



TOWN OF LOOMIS
PLANNING COMMISSION AGENDA
LOOMIS DEPOT
5775 HORSESHOE BAR ROAD
LOOMIS, CALIFORNIA

TUESDAY

MARCH 26, 2019

7:30 PM

CALL TO ORDER:

PLEDGE OF ALLEGIANCE

ROLL CALL

- ☐ Chairman Obranovich
- ☐ Commissioner Hogan
- ☐ Commissioner Kelly
- ☐ Commissioner Londonppr
- ☐ Commissioner Wilson

CEREMONIAL MATTERS:

ADMINISTRATION OF OATH TO INCOMING PLANNING COMMISSIONER: **MIKE HOGAN**

ANNUAL ELECTION OF COMMISSION CHAIRMAN AND VICE-CHAIRMAN

COMMISSION COMMENT FOR ITEMS NOT ON THE AGENDA

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

This time is reserved for those in the audience who wish to address the Planning Commission on subjects that are not on the Agenda. The audience should be aware that the Commission may not discuss details or vote on non-agenda items. Your concerns may be referred to staff or placed on the next available agenda. Please **note that comments from the public will also be taken on any item on the agenda. The time allotted to each speaker** is three minutes but can be changed by the Chairman.

ADOPTION OF AGENDA

If items on the Agenda will be rescheduled for a different day and time, it will be announced at this time. Speakers are requested to restrict comments to the item as it appears on the agenda and stay within a three minute time limit. The Chairman has the discretion of limiting the total discussion time for an item.

PUBLIC COMMENT ON CONSENT AGENDA

CONSENT AGENDA

- 1. PROJECT STATUS REPORT**
- 2. MINUTES JANUARY 22, 2019**

RECOMMENDATION

**RECEIVE AND FILE
APPROVE**

PUBLIC HEARING

3. Resolution # 19-XX amending the Planning Commission meeting start time.

On March 12, 2019 the Town Council adopted Ordinance # XXX an ordinance amending the Town Council regular meeting time in section 2.04.010 of the municipal code from 7:30 pm to 7:00 pm. effective June 2019. Staff recommends that for consistency, the start time for regularly scheduled meetings of the Planning Commission commence at 7:00 p.m. beginning June 2019.

RECOMMENDATION

That the Planning Commission discuss and approve Resolution # 19-XX amending the start time of the Planning Commission regularly scheduled meetings from 7:30 pm to 7:00pm beginning June 2019.

PUBLIC COMMENT

4. APPLICATION # 18-11 KING ROAD MINOR LAND DIVISION 5389 KING ROAD, LOOMIS APN: 044-300-027 APPLICANT: CNA ENGINEERING

RECOMMENDATION

Staff has requested further information of the applicant. At this time, staff recommends continuing this matter and the public hearing to the April 23, 2019 Planning Commission meeting for consideration. No attachments included

PUBLIC COMMENT

5. APPLICATION # 18-13 TINY TOES ACADEMY PRESCHOOL USE PERMIT

The Town of Loomis has received a Use Permit application to conduct a preschool/daycare facility in an existing/vacant 2,689 sq.ft. residence on a one (1) acre parcel at 5397 Brace Road (APN 044-300-027). The Town of Loomis Zoning Code allows for this type of use in a residential zone with an approved Use Permit.

The interior of the existing 2,689 sq.ft. single family residence will be remodeled to provide four (4) classrooms, including handicap accessibility, updated kitchen facilities and bathroom suitable for a maximum of forty (40) children and six (6) teachers. Exterior improvements include minor grading to provide required parking (pursuant to Town of Loomis Code), a new gated entrance with frontage improvements, and landscaping. The existing natural vegetation at the northeast portion of the parcel will remain (no proposed improvements).

RECOMMENDATION

1. Conduct a public hearing and receive public input; and
2. Adopt the recommended Notice of Exemption as per the requirements of the California Environmental Quality Act (CEQA); and

3. Adopt Resolution #19-XX approving Conditional Use Permit #18-13 for Nicholas & Amanda Bair to operate Tiny Toes Academy Preschool/Daycare subject to the findings in Exhibit A and the recommended conditions of approval as outlined in Exhibit B.

PUBLIC COMMENT

ADJOURNMENT: _____ **PM**

INFORMATION SUBMITTED AT HEARING OR AFTER PREPARATION OF PACKETS

The Planning Commission may not have time to read written information submitted at the hearing or after 5:00 p.m. the Friday before the scheduled hearing date. We encourage you to present your comments, during the scheduled time period, at the public hearing.

ACCOMMODATING THOSE INDIVIDUALS WITH SPECIAL NEEDS

In compliance with the Americans with Disabilities Act, the Town of Loomis encourages those with disabilities to participate fully in the public hearing process. If you have special needs or requirements in order for you to attend or participate in the Town's public hearing process or programs, please contact Town Hall at 652-1840 prior to the public hearing or program you wish to attend, so that we can accommodate you. Materials relating to an item on this agenda can be obtained at Town Hall (3665 Taylor Road) or on the Town's website at www.loomis.ca.gov.

ADMINISTRATIVE REMEDIES MUST BE EXHAUSTED PRIOR TO ACTION BEING INITIATED IN A COURT OF LAW

If you challenge the proposed project described above in court, you may be limited to raising only those issues you raised at the public hearing described in this notice, or in written correspondence delivered to the Town at, or prior to the public hearing.

APPEAL PERIOD

** There is a 10-day appeal period for Planning Commission decisions. Appeals can be made by any interested party by submittal of a written appeal request to the Loomis Town Clerk, 3665 Taylor Road, Loomis, California, 95650. **

PUBLIC HEARING PROCEDURE:

1. Town staff makes its presentation on the Project and outlines all recommended actions
2. Commission/Council asks questions of staff
3. Chair/Mayor opens the public hearing
4. Applicant makes its presentation – 15 minutes (At the discretion of the mayor or chair, time may be extended depending on the size/scope of the proposed project. The applicant must make the request for a time extension prior to the beginning of the meeting.)
5. Commission/Council asks questions of the applicant (and staff)
6. Public comment – maximum 3 minutes per speaker, one opportunity to speak each
7. Applicant opportunity to respond to public comments – 3 minutes (At the discretion of the mayor or chair, time may be extended depending on the number of comments made during public comment.)
8. Chair/Mayor closes the public hearing is closed
9. Staff responds to all public comments; Commission/Council asks any additional questions of staff
10. Council deliberates and acts on requested entitlements

CERTIFICATION OF POSTING OF AGENDA

I, Carol Parker, Administrative Clerk/Planning Assistant for the Town of Loomis, declare that the foregoing special meeting agenda for Tuesday March 26, 2019, Meeting of the Town of Loomis Planning Commission was posted March 20, 2019, at Town Hall of the Town of Loomis, 3665 Taylor Road, Loomis, California, 95650. The agenda is also available on the Town website at www.loomis.ca.gov.

Signed, March 20, 2019 at Loomis, California.

Carol Parker, Planning Assistant