



CITY OF HUGHSON  
**PLANNING COMMISSION MEETING**  
 City Hall Council Chambers  
 7018 Pine Street, Hughson, CA

**AGENDA**  
**TUESDAY, NOVEMBER 18, 2014 – 6:00 P.M.**

**CALL TO ORDER:** Chair Julie Ann Strain

**ROLL CALL:** Chair Julie Ann Strain  
 Vice Chair Karen Minyard  
 Commissioner Sanjay Patel  
 Commissioner Mark Fontana  
 Commissioner Ken Sartain

**FLAG SALUTE:** Chair Julie Ann Strain

**1. PUBLIC BUSINESS FROM THE FLOOR (No Action Can Be Taken):**

Members of the Audience may address the Planning Commission on any item of interest to the public pertaining to the City and may step to the podium, State their name and City of Residence for the record (requirement of Name and City of Residence is optional) and make their presentation. Please limit presentations to five minutes. Since the Planning Commission cannot take action on matters not on the Agenda, unless the action is authorized by Section 54954.2 of the Government Code, items of concern which are not urgent in nature can be resolved more expeditiously by completing and submitting to the City Clerk a "Citizen Request Form" which may be obtained from the City Clerk.

**2. PRESENTATIONS:** NONE.

**3. NEW BUSINESS:**

- 3.1: Approve the Minutes of both the Regular Meeting of October 21, 2014 and the Special Meeting of November 6, 2014.
- 3.2: Review and Discuss a New Housing Development Type in the City of Hughson: Cottage-Style Housing Development.

**4. PUBLIC HEARING TO CONSIDER THE FOLLOWING:** NONE.

**5. INFORMATIONAL ITEMS:**

**5.1:** Interview Panel’s Selection/Recommendation on Housing Element Update Consultant.

**6. CORRESPONDENCE: NONE.**

**7. COMMENTS:**

**7.1:** Staff Reports and Comments: (Information Only – No Action)

**Community Development Director:**

**City Clerk:**

**City Attorney:**

**7.2:** Commissioner Comments: (Information Only – No Action)

**ADJOURNMENT:**

**WAIVER WARNING**

If you challenge a decision/direction of the Planning Commission in court, you may be limited to raising only those issues you or someone else raised at a public hearing(s) described in this Agenda, or in written correspondence delivered to the City of Hughson at or prior to, the public hearing(s).

**UPCOMING EVENTS:**

<b>November 22</b>	▪ Community Thanksgiving Dinner, Senior Community Center, 2-6:00 P.M.
<b>November 22-23</b>	▪ 20 <sup>th</sup> Century Club Arts & Crafts Fair, 9:00am-4:00pm, Hughson High School
<b>November 27-28</b>	▪ Thanksgiving Holiday – City Hall will be Closed
<b>November 29</b>	▪ Downtown Christmas Festival, <a href="http://www.hughsonchamber.org">www.hughsonchamber.org</a>

**RULES FOR ADDRESSING PLANNING COMMISSION**

Members of the audience who wish to address the Planning Commission are requested to complete one of the forms located on the table at the entrance of the Council Chambers and submit it to the City Clerk. **Filling out the card is voluntary.**

**AMERICANS WITH DISABILITIES ACT/CALIFORNIA BROWN ACT  
NOTIFICATION FOR THE CITY OF HUGHSON**

This Agenda shall be made available upon request in alternative formats to persons with a disability; as required by the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132) and the Ralph M. Brown Act (California Government Code Section 54954.2).

**Disabled or Special needs Accommodation:** In compliance with the Americans with Disabilities Act, persons requesting a disability related modification or accommodation in order to participate in the meeting and/or if you need assistance to attend or participate in a Planning Commission meeting, please contact the City Clerk's office at (209) 883-4054. Notification at least 48-hours prior to the meeting will assist the City Clerk in assuring that reasonable accommodations are made to provide accessibility to the meeting.

**AFFIDAVIT OF POSTING**

**DATE:** November 14, 2014                      **TIME:** 5:00pm  
**NAME:** Dominique Spinale                      **TITLE:** City Clerk

**Notice Regarding Non-English Speakers:**

Pursuant to California Constitution Article III, Section IV, establishing English as the official language for the State of California, and in accordance with California Code of Civil Procedures Section 185, which requires proceedings before any State Court to be in English, notice is hereby given that all proceedings before the City of Hughson Planning Commission shall be in English and anyone wishing to address the Council is required to have a translator present who will take an oath to make an accurate translation from any language not English into the English language.

**General Information:** The Hughson Planning Commission meets in the Council Chambers on the *third Tuesday* of each month at 6:00 p.m., unless otherwise noticed.

