

**UNOFFICIAL MINUTES  
OF THE  
SALINAS PLANNING COMMISSION  
December 3, 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, Rocamora, and Gutierrez.

**ABSENT:** Commissioners Almanza-Larios

**STAFF:** Community Development Director, Lisa Brinton; Planning Manager, Courtney Grossman; Senior Planner, Jonathan Moore; Planning Manager, Grant Leonard; Senior Planner, Oscar Resendiz; 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**

No consent items were presented.

**ADMINISTRATIVE REPORTS**

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

Senior Planner, Jonathan More, introduced the PlaceWorks visioning session, explaining that the presentation would cover recent state housing laws and their application to the City of Salinas Housing Element amendments.

Amy Sinsheimer, Project Manager with PlaceWorks, provided an overview of the Zoning Code Update, including the project introduction and visioning framework. She discussed best-practice jurisdictions, explained the purpose of the Housing Element, and outlined Zoning Code updates required to implement the Housing Element. Ms. Sinsheimer confirmed that each project phase would return to the Planning Commission for review and consideration.

Commissioner and Chair comments included the following:

- Commissioner Wruck asked for clarification on what constitutes a “best-practice jurisdiction.”
  - *Amy Sinsheimer explained that “best-practice jurisdictions” refer to Zoning Codes adopted by other cities that serve as examples and references.*
- Commissioner Gutierrez inquired about current challenges with the City’s Zoning Code and whether concerns had been raised by the community.
  - *Planning Manager, Courtney Grossman, stated that the City maintains a Zoning Code Issues List dating back to the adoption of the original Zoning Code, which identifies concerns such as clarity and timing. He noted that the current Zoning Code is outdated and that the update will incorporate new applicable state laws. Lisa Brinton added that the updated Zoning Code will aim to eliminate subjectivity by establishing clear standards and guidelines and improving review efficiency.*
- Chairperson McKelvey Daye asked about PlaceWorks’ role in ensuring community engagement and incorporation of public input into the new Zoning Code.
  - *Ms. Sinsheimer clarified that community outreach efforts will take place during Phases Two and Three of the project.*
- Chairperson McKelvey Daye also requested clarification on Phase One of the project and the Planning Commission’s role as the project progresses.
  - *Ms. Sinsheimer noted that a more detailed explanation of Phase One would be provided later in the presentation. Jonathan Moore confirmed that the project will return to the Planning Commission at future stages, although a schedule has not yet been established.*
- Commissioner Wruck expressed a desire for a more user-friendly Zoning Code document.
- Commissioner Rocamora suggested that technical Zoning Code questions be directed to architects and developers as industry professionals.
- Chairperson McKelvey Daye requested that presentation materials be provided in advance of Planning Commission meetings to allow adequate preparation.
- Commissioner Rocamora inquired about regulations regarding the number of occupants permitted in a single-family home.

- *Ms. Sinsheimer explained that State housing law does not allow regulation of the number of people living in a single-family home.*
- Commissioner Wruck asked about parking minimum requirements and employee housing provisions.
  - *Courtney Grossman clarified that parking requirements are not entirely being eliminated; however, the format of required parking may change (e.g., not requiring garages or covered parking).*
  - *Ms. Sinsheimer explained that, under the Health and Safety Code, employee housing may be classified as a single-family residential unit.*
- Commissioner Wruck also asked about the elimination of restrictions on the number of beds allowed in emergency shelters.
  - *Ms. Sinsheimer noted that shelter regulations are often informed by homeless population needs and shelter demand.*
- Commissioner Purnell inquired about the cost of implementing regulations related to emergency shelters.
  - *Lisa Brinton confirmed that while implementation of changes may not be immediate, the City will provide the necessary allowances.*
- Commissioner Wruck expressed interest in upcoming community engagement efforts and focus groups to discuss Zoning Code update ideas.

## **PUBLIC HEARINGS**

No public hearings were presented.

## **OTHER BUSINESS**

No other business was presented.

## **FOLLOW-UP REPORTS**

No follow-up reports were presented.

## **FUTURE AGENDA ITEMS**

The Planning Commission unanimously voted to cancel the December 17, 2025, Planning Commission meeting due to a lack of business.

## **ADJOURNMENT**

Chairperson McKelvey Daye adjourned the meeting at 5:47 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>*