

**UNOFFICIAL MINUTES
OF THE
SALINAS PLANNING COMMISSION
August 6, 2025**

The meeting was called to order at 4:02 p.m. in the City Council Chamber Rotunda.

PLEDGE OF ALLEGIANCE

ROLL CALL

WELCOME AND STAFF INTRODUCTIONS

PRESENT: Chairperson McKelvey Daye and Commissioners Gutierrez, Purnell, Rocamora and Wruck

ABSENT: Commissioners Almanza Larios and Meeks

STAFF: Community Development Director, Lisa Brinton; Planning Manager, Courtney Grossman; Senior Planner, Thomas Wiles; and Administrative Aide, Maira Robles

COMMENTS FROM THE PUBLIC FOR ITEMS NOT ON THE AGENDA

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

Luis “Xago” Juarez, Thriving Neighborhoods Organizer, provided public comment regarding the June 2025 referendum petition to overturn the City Council’s repeal decision of the rent stabilization ordinance. Mr. Juarez thanked the community for their engagement in signing the petition and indicated it was submitted to the City Clerk’s office for review on July 3, 2025 and a response is expected by August 15, 2025.

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

CONSENT

[ID#25-328](#) Approval of the Minutes: June 18, 2025

Upon motion by Commissioner Wruck, and a second by Commissioner Purnell, the minutes of June 18, 2025 were approved. The motion carried by the following vote:

AYES: Chairperson McKelvey Daye and Commissioners Gutierrez, Purnell, Rocamora and Wruck

NOES: None

ABSTAIN: None

ABSENT: Commissioners Almanza Larios and Meeks

Annual Election of Planning Commission Chairperson

Commissioner Wruck nominated Commissioner McKelvey Daye to serve a second term as Chairperson to the Salinas Planning Commission. Commissioner Gutierrez seconded the motion. The motion carried by the following vote:

AYES: Chairperson McKelvey Daye and Commissioners Gutierrez, Purnell, Rocamora and Wruck

NOES: None

ABSTAIN: None

ABSENT: Commissioners Almanza Larios and Meeks

Annual Election of Planning Commission Vice-Chairperson

Commissioner Wruck nominated Commissioner Purnell to serve a second term as Vice-Chairperson to the Salinas Planning Commission. Commissioner Gutierrez seconded the motion. The motion carried by the following vote:

AYES: Chairperson McKelvey Daye and Commissioners Gutierrez, Purnell, Rocamora and Wruck

NOES: None

ABSTAIN: None

ABSENT: Commissioners Almanza Larios and Meeks

General Plan Steering Committee - Planning Commissioner Appointments

Commissioner McKelvey Daye volunteered to serve as the primary Planning Commissioner appointee to the General Plan Steering Committee. Commissioner Purnell motioned that Chairperson McKelvey Daye be appointed as the primary appointee to the General Plan Steering Committee. Commissioner Wruck seconded the motion. The motion carried by the following vote:

AYES: Chairperson McKelvey Daye and Commissioners Gutierrez, Purnell, Rocamora and Wruck

NOES: None

ABSTAIN: None

ABSENT: Commissioners Almanza Larios and Meeks

Commissioner McKelvey Daye motioned that Vice Chairperson Purnell remain as the alternate appointee to the General Plan Steering Committee. Commissioner Gutierrez seconded the motion. The motion carried by the following vote:

AYES: Chairperson McKelvey Daye and Commissioners Gutierrez, Purnell, Rocamora and Wruck

NOES: None

ABSTAIN: None

ABSENT: Commissioners Almanza Larios and Meeks

PUBLIC HEARINGS

ID#25-295 Conditional Use Permit 2024-065; Request to Expand an Existing Convenience Store with a Type 20 Off-Sale ABC License into an Existing Vehicle Repair Bay Located at 201 Monterey Street in the Mixed Use - Central City Overlay - Downtown Core Overlay Area (MX-CC-DC) Zoning District

Received presentation from Senior Planner, Thomas Wiles, regarding the request from Jay Zapata of ZPROUT, and Sherrie Olson of PLRC, on behalf of Christopher R. Dabit et. al., who are requesting approval to expand an existing 438 square-foot convenience store with gas pumps located at 201 Monterey Street in the Mixed Use – Central City Overlay – Downtown Core Overlay area (MX-CC-DC) Zoning District. The expansion includes changing 802 square-foot vehicle repair use to convenience store use for a total of 1,240 square-feet of convenience store area. The request includes expanding an existing alcohol related use consisting of a Type 20 off-sale ABC license from 802 square-feet to 1,240 square-feet and construction of a kitchen within the northerly portion of the building and conversion/expansion of storage areas on the southerly portion of the building into a walk-in cooler. The project is exempt from CEQA pursuant to Section 15332 (InFill Development Projects).

