



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

**AGENDA  
TUESDAY, APRIL 16, 2013 – 6:00 P.M.**

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

**ROLL CALL:** Vice Chair Julie Ann Strain  
Commissioner Karen Minyard  
Commissioner Sanjay Patel  
Commissioner Zachary Davis

**FLAG SALUTE:** Vice 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:** Approval of the Minutes of the regularly scheduled meeting of March 19, 2013 and the Special meeting of March 27, 2013.
- 3.2:** Review the final three chapters and recommend adoption of the City of Hughson Design Manual for Living Streets to the City Council.  
(Continued from the September, January, and February meeting sessions)

**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:**

**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>April 22</b>	▪ City Council Meeting, Council Chambers, 7:00pm
<b>April 27</b>	▪ City-wide Yard Sale Event – ALL DAY
<b>April 27</b>	▪ LOVE Hughson Event, visit <a href="http://www.lovehughson.com">www.lovehughson.com</a>
<b>May 4</b>	▪ Annual City-wide “Clean-Up Day”, 7:30am-3:00pm
<b>May 13</b>	▪ City Council Meeting, Council Chambers, 7:00pm
<b>May 21</b>	▪ Planning Commission Meeting, Council Chambers, 6:00pm
<b>May 27</b>	▪ Memorial Day-Holiday- City Hall will be closed.
<b>May 28</b>	▪ City Council Meeting, Council Chambers, 7:00pm (Tuesday)

**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:** April 12, 2013                      **TIME:** 3:00pm  
**NAME:** Dominique Spinale                      **TITLE:** Deputy 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 Deputy City Clerk at (209) 883-4054





**CITY OF HUGHSON  
PLANNING COMMISSION MEETING**

City Hall Council Chambers  
7018 Pine Street, Hughson, CA

**MINUTES  
TUESDAY, MARCH 19, 2013 – 6:00 P.M.**

**CALL TO ORDER:** Chair Jared Costa

**ROLL CALL:**

Present: Vice Chair Julie Ann Strain  
Commissioner Karen Minyard  
Commissioner Sanjay Patel  
Commissioner Zachary Davis

Staff: Thom Clark, Community Development Director  
Dominique Spinale, Management Analyst/ Deputy City Clerk  
Dan Schroeder, City Attorney

**FLAG SALUTE:** Vice Chair Julie Ann Strain

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

No comments were provided by the public.

Vice Chair Strain welcomed Sanjay Patel and Zachary Davis to the Planning Commission.

**2. PRESENTATIONS:** None.

**3. NEW BUSINESS:**

3.1: Approval of the Minutes of the regularly scheduled meeting of February 19, 2013 and the Special Joint meeting with the City Council on February 25, 2013.

**Minyard/Patel 4-0-0-0 motion passes to approve the Minutes of the February 19 and February 25 meetings.**

- 3.2:** Consider the Adoption of Resolution No. PC 2013-01, A Resolution of the Hughson Planning Commission adopting the 2012 Annual General Plan Progress Report, as well as the Annual Progress Report on Implementation of the Housing Element.

**Director Clark provided the Staff Report and a PowerPoint presentation on this item.**

**Strain/Minyard 4-0-0-0 motion passes to approve Resolution No. PC 2013-01, adopting the 2012 Annual General Plan Progress Report and the Annual Progress Report on Implementation of the Housing Element.**

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

- 4.1:** Public Hearing to Consider Conditional Use Permit Application 2013-01, for a Tattoo and Piercing Service Located at 6724 E. Whitmore Avenue, Suite F.

**Commissioner Minyard announced that she had a conflict of interest and could not vote on this item. She exited the chambers.**

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

**Vice Chair Strain opened the hearing and with no comments from the public, closed the hearing at approximately 6:25p.m.**

**Strain/Patel 3-0-1-0 (Minyard-Abstained) motion passes to approve Conditional Use Permit Application 2013-01, for a Tattoo and Piercing Service Located at 6724 E. Whitmore Avenue, Suite F.**

**Commissioner Minyard returned to the chambers for the remainder of the meeting.**

**5. INFORMATIONAL ITEMS:**

- 5.1:** Financial Sustainability Power Point Presentation.

**Director Clark presented a PowerPoint on this item. This presentation was provided to assist the Planning Commission in understanding how annexation works and the costs of annexation. No action was taken on this item.**

- 5.2:** *Hughson wants Stanislaus County to stop border projects*, Modesto Bee Article, published March 12, 2013.

