

CITY OF RANCHO CORDOVA



PLANNING COMMISSION MEETING

Wednesday, September 28, 2022

5:30 PM – Regular Meeting

David B. Roberts Council Chambers

City Hall

2729 Prospect Park Drive, Rancho Cordova

Pursuant to California Assembly Bill 361 amending the Ralph M. Brown Act (Govt. Code 54950-54963), the City has declared a state of emergency relating to COVID-19 and imposed measures to promote social distancing.

Join the Meeting Via Zoom Link:

<https://cityofranchocordova.zoom.us/j/86060090190?pwd=R2RtT2NOZG9Vc29VcEwrUjhDUFZBUT09>

Join the Meeting via the Zoom Phone Number

Zoom Phone Number: +1 669 900 6833 +1 253 215 8782

Webinar ID: 860 6009 0190

Password: 970064

Instructions to Make Public Comment

Submitting Public Comment via Email

Members of the public who wish to provide public comment via email will need to submit comments to PlanningClerk@cityofranchocordova.org **no later than 3:00 p.m. on Wednesday September 28, 2022. All comments submitted later than 3:00 p.m. will be sent to the Planning Commission for their review and may not be read during the meeting.**

Listening to a Zoom Meeting by Zoom Video Conference

To make a public comment using the Zoom platform, please use the “raise hand” feature at the bottom center of the screen. Please make sure to enable audio controls once access has been given by the Planning Commission Clerk to speak. Please wait to be called upon by the Planning

Commission Clerk.

Listening to a Zoom Meeting by Phone Only

You can join a Zoom meeting via teleconferencing/audio conferencing using a cell phone or traditional landline phone. To request to make a public comment by phone press *9 to raise your hand. Please wait to be called upon by the Planning Commission Clerk.

All public comments will be limited to three-minutes.

If you have questions related to the Planning Commission Meeting or the use of Zoom, please contact the Planning Division at (916) 851-8750 Wednesday, September 28, 2022, before 3:00 p.m.

AGENDA

1. **PLANNING COMMISSION REGULAR MEETING - CALL TO ORDER ROLL CALL**

Planning Commission Members - Surender Devarapalli, Sergio Diaz, Lee Frechette, Robert McGarvey, Cynthia Stauss, Leroy Triplette, Chair Anil Reddy Kondakrindi

2. **PLEDGE OF ALLEGIANCE**

The Chair will call on someone in attendance to lead the Pledge.

3. **PUBLIC COMMENT**

Citizens wishing to address the Planning Commission for any matter not on the agenda may do so at this time via teleconference or by completing and submitting a Speaker Card to the Planning Commission Clerk.

If you want to make a public comment via teleconference, please use the "raise hand" feature at the bottom center of the screen. If you are participating by telephone and you want to make a public comment, please press *9 to raise your hand. For those participating by Zoom or telephone, please wait to be called upon by the Planning Commission Clerk.

For items on the agenda, speakers will be called by the Mayor at the point on the agenda when the item will be heard. Speakers are encouraged to keep comments to three minutes or less and to state name and community of residence.

Under the provisions of the California Government Code, the Planning Commission is prohibited from discussing or taking immediate action on any item not on the agenda unless it can be demonstrated to be of an emergency nature or the need to take immediate action arose after the posting of the agenda.

4. **CONSENT CALENDAR ITEMS - ROLL CALL VOTE**

- 4.1. **Subject:** Meeting Minutes from the Regular Planning Commission Meeting of August 24, 2022.

Recommendation: Adopt the Minutes.

5. REGULAR CALENDAR ITEMS

5.1. Subject: Project Phasing Plan.

Recommendation: No formal recommendation is being made. This is an informational and discussion item for the Planning Commission.

5.2. Subject: Design Review Training.

Recommendation: No formal action will be taken. Staff will present information related to various training topics and address any questions that may arise.

6. COMMISSION COMMENTS/IDEAS/QUESTIONS

7. DIRECTOR'S REPORT

8. ADJOURNMENT

ADDITIONAL INFORMATION

SPECIAL MEETINGS LISTED BELOW ARE SUBJECT TO CHANGE/CANCELLATION WITHOUT FURTHER NOTICE.

Public documents related to items on the open session portion of this agenda, which are distributed to the Planning Commission less than 72 hours prior to the meeting, shall be available for public inspection at the time the documents are distributed to the Planning Commission. Documents are available for inspection at the Planning Office located in Rancho Cordova City Hall.

The agenda items are accessible on the City's website at www.cityofranchocordova.org on Fridays prior to the Regular Planning Commission Meeting.

UPCOMING MEETINGS

October 12, 2022	5:30 PM Regular Meeting
November 9, 2022	5:30 PM Regular Meeting
December 14, 2022	5:30 PM Regular Meeting

If you have any technical questions related to the agenda items, please contact City Hall at (916) 851-8700.

In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the Planning Office at (916) 851-8750 at least 48 hours prior to the meeting.

CERTIFICATION OF POSTING OF AGENDA

I, Kelly Whitman, Planning Commission Clerk for the City of Rancho Cordova, declare that the foregoing agenda for the September 28, 2022 Regular Meeting of the Rancho Cordova Planning Commission was posted and available for review on September 23, 2022 at City Hall of the City of Rancho Cordova, 2729 Prospect Park Drive, Rancho Cordova, California, 95670. The agenda is also available on the city website at www.cityofranchocordova.org.

Signed September 23, 2022 at Rancho Cordova, California.



