00		\$100.00	\$0.00
Corcoran Code Enforcement	C1376		2021/05/17	15:52	Void	2	No	No	\$100.00	(\$100.00)		\$0.00
Corcoran Code Enforcement	C1377		2021/05/20	13:20	Closed	2	No	No	\$100.00	\$100.00	\$200.00	\$0.00
Corcoran Code Enforcement	C1378		2021/05/21	09:34	Open	3	No	No	\$36,000.00	\$36,000.00		\$72,000.00
Corcoran Code Enforcement	C1381		2021/06/11	11:03	Open	2	No	No	\$200.00	\$200.00		\$400.00
Corcoran Code Enforcement	C1383		2021/06/14	15:41	Open	2	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1384		2021/06/15	08:45	Hold	0	No	No	\$200.00			\$200.00
Corcoran Code Enforcement	C1386		2021/06/22	16:45	Open	2	No	No	\$100.00	\$100.00		\$200.00
Corcoran Code Enforcement	C1385		2021/06/22	12:58	Open	2	No	No	\$200.00	\$200.00	\$150.00	\$250.00
Corcoran Code Enforcement	C1387		2021/06/23	11:45	Closed	1	No	No	\$100.00	\$50.00	\$150.00	\$0.00
Corcoran Code Enforcement	C1389		2021/07/12	14:53	Open	1	No	No	\$2,500.00	\$2,500.00		\$5,000.00
Corcoran Code Enforcement	C1391		2021/07/15	14:46	Closed	1	No	No	\$100.00	\$50.00	\$150.00	\$0.00

Totals:						133			\$47,700.00	\$44,050.00	\$4,850.00	\$86,915.00
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Agency	Citation	Case #	Cite Date	Time	Status	# Notices	Appealed?	FTB?	Original	Charges/Fees	Payments	Owing
Corcoran Code Enforcement	<u>C1390</u>		2021/07/15	11:55	Open	1	No	No	\$100.00	\$50.00		\$150.00
Corcoran Code Enforcement	<u>C1394</u>		2021/07/16	15:51	Closed	1	No	No	\$100.00	\$50.00	\$150.00	\$0.00
Corcoran Code Enforcement	<u>C1392</u>		2021/07/16	10:53	Closed	1	No	No	\$100.00	\$0.00	\$100.00	\$0.00
Corcoran Code Enforcement	<u>C1393</u>		2021/07/16	11:41	Open	1	No	No	\$500.00	\$250.00		\$750.00
Corcoran Code Enforcement	<u>C1396</u>		2021/07/19	12:48	Closed	0	No	No	\$100.00		\$100.00	\$0.00
Corcoran Code Enforcement	<u>C1395</u>		2021/07/19	22:20	Open	1	No	No	\$100.00	\$50.00		\$150.00
Corcoran Code Enforcement	<u>C1397</u>		2021/07/20	12:20	Open	1	No	No	\$200.00	\$100.00		\$300.00
Corcoran Code Enforcement	<u>C1398</u>		2021/07/21	11:04	Closed	1	No	No	\$100.00	\$0.00	\$100.00	\$0.00
Corcoran Code Enforcement	<u>C1399</u>		2021/08/06	08:08	Open	1	No	No	\$100.00	\$50.00		\$150.00
Corcoran Code Enforcement	<u>C1401</u>		2021/08/06	14:23	Open	1	No	No	\$100.00	\$50.00		\$150.00
Corcoran Code Enforcement	<u>C1400</u>		2021/08/06	08:51	Open	1	No	No	\$200.00	\$100.00		\$300.00
Corcoran Code Enforcement	<u>C1402</u>		2021/09/01	15:27	Open	0	No	No	\$200.00			\$200.00
Totals:						133			\$47,700.00	\$44,050.00	\$4,850.00	\$86,915.00

77 records matched your report criteria (Including: Current and Delinquent Citations, Sorted By: '# Notices')

Report Generated 9/13/2021 @ 8:16:26 AM. Powered by Citation Processing Center, a Data Ticket Inc. Property.

