



**PLANNING COMMISSION MEETING  
OF THE  
CITY OF CALIFORNIA CITY**

**TUESDAY, AUGUST 5, 2025 @ 6:00PM  
VIDEO CONFERENCE/IN-PERSON  
21000 HACIENDA BLVD., CALIFORNIA CITY, CA 93505**

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If you need special assistance to participate in this meeting, please contact the planning department at (760) 373-7141 or via email at [planning@californiacity-ca.gov](mailto:planning@californiacity-ca.gov). Notification 48 hours prior to the meeting will enable the city to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 American Disabilities Act Title II).

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**Zoom**

1. Public may join Planning Commission Meeting live via Zoom:
  - <https://us06web.zoom.us/j/86268758743>
  - Meeting ID: 862 6875 8743
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  - Dial the above number and enter the meeting ID: 862 6875 8743

**Granicus**

1. Agenda can be viewed via Granicus: [https://californiacity.granicus.com/viewpublisher?view\\_id=1](https://californiacity.granicus.com/viewpublisher?view_id=1)
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**City Website**

1. Agenda can be viewed on the City's website.
2. Recording of this meeting will be made available on the City's website.

**LATE COMMUNICATIONS:** Following the posting of the agenda, any emails, writings, or documents that the public would like to submit to the Commission must be received by the Secretary no later than 3:00 p.m. the day prior to the scheduled meeting.

Public is urged to listen to the meeting in a quiet place, to avoid background noise. We also request the public **MUTE** your audio device when not commenting to avoid disruption during the meeting.

**\*\*At this time, please take a moment to turn off your cell phones\*\***

## **CALL TO ORDER**

## **PLEDGE OF ALLEGIANCE/INVOCATION**

## **ROLL CALL**

<b>Chairman</b>	Brottlund
<b>Vice Chair</b>	Marsh
<b>Commissioner</b>	Cantrell
<b>Commissioner</b>	Clark
<b>Commissioner</b>	Coleman

## **ADOPT AGENDA**

Adopt Agenda: August 5, 2025.

## **DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS**

Disclosure by Commissioners of site visits and ex-parte contact for items on the agenda.

## **PUBLIC BUSINESS FROM THE FLOOR**

This portion of the meeting is reserved for the public to address the Planning Commission on any matter not on the agenda and over which the Planning Commission has jurisdiction. Comments are to be limited to three (3) minutes. The Planning Commission will receive the comments but cannot engage in back-and-forth discussion with the public or make any decision. The Planning Commission may direct staff to bring the item back to a future agenda for discussion.

## **CONSENT CALENDAR**

**CC 1:** Approve meeting minutes 08-06-2024.

**CC 2:** Approve meeting minutes 07-01-2025.

## **DISCUSSION ITEMS**

**NONE**

## **INFORMATION ITEMS**

1. **Update on 2023–2031 Housing Element Site Inventory and Compliance with State Requirements:** An update on the City's 2023–2031 Housing Element site inventory and its compliance with California state housing laws, focusing on the adequacy, capacity, and suitability of sites identified for future housing development

## **DEPARTMENT REPORT**

## **COMMISSIONER COMMENTS**

This portion of the meeting is reserved for Planning Commissioners to present information, announcements and items that have come to their attention. Short staff responses may be appropriate. The Planning Commission will take no formal action. A Planning Commissioner may request to calendar an item for consideration at a future meeting or refer an item to staff.

