

CITY OF MERCED
Site Plan Review Committee

MINUTES

Planning Conference Room
2nd Floor Civic Center
Thursday, January 7, 2016

Acting Chairperson KING called the meeting to order at 1:32 p.m.

ROLL CALL

Committee Members Present: Principal Planner King (for Director of Development Services Gonzalves), Land Engineer Cardoso (for City Engineer Elwin), and Plan Examiner England (for Assistant Chief Building Official Stephenson)

Committee Members Absent: None

Staff Present: Planning Manager Espinosa and Planner/Recording Secretary Mendoza-Gonzalez

1. **MINUTES**

M/S CARDOSO-ENGLAND, and carried by unanimous voice vote, to approve the Minutes of November 12, 2015, as submitted.

3. **COMMUNICATIONS**

None.

4. **ITEMS**

- 4.1 Site Plan Application #393, submitted by Melissa Hernandez, on behalf of AJEM Properties, LLC, property owner, to allow a retail store to locate within a 710-square-foot tenant space inside an existing building located at 535 W. 26th Street within an Office Commercial (C-O) Zone.

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Planner MENDOZA-GONZALEZ reviewed the application for this item. For further information, refer to Draft Site Plan Review Committee Resolution #393.

M/S CARDOSO-ENGLAND, and carried by the following vote, to adopt a Categorical Exemption regarding Environmental Review #15-39 (Categorical Exemption), and approve Site Plan Application #393, subject to the Findings and nine (9) conditions set forth in the Draft Resolution #393:

AYES: Committee Members England, Cardoso, and Acting Chairperson King

NOES: None

ABSENT: None

5. **INFORMATION ITEMS**

5.1 Calendar of Meetings/Events

There was no discussion regarding the calendar of meetings/events.

6. **ADJOURNMENT**

There being no further business, Acting Chairperson KING adjourned the meeting at 1:45 p.m.

Respectfully submitted,



Kim Espinosa, Secretary

Merced City Site Plan Review Committee

APPROVED:



BILL KING, Acting Chairperson/
Principal Planner Merced City Site Plan
Review Committee

CITY OF MERCED
SITE PLAN REVIEW COMMITTEE
RESOLUTION #393

<u>Melissa Hernandez</u> APPLICANT	<u>Locate a retail store inside an existing tenant space.</u> PROJECT
<u>1283 Weaver Road</u> ADDRESS	<u>535 W. 26th Street</u> PROJECT SITE
<u>Merced, CA 95341</u> CITY/STATE/ZIP	<u>030-013-018</u> APN
<u>(209) 261-9664</u> PHONE	<u>Office Commercial (C-O)</u> ZONING

In accordance with Chapter 20.68 of the Merced City Zoning Ordinance, the Merced City Site Plan Review Committee considered and approved Site Plan Review Application #393 on January 7, 2016, submitted by Melissa Hernandez, on behalf of AJEM Properties, LLC, property owner, to allow a retail store to locate within a 710-square-foot tenant space inside an existing building located at 535 W. 26th Street within an Office Commercial (C-O) Zone. Said property being more particularly described as Block 12 as shown on that Map entitled "Supplemental Map to Town of Merced Secs. 24 & 25, T. 7S. R. 13 E., Secs. 19 & 30, T. 7S. R. 14 E., Merced Co. Cal., on Line of Visalia Division Central Pacific Railroad," recorded in Volume 2 of Page 12 of Parcel Maps, Merced County Records; also known as Assessor's Parcel Number (APN) 030-013-018.

WHEREAS, the proposal is exempt from the California Environmental Quality Act (CEQA), and is in accordance with Section 15301 (a) (Exhibit D); and,

WHEREAS, the Merced City Site Plan Review Committee makes the following Findings:

- A) The Office Commercial (C-O) Zone is designated for professional offices and medical/dental clinics. Because the applicant will conduct sales by appointment only (similar to some professional businesses), staff has determined that this request will not cause a great impact to the area and could be reviewed by the Site Plan Review Committee. Subject to the conditions of approval, the project would comply with the C-O zoning for the site (see Conditions #6, #7, and #8).
- B) There are no changes proposed for the exterior or interior of the building.
- C) There are no changes proposed for the site plan.
- D) The subject site has adequate parking for this use and the existing businesses. However, additional parking may be required for future use within the building if more parking-intensive uses are proposed.