**PC Agendas:** The Planning Commission Agenda is now available for public review at the City's website at [www.hughson.org](http://www.hughson.org) and City Clerk's Office, 7018 Pine Street, Hughson, California on the Friday, prior to the scheduled meeting. Copies and/or subscriptions can be purchased for a nominal fee through the City Clerk's Office.

**Questions:** Contact the City Clerk at (209) 883-4054





CITY OF HUGHSON  
**PLANNING COMMISSION MEETING**  
City Hall Council Chambers  
7018 Pine Street, Hughson, CA

**MINUTES**  
**TUESDAY, OCTOBER 21, 2014 – 6:00 P.M.**

**CALL TO ORDER:** Chair Julie Ann Strain

**ROLL CALL:**

**Present:** Chair Julie Ann Strain  
Vice Chair Karen Minyard  
Commissioner Sanjay Patel  
Commissioner Mark Fontana

**Absent:** Commissioner Ken Sartain

**Staff Present:** Jaylen French, Community Development Director  
Dominique Spinale, Assistant to the City Manager/City Clerk  
Monica Streeter, Deputy City Attorney

**FLAG SALUTE:** Chair Julie Ann Strain

**1. PUBLIC BUSINESS FROM THE FLOOR (No Action Can Be Taken):**

No Public Comments.

**2. PRESENTATIONS:** NONE.

**3. NEW BUSINESS:**

**3.1:** Approve the Minutes of the Regular Meeting of August 19, 2014.

**FONTANA/MINYARD 4-0 (SARTAIN- Absent) motion passes to approve the Minutes.**

**3.2:** Determine that Vacating Right-of-Way (ROW) on Fourth Street between Hughson Avenue and Charo Street Conforms to the Adopted Hughson

General Plan and Recommend that the City Council Formally Vacate Said Right-of-Way.

**Director French presented the Staff Report on this Item. The Commission requested that staff contact the School District regarding the proposed vacation.**

**PATEL/MINYARD 4-0 (SARTAIN-Absent) motion passes to Determine that Vacating Right-of-Way (ROW) on Fourth Street between Hughson Avenue and Charo Street Conforms to the Adopted Hughson General Plan and Recommend that the City Council Formally Vacate Said Right-of-Way.**

- 3.3:** Review and Consider Amending the Hughson Municipal Code (HMC), Section 17, Zoning Ordinance, to Remove a Prohibition Regarding Restaurant Related Drive-Throughs.

**Director French presented the Staff Report on this Item.**

**The Planning Commission unanimously agreed to Consider Amending the Hughson Municipal Code (HMC), Section 17, Zoning Ordinance, to Remove a Prohibition Regarding Restaurant Related Drive-Throughs.**

**The Commission and Staff selected November 6 to advertise for a Public Hearing of the Planning Commission on this Item. No further action was taken on this item.**

- 3.4:** Review and Discuss the Potential Acquisition and Development of the Proposed Seventh Street Community Park.

**Director French presented the Staff Report on this item and updated the Commission on the status of this project. The next step will be to design the park, then construct and develop the park. No action was taken on this item.**

- 3.5:** Review and Discuss the Future Update to the City of Hughson’s Housing Element.

**Director French presented the Staff Report on this Item and updated the Commission on the status of this process. No action was taken on this item.**

**4. PUBLIC HEARING TO CONSIDER THE FOLLOWING: NONE.**

**5. INFORMATIONAL ITEMS: NONE.**

**6. CORRESPONDENCE: NONE.**

**7. COMMENTS:**

**7.1:** Staff Reports and Comments: (Information Only – No Action)

**Community Development Director:** Director French update the Commission on trying to create the Downtown as a destination and that Community Enhancement Funds could be used for a pilot project on Hughson Avenue. He also updated the Commission on the Feathers Glen, Euclid North, and Euclid South Subdivisions, the 5<sup>th</sup> Street Sidewalk Infill Project, the Hatch Road/Santa Fe Signal Project, the City being awarded \$408,000 in ATP Funding for the Fox Road Sidewalk Infill Project, and the idea of quiet zones near the railroad tracks.

**City Clerk:**

**City Attorney:**

**7.2:** Commissioner Comments: (Information Only – No Action)

**ADJOURNMENT:** This meeting adjourned at 7:10 P.M.

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**JULIE STRAIN, Chair**

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**DOMINIQUE SPINALE, City Clerk**



CITY OF HUGHSON  
**SPECIAL**  
**PLANNING COMMISSION MEETING**  
City Hall Council Chambers  
7018 Pine Street, Hughson, CA

**MINUTES**  
**THURSDAY, NOVEMBER 6, 2014 – 6:00 P.M.**

**CALL TO ORDER:** Chair Julie Ann Strain

**ROLL CALL:**

**Present:** Chair Julie Ann Strain  
Vice Chair Karen Minyard  
Commissioner Sanjay Patel  
Commissioner Mark Fontana  
Commissioner Ken Sartain

**Staff Present:** Jaylen French, Community Development Director  
Dominique Spinale, Assistant to the City Manager/City Clerk  
Monica Streeter, Deputy City Attorney

**FLAG SALUTE:** Chair Julie Ann Strain

**1. PUBLIC BUSINESS FROM THE FLOOR (No Action Can Be Taken):**

No Public Comments.