**Chairman**      Brottlund  
**Vice Chair**     Marsh  
**Commissioner** Cantrell  
**Commissioner** Clark  
**Commissioner** Coleman

## **ADJOURNMENT**

**AFFIDAVIT OF POSTING:** This agenda was posted on all official City bulletin boards, the City's website and agenda packets were completely accessible to the public at City Hall at least 72 hours (for special meetings 24 hours), prior to the Planning Commission Meeting. *Planning Department*

Jay Dunham  
**CHAIR**  
Ralph Cantrell  
**VICE-CHAIR**

David Brottlund  
Leilani Saavedra  
Marcus Fair  
**Commissioners**

Latisha Lamberth  
**INTERIM CITY MANAGER**

# CITY OF CALIFORNIA CITY

## PLANNING COMMISSION MEETING



## MINUTES

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***PLANNING COMMISSION MEETING OF THE CITY OF CALIFORNIA CITY  
TUESDAY, AUGUST 6, 2024  
COUNCIL CHAMBERS & VIA ZOOM  
21000 HACIENDA BLVD, CALIFORNIA CITY, CA 93505***

**CALL TO ORDER** 6:01 PM  
*Chair Dunham*

**PLEDGE OF ALLEGIANCE/ INVOCATION-**  
*Chair Dunham - Pledge of Allegiance*  
*Chair Dunham - Invocation*

**ROLL CALL**  
*Commissioners Saavedra, Fair, Vice Chair Cantrell, Chair Dunham*  
*Absent - Commissioner Brottlund*

**ADOPT THE AGENDA**  
**Motion:** Vice Chair Cantrell  
**Second:** Commissioner Saavedra

### **REPORTS OR LATE COMMUNICATIONS**

The Planning Secretary noted that a set of documents submitted by Mr. D.J. Twohig was received by the City Clerk and placed on the dais for the Planning Commission. This was noted for the record.

### **DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS**

Commissioner Saavedra, Fair and Cantrell reported no site visits or ex-parte contacts.

*Chair Dunham* reported conducting general research into small and tiny home developments, including a drive-by of a unit on North Loop, review of online materials,

*discussions with nearby planning staff, and a conversation with a developer. He clarified these efforts were informational and not quasi-judicial.*

*Public Works Director Joe Barragan clarified that the North Loop unit is an ADU, as it is located on a lot with a primary residence.*

## **PUBLIC BUSINESS FROM THE FLOOR**

NONE

## **CONSENT CALENDAR**

**CC 1:** Approve meeting minutes 05/21/2024, 06/02/2024, 06/16/2024

- **Motion:** Chair Dunham
- **Second:** Commissioner Fair
- **Vote:** Passed unanimously 4-0

*Chair Dunham and Vice Chair Cantrell expressed concerns about the brevity of meeting minutes, particularly for contentious items discussed on July 16, 2024.*

*City Clerk Daryl Betancur explained that the City produces action minutes per municipal code, which include motions and brief summaries rather than full discussions.*

*Commissioner Fair noted that while recordings are available online, they are not fully accessible to individuals with hearing impairments, emphasizing the need for more detailed minutes.*

*The City Clerk responded that Acting City Manager Lamberth is working to improve ADA compliance.*

*Chair Dunham proposed approving the current minutes with a commitment to enhance future documentation.*

## **PUBLIC HEARING ITEMS**

**PH1. Approval of Resolution Declaring Senate Bill 9 (SB 9) Does Not Apply to California City**

- **Motion:** Commissioner Fair
- **Second:** Commissioner Saavedra
- **Vote:** Passed unanimously 4-0

### **Discussion:**

*Chair Dunham introduced the item, clarified the need for a public hearing, and noted prior discussion on July 2, 2024.*

*Vice Chair Cantrell questioned the necessity of a public hearing but ultimately agreed with the updated legal position.*

*Commissioners discussed improving how legal conclusions are presented and acknowledged staff's additional research.*

**Public Comments** – DJ Twohig (*comments noted but not transcribed*)

**PH2: Motion to Adopt Amended Resolution on Article 24.5 — Residential Tiny and Small Home Overlay Zone Amendments**

- **Motion:** Chair Dunham
- **Second:** Vice Chair Cantrell
- **Vote:** 4-0; Passed unanimously

**Discussion:**

*Chair Dunham summarized staff-recommended amendments to:*

- *Increase allowable garage size in the overlay zone from 400 to 1,000 sq ft or less.*
- *Expand the overlay to include Tracts 3061 and 3062 while removing the broader inclusion of 10+ acre ORA parcels.*