Kelly Whitman
Planning Commission Clerk

MEMORANDUM



ITEM 4.1.

DATE: September 28, 2022
TO: Planning Commission Members
FROM: Kelly Whitman, Planning Commission Clerk
SUBJECT: **MEETING MINUTES FROM THE REGULAR PLANNING COMMISSION MEETING OF AUGUST 24, 2022**

RECOMMENDATION

Adopt the Minutes.

ATTACHMENT(S)

1. August 24, 2022 Draft Minutes

CITY OF RANCHO CORDOVA



PLANNING COMMISSION MEETING

Wednesday, August 24, 2022

5:30 PM – Regular Meeting

David B. Roberts Council Chambers

City Hall

2729 Prospect Park Drive, Rancho Cordova

DRAFT MINUTES

1. PLANNING COMMISSION REGULAR MEETING - CALL TO ORDER ROLL CALL

Chair Kondakrindi called the Regular meeting to order in the David B. Roberts Council Chambers at 5:31 p.m.

Planning Commission Members Present: Surender Devarapalli, Sergio J. Diaz, Lee Frechette, Robert J. McGarvey, Cynthia Stauss, Leroy Tripette, Chair Anil Reddy Kondakrindi

Planning Commission Members Absent: None

Staff Members Present: Arlene Granadosin-Jones, Darcy Goulart, Adam Lindgren, and Kelly Whitman

2. PLEDGE OF ALLEGIANCE

Commissioner Cynthia Stauss led the pledge.

3. PUBLIC COMMENT

Chair Kondakrindi opened the public comment period. Seeing no speakers. Chair Kondakrindi closed the public comment period.

4. CONSENT CALENDAR ITEMS - ROLL CALL VOTE

Chair Kondakrindi opened the public comment period. Seeing no speakers. Chair Kondakrindi closed the public comment period.

ACTION: Motion to approve item 4.1 by Frechette second by McGarvey;

ITEM 4.1.

Rancho Cordova Planning Commission - DRAFT MINUTES
Meeting of Wednesday, August 24, 2022

ATTACHMENT 1

Motion passed with a 7:0 vote

5. REGULAR CALENDAR ITEMS

5.1. **Subject:** Planning Commission Training Meeting Schedule

Chair Kondakrindi opened the public comment period. Seeing no speakers. Chair Kondakrindi closed the public comment period.

ACTION: Motion to approve item 5.1. authorizing the cancellation of the September 14, 2022 Regular Planning Commission Meeting by Tripette second by Devarapalli;
Motion passed with a 7:0 vote

5.2. **Subject:** AB1234 Ethics Training

Chair Kondakrindi opened the public comment period. Seeing no speakers. Chair Kondakrindi closed the public comment period.

ACTION: Input was received regarding AB1234 Ethics Training

6. COMMISSION COMMENTS/IDEAS/QUESTIONS

Planning Commission provided comments, ideas and questions since the last meeting.

7. DIRECTOR'S REPORT

Planning Manager Darcy Goulart gave her report.

8. ADJOURNMENT

Chair Kondakrindi adjourned the meeting at 8:14 p.m.

Kelly Whitman
Planning Commission Clerk

MEMORANDUM



ITEM 5.1.

DATE: September 28, 2022
TO: Planning Commission Members
FROM: Darcy Goulart, Planning Manager
SUBJECT: **PROJECT PHASING PLAN**

RECOMMENDATION

No formal recommendation is being made. This is an informational and discussion item for the Planning Commission.

RESULT OF RECOMMENDED ACTION

No formal recommendation is being made. This item is for information and discussion purposes. A Zoning Code Amendment will be taken to City Council on October 3rd to codify the changes in the code.

BACKGROUND

Over the course of the last several months, staff have conducted training sessions on various topics with the Planning Commission in anticipation of transitioning duties over from the City Council. Now that the training is almost complete, the focus needs to shift to the transition and what that looks like. One of the key thoughts when considering what the transition of duties looks like, is to take into consideration the types of projects to bring forward to the Planning Commission initially. Another factor is the timing of the transition based upon the projects in process and how much time should be provided in between the next phase of the transition.

Staff has internally discussed what would be a transition plan that rolls out in phases, provides ample time for the Commission to get used to the public hearing process and doesn't overload agendas, creating a backlog of projects waiting to be heard. Staff will discuss the roll out with the Planning Commission at the meeting.

A Zoning Code Amendment will be taken to City Council at their regular meeting on October 3rd to incorporate the transition plan into the code. If adopted by the Council, the amendment would have a second reading at the October 17th meeting and become effective on November 17th. It is anticipated that the Planning Commission will likely have two public hearing items that fall into the Phase 1 category in the month of November.

ATTACHMENT(S)

None

MEMORANDUM



ITEM 5.2.

DATE: September 28, 2022
TO: Planning Commission Members
FROM: Arlene Granadosin-Jones, Senior Planner
SUBJECT: **DESIGN REVIEW TRAINING**

RECOMMENDATION

No formal action will be taken. Staff will present information related to various training topics and address any questions that may arise.

RESULT OF RECOMMENDED ACTION

No formal action will be taken. Staff will present information related to various training topics and address any questions that may arise.

BACKGROUND

In order to prepare the Planning Commission for the various roles and responsibilities they have been tasked with, staff has taken the last few months to present various topics and materials during the regular meetings. This training session will provide an introduction to Design Review, including the citywide Design Guidelines and additional design standards.

ATTACHMENT(S)

None