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Full Calendar YEAR

Corcoran Ridership Data

Fiscal Yr. 2020/21

	Bus #167		
	Pass.	Rev. Miles	Rev. Hrs.
July	128	233	26.87
August	18	41	4.93
September	64	151	15.18
October	20	37	4.25
November	28	45	6.03
December	80	131	17.12
January	39	70	9.26
February	53	120	18.26
March	0	0	0
April	0	0	0
May	0	0	0
June	0	0	0
Total	430	828	101.9

	Bus #169		
	Pass	Rev. Miles	Rev. Hrs.
July	329	593	68.27
August	280	543	59.56
September	187	444	41.88
October	333	640	74.06
November	310	583	71.91
December	181	337	39.52
January	0	0	0
February	78	191	22.26
March	472	752	88.6
April	676	993	105.75
May	471	866	95.9
June	524	792	90.98
Total	3841	6734	758.69

	Bus #170		
	Pass.	Rev. Miles	Rev. Hrs.
July	0	0	0
August	0	0	0
September	0	0	0
October	0	0	0
November	0	0	0
December	0	0	0
January	0	0	0
February	0	0	0
March	0	0	0
April	0	0	0
May	0	0	0
June	0	0	0
Total	0	0	0

Fiscal Yr. 2020/21	Bus #215		
	Pass.	Rev. Miles	Rev. Hrs.
July	367	716	78.64
August	226	463	45.23
September	202	460	52.24
October	0	0	0
November	0	0	0
December	47	97	13.02
January	119	261	40.88
February	231	400	51.34
March	90	185	19.81
April	25	42	5.51
May	475	822	90.9
June	454	805	80.54
Total	2236	4251	478.11

	Bus #216		
	Pass	Rev. Miles	Rev. Hrs.
July	286	554	51.68
August	225	512	51.62
September	289	621	63.75
October	352	694	73.11
November	304	481	55.37
December	329	623	65.31
January	228	407	44.51
February	253	503	61.04
March	65	111	14.16
April	146	260	23.25
May	41	68	8.37
June	135	265	30.44
Total	2663	5099	542.61

	Bus #238		
	Pass	Rev. Miles	Rev. Hrs.
July	0	0	0
August	202	380	43.64
September	108	200	24.79
October	398	791	85.75
November	292	558	64.74
December	306	637	76.99
January	167	351	45.32
February	114	250	33.41
March	664	997	111.1
April	563	844	90.82
May	84	150	15.62
June	0	0	0
Total	2898	5158	592.18

Fiscal Yr. 2020/21	TOTAL		
	Pass	Rev. Miles	Rev. Hrs.
July	1110	2096	225.46
August	951	1939	204.98
September	850	1876	197.84
October	1103	2162	237.17
November	934	1667	198.05
December	943	1825	211.96
January	553	1089	139.97
February	729	1464	186.31
March	1291	2045	233.67
April	1410	2139	225.33
May	1071	1906	210.79
June	1113	1862	201.96
Total	12058	22070	2473.49

FIVE GOLDEN RULES TO HELP YOU BECOME AN EFFECTIVE COMMISSIONER

1. Represent the Whole City.

As a commissioner, you have been appointed to represent the public interest and not a special group or interest. The question, "What is best for the entire community?" should take precedence over "What is best for my special interest group?"

2. Keep the Lines of Communication Open.

As a commissioner, you are in the unique position of serving as a liaison between the City and its citizens. You are encouraged to explain and promote policies and programs established by the City Council within the scope of interest of the planning commission. It is equally important for you to transmit back to the City Council the reactions and opinions of the citizens as they relate to these policies and programs. In doing so, it is very important that you do not substitute your own opinions for those of the general public.

3. Do Your Homework and Be Thorough in Making Recommendations.

As a commissioner, you should be prepared to discuss the issues that are on the meeting agenda. In addition to reading the agenda packet and materials, your preparation may include discussions with staff, visiting the location of a proposed project or reviewing prior City Council actions. You should make every effort to remain objective during the fact-finding phase and to thoroughly evaluate all aspects of an issue before making a recommendation.

4. Be Conscious of the Relationship with the City Council and City Staff.

Successful relationships with the City Council and City Staff are basic for the successful operation of any advisory body. It is important that you respect the authority of those who, in the end, will be charged with the responsibility for actions taken by the City.

5. Establish a Good Working Relationship with Other Commission Members.

A positive relationship among all of the members of a commission will help to ensure the success of the group.