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NOW, THEREFORE, BE IT RESOLVED that the Merced City Site Plan Review Committee does approve Site Plan Review Application #393, subject to the following conditions:

1. All applicable conditions contained in Site Plan Approval Resolution #79-1-Amended (“Standard Conditions for Site Plan Application”) shall apply.
2. All other applicable codes, ordinances, policies, etc., adopted by the City of Merced shall apply including, but not limited to, the California building code and fire codes.
3. The site shall be constructed as shown on Exhibit B (site plan), Exhibit C (floor plan), and as modified by the conditions of approval within this resolution.
4. Notwithstanding all other conditions, all construction and improvements shall be in strict accordance with Zoning, Building, and all other codes, ordinances, standards, and policies of the City of Merced.
5. All signing shall comply with the City’s Sign Ordinance. Sign permits shall be obtained prior to installing any permanent signing. A Temporary Sign Permit shall be obtained prior to installing any temporary signs or banners. Freestanding or A-frame signs are not allowed.
6. Any future requests of this nature at this site (retail businesses, other than those considered a “permitted” use in a C-O zone) may not be eligible to be reviewed through the Site Plan Review process, but may require Conditional Use Permit approval, at the discretion of the Director of Development Services.
7. Sales shall be conducted by appointment only. No drop-ins or days open to the general public allowed.
8. Merchandise sales shall consist of new merchandise.
9. All existing landscaping shall be kept healthy and maintained, and any damaged or missing landscaping shall be replaced immediately.
10. The premises shall remain clean and free of debris and graffiti at all times.

If there are any questions concerning these conditions and recommendations, please contact Francisco Mendoza-Gonzalez at (209) 385-6858.

January 7, 2016

DATE



SIGNATURE

Planner

TITLE

Site Plan Approval #393

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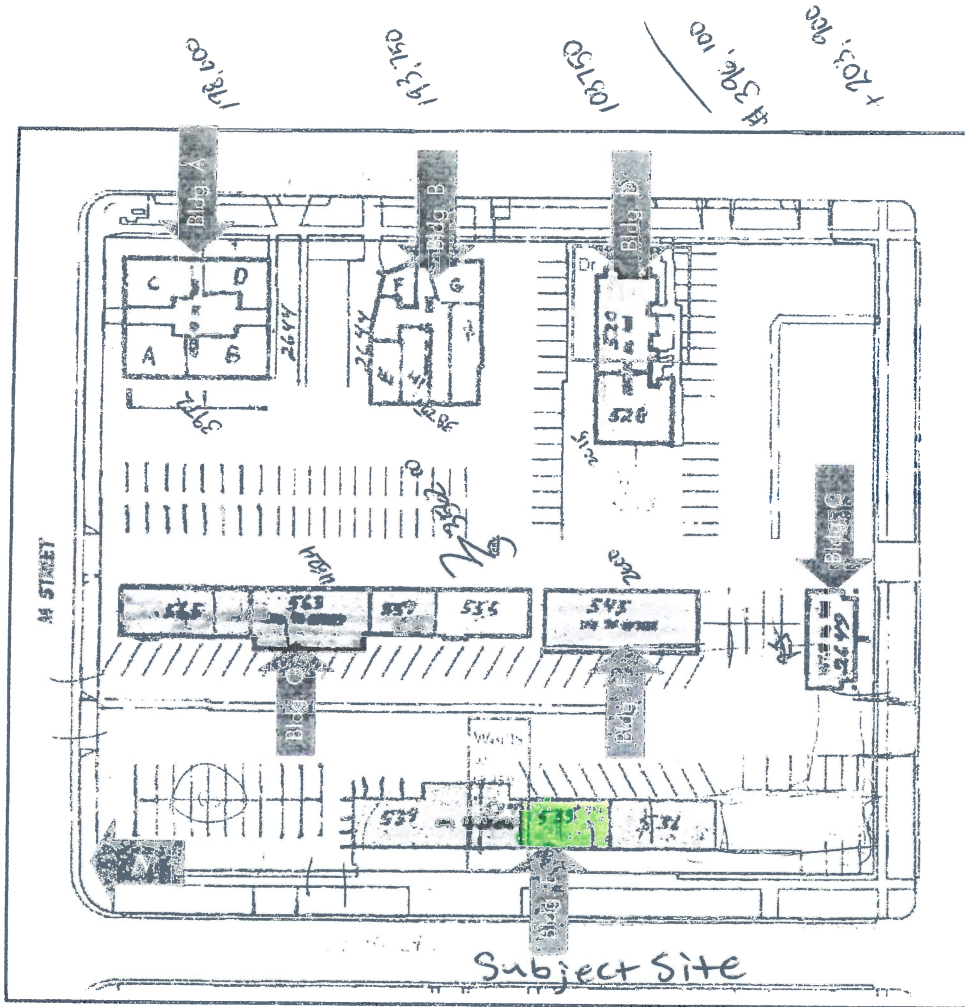
Exhibits:

