



**Commercial Development Committee**

Mike Garcia, Chair  
Gary Gardner, Vice Chair  
Mandi Spina, Staff Liaison  
Jonathan Barbour  
Barry Braden  
Jonelle Cameron  
William Daffan  
Jeremy L. Karls  
Russell S. Gestl  
John F. Heltzel  
Gary L. Jones  
Chris Lemon  
Eric Mays  
Matt Smolsky

# MINUTES

2:00 p.m., Wednesday, January 17, 2024

1. Introductions
2. Election of Chair and Vice Chair (Garcia/Spina)
  - a. Mike Garcia re-elected as Chair
  - b. Gary Gardner re-elected as Vice Chair
3. DCSM Updates
  - a. DCSM [Section 600 Transportation Systems](#) Improvements Update (Belita)
    - i. Transportation began the efforts for these improvements last summer and this was presented to the CDC in October.
    - ii. The intent is to have a draft out in the next few weeks, which they will bring forward to the CDC.
    - iii. A red lined version of the draft will be sent out to industry with a comment sheet
  - b. DCSM Waiver Policy Update (Canizales/Belita)
    - i. See DCSM PDF
    - ii. This was discussed in detail at the October CDC Meeting and staff has now created a policy in writing.
    - iii. Staff will be removing the last paragraph from the presented draft
    - iv. Transportation staff will update the language and send it out to the group once finalized. Sherman will work with others in the group to tweak the language, then provide it to back transportation by 1/24, so that can bring it to the DORAC meeting on 1/25.
    - v. Comment from Raj Bidari (Public Works) on DCSM Section 700: Construction general permits will be ending in 2024. If you want to have your permit extended beyond June 30, 2024, you will need to reapply for it.
  - c. DCSM [Section 300, Fire Safety Systems](#) Update (Chief Smolsky)
    - i. After receiving questions/comments, they scheduled 3 work sessions.
    - ii. They will be proposing new language to satisfy some of the comments and plan to send out one more draft for review/comment period.

4. Zoning Ordinance Text Amendments Update (Hipski)
  - a. Commercial sign amendments (See PDF)
    1. This was presented to DORAC and the draft reflects the issues they had (see changes in red on the PDF).
    - ii. This is scheduled to go to the Planning Commission on February 28 for adoption, so comments/recommendations from CDC members are needed by the end of January.
  - b. Drive through
    - i. See PDF
  - c. Industrial parking ZTA – Transportation helped Planning to deal with parking in commercial areas
    - i. See PDF
    - ii. Received comments from the development community about wanting offsite parking lots
    - iii. This will be an added SUP for Zoning Industrial districts
    - iv. This has been presented to DORAC one time and they are scheduled to go back on 1/25 with changes.
5. CDC Sub-Committee Policies & Procedure Team Update (Gardner)
  - a. Policies have been identified and the Sub-Committee/Staff will reconvene to review recommendations and next steps.
  - b. Planning is currently revising their reference manual and should have that updated by end of January.
6. Data Center Impact/Noise Working Group Update (Hugh)
  - a. The group is currently working on hiring a consultant to study the noise ordinance. Wade will need to request funding through the Board to cover the cost of the consultant. The CXO and the Board will need to be briefed to see if they are supportive of the funding request.
  - b. Supervisor Vega issued a directive to staff to schedule a Public Hearing on February 20 to consider the extension of the Noise Ordinance sunset clause.
7. 2023 CDC Goals Update
  - a. As-Built Plan Process Improvements Update (CDC Sub-Committee)
    - a. Towards end of September/October, received comments back from Raj. Group needs to look at recommended changes.
8. Owner Notification on Permit Applications (Garcia)
  - a. Tenants are pulling permits without owner's permission, often resulting in the owner being cited for violations. Mike has corresponded with Eric on the issue.
  - b. After discussion, added this issue to the 2024 goals.
9. Establish 2024 CDC Goals (Garcia/Gardner)
  - a. Owner notification of permit applications
  - b. Policies and procedures carryover (subcommittees)
  - c. Changes to the meeting schedule

- i. Add monthly meetings for the next 6 months (through July), for 1.5 hours, with a more focused agenda for each issue.
  - d. Participate in the comprehensive updates to the Zoning Ordinance
  - e. Address issues with tipping fees at the landfill
    - i. Will bring Dominique Ward into the discussion
  - f. Send any additional goal suggestions in the next 2 weeks
- 10. Development Services Performance Measures Update (Spina/Dakon)
  - a. See presentation
- 11. Any Other Business
  - a. Moving forward, any CDC meeting information (meeting notices, agendas, minutes) will go to the committee members only
    - i. An email will go out to the current distribution list to inform everyone of this change before the next meeting
  - b. Suggested that committee members provide updates to the BOCS members after each meeting. This can be done in a subcommittee.
  - c. Formal welcome to newest CDC members, Chris Lemon, who replaced Mike Kitchen.
  - d. Planning Office is having an Open House on February 22 from 2-4pm to meet the new Planning Director.
- 12. Next Meeting – 2:00 p.m. – 4:00 p.m., Wednesday, April 17, 2024
- 13. Meeting Adjourned