PARLIAMENTARY PROCEDURE – PRECEDENCE ACTIONS*The motions below are listed in established order of precedence.*

To Do This:	You Say This	May You Interrupt?	Need A Second?	Motion Debatable?	Motion Amendable?	Vote Required?
Adjourn Meeting	I move to adjourn...	No	Yes	No	No	Majority
	I move to adjourn to...	No	Yes	Yes	Yes	Majority
Recess the Meeting	I move to recess...	No	Yes	No	Yes	Majority
Complaint-noise, etc.	Point of privilege...	Yes	No	No	No	None, Chair decides and may be appealed.
Delay consideration	I move to table the motion until...	No	Yes	Yes	No	Majority
Close debate	I move the previous question.	No	Yes	No	No	2/3 vote
Limit or extend debate	I move to limit (extend) debate to...	No	Yes	No	Yes	2/3 vote
Have something studied further	I move to refer this matter to a committee (specify committee)	No	Yes	Yes	Yes	Majority
Amend a motion (an amendment may only be amended once.)	I move to amend by (adding, inserting, striking, etc.)	No	Yes	Yes	Yes	Majority
Introduce business (original main motion)	I move that...	No	Yes	Yes	Yes	Majority

PARLIAMENTARY PROCEDURE - NO PRECEDENCE ACTIONS

The motions below have no established order of precedence. Any of them may be introduced when pertinent.

To Do This:	You Say This:	May You Interrupt?	Need A Second?	Motion Debatable?	Motion Amendable?	Vote Required?
Object to procedures	Point of Order	Yes	No	No	No	None, chair decides.
Take up a matter previously tabled	I move to take from the table...	No	Yes	No	No	Majority
Reconsider a vote - may be done on day of vote or next day. - Mover must have voted on prevailing side. - No vote may be twice reconsidered.	I move to reconsider the vote on...	No	Yes	Yes, if motion for reconsideration was debatable.	No	Majority. If carried, motion is before the house as though no action had been taken.
Rescind a vote	I move to rescind.	No	Yes	Yes	Yes	2/3 vote or majority if prior notice given previous meeting
Request information about either subject matter or parliamentary procedure	I request a point of information about the subject "under debate" or "correct parliamentary procedure to"...	Yes, if pertinent to pending business	No	No	No	None, chair decides.
Consider something out of its scheduled order or suspend a convention rule	I move to "change the order of business" or "suspend the rules" or consider ...	No	Yes	No	No	2/3 vote
To challenge a ruling by the Chair	I appeal the Chair's decision...	No	Yes	Yes	No	Majority

COMMISSION MEETINGS AND PROCEDURES

TYPES OF MEETINGS

Regular Meetings

Each commission holds regularly scheduled meetings on days, times and at places established by City Council resolution. All meetings are open to the public. Each regular meeting is noticed by posting an agenda that includes a general description of each item to be discussed.

Special Meetings

A commission may call a special meeting by providing notice 24 hours in advance of the meeting to all of the members and to all media outlets who have requested notification. The notice states the time, place, and business to be transacted at the meeting, and no other business may be considered at the special meeting. Notice is required even if no action is taken. At every special meeting, the commission must provide the public with an opportunity to address the commission on any item described in the notice before or during consideration of that item. The special meeting notice describes this right to comment.

Adjourned Meetings

Regular and special meetings may be adjourned to a future date. If the subsequent meeting is conducted within five days of the original meeting, matters properly placed on the agenda for the original meeting may be considered at the subsequent meeting. If the subsequent meeting is more than five days from the original meeting, a new agenda must be prepared and posted. When a meeting is adjourned to a subsequent date, notice of the adjournment must be conspicuously posted on or near the door of the place where the meeting was held within 24 hours.

MEETING PROCEDURES

Agenda

Commission meetings are governed by an agenda. The agenda for the meetings are prepared by the Chair and the commission staff member. A commissioner may request an item be placed on a future agenda by speaking to the Chair, the staff member assigned to the commission, or by consensus of the commission. Agendas are distributed to the commissioners and posted at least 72 hours prior to the meeting.

Commission members may only discuss or take action on items that are listed on that meeting's agenda. If a topic is raised during the public comment period or during the meeting which is not on the agenda, a commissioner may make only a brief response and can then request that the item be placed on the agenda for a future meeting.

Informational Packets

Informational packets typically contain the agenda for the upcoming meeting, supplemental materials describing the agenda items, and any communications to be presented at the meeting. This packet will be delivered to the members of the commission, local news media, and interested members of the public at least 72 hours prior to each meeting. Commissioners should review these packets prior to each meetings and contact staff with questions.