**The Commission briefly discussed this Item and no action was taken.**

**6. CORRESPONDENCE: None.**

**7. COMMENTS:**

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

**Community Development Director:** Director Clark provided an update on some ongoing projects in the City at this time.

**City Clerk:**

**City Attorney:**

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

**ADJOURNMENT:**

**This meeting was adjourned at 6:44p.m.**

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**JULIE STRAIN, Vice Chair**

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**DOMINIQUE SPINALE, Deputy City Clerk**



**CITY OF HUGHSON  
SPECIAL  
PLANNING COMMISSION MEETING**

City Hall Council Chambers  
7018 Pine Street, Hughson, CA

**MINUTES  
WEDNESDAY, MARCH 27, 2013 – 6:00 P.M.**

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

**ROLL CALL:**

Present: Vice Chair Julie Ann Strain  
Commissioner Karen Minyard  
Commissioner Sanjay Patel  
Commissioner Zachary Davis

Staff: Thom Clark, Director of Community Development  
Dominique Spinale, Management Analyst, Deputy City Clerk  
Monica Streeter, Deputy City Attorney

**FLAG SALUTE:** Vice Chair Julie Ann Strain

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

No Public Comments were provided.

**2. PRESENTATIONS:** None.

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

**3.1:** Public Hearing to consider adopting Resolution No. PC 2013-02, A Resolution of the Planning Commission of the City of Hughson Approving the Design Review for the Property of Hughson Investment Group, LLC, Located at 6748 E. Whitmore Avenue in the Marketplace Shopping Center.

**Commissioner Minyard announced that she had a conflict of interest and could not vote on this item. She exited the chambers.**

**Director Clark presented this Item and reviewed the Staff Report with the Commission.**

**Property Owner Robert Fernandes spoke to the Commission about the construction of the project.**

**Linda Duncan, Dollar Tree Vice President, addressed some questions asked by the Commission in regards to store operations, parking lot concerns, and shopping cart accessibility.**

**Vice Chair Strain opened the Public Hearing and with no comments from the public, she closed the hearing at 6:19p.m.**

**Strain/Davis 3-0-1-0 (Minyard-Abstained) motion passes to adopt Resolution No. PC 2013-02, approving the Design Review for the Property of Hughson Investment Group, LLC, Located at 6748 E. Whitmore Avenue in the Marketplace Shopping Center.**

**Commissioner Minyard returned to the chamber for the remainder of the meeting.**

**ADJOURNMENT:**

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**JULIE STRAIN, Vice Chair**

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**DOMINIQUE SPINALE, Deputy City Clerk**



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

**Presented By:** Thom Clark, Community Development Director  
**Meeting Date:** April 16, 2013  
**Subject:** Consideration of a Recommendation to the City Council to Adopt the City of Hughson Design Manual for Living Streets  
**Enclosures:** None  
**Desired Action:** Review the Final Three Chapters of the Manual and Recommend Adoption to the City Council

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**PLEASE BRING YOUR DESIGN MANUAL WITH YOU TO THE MEETING.**

Contact Dominique if you need another Manual.

### **BACKGROUND AND OVERVIEW:**

The current Improvement Standards for our streets were adopted in 2004. As you may guess, they are entirely auto-centric. The reason for that is that traffic engineers have designed our street standards without input from planners. The street designs predictably are conduits for moving vehicles. We as planners can take a different view of streets. Streets are public spaces and should be designed with all transportation options in mind: cars, bicycles, buses, and pedestrians. How a street is designed and built can significantly influence the use of the land adjacent to it. Our future streets can be an impediment to all forms of street use other than automobiles, or they can encourage non-motorized transportation modes such as walking and bicycling.

Even Caltrans knows that there is a problem with the way we currently design streets. They have developed a Complete Streets program that the California Legislature has mandated for adoption by all cities upon the next update of the Transportation Element of their General Plan. Although the next Transportation Element update of the Hughson General Plan is not anticipated for many years, the attached Design Manual for Living Streets meets the State requirement. If adopted, we will just be ahead of the State requirement. The purpose of the proposed Design Manual is not just to comply with State law, but to make our streets safer for pedestrians and bicyclists and to encourage people to use the streets for a more vibrant and livable community.

The Design Manual for Living Streets before you has been modified from the original developed by the County of Los Angeles. They have made it available to all jurisdiction with two caveats: that the Acknowledgement section showing the names and titles of those involved with drafting the document and that if adopted they be notified so they can track the usage. Please take a moment to scan the Acknowledgement section to see the credentials of those that drafted the original document. They are quite impressive and you might also recognize some of the names.

This document is over 300 pages long so the Commission has been studying it, chapter by chapter since September 2012. This is a long range planning document. The important sections are those dealing with issues of street design and re-design and understanding why it is important to change the way we build our streets.

When adopted, it will be the starting place to begin amending our Street Improvement Standards. That is an engineering effort that will take some funding to complete.

**RECOMMENDATION:**

Review the final three chapters of the manual and recommend adoption of the City of Hughson Design Manual for Living Streets to the City Council.