
CITY OF NEWARK PLANNING COMMISSION

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City Administration Building
7:30 p.m.
City Council Chambers

MINUTES

Tuesday, April 26, 2016

A. ROLL CALL

At 7:32 p.m., Chairperson Aguilar called the meeting to order. All Planning Commissioners were present.

B. MINUTES

B.1 Approval of Minutes of the regular Planning Commission meeting of Tuesday, April 12, 2016.

Vice-Chairperson Nillo moved, Commissioner Bridges seconded, to approve the Minutes of April 12, 2016. The motion passed 4 AYES, 1 ABSTENSION (Fitts).

C. WRITTEN COMMUNICATIONS

None.

D. ORAL COMMUNICATIONS

None.

E. PUBLIC HEARINGS

None.

F. STAFF REPORTS

F.1 Work Session on Zoning Ordinance Update.

Assistant City Manager Grindall introduced Martha Miller with RRM Design Group and Newark Assistant Planner Sarah Bowab to the Planning Commission.

Ms. Miller gave the Staff Report via a PowerPoint Presentation.

Commissioner Fitts expressed concerns that the amortization concept of treating nonconforming uses may be viewed as legislating and restricting the amount of business use.

ACM Grindall stated the Planning Commission and the City Council would be reviewing individual cases of nonconforming uses in collaboration with the affected property owner.

Answering Commissioner Bridges, ACM Grindall stated staff has not compiled a list of nonconforming businesses and emphasized that the Zoning Policy is still in the conceptual stage.

Answering Commissioner Otterstetter, ACM Grindall stated the current process for a nonconforming use allows the use to continue as long as the business is not discontinued for more than 6 months.

Answering Vice-Chairperson Nillo, Ms. Miller stated in a catastrophic event, some type of emergency ordinance would go into effect.

Chairperson Aguilar liked the different classifications of nonconforming uses but thinks a performance criteria should be established to better determine which classification a use belongs to.

ACM Grindall stated the proposed review standards would allow a more streamlined process whereby the Planning Commission would receive a written Notice of Decision versus having to wait for the review optional item to be agendized.

Answering Commissioner Otterstetter, Ms. Miller envisions the Planning Commission to have the same 10 day timeframe to request a Public Hearing as someone who wanted to appeal the decision.

Answering Commissioner Bridges, ACM Grindall stated a quarterly list of approved projects could be provided to the Planning Commission.

Commissioner Bridges commented that she would prefer the Planning Commission continue with reviewing and approving Architectural and Site Plan Reviews of large projects.

Vice-Chairperson Nillo suggested a dashboard system to easily identify the progress of new projects.

Commissioner Bridges added that she would like to see an automated application process in place.

Commissioner Otterstetter commented that since retail businesses are on the decline, she feels the option to require Minor Use Permits for other uses in Commercial Centers might be the best option presented to minimize empty tenant spaces.

Chairperson Aguilar stated he would not want to limit possible non-retail tenants who may be beneficial to the Community.

ACM Grindall stated when Commercial Centers were being developed, their parking space requirements were established to accommodate a wide variety of permitted uses.

Addressing Vice-Chairperson Nillo's concerns, ACM Grindall stated he would like to firm up parking regulations for businesses that lease out their parking lots.

Answering Chairperson Aguilar, ACM Grindall stated the City would go beyond the Public Hearing notification process by reaching out to property owners and inviting them to attend Community Meetings.

Discussion ensued on the Timber project.

Ms. Miller described the next steps in the process which would include: Incorporating Planning Commission comments; Drafting the Zoning Ordinance and Zoning Map; Holding Community Workshops.

Chairperson Aguilar thanked and commended Ms. Miller for her presentation.

G. COMMISSION MATTERS

G.1 Report on City Council actions.

ACM Grindall informed the Planning Commission that the two hotels and restaurant project at the former Cinedome site has been approved by the City Council and the Applicant indicated that they would obtain the demolition permit with 30 days.

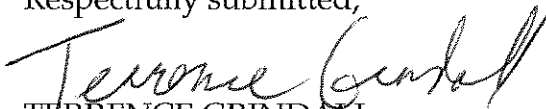
Commissioners' Comments

Answering Commissioner Fitts, ACM Grindall stated the Zoning Ordinance Update Project will take approximately 5 months to complete.

H. ADJOURNMENT

At 8:52 p.m., Chairperson Aguilar adjourned the regular Planning Commission meeting of Tuesday, April 26, 2016.

Respectfully submitted,



TERRENCE GRINDALL

Secretary