Quorum

A majority of the members of the commission constitutes a quorum for the conduct of business. When less than a quorum appears at a noticed meeting, the commission must adjourn to a future date. If no members of the commission appear at a noticed meeting, the City staff member may adjourn the meeting to a future date and provide notice to members of the commission and to the media in accordance with the special meeting notice provisions.

Minutes

Minutes of all commission meetings are prepared by City staff. Minutes are presented at a subsequent commission meeting for approval by the commissioners. Written minutes approved by the commission constitute the official record of its activities. Additions and corrections to the minutes may be made only in public meetings, with the approval of a majority of the commissioners, and not by the private request of individual members.

EFFECTIVE MEETINGS

Commission meetings are the time and place for decisions and actions. The quality of those decisions and the resulting impact on the community is the responsibility of each commission member. Each commissioner has an obligation to prepare, discuss, evaluate, review, and select the best possible alternatives. The following guidelines lead to constructive meetings:

Preparing for the Meeting

- Review the meeting agenda and information packet prior to each meeting.
- Review background information, as applicable, on items coming before the commission.
- Prepare to handle sensitive matters in a positive way.

Meeting Procedures

- Stick to the agenda.
- Define issues and tasks clearly
- Observe the rules of order.
- Encourage participation.
- Discourage disruption.
- Try to resolve differences.
- Summarize progress from time to time

Meeting Follow-Up

- Put items on the agenda for the next meeting.
- Assign tasks to members for the next meeting.

ROLE OF THE CHAIR

The Chair acts as the presiding officer at all meetings. In the absence of the Chair, the Vice Chair presides. In the absence of both, the members elect a presiding officer.

The Chair's role is to encourage the sharing of ideas, guide discussions in a logical and orderly fashion, and facilitate the decision making process. The Chairperson restates all motions submitted for vote and announces the result. The Chair is charged with preserving order and decorum, discouraging verbal attacks on members, staff, and/or citizens, and confining the debate to the item under discussion. The Chairperson executes documents that have been approved by the commission. The Chairperson may represent the commission at meetings when authorized by a majority of the commission. The Chair and City staff work closely together to coordinate items brought before the commission. The Chair and staff should be in contact prior to each regularly scheduled meeting in order to review and discuss the agenda.

In the event that a personality conflict arises between individual commissioners, it is the Chair's responsibility to try to mediate and resolve the problem. If the conflict cannot be resolved, the Chair should approach the department head under whose scope of interest the commission falls.

WORKING WITH THE COMMUNITY

WORKING WITH OTHER COMMISSION MEMBERS

Commissions achieve optimum participation when members strive to establish an effective working relationship with each other by showing respect for each other's viewpoints and allowing others the opportunity to fully present their views before making comments. Supportive relationships with fellow commission members, based upon mutual respect, will be essential to the commission's success.

WORKING WITH CITY STAFF

City staff serve commissions in an advisory capacity—much the same as the commission serves the Council. Staff members are selected on the basis of their technical and professional abilities and are expected to provide commissions with recommendations based upon their professional analysis of the situation, regardless of personal opinion or consideration of political consequence. It is not expected that every staff recommendation

will be followed; however, because of staff's technical expertise, full consideration should be given to their recommendation.

Commissioners should be aware of staff's responsibility to provide professional advice to the City Council. In instances where a staff member disagrees with a commission recommendation, he or she is obligated to advise the City Council, through the City Manager, of his or her technical recommendation. The City Council values both the opinions of the commission and the staff since each has an important perspective—staff express opinions from a strictly technical viewpoint, while commissions provide insight into the attitudes the community.

The staff assigned to a commission also handles administrative duties such as preparing meeting agendas, staff reports, and meeting minutes. Staff members are not considered members of a commission and have no power to vote in commission matters. Because of their support position, staff does not respond to questions from the public at a meeting unless requested to do so by the Chairperson. Commission members may not direct staff to initiate programs, conduct major studies, or establish official policy without the approval of the City Council.

WORKING WITH THE CITY COUNCIL

The purpose of the commissions is to expand the opportunity for citizen input and participation, study issues, and make recommendations to the City Council. The Council possesses the ultimate political and legal responsibility for the conduct of local government and the overall welfare of the community. As a result, the City Council may not accept all of the recommendations made by a commission. Council actions which vary from commission recommendations do not imply a lack of confidence or disinterest in the commission's advice. Council members must weigh the guidance provided by commissions and other advisory bodies against a broader scope of considerations as they reach the decisions for which they are responsible.

Although a commission may disagree with the final decision the Council makes, the commission should not act in any manner contrary to the established policy adopted by the Council.

