



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

<b>TUESDAY</b>	<b>September 26, 2023</b>	<b>7:00 PM</b>
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The Planning Commission meeting will be held at the Loomis Depot Building and is open to public attendance.

The meeting is also available through the Town of Loomis **Zoom** platform by clicking the following link:  
<https://us02web.zoom.us/j/84933352414>

*Public comment will be opened for each agenda item through the Zoom platform. Use the "Raise Hand" feature. Instructions for using the "Raise Hand" feature when using a computer or mobile device can be found at:*  
<https://support.zoom.us/hc/en-us/articles/205566129-Raising-your-hand-in-a-webinar>

**ZOOM Participation by telephone (Audio Only Option)**

1. Dial (669) 900-9128
2. When asked for the meeting ID, enter **849 3335 2414 #**.
3. You will be muted by default. To inform the Clerk that you would like to make a public comment during each agenda item, dial \*9 to "Raise your hand". The Clerk will unmute you when it is your turn to speak and will identify you by the last three digits of your phone number. Please note that you should only raise your hand during public comment on the agenda item you are concerned about.

You may also view the meeting through the **Town's YouTube Channel** at:  
[https://www.youtube.com/channel/UCy8o0\\_g9piGfhFmfkM1IZLQ](https://www.youtube.com/channel/UCy8o0_g9piGfhFmfkM1IZLQ)

*Please note that YouTube livestream comments are disabled during livestream viewing.*

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

- ROLL CALL:**
- \_\_\_\_\_ Chairman Onderko
  - \_\_\_\_\_ Vice Chair Kelly
  - \_\_\_\_\_ Commissioner Wilson
  - \_\_\_\_\_ Commissioner DeMartini
  - \_\_\_\_\_ Commissioner Dipillo

**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. The commission may refer your concerns raised during public comment to staff or placed on future agenda. ***Please note that you will be allotted three minutes to make public comments on any item on the agenda at the time it is heard.***

**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**

**RECOMMENDATION**

- |   |                         |
|---|-------------------------|
| <b>1. JULY 25, 2023 - PLANNING COMMISSION MINUTES</b>   | <b>APPROVE</b>          |
| <b>2. AUGUST 29, 2023 - PLANNING PROJECT STATUS</b>     | <b>RECEIVE AND FILE</b> |
| <b>3. AUGUST 2023 GENERAL PLAN UPDATE STATUS REPORT</b> | <b>RECEIVE AND FILE</b> |

**PUBLIC HEARING**

**4. #22-06 GRADY LOT SPLIT MINOR LAND DIVISION 5350 SAUNDERS AVE. APN 044-060-002**

The applicant proposes a Lot Split (Minor Land Division) of a 10.18 acre parcel (APN 044-060-002) to create two parcels in the Rural Residential (RR) district which requires a minimum parcel size of 1 acre. As proposed, the parcels would be: Parcel 1 = 2.695acres, Parcel 2 = 7.488 acres.

**RECOMMENDATION**

1. Hear staff’s presentation, take public comment, and discuss the project; and
2. Adopt Resolution #23-02 approving a Minor Land Division, per the findings in Exhibit A, the Conditions of Approval in Exhibit B, and as depicted in Exhibit C; and
3. Direct staff to file a Notice of Exemption for the project as depicted in Exhibit D.

**PLANNING COMMISSION MATTERS:**

**5. *SHORT-TERM RENTAL ORDINANCE DISCUSSION***

**RECOMMENDATION**

*Though newspaper notice for this item was published for discussion at this meeting, this matter requires further research by the Town Attorney’s office and will therefore be heard at a later date.*

**PLANNING DIRECTORS REPORT**

**COMMISSIONER REPORTS**

**ADJOURNMENT**

**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](http://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 asks questions of staff.
3. Chair opens the public hearing.
4. Applicant makes its presentation – 15 minutes. (At the discretion of the 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 asks questions of the applicant (and staff).
6. Public comment – maximum three- minutes per speaker, one opportunity to speak each.
7. Applicant opportunity to respond to public comments – three-minutes. (At the discretion of the Chair, time may be extended depending on the number of comments made during public comment.)
8. Chair closes the public hearing.
9. Staff responds to all public comments; Commission asks any additional questions of staff.
10. Commission deliberates and acts on requested entitlements

#### **CERTIFICATION OF POSTING OF AGENDA**

I, Sarah Jennings, Planning Secretary for the Town of Loomis, declare that the foregoing meeting agenda for Tuesday September 26, 2023 Planning Commission meeting was posted September 20, 2023 at Town Hall of the Town of Loomis, 3665 Taylor Road, Loomis, California, 95650. The agenda is also available on the Town website at <https://loomis.ca.gov/planning-commission-meetings/>

Signed, September 21, 2023 at Loomis, California.

*Sarah Jennings*

Sarah Jennings, Planning Secretary