



CITY OF HUGHSON
PLANNING COMMISSION MEETING
 CITY HALL COUNCIL CHAMBERS
 7018 Pine Street, Hughson, CA

AGENDA
TUESDAY, OCTOBER 20, 2015 – 6:00 P.M.

CALL TO ORDER: Chair Julie Ann Strain

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

Staff Present: Jaylen French, Community Development Director
 Monica Streeter, Deputy City Attorney

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 City Council 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:

2.1: Summary of Stanislaus County Homelessness Summit

2.2: Summary of Planning Commissioners Workshop

3. NEW BUSINESS:

- 3.1: Approve the Minutes of the Regular Meeting of September 15, 2015.
- 3.2: Code Enforcement Year In Review
- 3.3: Introduce Development Impact Fee Update for Redevelopment and Infill Development

4. PUBLIC HEARING TO CONSIDER THE FOLLOWING: NONE.

5. INFORMATION ITEMS:

6. CORRESPONDENCE: NONE.

ADJOURNMENT:

WAIVER WARNING

If you challenge a decision/direction of the City Council 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:

October 20	▪ Planning Commission Meeting @ City Hall Chambers, 6:00 p.m
October 24	▪ Southeast Stanislaus FRC Harvest of Promise, 6:00 p.m.
October 26	▪ City Council Meeting, @ City Hall Chambers, 7:00 p.m
October 31	▪ Hughson Tent, Trunk or Treat @ Lebright Fields, Time TBA
November 9	▪ City Council Meeting, @ City Hall Chambers, 7:00 p.m
November 10	▪ Parks and Recreation Commission Meeting @ City Hall Chambers, 6:00 p.m.

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.**

AFFIDAVIT OF POSTING

Any documents produced by the City and distributed to a majority of the Planning Commission regarding any item on this Agenda will be made available at the City Clerk's counter at City Hall located at 7018 Pine Street, Hughson, CA.

DATE: October 15 , 2015 **TIME:** 5:00 pm
NAME: Marilyn Castaneda **TITLE:** Interim City Clerk

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 City Council 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.

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 City Council 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.

Council Agendas: The Planning Commission agenda is now available for public review at the City's website at 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, SEPTEMBER 15, 2015 – 6:00 P.M.

CALL TO ORDER: Chair Julie Ann Strain

ROLL CALL:

Present: Chair Julie Ann Strain
 Commissioner Karen Minyard
 Commissioner Ken Sartain

Absent: Vice Chair Mark Fontana
 Commissioner Sanjay Patel

Staff Present: Jaylen French, Community Development Director
 Marilyn Castaneda, Interim City Clerk
 Monica Streeter, Deputy City Attorney

FLAG SALUTE: Chair Julie Ann Strain

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

2. PRESENTATIONS: NONE.

3. NEW BUSINESS:

3.1: Approve the Minutes of the Regular Meeting of August 18, 2015.

SARTAIN/MINYARD 3-0 (PATEL/FONTANA - ABSENT) motion passes to approve the Minutes of the Regular Meeting of August 18, 2015.

4. PUBLIC HEARING TO CONSIDER THE FOLLOWING:

- 4.1:** Recommend that the City Council Adopt Ordinance No. 2015-XX, Adopting the Dollar General Development Agreement

Director French presented the staff report on this item.

The commissioners inquired about the specifics of each fee, their intent per the Fee Nexus Study and the City’s cost to provide service to this area..

Chair Strain opened the Public Hearing at 6:13 P.M. The Public Hearing was closed at 6:14 P.M.

Minyard/Sartain 3-0 (PATEL/FONTANA – ABSENT) motion passes to recommend that the City Council adopt Ordinance No. 2015-XX, adopting the Dollar General Development Agreement.

- 4.2:** Consider a Conditional Use Permit Application for the Sale of Alcoholic Beverages at the Proposed Dollar General Retail Store in the C-2, General Commercial Zone

Director French presented the staff report on this item.

Dollar General Representative, Steve Rolling, provided a PowerPoint presentation on Dollar General’s beer and wine sales program and answered the commissions questions.

Chair Strain opened the Public Hearing at 6:35 P.M. The Public Hearing was closed at 6:36 P.M.

Sartain/Minyard 3-0 (PATEL/FONTANA – ABSENT) motion passes to Approve a Conditional Use Permit Application for the Sale of Alcoholic Beverages at the Proposed Dollar General Retail Store in the C-2, General Commercial Zone

5. INFORMATION ITEMS: NONE.

6. CORRESPONDENCE: NONE.

7. COMMENTS:

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

Director French updated the Commission that Dollar General will be putting up a green screen for the Fruit and Nut Festival. Tully Road is still under construction, but open to traffic and should be completed by October 22nd. Hatch and Santa Fe should start construction in November and be done around March/April 2016. Director French also updated the commission on the latest information regarding a potential grocery store in Downtown Hughson.

7.2: Commissioner Comments; (Information only- No Action)

ADJOURNMENT:

Chair Strain adjourned this meeting at 6:58 P.M.

