

**City of Merced**  
**SITE PLAN REVIEW COMMITTEE**  
**Agenda**

*Assisted Listening Devices Available*  
*Please Contact the Recording Secretary*  
*(Available only for meetings held in the Council Chambers)*

CALL TO ORDER

2<sup>nd</sup> Floor Conference Room  
Merced Civic Center  
678 W. 18<sup>th</sup> Street, Merced  
Thursday, May 16, 2024  
1:30 p.m.

1. ROLL CALL

2. MINUTES: April 25, 2024

**S P E A K E R S**

If you wish to comment on any agenda items or on a subject that is not listed on the agenda, you may also submit your comment via email to the [planningweb@cityofmerced.org](mailto:planningweb@cityofmerced.org).

Please be brief and to the point - preferably 3 to 5 minutes.  
Max Time Limit prior to Agendized items: 15 minutes. Once the maximum has been reached, remaining speakers will be asked to wait until the end of the meeting to make their comments.

Please write your name and address on the sign-in sheet provided for the record.

Information/instruction on how the meeting will be run appear on the reverse side of this page.

**REVIEW/REPORTS:**

Permits, license, and other entitlements:

Applicant's Representative – 15 minutes (including rebuttal)

Appellant's Representative – 15 minutes (including rebuttal)

All other speakers will have 5 minutes each.

All other issues:

3 or less speakers: 5 minutes each

Over 3 speakers: Maximum of 3 minutes each

***For further information on citizen participation and placing an item on the Site Plan Review Committee Agenda, please contact a Planning Staff representative at (209) 385-6858.***

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## **THE SITE PLAN REVIEW COMMITTEE**

The Site Plan Review Committee is comprised of three City Staff members: the Director of Development Services, the City Engineer, and the Chief Building Official. The Committee's primary duties are to review permits for uses such as principally permitted uses in Industrial zones; second units in R-1 zones, recycling facilities, wireless communications facilities, and temporary warehouse uses in C-C zones. (Municipal Code Sections 20.10, 20.24, 20.32, 20.34, 20.36, 20.42, 20.54, 20.58, 20.62, 20.74, and 20.92).

The Director of Development Services and his staff prepare the agenda, provides reports, etc. Other City staff members such as the Civil Engineer also serve as advisors to the Commission.

## **SITE PLAN REVIEW COMMITTEE MEETINGS**

The Committee is interested in your views and waits to hear them. The Agenda for the meeting is posted for public review by the City Clerk's Office at least 72 hours prior to the meeting.

### **Consent Items**

All matters listed as "CONSENT" are considered routine by the Site Plan Review Committee and will be adopted by one action of the Commission unless any citizen or Commission member has any question or wishes to make a statement or discuss an item. In that event, the Chairman will remove that item from the Consent Calendar and place it for separate consideration.

### **Consideration of Items**

Please note that public hearings are NOT required for Site Plan Review applications. If a member of the public wishes to speak on an item, he/she must request permission to speak on that item after the staff presentation.

The Committee will ask those who are for\* or against\*\* a proposal to speak at all meetings. The sequence of events is:

1. Staff report of facts and a recommendation.
2. Applicant's statement.
3. Opportunity for public input (if requested).

If you decide to speak, please start by giving your name and address, then tell the Committee Members your concern. We want your views; don't worry about how to say them. If several people have spoken, try not to be repetitious. If there are several in your area with concerns, why not appoint a spokesman. The Committee is particularly interested in the specific reasons you are for or against a proposal because their decision has to be based on specific reasons.

A Committee denial of a request or proposal is final unless appealed in writing to the Planning Commission within ten days. On many other items, the Committee may RECOMMEND ACTION to the Planning Commission. If your item is passed on to the Planning Commission, be sure to follow up by attending the Commission hearings and expressing your point of view.

You may also find that the Committee may not get to your item - set for 1:30 p.m. public hearing - until 2:00 p.m. for instance. We regret you having to wait. Experience has shown that setting items 1/2 - 1 hour apart is unwise, however. Sometimes matters are withdrawn or are resolved quickly leaving the Committee and public in a position of waiting for an appointed time to arrive.

## **GENERAL INFORMATION**

The Planning staff can assist you with other planning questions on matters such as conditional use permits, annexation to the city, land subdivision, downtown Merced projects, home occupation permits, zoning, population, and housing. (Phone 385-6858) 678 West 18th Street, Merced, CA 95340

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### 3. COMMUNICATIONS

At this time, any member of the audience may comment on any matter which is not listed on the agenda. If you wish to comment on any agenda items or on a subject that is not listed on the agenda, you may also submit your comments via email to the [planningweb@cityofmerced.org](mailto:planningweb@cityofmerced.org).

### 4. ITEMS

All matters listed as “**CONSENT**” are considered routine by the Site Plan Review Committee and will be adopted by one action of the Committee unless any citizen or Committee member has any question or wishes to make a statement or discuss an item. In that event, the Chairperson will remove that item from “**CONSENT**” and place it for separate consideration.

- 4.1 **Site Plan Application #547** submitted by Fineline Industries, LLC, applicant on behalf of Richard and Pamela Lee, property owners, to install 5 modular building for office use at 2047 Grogan Avenue. This site has a General Plan designation of Industrial (IND) and is zoned Light Industrial (I-L).

ACTION: Approve/Disapprove/Modify

1. Environmental Review #24-14 (Categorical Exemption)
2. Site Plan Review Application #547

- 4.2 **Site Plan Application #546** submitted by Mahammad Dalia, applicant on behalf of Hamid Yahya, property owner, to add 2 office spaces and 1 waiting area to an existing automotive shop located at 251 W. 11<sup>th</sup> Street. This site has a General Plan designation of General Commercial (CG) and is zoned General Commercial (C-G).

ACTION: Approve/Disapprove/Modify

1. Environmental Review #24-13 (Categorical Exemption)
2. Site Plan Review Application #546

5. ADJOURNMENT (Traditionally no later than 2:00 p.m.)