

**UNOFFICIAL MINUTES  
OF THE  
SALINAS PLANNING COMMISSION  
November 19, 2025**

The meeting was called to order at 4:00 p.m. in the City Council Chamber Rotunda.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**WELCOME AND STAFF INTRODUCTIONS**

**PRESENT:** Chairperson McKelvey Daye and Commissioners Purnell, Meeks, Wruck, and Rocamora

**ABSENT:** Commissioners Almanza-Larios and Gutierrez

**STAFF:** Community Development Director, Lisa Brinton; Planning Manager, Courtney Grossman; Senior Planner, Thomas Wiles; Management Analyst, Kirsten Zehring; and Administrative Aide, Brisa Salcedo.

**COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA**

Chairperson McKelvey Daye opened for public comment at 4:02 p.m.

No public comments were received.

Chairperson McKelvey Daye closed for public comment at 4:03 p.m.

**CONSENT**

**ID#25-530 Approval of the Minutes: November 5, 2025**

Chairperson McKelvey Daye expressed concern that reasoning behind votes on DA2025-001 was not reflected in the minutes or in the Resolution forwarded for City Council consideration. The Chairperson additionally recommended that the minutes include a reference directing the public to the meeting recording on YouTube at The Salinas Channel.

Commissioners Meeks and Purnell agreed that comments explaining votes should be included in the minutes.

Upon motion by Commissioner Purnell, and a second by Commissioner Rocamora, the minutes of November 19, 2025, were approved as amended. The motion carried by the following vote:

AYES: Chairperson McKelvey Daye, and Commissioners Purnell, Meeks, Wruck and Rocamora.

NOES: None

ABSTAIN: None

ABSENT: Commissioners Almanza-Larios and Gutierrez

**ID#25-531 Approval of the Minutes: June 10, 2025 - Joint Salinas City Council and Salinas Planning Commission Special Meeting**

Chairperson McKelvey Daye expressed concern about the use of action minutes and the role of the individual responsible for determining what information is included, as some important details had been omitted. The Chairperson also stated that she would like the minutes to include a reference to The Salinas Channel on YouTube or a transcript of the meeting.

Upon motion by Commissioner Wruck, and a second by Commissioner Purnell, the minutes of June 10, 2025, were approved as amended. The motion carried by the following vote:

AYES: Commissioners Purnell, Meeks, Wruck and Rocamora.

NOES: Chairperson McKelvey Daye

ABSTAIN: None

ABSENT: Commissioners Almanza-Larios and Gutierrez

**ADMINISTRATIVE REPORTS**

**ID#25-518 Study Session on Zoning Code Update Visioning and Required Phase One Housing Amendments**

Continued to the December 3<sup>rd</sup> Planning Commission meeting.

## PUBLIC HEARINGS

### **ID#25-528 Conditional Use Permit 2025-023; Request to Establish and Operate an Off-Sale Alcohol Related Use (Type 21 ABC License) at a Proposed Convenience Store Located Within the Laurel West Shopping Center at 1018 North Davis Road in The Commercial Retail (CR) Zoning District**

Tom Wiles, Senior Planner, presented a PowerPoint on this item to the Planning Commission.

Commissioner comments and discussion included the following:

- Commissioner Wruck noted that the floor plan she had previously received appeared different to the floor plan being presented.
  - *Senior Planner, Tom Wiles, provided a brief explanation of the floor plan diagram being presented and confirmed convenience store use.*
- Commissioner Wruck also expressed concern regarding the number of active alcohol licenses in the area and undue concentration, noting that another licensed establishment is less than 500 feet away. Commissioner Wruck also inquired about the number of DUI-related accidents in the area.
  - *Sergeant Gerardo Magana stated that he would provide DUI statistics after the meeting.*
- Commissioner Purnell asked about the geographic dimensions of the Census Tract 18.02, whether a city ordinance limits the amount of alcohol licenses in proximity to a school, the proposed hours of operation, and clarification of the current use. Commissioner Purnell also asked for the number of Census Tracts (CT) over concentration.
  - *Mr. Wiles referred to the map in the presentation to outline the dimensions of the Census Tract 18.02 and confirmed that the current facility is a smoke shop that will be converted into a convenience store. He added that the proposed hours of operation are 8:00 a.m. to 10:00 p.m.*
  - *Planning Manager, Courtney Grossman, highlighted Page 6 on the staff report, which includes a table compiling all Conditional Use Permits (CUPs) processed since 2010. Mr. Grossman described that the table provides an analysis of the zoning code alcohol requirements regarding proximity to residential properties, public schools, parks/playgrounds, distance to off-sale alcohol outlets and other alcohol outlets in the same CT, crime rates in the PRD, and number of reported crimes. This table provides an average minimum, and maximum comparison of the subject CUP to each CUP processed since 2010. For the subject CUP, the analysis indicates the following:*

*proximity to a residential property – 0 ft; proximity to a school – 570 ft (average 1,900 ft); undue concentration: 120% (average 119%).*

- The Chairperson requested clarification about the Salinas Police Department’s position on this item and the basis for no objection.
  - *Sergeant Gerardo Magana shared that the average Police Reporting District Statistics for 2024 was 73.43% while for this location is 78%, indicating the potential for increased calls for police service.*
- Commissioner Meeks inquired about a city ordinance limiting alcohol sales in relation to the proximity to a church.
  - *Staff responded that the distance to a church for a proposed alcohol related use is not required for Zoning Code review and that it is applicable for Commercial Cannabis Permits.*

Response from City staff included the following information:

Public comment included the following:

- A question regarding whether a city ordinance restricts the distribution of flavored tobacco.
- Concern about the process to ensure the facility will not sell alcohol or tobacco to underage customers and how authorities respond to incidents of that nature.

