

City of Arts & Innovation

PLANNING COMMISSION DRAFT MINUTES

THURSDAY, MAY 28, 2020, 9:00 A.M.
VIRTUAL MEETING
PUBLIC COMMENT VIA TELEPHONE
3900 MAIN STREET

COMMISSIONERS

PRESENT: R. Kirby, C. Roberts, R. Rubio, K. Parker, S. Mill, L. Allen, J. Teunissen and A. Villalobos

STAFF: M. Kopaskie-Brown, P. Brenes, M. Taylor, K. Smith, N. Mustafa, C. Scully, F. Andrade

Chair Kirby called the meeting to order at 9:00 a.m.

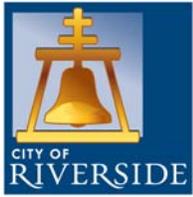
ORAL COMMUNICATIONS FROM THE AUDIENCE

There were no public comments.

PUBLIC HEARINGS

PLANNING CASES P20-0179, P20-0190 and P20-0191 - ZONING CODE AMENDMENT AND SPECIFIC PLAN AMENDMENTS - CITYWIDE, ALL WARDS – CONTINUED TO JUNE 25, 2020

Proposal by the City of Riverside to amend the following regulations to implement the proposed policies of the revised Good Neighbor Guidelines for siting new and/or modified industrial facilities (GNG-2020): 1) Title 19 (Zoning) of the Riverside Municipal Code, including, but not limited to, Articles V (Base Zones and Related Use and Development Provisions), VII (Specific Land Use Provisions), VIII (Site Planning and General Development Provisions), and X (Definitions); 2) the Hunter Business Park Specific Plan (HBSP); and 3) the Sycamore Canyon Business Park Specific Plan (SCBPSP). Proposed amendments include, but are not limited to: 1) revisions to Industrial Zones chapter to modify building setback and height requirements and to establish maximum building size within certain proximities to residential land uses; 2) revisions to the Base Zones Permitted Land Uses Permitted Use Table to modify the required entitlements to establish warehousing and distribution facilities; 3) addition of a new chapter establishing specific use regulations including site location, development and operational standards for warehousing and distribution facilities of varying sizes; 4) modifications to outdoor storage and truck yard screening requirements; 5) addition of a definition for warehousing and distribution facilities; 6) amendments to Chapter 3.0 (Development Standards and Criteria) of the SCBPSP to conform to the proposed Zoning Code Amendments; 7) amendments to Chapter III (Development Standards and Design Guidelines) of the HBSP to conform to the proposed Zoning Code Amendments; and 8) other minor, non-



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substantive changes and technical corrections required to provide clarity or remove redundancies, as needed. A motion was made by Commissioner Mill and seconded by Commissioner Rubio, to continue Planning Cases P20-0179, P20-0190 and P20-0191 to the meeting of June 25, 2020. Public Comment: A call from Cindy Roth, Greater Riverside Chambers of Commerce, was received. Ms. Roth was in support of the continuance and declined to speak as the Commission’s motion was to continue this item.

Motion Carried: 8 Ayes, 0 Noes, 0 Absent, 0 Abstention

AYES: Allen, Roberts, Rubio, Mill, Villalobos, Teunissen, Parker, Kirby

NOES: None

ABSENT: None

ABSTENTION: None

CONSENT CALENDAR

The Consent Calendar was unanimously approved as presented below affirming the actions appropriate to each item.

MINUTES

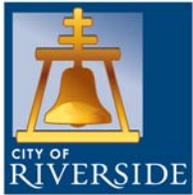
The minutes of the meetings of May 14, 2020, were approved as presented.

PLANNING COMMISSION ATTENDANCE - The Planning Commission excused the absence of Judy Teunissen from the May 14, 2020 meeting due to illness and Richard Rubio left the May 14, 2020 meeting early due to business.

DISCUSSION CALENDAR

SOCIAL MEDIA PLATFORM

Mary Kopaskie-Brown introduced Stephanie Harvey, Marketing Officer. The item today follows the Commission discussion regarding the potential use of social media to let the community know about the Commission’s activities. Ms. Harvey manages the social media and outreach as it relates to the City Council and the various boards and commissions within the City. We’ve asked her to come in and give you a brief overview of how this works.



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Ms. Harvey provided an overview of the City's social media. She asked the Commission for their thoughts and concerns.

Commissioners Allen and Mill and were not in favor of a Planning Commission social media platform. Commissioner Mill expressed his concern with the potential of having debates prior to a public hearing, which could potentially be a violation of the Brown Act. He did not have problems with posting items that have been voted on by the Commission.

Commissioner Villalobos stated he was not advocating a Planning Commission website but that it was more making the public aware of what is coming before the Commission or decisions that have been made. The idea was more to make people are aware of what is being discussed not for the Commission to have a discussion on line.

Commissioner Roberts agreed that this was more of an announcement platform.

Commissioner Teunissen commented that the biggest way to engage the public is to take advantage of the City Councilpersons's newsletters they send out to their constituents. The City Council person should be letting the public know what is going on with all their boards and commissions.

Commissioner Parker agreed with Commissioner Teunissen, it should be the City Councilperson's responsibility to reach out to the constituents. He stated he would not support a Planning Commission platform.

Commissioner Roberts also agreed with Commissioner Teunissen that this would be the perfect solution to getting the word out.

Ms. Harvey stated that the average web traffic was 60,000 hits. She stated that everyone has an opportunity to sign up for a push notification for email when agendas are published. Anyone actively seeking this information can sign up for those notices and will get the agendas when it is published. She agreed with the Commissioners comments regarding some folks being unaware of what is on the City's website and felt it was a valid concern. She stated that there is a lot of time that goes into the customer service aspect of social media. It is not just blasting information out and letting it sit there. She agreed that the City Council ward newsletters was a great idea. She is available to work



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with Planning staff for specific projects that are citywide, there maybe dialogue about sharing those projects.

Commissioner Villalobos noted that the Commission had already established at the last meeting that they did not want to have their own page or platform. To have the councilman do this is fine. The idea was to see what the options were. He stated his biggest concern is that people are aware of what is happening.

Chair Kirby thanked Ms. Harvey for her time and for attending today. No formal action was taken by the Commission.

BROWN ACT, CONFLICT OF INTEREST AND ETHICS TRAINING

Kristi Smith, Chief Assistant City Attorney, presented the annual Brown Act, Conflict of Interest and Ethics training for the Planning Commission.

Chair Kirby thanked Ms. Smith for the presentation, no formal action was taken.

COMMUNICATIONS

ITEMS FOR FUTURE AGENDAS AND UPDATE FROM CITY PLANNER

Ms. Kopaskie-Brown updated the Commission on upcoming items.

ADJOURNMENT

The meeting was adjourned at 10:12 a.m. to the meeting of June 11, 2020 at 9:00 a.m.

The above actions were taken by the City Planning Commission on May 28, 2020. There is now a 10-day appeal period that ends on June 8, 2020. During this time, any interested person may appeal this action to the City Council by submitting a letter of appeal and paying the appeal fee. In the absence of an appeal or referral, the Commission's decisions and conditions become final after 5:00 p.m. on June 8, 2020.