



**CITY OF RIVERBANK**  
**PLANNING COMMISSION MEETING**  
**SPECIAL NOTICING OF MEETING PROCEDURES FOR**  
**Tuesday, September 21, 2021 AT 6:00 P.M.**  
**VIA TELECONFERENCE OR VIRTUAL PLATFORM ONLY – NO PUBLIC LOCATION**  
**OF THIS MEETING**

**NOTICE: THIS MEETING WILL BE HELD IN ACCORDANCE WITH THE GOVERNOR'S NEW EXECUTIVE ORDER N-29-20, ISSUED ON MARCH 17, 2020, REGARDING THE OPEN MEETING REQUIREMENTS OF THE RALPH M. BROWN ACT (CALIFORNIA GOVERNMENT CODE SECTION 54950, ET SEQ.), AND THE FEDERAL AMERICANS WITH DISABILITIES ACT IN AN EFFORT TO HELP AVOID THE SPREAD OF COVID-19, TO MAXIMIZE TRANSPARENCY, AND PROVIDE PUBLIC ACCESS TO CITY COUNCIL MEETINGS.**

**PLANNING COMMISSION AGENDA**

TUESDAY, SEPTEMBER 21, 2021 – 6:00 P.M.

(THE AGENDA PACKET IS POSTED AT THE PLANNING DEPARTMENTS OFFICE AND AT [WWW.RIVERBANK.ORG](http://WWW.RIVERBANK.ORG))

- CALL TO ORDER:** Chair: Joan Stewart
- ROLL CALL:** Chair: Joan Stewart  
Vice Chair: Steve Link  
Commissioner: John Dinan  
Commissioner: Natasha Basso  
Commissioner: Mallorie Fenrich  
Commissioner: Benjamin Reuben, Alternate

**CONFLICT OF INTEREST**  
Any Planning Commission Member or Staff who has a direct Conflict of Interest on any scheduled agenda item to be considered is to declare their conflict at this time.

**1. PUBLIC COMMENTS (No Action Can Be Taken)**  
At this time, members of the public may comment on any item not appearing on the agenda, and within the subject matter jurisdiction of the Planning Commission Board. Individual comments will be limited to a **maximum of 5 minutes** per person and each person may speak once during this time; time cannot be yielded to another person. Under State Law, matters presented during the public comment period cannot be discussed or acted upon. For record purposes, state your name and City of residence. Please make your comments directly to the Planning Commission Board.

**2. CONSENT CALENDAR**  
All items listed on the Consent Calendar are to be acted upon by a single action of the Planning Commission Board unless otherwise requested by an individual Planning Commission Member or member of the public for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by motion of the Planning Commission Board.

**Item 2.1:** Posting of the Agenda. The Agenda for the September 21, 2021 Planning Commission Meeting was posted on the City Community Center bulletin board,

City Hall North & South bulletin boards, Post Office, city website, and emailed to the Library on September 8, 2021.

**Item 2.2:** Approval of the September 21, 2021 Agenda. This provides an opportunity for the Planning Commission or Staff to recommend that an item be placed on the agenda for discussion or to adjust the proposed agenda to allow an item to be taken out of order.

**Recommendation:** Approval by roll call vote.

1st \_\_\_\_\_ 2nd \_\_\_\_\_

**3. PLANNING COMMISSION PUBLIC HEARINGS**  
The public notice for Item 3.1 was published on September 8, 2021 in the Riverbank News.

**Item 3.1:** Accessory Dwelling Unit Code Amendment, Design Guidelines, and Fee Study Workshop. The City of Riverbank is in the process of amending the Riverbank Municipal Code (RMC) in accordance with State law relating to Accessory Dwelling Units (ADUs), preparing Design Guidelines for ADUs, and options for fee reduction/study to promote the development of ADUs in the City. The Workshop is intended to provide information related to the types of ADUs, current State law, location in which they can be built and how many, and other related regulations. The Workshop will also include discussion related to preparation of Design Guidelines and to solicit input from Planning Commission and the public on design principles and goals. A Workshop is not a Project pursuant to CEQA Guidelines.

**Recommendation:** Informational Only.

1st \_\_\_\_\_ 2nd \_\_\_\_\_

1st \_\_\_\_\_ 2nd \_\_\_\_\_

**5. PLANNING COMMISSION COMMENTS**

None.

**6. COUNTY REFERRAL/CORRESPONDENCE/INFORMATION (Information only – No Action)**

None.