*Commission Discussion covered:*

- *Distinctions between tiny homes and ADUs and associated zoning.*
- *Concerns over expanding the overlay into remote ORA lands due to limited infrastructure.*
- *Preference for concentrating development near existing services.*
- *Garage size needs related to local off-road vehicle use and residential functionality.*
- *General support for allowing up to 1,000 sq ft garages in line with underlying zoning.*

*Chair Dunham proposed amending the overlay to:*

- *Add Tracts 3061 and 3062,*
- *Allow garages up to 1,000 sq ft, and*
- *Remove ORA parcel expansion, favoring case-by-case review.*

*Legal Counsel confirmed the proposed changes are consistent with the General Plan and zoning and support appropriate affordable housing development.*

**Public Comments** – DJ Twohig (*comments noted but not transcribed*)

**COMMISSIONER COMMENTS**

<b>Commissioner</b>	Brottlund
<b>Commissioner</b>	Fair
<b>Commissioner</b>	Saavedra
<b>Vice Chair</b>	Cantrell
<b>Chair</b>	Dunham

## **ADJOURNMENT**

- **Motion:** Chair Dunham
- **Second:** Commissioner Fair
- **Vote:** 4-0

David Brottlund

**CHAIR**

Giselle Marsh

**VICE-CHAIR**

Ralph Cantrell

Selena Coleman

Della Clark

**Commissioners**

Christopher Lopez

**CITY MANAGER/DIRECTOR**

# CITY OF CALIFORNIA CITY

## PLANNING COMMISSION MEETING



## MINUTES

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### ***PLANNING COMMISSION MEETING OF THE CITY OF CALIFORNIA CITY***

***TUESDAY, JULY 1, 2025***

***COUNCIL CHAMBERS & VIA ZOOM***

***21000 HACIENDA BLVD, CALIFORNIA CITY, CA 93505***

#### **CALL TO ORDER** 6:04 PM

*Vice Chair Cantrell- all in favor 5-0*

#### **PLEDGE OF ALLEGIANCE/ INVOCATION**

*Commissioner Brottlund - Pledge of Allegiance*

*Pastor Rob Trautman - Invocation*

*All Planning Commissioners provided short self-introductions*

#### **ROLL CALL**

*Commissioners: Brottlund, Marsh, Coleman, Clark, Vice Chair Cantrell*

*All Commissioners Present*

*Nomination of the Chair - Commissioner Brottlund*

*Nomination as Vice-chair - Commissioner Marsh*

*all in favor 5-0 with a show of hands*

#### **ADOPT THE AGENDA**

*Commissioners: Cantrell, Clark, Coleman, Vice Chair Marsh, Chair Brottlund,*

*all in favor 5-0*

#### **DISCLOSURE OF SITE VISITS AND EX-PARTE CONTACTS**

*Chair Brottlund reported conducting a site visit to the South Loop Boulevard location, during which he spoke with a resident.*

*It was noted that the other four Commissioners had not conducted site visits*

#### **PUBLIC BUSINESS FROM THE FLOOR**

*Public Comments were given by:*

*\*Robbie Cordes*

*\*Patty Orr*

### **CONSENT CALENDAR**

**CC 1:** Approve meeting minutes 08/06/2024.

*Tabled 08/06/2024 minutes until the next Commission Meeting*

### **DISCUSSION ITEMS**

1. Discussion Item: Staff proposed rezoning of 11 parcels APN; 210-290-08, 09, 13, 14, 15, 16, 17, 18 located at the intersection of South loop Blvd and California City Blvd, California City.

