

**MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION
OF THE CITY OF BRADBURY, HELD ON APRIL 25, 2018 AT 7:00 PM
IN THE BRADBURY CIVIC CENTER**

- Meeting Called to Order and Pledge of Allegiance:** The regular meeting of the Planning Commission of the City of Bradbury was called to order by Vice-Chairperson Dunst at 7:00 p.m. Commissioner Hernandez led the Pledge of Allegiance.
- Roll Call:** PRESENT: Vice-Chairperson Dunst, Commissioners Hernandez and Novodor
- ABSENT: Chairperson Kuba
- STAFF: City Manager Kearney, City Planner Kasama, City Clerk Saldana and Management Analyst Santos Leon
- Chairperson Kuba Excused:** Commissioner Hernandez made a motion to excuse Chairperson Kuba from the meeting. Vice-Chairperson Dunst seconded the motion, which carried.
- Supplemental Information:** City Planner Kasama stated that there was no supplemental information from staff regarding agenda items.
- Approval of Agenda:** Commissioner Novodor moved to approve the agenda as presented. Commissioner Hernandez seconded the motion which carried.
- Approval of March 25, 2018 Minutes:** Commissioner Hernandez made a motion to approve the minutes of the March 25, 2018 Planning Commission meeting. Commissioner Novodor seconded the motion which carried.
- Compliance with Fair Political Practices Act:** In compliance with the California State Fair Political Practices Act, each Commissioner has the responsibility to disclose direct or indirect potential for a personal financial impact as a result of participation in the decision making process.
- City-Wide Zoning Code Amendment No. 18-001 and General Plan Amendment No. 18-001:
City-Wide
- Housing Element:** *City-Wide Zoning Code Amendment No. 18-001
General Plan Amendment No. 18-001*
- Project Description:** City Planner Kasama stated that the City's Housing Element of the General Plan is overdue (it was due October 15, 2017) for a required update. In adopting the prior update, the City Council included several Development Code changes, and a General Plan Amendment, as were directed by the California Department of Housing and Community Development. These changes were outlined in the agenda report for the March 28, 2018 meeting.

Development Code Changes:	<p>The amendments to the Development Code include:</p> <ul style="list-style-type: none"> • New Definitions • R-75,00 and R-20,000 Zone Amendments • A-1, A-2 and A-5 Zone Amendments • Reasonable Accommodation Procedures • General Plan Amendment • Environmental Document
Consultant:	<p>The City has retained a consultant, Karen Warner Associates, to prepare the update. This consultant was also retained for the prior update, and is familiar with the State's requirements, and she is present tonight to answer any questions the Commissioners may have.</p>
Environmental Document:	<p>It is recommended that the proposed amendments are exempt under the provisions of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) as there is no possibility of a significant effect on the environment, and Section 15282(h) for ordinances regarding second/accessory dwelling units per the State Government Code. A Notice of Exemption will be prepared for approval and posting with the County.</p>
Recommendation:	<p>It is recommended that the Planning Commission state its recommendations and direct staff to prepare the appropriate resolution for adoption at the next meeting.</p>
Public Hearing Opened:	<p>Vice-Chairperson Dunst opened the public hearing and asked those wishing to speak in favor or opposition to come forward and be heard.</p>
Public Testimony/ Discussion:	<p>Karen Warner, Consultant, stated that the City must have zoning in place to allow for low income housing. In the past, the City of Bradbury has met its low income housing requirements with Accessory Dwelling Units, such as guest houses and groom's quarters.</p> <p>The State adopted legislation for accessory dwelling units in 2016, and this legislation became effective on January 1, 2017. Because the City has not adopted regulations in accordance with this legislation, the State's regulations are applicable. Prior to submitting the Housing Element Update to the State, the Development Code needs to be amended to address this legislation. These regulations should be for "Accessory Dwelling Units" as defined by the State, and differentiated from the other accessory residential uses already included in the City's Development Code.</p> <p>Accessory Living Quarters mean living quarters in addition to the main dwelling unit to include the following:</p> <ol style="list-style-type: none"> (1) Single room occupancy units (SROs) (2) Second dwelling units (3) Guest houses (detached living quarters means the same as guest house) (4) Bunk houses (5) Groom's quarters (6) Servant and domestic quarters (7) Pool houses

Ms. Warner stated that RHNA numbers are different from the multi-family dwelling requirements through guest houses. RHNA is for new units built only. City Manager Kearney stated that the Building Department is currently reviewing its files for new units built in the last four years.

Vice-Chairperson Dunst inquired about Oak View Estates and Chadwick Ranch in regards to RHNA numbers. City Manager Kearney stated that no building plans have been submitted to the City and therefore the proposed projects cannot be used for the Housing Element Update.

Vice-Chairperson Dunst was concerned that there would be no need for a Planning Commission review in the future because the Commission can't say no. City Manager Kearney stated that there is still the design review process. Ms. Dunst argued that legally the Commission can't say no. City Manager Kearney replied it's not that easy.

City Planner Kasama clarified that the City needs to allow *zoning* for one SRO per acre.

Vice-Chairman Dunst asked City Planner Kasama what the Planning Commission needed to do tonight. Mr. Kasama stated that the Planning Commission has to state its recommendations and direct staff to prepare a Resolution to adopt the zoning amendments from the last Housing Element Update in 2014.

Public Hearing Closed:

There being no further public testimony, Vice-Chairperson Dunst declared the Public Hearing closed.

Motion:

Commissioner Hernandez made a motion to direct staff to prepare the Resolution for adoption at the May 23, 2018 meeting. Commissioner Novodor seconded the motion, which was carried by the following roll call vote:

Approved:

AYES: Vice-Chairperson Dunst,
Commissioners Hernandez and Novodor
NOES: None
ABSENT: Chairperson Kuba
ABSTAIN: None

Motion carried 3:0

Public Comment:

None

Items from Commissioners and Staff, and Items for Future Agendas:

Items from the City Manager:

City Manager Kearney informed the Commissioners that the May 12, 2018 City Council-Planning Commission retreat has been postponed.

City Manager Kearney also stated that Commissioner Susan Esparza, District 4, has resigned effective April 1, 2018.

Items from the City Planner:

City Planner Kasama presented the Development Review - Project Status Log for April 2018.

**Items from
Commissioners:**

Commissioner Hernandez inquired about the duties of the Community Services Officer (CSO). City Manager Kearney clarified that a CSO is not the same as a Code Enforcement Officer and should not be referred to as a Code Enforcement Officer to avoid confusion. Commissioner Novodor stated that the CSO, Derek Hensel, is a great guy and very helpful. Derek assisted Commissioner Novodor following the break-in at this residence.

**Items for
Future Agendas:**


City Planner Kasama stated that the Adoption of the Resolution stating the Planning Commission's recommendations regarding Zone Code Amendment No. 18-001 and General Plan Amendment No. 18-002 will be on the May Planning Commission Agenda.

City Planner Kasama informed the Commission about the following projects that are on the radar for future agendas:

Oak View Estates – probably not before next year
Chadwick Ranch – in the preliminary stages
637 Fairlee Avenue – before the end of the year
1901 Royal Oaks Drive North – new owner, EIR will take a while
Empty lot at Bliss Canyon & Deodar Lane

Adjournment:

At 7:50 pm Vice-Chairperson Dunst adjourned the meeting to Wednesday, May 23, 2018 at 7:00 p.m.



Karen Dunst – Vice-Chairperson

ATTEST:



Claudia Saldana - City Clerk