Commissioner Wruck commented that the proposed Conditional Use Permit is too close to a school, other off-sale alcohol outlets, and incidents already occurring including bike and pedestrian accidents.

Commissioner Meeks commented that there is a church nearby.

Commission Wruck made a motion of denial, which was seconded by Commissioner Purnell. Before the call for vote on the motion, staff requested clarification of findings that would be included in a resolution for denial of public convenience or necessity for the proposed project. Staff also noted that the CUP would not be brought back to the Commission. If appealed, the CUP would go the City Council for final determination.

A roll call vote was then taken on the motion of denial by Commissioner Wruck, and a second by Commissioner Purnell, Conditional Use Permit 2025-023; request to establish and operate an off-sale Alcohol Related Use (Type 21 ABC License) at a proposed convenience store located within the Laurel West Shopping Center at 1018 North Davis Road in the proximity of the Commercial Retail (CR) zoning district was denied as presented due to undue concentration, lack of demonstrated public convenience or necessity, proximity to schools, and potential DUI related accidents. The Planning

Commission directed staff to prepare a denial resolution reflecting the Planning Commission determination. The motion carried by the following vote:

AYES: Commissioners Purnell, Meeks, and Wruck.

NOES: Chairperson McKelvey Daye and Commissioner Rocamora

ABSTAIN: None

ABSENT: Commissioners Almanza-Larios and Gutierrez

**ID#25-505 Zoning Code Amendment 2025-001; Rescind Section 37-50.250 (Accessory Dwelling Units) of Chapter 37 of the Salinas Municipal Code (Zoning Code), remove and modify applicable Zoning Code Accessory Dwelling Unit (ADU) definitions and development regulations and apply applicable State ADU Law for the processing of ADU applications**

Senior Planner, Tom Wiles, presented a power point on this item to the Planning Commission.

Commissioner comments and discussion included the following:

- Commissioner Meeks inquired about the inconsistencies between the City Code and State law.
  - *Senior Planner, Tom Wiles, shared that the Zoning Code was updated in 2019, and since then the State has enacted several new laws. The State recommended that the City update its code to align with current State requirements.*
- Commissioner Purnell asked about the consequences of not updating the current City Code.
  - *Staff indicated that the city intends to comply with the State's recommendation by the end of the year.*
- Commissioner Meeks also requested clarification on whether the updated code would affect individuals who are complying with the existing code.
  - *CDD Director, Lisa Brinton, clarified that individuals following current code will not be affected. The update is intended to ensure that new applicants comply with both City and State regulations.*
- Commissioner Rocamora agreed with the comment from Jose G. emphasizing the need for additional code enforcement staff in the city.

- Chairperson McKelvey Daye commented about Planning Commission's role in considering the update prior to its adoption.

Public comment included the following:

- Jose G. expressed concern that updating the code might not be effective if the City is not actively monitoring construction activities to ensure compliance with the regulations.

Upon motion by Commissioner Wruck, and a second by Commissioner Rocamora, the recommendation to City Council to find Zoning Code Amendment 2025-001 categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15305 and adopt an ordinance amending Chapter 37 of the Salinas Municipal Code (Zoning Code) to rescind Section 37-50.250 (Accessory Dwelling Units), remove and modify Accessory Dwelling Unit (ADU) definitions of Section 37-10.250 ("A" definitions), modify the ADU development regulations of Sections 37-30.020, 37-30-060, 37-30-110, 37-30.160, 37-30.390, and 37-30.430, and apply applicable State ADU Law for the processing of ADU applications, was approved. The motion carried by the following vote:

AYES: Chairperson McKelvey Daye and Commissioners Purnell, Meeks, Wruck and Rocamora.

NOES: None

ABSTAIN: None

ABSENT: Commissioners Almanza-Larios and Gutierrez

## **OTHER BUSINESS**

No other business was presented.

## **FOLLOW-UP REPORTS**

No follow-up reports were presented.

## **FUTURE AGENDA ITEMS**

Planning Manager, Courtney Grossman, shared that there will be a revision of the Study Session training calendar, and a presentation from that calendar will be added to the agenda for the next meeting.

## ADJOURNMENT

Chairperson McKelvey Daye verified for quorum for the December 3<sup>rd</sup> meeting and adjourned the meeting at 4:59 p.m.

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LORISA MCKELVEY DAYE  
Chairperson

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COURTNEY GROSSMAN  
Executive Secretary

*All past Planning Commission meetings may also be viewed on the Salinas Channel on YouTube at <http://www.youtube.com/thesalinaschannel>*