*Planner Doravari presented the item. Staff has identified 11 parcels on the corner of South Loop and CCB intended to be rezoned from Residential Multifamily (RM1/RM2) to Service Commercial (C4) to stimulate economic development in the region.*

*Public Works Director Joe Barragan added that a key detail omitted from the staff report was that the area was selected primarily due to its existing access to water, sewer, and power infrastructure.*

*Brief discussion was given by Commissioners. There was general consensus among the Commission to move forward with the proposal and to schedule a public hearing.*

*Public comments*

*Dwayne Vasquez\**

### **INFORMATION ITEMS**

1. **Housing element**— *Planner Doravari provided an update on the status of the Housing Element. She noted that the City received comments from the California Department of Housing and Community Development (HCD) concerning the allocation of parcels to meet Regional Housing Needs Allocation (RHNA) requirements.*

2. **General Plan Update RFP Status** — *Planner Doravari provided an update on the status of the General Plan 2028 Request for Proposal (RFP). Planner Doravari explained that the time to respond to the RFP had been extended until August 1, 2025.*

### **PUBLIC HEARING ITEMS**

*NONE*

### **STAFF COMMENTS**

*Planner Doravari presented the Department Report. Chairman Brottlund recalled that the Emergency Communications Tower on Galileo Hill had been approved last year during his time as a commissioner. Commissioner Cantrell agreed, citing its importance to emergency services. Staff was directed to verify the project's approval status.*

### **COMMISSIONER COMMENTS**

*Brief comments were made, including a welcome to the new Commissioners.*

**Commissioner** Cantrell  
**Commissioner** Clark  
**Commissioner** Coleman  
**Vice Chair** Marsh  
**Chair** Brottlund

**ADJOURNMENT**

*All In Favor 5-0*



**PLANNING COMMISSION AGENDA ITEM**  
**August 05, 2025**

**TO:** Planning Commissioners  
**FROM:** Anu Doravari, Planner  
**SUBJECT:** Update on 2023–2031 Housing Element Site Inventory and Compliance with State Requirements

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### Executive Summary

This report provides an update on the City’s 2023–2031 Housing Element, specifically addressing concerns raised by the California Department of Housing and Community Development (HCD) regarding the adequacy of the City’s site inventory for lower-income housing. The primary issue is the small parcel size of sites currently identified in the inventory, all of which fall below the 0.5-acre threshold presumed suitable under State law. Staff is actively addressing this issue through expanded site analysis, parcel assembly strategies, and documentation of feasibility for smaller sites. No rezoning is being pursued at this time. All identified parcels remain consistent with the General Plan.

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### 1. Purpose

The purpose of this report is to provide the Planning Commission with an update on the status of the 2023–2031 Housing Element site inventory and compliance with State requirements. The report outlines background context, key compliance issues raised by HCD, current staff actions, and recommended next steps to ensure the City’s Housing Element remains eligible for certification.

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### 2. Background

The City’s draft Housing Element identifies RM-1 (Multiple Family Residential 1) zoned parcels as potential sites to accommodate lower-income housing. These sites were selected based on zoning that allows multi-family development, proximity to infrastructure and is consistent with the General Plan.

As part of its review, HCD identified that the City’s site inventory consists entirely of parcels smaller than 0.5 acres Under Government Code § 65583.2(c), parcels between 0.5 and 10 acres are considered suitable for lower-income housing unless there is substantial evidence demonstrating successful affordable housing development on smaller parcels.

Currently, the City’s site inventory consists of small parcels, with a median size of 0.24 acres. The City does not have a documented precedent for affordable housing development on

parcels of this size, which makes it challenging to demonstrate the viability of these sites to the California Department of Housing and Community Development (HCD). Without clear evidence that such parcels can support realistic development capacity, the City's Housing Element certification may be at risk.