JULIE STRAIN, CHAIR

**DOMINIQUE SPINALIE ROMO,
City Clerk**



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

Meeting Date: October 20, 2015
Subject: Code Enforcement Year in Review
Presented By: Jaylen French, Community Development Director

Staff Recommendation:

Review and discuss Code Enforcement (CE) activities from Fiscal Year (FY) 2014-15, as well as priorities for the upcoming year.

Background and Overview:

In June 2014, the City retained a part time Code Enforcement Officer, Stefanie Voortman, after the departure of the previous officer, Dalton Gonzales, earlier that year. Ms. Voortman was a former Code Enforcement Officer for Stanislaus County. This report summarizes the first year, Fiscal Year 2014-2015, of the revamped and retooled efforts in the area of Code Enforcement.

Prior to FY 2014-2015, the City's Code Enforcement Officer had a police services background. During FY 2014-2015—taking advantage of Ms. Voortman's background in municipal code enforcement—the City overhauled the Code Enforcement department by coordinating with partner agencies, better using the tools at our discretion and focusing on education. The goal of the overhaul was to target citywide or prevalent problems such as abandoned vehicles, overgrown weeds and unsafe landscaping, accumulated debris/trash, unsafe living conditions, etc. These issues tend to lead to unsafe and unhealthy conditions within the city; they adversely affect property values and economic development and affect the attitudes of residents and visitors to the City

The City forged partnerships with Hughson Police Services, the City's building inspector and to a certain extent the Hughson Fire Protection District, Stanislaus Animal Services Agency and others to address all code enforcement issues, but has primarily focused on the top priority issues. In upcoming years, depending on staff availability, the City will continue to expand and enhance these partnerships. The City will outreach to the business community, the social service community, the ministerial association and others help bring about real change to areas of concern.

Further, the City is using other tools such as See.Click.Fix and NextDoor to identify community concerns. As a part time employee, the CE Officer cannot address every issue; therefore, the City's approach has been to tackle resident complaints first. At the same time, when the City is able, begin to address unsafe living conditions and other health and safety issues—which also affect property values.

The City's approach has been first and foremost education. CE staff has tried to help the residents to better understand the rules, regulations and codes so that they can in turn help the City address these issues of concern. The City does everything it can to work with the resident or property owner to avoid costly fixes or fines/citations. Through education and working with the resident to address the issue—which is the main goal—the City has been successful in FY 2014-2015. Further, this approach goes beyond simply addressing the blight symptom, it attempts to address the underlying problem.

In FY 2015-2016, the goal is to continue the momentum from the prior year, while increasing the reach of the CE Division. The City will continue to react to resident complaints first, but will continue the proactive approach started last year. Next year, the City will attempt to take on blighted neighborhoods and improving the City's municipal codes and code enforcement processes.

A presentation at the Commission Meeting will review the specifics of Code Enforcement in Fiscal Year 2014-2015.



**PLANNING COMMISSION
AGENDA ITEM NO. 3.3
SECTION 3: NEW BUSINESS**

Meeting Date: October 20, 2015
Subject: Discuss Potential Update to Development Impact Fee Study to Address Redevelopment and Infill Development
Presented By: Jaylen French, Community Development Director

Staff Recommendation:

Initiate discussion regarding potential update to the City of Hughson Development Impact Fee Study to address redevelopment and infill development projects.

Background and Overview:

The City's current Development Impact Fee Nexus Study adopted in August 2006 is designed to recover the cost to extend the infrastructure necessary to service new development. In regards to redevelopment or infill development the infrastructure necessary to serve the development exists.

Through City staff's research, it was determined that the City's adopted Development Impact Fees could not be modified, nor were there provisions within the document, to accurately reflect the City's costs to provide services to infill or redevelopment projects.

This item is intended to initiate a discussion with the Hughson Planning Commission regarding a potential update to the City's Fee Study and if that Study should specifically address these types of development.

Discussion:

In most cases in California, a jurisdiction's costs to provide infrastructure and services to new development, especially, in the long term, and especially for residential development, are greater than the fees received and the tax revenue generated. Therefore, it is prudent and makes fiscal sense for jurisdictions to encourage infill and/or re-development, which greatly minimizes the infrastructure and services (police, fire, street lights, etc.) that are required.

However, the current fee structure could be viewed as a deterrent to infill and/or redevelopment, because the fees to be collected would be the same as on

'greenfield development', or development which requires the extension of infrastructure and services to new areas.

Further, the Mitigation Fee Act, California Government Code § 66000 requires that a fee must be reasonably related to the cost of the service provided by the local agency. This works both ways. If a cost to provide service increases, for example an expansion of a wastewater treatment plant, a local agency typically updates its fees to better capture this cost. Therefore, if a cost to provide service is lower by way of re-development or infill development, because the infrastructure is already in place, then perhaps the City should have an ability to reflect this as well. Currently, the City of Hughson does not have this ability.

Granted, infill or re-development, will likely be a small portion of the total development within the City over the next 10 to 20 years. But should it be accommodated in any future fee study update as an option or part of the study?

Regardless of the issue regarding infill or re-development, fee studies should be updated periodically and should be based on latest planning assumptions. The 2006 fee study, which is based on the 2005 General Plan, is not only 9 years old, but is based on a growth rate that far exceeds the current reality. With that said, the intent of this staff report is to determine, if the City were to undertake a Fee Update, should it include provisions to accommodate infill development and re-development?