

Minutes for: 09/12/23  
Adopted: 08/12/2025

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

**September 12, 2023**  
**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 Rohi Zacharia  
Commissioner Bobby Sheikh  
Commissioner Balwinder Singh  
Commissioner Saim Mohammad  
Commissioner Jose Eduardo Chavez

**Absent:** None

**Staff Present:** Planning Manager, Gary Conte  
Assistant Planner, Adi Rueda  
Recording Secretary, Brandi Garcia  
Assistant City Engineer, Raquel Rios  
Senior Civil Engineer, Steve Bettencourt

Legal Counsel, John Fox  
Planning Intern, Adam Sanchez  
City Engineer, Keith Helmuth  
Deputy City Engineer, Ellen Bitter

### **PLEDGE OF ALLEGIANCE:**

### **APPROVAL OF MINUTES:**

### **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 2022-04 & SPR 2022-05 – Townplace Suites**

**Recommendation:** Staff requested this item be continued to the October 10, 2023, Planning Commission meeting.

**2. VAR 2022-02 & SPR 2022-01 – Madera Police Department Parking Lot Expansion  
(Report by Adam Sanchez)**

**Recommendation:** Conduct the hearing and;

- a. Adopt a Resolution approving Variance 2022-02 and Site Plan Review 2022-01, subject to the findings and conditions of approval.

**COMMISSIONER SHEIKH MOVED TO APPROVE MOTION 1. THE MOTION WAS SECONDED BY COMMISSIONER ZACHARIAH AND CARRIED UNANIMOUSLY 7-0.**

**3. Fiscal Year 2023-24 to 2027-28 Capital Improvement Program Determination of Conformity to the City of Madera General Plan (Report by Ellen Bitter)**

**Recommendation:** Conduct the hearing and;


- a. Adopt a Resolution confirming the Fiscal year 2023-24 to 2027-28 Capital Improvement Program conforms with the City of Madera's General Plan.

**COMMISSIONER SHEIKH MOVED TO APPROVE MOTION 1. THE MOTION WAS SECONDED BY COMMISSIONER LOPEZ AND CARRIED UNANIMOUSLY 7-0.**

**ADMINISTRATIVE REPORTS:**

**COMMISSIONER REPORTS:**

**ADJOURNMENT:** 7:01 pm

  
\_\_\_\_\_  
Robert Gran Jr.  
Planning Commission Chairperson  
\_\_\_\_\_  
MINUTES PREPARED BY:

Brandi Garcia, Administrative Assistant / Recording Secretary