The Planning Commission discussed the following with regard to the project:

1. Changes to alcoholic beverage holding capacity as result of the convenience store expansion;
2. Proposed square footage of convenience store;
3. Parking requirements;
4. Project's site ingress and egress points;
5. Exterior improvements to the property; and
6. Proposed changes to the floor plan layout, specifically, the location of the alcoholic beverage coolers.

Chairperson McKelvey Daye opened for public comment at 4:18 p.m.

Sherrie Olson of PLRC and Tammy Rozga, Project Manager, shared a presentation of the proposed site changes and spoke in support of the project.

Ms. Olson provided information regarding the exterior changes and security measures for the new project.

Ms. Rozga provided additional information with regard to the proposed floorplan, renderings of the site exterior and interior improvements. Ms. Rozga also clarified that the vehicle repair bay will become part of the convenience store area; therefore, closing off access to the alley.

Commissioner Wruck inquired if the applicant supports a request for signage to be posted at both the alcoholic beverage cooler doors and at the cash register, indicating that no "single-serving" or "one-can" sales of alcoholic beverages shall be made from the premises.

Ms. Olson indicated no opposition to the proposed modification of the condition as presented by Commissioner Wruck. Ms. Olson added that the cooler doors will be equipped with locking mechanisms to limit accessibility to patrons should any concerns be observed by store staff.

Commissioner Purnell inquired about the hours of operation for all store services.

Ms. Olson clarified that the store will observe a 24-hour service operation for gasoline sales; however, the proposed kitchen sales area will observe a more limited service operation schedule and added that there will be no alcoholic beverage sales between 10:00 p.m. and 6:00 a.m.

Commissioner Purnell asked if health permits are required for the proposed kitchen operation and if any opposition has been expressed by neighboring business owners.

Christopher R. Dabit, Owner, provided public comment in support of the project and indicated that he has not received any opposition to the proposed store improvements or proposed kitchen operations.

Chairperson McKelvey Daye closed for public comment 4:29 p.m.

Chairperson McKelvey Daye requested clarification regarding the process for incorporating the modification of Condition No. 9 of the Conditional Use Permit (CUP) regarding alcoholic beverage sale signage as presented by Commissioner Wruck.

Commissioner Wruck motioned to approve a resolution finding the project exempt pursuant to Section 15332 of the CEQA Guidelines, affirming the findings, and approving Conditional Use Permit 2024-065 with a modification to Condition No. 9 that indicates that no “single-serving” or “one-can” sales of alcoholic beverages shall be made from the premises. Signage to this effect in English and Spanish shall be maintained at the cashier station and on the cooler doors at all times. Commissioner Rocamora seconded the motion as presented by Commissioner Wruck. The motion carried by the following vote:

AYES: Chairperson McKelvey Daye and Commissioners Gutierrez, Purnell, Rocamora and Wruck

NOES: None

ABSTAIN: None

ABSENT: Commissioners Almanza Larios and Meeks

OTHER BUSINESS

General Plan Steering Committee Update

Community Development Director, Lisa Brinton, indicated that there are no updates to report from the steering committee. A public draft is expected to be released and the end of August 2025.

FOLLOW-UP REPORTS

During the July 18, 2025 Planning Commission meeting, Commissioner Meeks requested that staff clarify processing procedures on time extension requests. The following update was provided:

Planning Manager, Courtney Grossman, indicated that when a time extension request is received and deemed complete, there is an sixty (60) day automatic extension to the map per state law and subdivision regulations. Staff then schedules the request for Planning Commission consideration, followed by a City Council determination.

Chairperson McKelvey Daye requested an update regarding the minutes of the joint City Council and Planning Commission meeting held on June 10, 2025.

Staff informed that they have requested an update from the City Clerk’s office regarding these minutes.

Chairperson McKelvey Daye requested that an update on the minutes of June 10, 2025 be noted for follow up at the next regularly scheduled Planning Commission meeting.

Chairperson McKelvey Daye also requested that language be added to the meeting chair's guide to remind the chair to request comment from members of the public joining via Zoom.

Staff will incorporate the requested language when preparing future chair's guide documents.

Commissioner Purnell inquired if the bylaws contain specific language regarding attendance requirements for planning commissioners.

Mr. Grossman informed that planning commissioners are required to attend a minimum of 75% of all scheduled regular and special meetings and are informed of this requirement during the Planning Commissioner orientation. Mr. Grossman added that it is the City Council's discretion to remove commissioners should their attendance fall below this attendance threshold.

FUTURE AGENDA ITEMS

Planning Manager, Courtney Grossman, informed that there are no projects scheduled for presentation to the Planning Commission at this time.

ADJOURNMENT

Chairperson McKelvey Daye reviewed for quorum for the Planning Commission meeting scheduled for August 20, 2025 and adjourned the meeting at 4:44 p.m.

LORISA MCKELVEY DAYE
Chairperson

COURTNEY GROSSMAN
Executive Secretary