**2. PUBLIC HEARING TO CONSIDER THE FOLLOWING:**

**2.1:** Consider Amending the Hughson Municipal Code (HMC), Section 17, Zoning Ordinance, to Remove Current Prohibition Regarding Restaurant Related Drive-Throughs and Forward Recommendation onto the City Council.

**Director French presented the Staff Report on this Item.**

**Commissioner Sartain asked about the pros and cons for drive-through establishments in small towns. Director French talked about the City of Escalon, who recently allowed for drive-through establishments. According to Escalon**

**City staff, they have experienced positive results: an increase in tax dollars and no effect to the city's small town feel and atmosphere.**

**Chair Strain opened and closed the Public Hearing at 6:07 P.M. No comments were presented.**

**MINYARD/PATEL 5-0 motion passes to Consider Amending the Hughson Municipal Code (HMC), Section 17, Zoning Ordinance, to Remove Current Prohibition Regarding Restaurant Related Drive-Throughs and Forward the Recommendation to the City Council.**

**ADJOURNMENT: This meeting adjourned at 6:07 P.M.**

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**JULIE STRAIN, Chair**

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**DOMINIQUE SPINALE, City Clerk**



**PLANNING COMMISSION  
AGENDA ITEM NO. 3.2  
SECTION 3: NEW BUSINESS**

**Meeting Date:** November 18, 2014  
**Subject:** Review and Discuss a New Housing Development Option  
in the City of Hughson  
**Presented By:** Jaylen French, Community Development Director

**Approved By:** \_\_\_\_\_

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**Staff Recommendation:**

Review and discuss a new housing development type in the City of Hughson: Cottage-style housing development.

**Background and Overview:**

The purpose of this item is to provide information to the Hughson Planning Commission on a non-conventional housing development type. The intent is to become familiar with this, and other potential development types, for future potential consideration.

The City currently contains many development types, ranging from mobile home parks to ranchettes, from the standard single-family residential homes to apartment complexes. While there is a broad range, most of the current housing developments are common to most people. However, as demographic trends shift and as the City continues to seek to preserve agricultural land, the City may consider and the public may desire other housing development types.

Current demographic projections point to an overall aging population within the region; while all age groups are expected to grow going forward, the proportion of the senior population is projected to increase more than three times faster than the population as a whole. In short, the baby-boom generation is entering retirement age. As demographic trends continue to shift, segments of the population increasingly desire other housing options.

A primary purpose of the General Plan and specifically the land use element is to shape the potential physical development of the City of Hughson and to preserve, protect and enhance the community's current quality of life; and to describe the manner in which development should be managed.

Related, a key aspect of the City's quality of life is the preservation of the agricultural land and the City's agricultural and rural character. This typically equates to disfavor of high density or compact development. However, by definition, larger lots and less dense development consume more land and thus more agricultural land.

Further, the City intends to manage all development in line with the City's Farmland Preservation Program, in which future development will be required to provide a two acre agricultural easement for every acre of land which shifts from an agricultural zoning designation to a residential designation.

**Discussion:**

This report is intended for informational purposes only. As development interest increases and as applications for development come forward, Staff will consider, where appropriate, housing/development options that best suit the specific location and the overall City. This is in no way intended to be the preferred or predominate housing type moving forward, but could be one option that may fit in certain locations. Therefore, this item is likely the first of a series of discussions of various housing options that may suit the City.

Cottage-style housing developments typically feature small, detached single-family homes with a covered porch, on smaller lots—usually including a garage—clustered around a common open space that allows higher densities than a typical single-family neighborhood while minimizing impact on adjacent areas.

These developments are increasing in popularity throughout the nation. This development type is primarily intended for or catered to seniors and empty nesters, but is also a viable option to those simply looking to downsize (house and yard) and first-time buyers, due to the affordability that can be achieved with a smaller house on a smaller lot.

Cottage style housing can provide for higher density than conventional single-family housing, without being houses or stories of buildings stacked on top of each other. Other benefits include greater social interactions with neighbors, and a more rural experience with common areas/gardens.

Ultimately, this housing development type can provide a single-family housing option—for certain areas—that can fit well into the character of the community; can help to provide housing choices for various segments of the population; can help reduce land used for development, thus protecting the area's agricultural heritage; and if done right can be an very aesthetic subdivision.

**Fiscal Impact:**

This is an information item only; there is no fiscal impact.