**7. STAFF COMMENTS (Information Only – No Action)**

**Item 7.1:** Project updates

**8. ADJOURNMENT**  
Regular Planning Commission meeting – October 19, 2021 @ 6:00 pm

## AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted 72 hours prior to the meeting in accordance to the California Ralph M. Brown Act. Posted this 8th of September, 2021

/s/ *Gabriel Salazar, Associate Planner, City of Riverbank*

**NOTICE REGARDING AMERICANS WITH DISABILITIES ACT:** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Administration Dept. at (209) 863-7122 or the City Clerk at [aaquilar@riverbank.org](mailto:aaquilar@riverbank.org) at least (48) hours prior to the meeting to enable the City to make reasonable arrangements. A notification of 48 hours before the meeting will enable the City to make reasonable arrangements to ensure any special needs are met. [28 CFR 35.102-35.104 ADA Title II].

**NOTICE REGARDING NON-ENGLISH SPEAKERS:** Pursuant to California Constitution Article III, Section IV, establishing English as the official language for the State of California, and in accordance with California Code of Civil Procedures Section 185, which requires proceedings before any State Court to be in English, notice is hereby given that all proceedings before the City of Riverbank City Planning Commission shall be in English and anyone wishing to address the Planning Commission is required to have a translator present who will take an oath to make an accurate translation from any language not English into the English language.

### GENERAL INFORMATION

**MEETING SCHEDULE:** The Riverbank Planning Commission meets on the third Tuesday of each month at 6:00 p.m.

**COMMISSION AGENDA & REPORTS:** The Planning Commission agenda is posted pursuant to the California Brown Act, which only requires agenda title pages to be posted near the entrance of the location where the meeting is to be held and, when technologically able, on the City's website. Additional documents, that are not privileged, may be provided by the City in its efforts of transparency to keep the public well informed. The agenda packet (agenda plus supporting documents) are posted for public review at the Development Services Department, 6617 Third Street, Riverbank, CA and at [www.riverbank.org](http://www.riverbank.org) upon distribution to a majority of the Planning Commission. A subscription to receive the agenda can be purchased for a nominal fee through the City Clerk's Office.

**PUBLIC HEARINGS:** In general, a public hearing is an open consideration within a meeting of the Planning Commission Board, for which special notice has been given and may be required. During a specified portion of the hearing, any resident or concerned individual is invited to present protests or offer support for the subject under consideration.

**City Hall Hours:** City Hall is open to the public Monday through Thursday, 7:30 am – 5:30 pm.

**QUESTIONS:** Contact the Developmental Services Department at (209) 863-7191.

Any documents that are not privileged or part of a Closed Session provided to a majority of the Planning Commission Board after distribution of the agenda packet, regarding any item on this agenda, will be made available for public inspection at the City Clerk's Office, 6707 Third Street, Suite A, Riverbank, CA, during normal business hours.



**PUBLIC PARTICIPATION PROCEDURES  
FOR THE PLANNING COMMISSION MEETINGS HELD IN A  
TELECONFERENCE OR VIRUAL PLATFORM IN CONFORMANCE WITH  
THE GOVERNOR’S EXECUTIVE ORDER N-29-20**

In accordance with the Governor’s Executive Order, should the meeting procedures change, the City may use the most rapid means of communication available at the time including, but not limited to, posting the notice of changes on the City’s website.

**PUBLIC “LIVE” VIEWING**

- Charter Government Channel – 2
- AT&T U-VERSE Government Channel – 99
- YouTube Live Stream  
<https://www.youtube.com/channel/UCq2x8QChEcknBq7uuJLcZow>
- Via ZOOM Platform (See instructions below)

**SUBMITTING PUBLIC COMMENTS**

- **Via U.S. Postal Service:** Mail comments to City of Riverbank, Attn. Planning and Building Manager, 6707 Third Street, Suite A, Riverbank, CA 95367. (Must be received **by 4:00 p.m.** prior to the meeting.)
- **Via Email to [dkenney@riverbank.org](mailto:dkenney@riverbank.org):**
- **Emails before the meeting:** (will be distributed to the City Council)
  - **Submit No later than 4:00 p.m.** on the day of the meeting; and
  - Indicate Agenda Item # in the ***subject line***.
- **Emails during the meeting:**
  - Indicate Agenda Item # in the subject line.

**Join via ZOOM Platform:**

- Visit <https://zoom.us/j/94943925973?status=success> for a free account or to download the app.
- Join by this link:
- Join by accessing website: <https://zoom.us/join84210588072>  
**Webinar ID: 842-1058-8072**
- Join by telephone: **1-669-900-9128 or 1-346-248-7799**  
**webinar ID: 842-1058-8072**
- **HOW DO I COMMENT?** The Chair will announce when public comment may be made for the agenda item, at which time you will:
  - **Using a computer** – click on the “raise hand” feature in the webinar controls. This will let us know you wish to speak.
    - Once you confirm that you want to be unmuted, your 3 minutes will begin for you to make your comments.
  - **Using a Phone** – Dial **\*9**, which will notify us that you have a “raised hand”
    - Once you are told “you may make your comments” you will have 5 minutes to make your comments.

**Learn about using ZOOM – Visit <https://support.zoom.us/hc/en-us/categories/201146643>**