



Minutes for: 02/11/25
Adopted: 08/12/2025

Minutes of a Regular Meeting of the City of Madera Planning Commission

**February 11, 2025
6:00 pm**

**Council Chambers
City Hall**

CALL TO ORDER: The meeting was called to order at 6:00 pm.

ROLL CALL:

Present: Chairperson Robert Gran Jr.
Vice Chairperson Ramon Lopez
Commissioner Balwinder Singh
Commissioner Saim Mohammad

Absent: Commissioner Jose Eduardo Chavez
Commissioner Tim Riche

Staff Present: Community Development Director, Will Tackett Legal Counsel, Mike Linden
Assistant Planner, Adi Rueda Senior Planner, Robert Smith
Senior Planner, Robert Smith Recording Secretary, Brandi Garcia
City Engineer, Keith Helmuth Assistant City Engineer, Raquel Rios

PLEDGE OF ALLEGIANCE:

APPROVAL OF MINUTES: None

PUBLIC COMMENT:

The first 15 minutes of the meeting are reserved for members of the public to address the Commission on items which are within the subject matter jurisdiction of the Commission. Speakers shall be limited to three minutes. Speakers will be asked, but are not required, to identify themselves and state the subject of their comments. If the subject is an item on the Agenda, the Commission has the option of asking the speaker to hold the comment until the hearing is opened. The Commission is prohibited by law from taking any action on matters discussed that are not on the agenda, and no adverse conclusions should be drawn if the Commission does not respond to public comment at this time.

PUBLIC HEARING ITEMS:

1. CUP 2024-23 & SPR 2024-33 – Used Car Sales (Report by Adi Rueda)

Recommendation: Conduct the hearing and;

- a. Adopt a Resolution of the Planning Commission of the City of Madera determining the project is Categorically Exempt pursuant to Section 15301/Class 1 (Existing Facilities) of the California Environmental Quality Act (CEQA) guidelines and approving Conditional Use Permit 2024-23 and Site Plan Review 2024-33, subject to the findings and conditions of approval.

COMMISSIONER SINGH MOVED TO APPROVE MOTION 1 AS STATED. COMMISSIONER LOPEZ SECONDED THE MOTION WHICH CARRIED UNANIMOUSLY.

2. TSM 2022-04 MOD – Ventana (Report by Robert Smith)

Recommendation: Conduct the hearing and;

- a. Adopt a Resolution of the Planning Commission of the City of Madera determining the project was previously assessed for compliance with the requirements of the California Environmental Quality Act (CEQA) Guidelines and no further documentation is required; and, approving TSM 2022-04 MOD, subject to the findings and amended conditions of approval.

COMMISSIONER MOHAMMAD MOVED TO APPROVE MOTION 1. SECONDED BY COMMISSIONER SINGH, THE MOTION CARRIED UNANIMOUSLY.

3. OTA 2024-03 – Amendment to Title X (Report by Robert Smith)

Recommendation: Conduct the hearing and;

- a. Adopt a Resolution of the Planning Commission of the City of Madera to initiate procedure to amend Title X, Chapter 3 of the City Municipal Code (CMC) relating to: Lapse of Site Plan Approval (CMC 10-3.4.0114); Termination of a Use Permit (CMC 10-3.1311[A]); and, Termination of a Variance (CMC 10-3.1411).

COMMISSIONER SINGH MOVED TO APPROVE MOTION 1. SECONDED BY COMMISSIONER MOHAMMAD, THE MOTION CARRIED UNANIMOUSLY.

ADMINISTRATIVE REPORTS: None

COMMISSIONER REPORTS: None

ADJOURNMENT: 7:23 pm

A handwritten signature in black ink, appearing to read "Robert Gran Jr.", written over a horizontal line.

Robert Gran Jr.
Planning Commission Chairperson

A handwritten signature in blue ink, appearing to read "Brandi Garcia", written over a horizontal line.

MINUTES PREPARED BY:
Brandi Garcia, Administrative Assistant / Recording Secretary