
CITY OF NEWARK PLANNING COMMISSION

37101 Newark Boulevard, Newark, CA 94560-3796 • 510-578-4330 • FAX 510-578-4265

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

MINUTES

Tuesday, January 26, 2016

A. ROLL CALL

At 7:32 p.m., Vice-Chairperson Nillo called the meeting to order. All Planning Commissioners were present except Chairperson Aguilar (personal) and Commissioner Fitts (personal).

B. MINUTES

B.1 Approval of Minutes of the regular Planning Commission meeting of Tuesday, December 8, 2015.

Commissioner Otterstetter moved, Commissioner Bridges seconded, to approve the Minutes of December 8, 2015. The motion passed 3 AYES, 2 ABSENT.

C. WRITTEN COMMUNICATIONS

None.

D. ORAL COMMUNICATIONS

None.

E. PUBLIC HEARINGS

None.

F. STAFF REPORTS

None.

G. COMMISSION MATTERS

G.1 MUP-15-34, a minor conditional use permit, to establish a large family daycare home at 36353 Shorehaven Place.

Assistant Planner Jimenez gave the staff report and reminded the Planning Commission that this is a Review Optional item.

Answering Commissioner Bridges, AP Jimenez described the application and approval process.

Assistant City Manager Grindall stated, as the Zoning Administrator, he views any neighborhood concerns, as well as, the agreement to conditions mitigating traffic issues, as strong determining factors when making his decision.

Answering Commissioner Otterstetter, AP Jimenez stated neighbors have 10 days from the date of the City's notification letter to respond back to the City.

Answering Commissioner Otterstetter, ACM Grindall stated he will look into the City's revising of the Newark Municipal Code to include the installation of Carbon Monoxide detectors.

The Planning Commission chose not to review this item.

G.2 MUP2015-001, a minor conditional use permit, to establish a large family daycare home at 36632 Port Anchorwood Place.

AP Jimenez gave the staff report noting one objection letter was received but the Applicant Sonia Landa was able to resolve the matter and the neighbor no longer objects to the project.

Answering Commissioner Bridges, Ms. Landa stated she previously operated a smaller-sized daycare facility for 7 years.

The Planning Commission chose not to review this item.

G.3 MUP-14-53, a minor conditional use permit, to establish a large family daycare home at 36475 Christine Street.

AP Jimenez gave the staff report noting one objection letter was received, and as a result the Zoning Administrator added a condition that the applicant and any of her employees are prohibited from parking at the curb in front of the home in order to provide an additional parking space for parents' vehicles.

ACM Grindall informed the Planning Commission that the Zoning Administrator will continue to monitor the approved daycares and if warranted their use permits could be revoked or brought before the Planning Commission for discussion if they fail to comply with their conditions of approval.

The Planning Commission chose not to review this item.

ACM Grindall stated all three daycare projects will go to the February 11, 2016 City Council Meeting as Review Optional items.

G.4 Report on City Council actions.

None.

ACM Grindall informed the Planning Commission that a Zoning Code Update project will be underway soon which would require 3 Work Sessions and a formal approval process and is estimated to take 8 to 9 months to complete.

Commissioners' Comments

The Planning Commission offered their condolences to Chairperson Aguilar and to his family.

H. ADJOURNMENT

At 7:46 p.m., Vice-Chairperson Nillo adjourned the regular Planning Commission meeting of Tuesday, January 26, 2016, to a regular Planning Commission meeting on Tuesday, February 2, 2016 at 7:30 p.m. in the City Council Chambers. Motion to adjourn was passed 3 AYES.

Respectfully submitted,



TERRENCE GRINDALL
Secretary