

CLOVIS PLANNING COMMISSION MINUTES
November 19, 2020

A modified meeting of the Clovis Planning Commission was called to order at 6:00 p.m. by Chair Hatcher in the Clovis Council Chamber.

Flag salute led by Chair Hatcher

Present: Commissioners Antuna (via Webex), Bedsted, Cunningham, Hinkle, Chair Hatcher

Absent: None

Staff: Dave Merchen, City Planner
Orlando Ramirez, Deputy City Planner
George Gonzalez, Associate Planner
Sean Smith, Supervising Civil Engineer
Wesley Carlson, City Attorney

MINUTES

1. The Commission approved the October 22, 2020, minutes by a vote of 5-0.

COMMISSION SECRETARY

None.

PLANNING COMMISSION MEMBERS COMMENTS

Commissioner Hinkle informed that a contractor had approached him about difficulties he had experienced with the new online building permit system and inquired as to the possibility of making the system easier and/or providing navigational procedures. Deputy City Planner Orlando Ramirez assured that the Building Division is monitoring the process and working on software improvements.

COMMUNICATIONS AND REFERRALS

None.

BUSINESS FROM THE FLOOR

None.

CONSENT CALENDAR

None.

PUBLIC HEARINGS

2. Consider Approval - **Res. 20-45, OA2020-002**, A request to amend the Clovis Development Code as a semi-annual cleanup to address changes, deletions, typographical, grammatical, and content errors as a result of the 2014 Development Code Update. City of Clovis, applicant.

Associate Planner George Gonzalez presented the staff report.

Commissioner Antuna inquired as to whether staff had considered providing a standard template for the developer notices to ensure all necessary information is present and provide consistency. Associate Planner Gonzalez responded that staff had not considered such and invited the Commission to make a

modification to the code. City Planner Dave Merchen stated that incorporating a template along with the provision of guidelines makes sense and is something staff will do.

At this point, the Chair opened the floor to those in favor.

There being none, the Chair opened the floor to those in opposition.

There being none, the Chair closed the public portion.

Commissioner Cunningham commended staff for the whole update but for the additions of the second and fifth items in particular. The height requirements are now more forthright and understandable while still allowing the City flexibility to allow taller buildings. The lack of this clarity had left him uncomfortable several times in the past. As for the timeliness of data submission to the Planning Commission for review, this is an issue which he has discussed several times with the City attorneys, due to the numerous occasions commissioners have come to meetings and found a stack of materials with no time to truly review it. He is glad that a way to deal with this and for staff to provide guidance will be codified.

At this point, a motion was made by Commissioner Bedsted and seconded by Commissioner Cunningham to approve OA2020-002 with modification requiring development of a noticing template. The motion was approved by a vote of 5-0.

OLD BUSINESS

None.

NEW BUSINESS

Retirement of Deputy City Planner Orlando Ramirez. City Planner Merchen, the members of the Planning Commission, and Deputy City Planner Ramirez made statements of gratitude and farewell.

ADJOURNMENT AT 6:28 P.M. UNTIL the Planning Commission meeting on December 17, 2020.



Amy Hatcher, Chair