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### 3. Current Challenges

Staff has identified the following key constraints:

- **Parcel Size Limitations:** The majority of RM-1 zoned sites included in the housing element inventory are parcels that are below the 0.5-acre threshold, typically ranging from 0.17 to 0.5 acres.
  - **GIS and Mapping Constraints:** Historically the City lacked robust GIS capabilities to assess zoning and parcel characteristics efficiently. Initial inventory efforts were limited by this shortcoming.
  - **Infrastructure Readiness:** Earlier inventories prioritized parcels with existing water, sewer, and road access, further limiting available site options.
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### 4. Staff's Current Efforts

In response to HCD's review, staff has initiated the following efforts:

- **Expanded Parcel Search:** Using improved GIS tools, staff is analyzing RM-1-zoned parcels to identify those that fall within the **0.5 acres to 10-acre range**.
  - **Infrastructure Review:** Each parcel is being reviewed for existing or feasible infrastructure connections. Sites lacking infrastructure are not included at this time.
  - **Contingency Measures:** If additional qualifying parcels are not identified, the City will complete the following:
    - **Parcel Assembly:** Staff will evaluate the feasibility of assembling adjacent smaller parcels into developable sites that meet the 0.5-acre threshold.
    - **Small Parcel Feasibility Justification:** Staff will compile evidence from other jurisdictions showing successful affordable housing development on small parcels to support continued inclusion of sub-0.5-acre sites.
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### 5. Next Steps and Recommendations

Staff recommends the following actions:

- **Continue identifying additional qualifying parcels** using GIS and infrastructure overlays.
- If sufficient sites are not found, **pursue parcel assembly** and **document feasibility of small parcels** as contingency strategies.
- **Maintain open public engagement**, especially if potential site changes or policy shifts (such as rezoning) are proposed in future phases.

- **Return to the Planning Commission for guidance** if contingency strategies become necessary.
  - **Present a revised draft Housing Element** aligned with the timeline for the next HCD submittal.
- 

## 6. Clarification on Rezoning and General Plan Consistency

Early in the Housing Element update process, staff explored the option of rezoning parcels to increase site capacity. However, considering public comments, internal review, and reassessment of the City’s available RM-1 zoned land, staff believes that rezoning is not needed at this time.

This decision reflects the City’s commitment to honoring community input and respecting existing neighborhood character. Importantly, **no changes to the General Plan land use designations or density allowances** are proposed. All identified parcels will remain under existing RM-1 zoning, and development will continue to conform to General Plan policies.

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## 7. Conclusion

Certification of the City’s Housing Element is critical for compliance with State law, fulfilment of RHNA obligations, and access to key housing-related funding and development incentives. The current inventory does not meet the State’s presumption of adequacy due to parcel size, posing a risk to certification.

Staff is proactively addressing this issue through expanded parcel analysis and feasible mitigation strategies, including parcel assembly and evidence for small-parcel development. All actions are being taken in alignment with General Plan policy and with sensitivity to community concerns.

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## DEPARTMENT REPORT

### PLANNING COMMISSION AGENDA ITEM

August 05, 2025

**TO: Planning Commissioners**

**FROM: Anu Doravari, Planner**

**SUBJECT: PLANNING MONTHLY DEPARTMENT REPORT**

#### Report Overview

This report includes the following sections:

- A. Active Planning Projects under Review
- B. Planning Department Updates
- C. Financial Report for June and July 2025

#### A. Active Planning Projects under Review

Project number	Application Type	Project Name/Description	Project Type	Location	Status
SPR 25-09	SPR Minor	Core Civic Inc.	Immigration Processing Center	Virginia Blvd	Business license will be considered for approval once Fire & Building Dept. requirements and inspections are met.
SPR 25-05	Site Plan Review Major	IWVGA Pipeline	Pipeline/Infrastructure	50 miles	Environmental Documents pending submission.
SPR 25-10	Site Plan Review Major	1. Substation project 115KV 2. Battery Project - Linxon	Expansion around existing SCE Substation infrastructure		Engineering Review underway

Project number	Application Type	Project Name/Description	Project Type	Location	Status
SPR 25-09	SPR Minor	Core Civic Inc.	Immigration Processing Center	Virginia Blvd	Business license will be considered for approval once Fire & Building Dept. requirements and inspections are met.
CUP 25-03	Conditional Use Permit Major	Emergency Communications Tower	Public Infrastructure	Galileo Hill	Awaiting Signed Lease Agreement.