WORKING WITH THE PUBLIC

Commissions, as well as individual commission members, serve as liaisons between the City and the general public. Thus, each member functions as a communication link between the community and the City, explaining City programs and recommendations, as well as providing a channel for citizen expression.

Commission meetings should be conducted in a manner that is conducive to a productive exchange of ideas and perspectives. A non-threatening atmosphere should be prevalent, and steps should be taken to ensure that members of the public are free to express their views without fear of ridicule or belittlement by anyone with an opposing viewpoint.

Commission members should conduct themselves in a manner that demonstrates fairness and professionalism. Members should be considerate of all interests and value differences of opinion. Additionally, commissioners should remain open-minded, objective, and make no judgment until all of the available evidence pertaining to an issue has been submitted.

Members of the public are also expected to conform to an acceptable standard of conduct. Any person who willfully interrupts a public meeting or acts so as to render the orderly conduct of the meeting infeasible may be barred from further attendance at the meeting by the commission or by the Chairperson. An individual so barred may not return for the remainder of the meeting unless permission is granted by a majority vote of the commission.

PUBLIC HEARINGS

State Law requires that certain items of business be advertised for a formal Public Hearing before being considered by a public body. Additionally, a Public Hearing may be called by the City to maximize public input on a topic even if not legally required. The City Council and Planning Commission are the City bodies typically involved with Public Hearings.

Public Hearings must be conducted in a fair and impartial manner, and the public must be given an opportunity to be heard. The Chair or Mayor may limit or extend the time each member of the public may testify, however, the time limitations must apply to all speakers, regardless of the position they represent.

The general format for considering a Public Hearing item is as follows:

1. Staff provides an overview of the proposal and responds to any questions raised by the Planning Commission.
2. Commissioners note any relevant facts not included in the staff report or other written materials provided to the commission.
3. The Chairperson opens the Public Hearing.
4. The Applicant is allowed ten minutes in which to present his or her proposal.
5. Members of the public are each allowed three minutes in which to express their opinions.
6. The Chairperson closes the Public Hearing.
7. The Chairperson responds, or asks staff to respond, to any questions raised during the course of the Public Hearing.
8. Members deliberate the item.
9. Members take action on the item.

PUBLIC INPUT ON NON-PUBLIC HEARING ITEMS

Members of the public have the right to express their views on any item included on a commission agenda. In addition, members of the public may express their views on any item that is not listed on the agenda under the "Oral Communications" portion of the meeting agenda. A time limitation for each speaker, typically three minutes, may be imposed.

While commissioners, or staff, are permitted to respond to any questions or to seek clarification concerning a point raised, it is imperative to note that the Brown Act specifically prohibits any public body from discussing or taking action on an item that is not listed on the agenda. Therefore, if the commissioners wish to discuss the item, the topic should be agendaized for a future meeting. For more information on the Brown Act, contact your city attorney.

EFFECTIVE CONFLICT MANAGEMENT

Public Hearings or citizen input meetings are sometimes difficult to manage. Participants are usually highly motivated and often nervous. There may be residents with strongly differing views. As a commission member, your role is to guide the discussion so that all viewpoints are presented, not eliminated.

The following suggestions should help manage conflict and confrontation effectively:

- Anticipate differences by learning about the topic beforehand so you can concentrate on the meeting's purpose.
- Set the meeting rules early and make sure everyone abides by those rules without exception.
- Explain the purpose of the meeting.
- Ask that all speakers clearly identify themselves for the record. (Although this cannot be required of speakers, this information can help improve dialog at the meeting and facilitate follow-up by staff or commissioners.)
- Set an acceptable time limit for testimony (generally three minutes). A consistent time limit for all speakers is essential.
- Try not to overreact to inflammatory comments. Most are expressions of frustration and do not require response. Try to redirect frustration into constructive discussion. Ask questions. Refer to the speaker by name. Reinforce areas where you agree. Seek to bridge differences. Do not return insults.
- Try to avoid speaker-to-audience conversation. The purpose of meetings is to help make the commission aware of considerations relating to an issue at hand—not to engage in debate.
- Comments and questions during the public testimony period should be focused on gaining relevant information to make a decision on the issue.
- Once testimony has ended, commissioners should be invited to discuss their views.
- View the Public Hearing as an example of participatory government in action at the local level. Make it your personal goal to make the Public Hearing work and ensure that everyone is fairly heard.