- A) Location Map
- B) Site Plan
- C) Floor Plan
- D) Categorical Exemption



EXHIBIT A

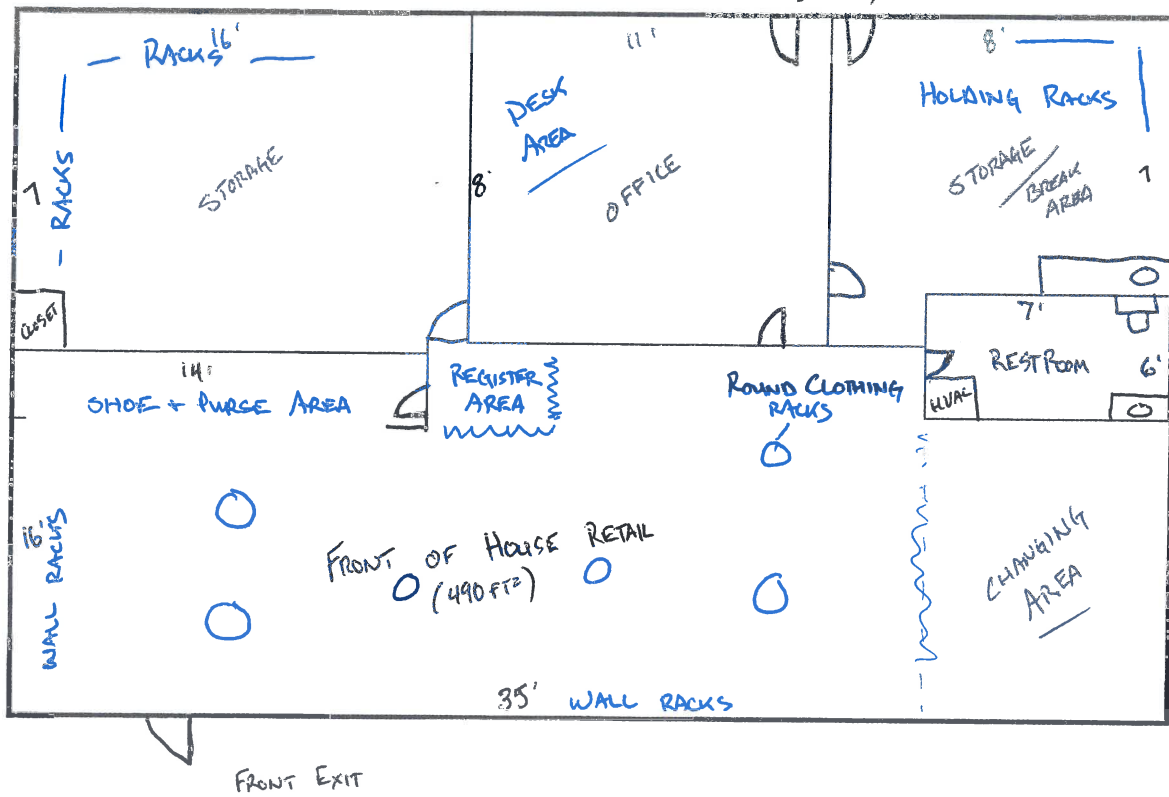
IMPROVEMENTS LAYOUT



FLOOR PLAN

535 W. 26th Street Merced Ca 95340

2 REAR EXIT POINTS



NOTICE OF EXEMPTION

To: _____ Office of Planning and Research
P.O. Box 3044
Sacramento, CA 95812-3044

From: (Public Agency)
City of Merced
678 West 18th St.
Merced, CA 95340

 X County Clerk
County of Merced
2222 M Street
Merced, CA 95340

Project Title: Site Plan Review #393 (Environmental Review #15-39)

Project Applicant: Melissa Hernandez

Project Location (Specific): 535 W. 26th Street **APN:** 030-013-018

Project Location - City: Merced **Project Location - County:** Merced

Description of Nature, Purpose, and Beneficiaries of Project:

Name of Public Agency Approving Project: City of Merced

Name of Person or Agency Carrying Out Project: Melissa Hernandez

Exempt Status: (check one)

- Ministerial (Sec. 21080(b)(1); 15268);
 Declared Emergency (Sec. 21080(b)(3); 15269(a));
 Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
 X Categorical Exemption. State Type and Section Number: 15301 (a)
 Statutory Exemptions. State Code Number: _____
 General Rule (Sec. 15061 (b)(3))

Reasons why Project is Exempt: As defined under the above referenced Section, the proposed project consists of minor interior and exterior alterations only, such as new flooring, which are considered to be exempt under the CEQA Guidelines per Section 15301 (a).

Lead Agency: City of Merced

Contact Person: Francisco Mendoza-Gonzalez

Area Code/Telephone: (209) 385-6858

Signature:  **Date:** 12-22-2015 **Title:** Planner

 X Signed by Lead Agency

Date Received for Filing at OPR: _____
(If applicable)

Authority Cited: Sections 21083 and 21110. Public Resources Code
Reference: Sections 21108, 21152, and 21152.1. Public Resources Code