## B. Planning Department Updates

- 1. General Plan Update:** The City’s General Plan, which serves as the long-term blueprint for growth, development, and community priorities, is scheduled to expire in 2028. In preparation for this, the City is in the early stages of developing a comprehensive Request for Proposals (RFP) to solicit qualified consultants to assist in updating the Plan. The RFP was released to the public on May 1 at 12 p.m. and has been extended to expire on August 1 at 5 p.m.
- 2. Housing Element Update:** The City has published the Second Draft Housing Element on its website and previously accepted public comments through July 18, 2025. In response to recent discussions and anticipated public interest, staff has included an informational item on the Planning Commission agenda to address key discrepancies and questions related to the site inventory and compliance with state housing requirements.

## C. Financial Report – June 2025

This section details the financial report for June and July 2025, highlighting revenue, expenses, and notable financial activities or changes.

<b>PLANNING RECAP</b>		
Covers Period June 1 - June 30, 2025		
<b>NEW PROJECTS</b>		
<b>PROJECT TYPE</b>	<b>June TOTALS</b>	<b>YTD TOTALS</b>
CUP:		
LOT LINE ADJUSTMENTS:		
LOT MERGERS:		
SPR MAJOR:		1
SPR MINOR:		5
TENATIVE PARCEL MAPS:		
VARIANCE/MINOR :		
ZONE CHANGE & GPA:		
ZONE TEXT AMENDMENTS:		
<b>APPROVED / COMPLETED PROJECTS</b>		
<b>PROJECT TYPE</b>	<b>June TOTALS</b>	<b>YTD TOTALS</b>
CUP:		
LOT LINE ADJUSTMENTS:		
LOT MERGERS:		
SPR MAJOR:		
SPR MINOR :		5
TENATIVE PARCEL MAPS:		
VARIANCE/MINOR :		
ZONE CHANGE & GPA:		
ZONE TEXT AMENDMENTS:		
<b>REVENUE (Non Reimbursable)</b>		
<b>PROJECT TYPE</b>	<b>June TOTALS</b>	<b>YTD TOTAL</b>
CUP:		
LOT LINE ADJUSTMENTS:		
LOT MERGERS:		
SPR MAJOR/ MINOR:		
TENATIVE PARCEL MAPS:		
TENATIVE TRACT MAPS:		
VARIANC/MINOR:		
ZONE CHANGE & GPA:		
Other:		
Monthly Total		\$9,132.00

# PLANNING RECAP

Covers Period JULY- JULY 31, 2025

## NEW PROJECTS

PROJECT TYPE	JULY TOTALS	YTD TOTALS
CUP:	1	1
LOT LINE ADJUSTMENTS:		
LOT MERGERS:		
SPR MAJOR:	1	2
SPR MINOR:	1	6
TENATIVE PARCEL MAPS:		
VARIANCE/MINOR :		
ZONE CHANGE & GPA:		
ZONE TEXT AMENDMENTS:		

## APPROVED / COMPLETED PROJECTS

PROJECT TYPE	JULY TOTALS	YTD TOTALS
CUP:		
LOT LINE ADJUSTMENTS:		
LOT MERGERS:		
SPR MAJOR:		
SPR MINOR :	1	6
TENATIVE PARCEL MAPS:		
VARIANCE/MINOR :		
ZONE CHANGE & GPA:		
ZONE TEXT AMENDMENTS:		

## REVENUE (Non Reimbursable)

PROJECT TYPE	JULY TOTALS	YTD TOTAL
CUP:	\$2,061.00	\$2,061.00
LOT LINE ADJUSTMENTS:		
LOT MERGERS:		
SPR MAJOR/ MINOR:	\$1,250.00	\$1,250.00
TENATIVE PARCEL MAPS:		
TENATIVE TRACT MAPS:		
VARIANC/MINOR:		
ZONE CHANGE & GPA:		
Other:		
Monthly Total	\$3,311.00	\$12,443.00

\*\*\*\*\* THANK YOU \*\*\*\*\*