



Planning and Traffic Commission

Lisa Winkler – Chairperson
Francisco Curiel - Vice-Chairperson
Alice Abatti – Commissioner
Viridiana Rosales-Trujillo – Commissioner
Alejandro Duarte - Commissioner

AGENDA

Regular Meeting of the Imperial Planning Commission

City Council Chambers
220 West 9th Street
Imperial, CA 92251

July 8, 2026
6:30 P.M.

The Imperial Planning Commission Meetings, including public comments, are being livestreamed on the City's social media pages. If attending in person, by remaining in the room, you are giving your permission to be recorded.

1. You are encouraged to observe the City Council meetings via Livestream at the City of Imperial Facebook page.
2. If you are unable to participate in-person and wish to address the City Council on matters within their jurisdiction, please email public comments to cityclerk@imperial.ca.gov
3. All documents containing an executive summary and staff recommendation associated with open session action items are made available for public inspection on the City's website, www.imperial.ca.gov, seventy-two (72) hours prior to the posted meeting time. Government Code Section 54957.5(b)(2)(B).

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact (760) 355-4373. Notification 48 hours prior to the meeting will enable the city to make reasonable arrangements to ensure accessibility to this meeting [28cfr 35.102-35.104 ADA title ii]

A. PLANNING COMMISSION CONVENES TO OPEN SESSION AT 6:30 PM:

ROLL CALL

PLEDGE OF ALLEGIANCE

ADJUSTMENTS TO THE AGENDA

B. PUBLIC APPEARANCES

B.1. Matters not appearing on the agenda.

If you wish to address the Planning Commission concerning any item not appearing on the agenda and within the Commission's jurisdiction, please raise your hand and be acknowledged by the Chairperson, and at that time state your name and address for the record. The Chairperson reserves the right to place a time limit on each person's presentation of three (3) minutes. It is requested that longer presentations be submitted to the Commission in writing.

C. ACTION ITEMS (DISCUSSION/ACTION):

C.1. Approve the Planning Commission meeting minutes for April 22, 2026, May 13, 2026, and May 27, 2026.

C.2. Similar Land Use Determination for a Kitchen Incubator Facility within the Village Commercial Zone.

D. REPORTS

E. ADJOURNMENT: Adjourn the Planning Commission meeting until the next regularly scheduled meeting on July 22, 2026.



PLANNING AND TRAFFIC COMMISSION
Ruben Rivera –Chairperson
Lisa Winkler – Vice-Chairperson
Alice Abatti – Commissioner
Francisco Curiel-Commissioner
Viridiana Rosales-Trujillo – Commissioner

MINUTES

PLANNING COMMISSION

220 West 9th Street
IMPERIAL, CA 92251

WEDNESDAY, APRIL 22, 2026
6:30 P.M.

A. PLANNING COMMISSION CONVENES TO OPEN SESSION AT 6:30 PM:

Commissioner Curiel called the meeting to order at 6:34 p.m.

ROLL CALL: Commissioners Abatti, Curiel, and Rosales Trujillo.

ABSENT: Vice Chairperson Winkler and Chairperson Rivera.

PLEDGE OF ALLEGIANCE: Francisco Curiel led the Pledge of Allegiance.

ADJUSTMENTS TO THE AGENDA: Item C-1 will be moved to the next Planning Commission meeting.

B. PUBLIC APPEARANCES: There are none.

C. CONSENT AGENDA:

C-1: Approve Planning Commission Meeting Minutes for March 11, 2026.

****Item moved to the next meeting.**

D. PUBLIC HEARING: (DISCUSSION/ACTION-RECOMMEND/DENY)

D-1: Subject: Public Hearing, Discussion/Action: Conditional Use Permit 26-01 for Ricardo Cortez to allow the operation of a church at 400 N. Imperial Avenue, Unit 2. The project is categorically exempt from the California Environmental Quality Act (CEQA) under Section 15301-Existing Facilities.

Commissioner Curiel opened the public hearing at 6:37 p.m. Yvonne Cordero, Planner, presented the staff report. Ricardo Cortez, the applicant, was present to speak on his behalf. Commissioner Curiel closed the public hearing at 6:48 p.m.

- 1. Recommended Action:** Approve/Deny Resolution No. PC2026-04: A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF IMPERIAL APPROVING CONDITIONAL USE PERMIT 26-01 TO ALLOW THE OPERATION OF A CHURCH AT 400 N. IMPERIAL AVENUE, UNIT 2 (APN 063-224-004)

Moved by Abatti, seconded by Rosales-Trujillo, to approve Resolution No. PC2026-04 and Conditional Use Permit 26-01.

AYES: Abatti, Curiel, Rosales-Trujillo

NOES: None

ABSTAIN: None

ABSENT: Winkler, Rivera

MOTION CARRIES: 3-0

D. REPORTS

D-1: Commissioners shared updates on their activities and concerns since the last Planning Commission meeting.

D-2: Staff presented updates on upcoming activities and citywide projects.

ADJOURNMENT

Seeing no further business before the Planning Commission, Commissioner Curiel adjourned this meeting at 7:00 p.m., with the next Planning Commission meeting on May 13, 2026.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Imperial, California, This _____ day of July 2026.

KRISTINA SHIELDS, City Clerk



PLANNING AND TRAFFIC COMMISSION
Lisa Winkler –Chairperson
Francisco Curiel – Vice-Chairperson
Alice Abatti – Commissioner
Viridiana Rosales-Trujillo – Commissioner
Alejandro Duarte – Commissioner

MINUTES

PLANNING COMMISSION
TRAFFIC COMMISSION

220 West 9th Street
IMPERIAL, CA 92251

WEDNESDAY, MAY 27, 2026
6:30 P.M.

A. PLANNING AND TRAFFIC COMMISSION CONVENES TO OPEN SESSION AT 6:30 PM:

Vice Chairperson Winkler called the meeting to order at 6:31 p.m.

ROLL CALL: Commissioner Duarte, Vice Chairperson Curiel and Chairperson Winkler.

ABSENT: Commissioner Abatti and Rosales-Trujillo.

PLEDGE OF ALLEGIANCE: Francisco Curiel led the Pledge of Allegiance.

ADJUSTMENTS TO THE AGENDA: There are none.

B. PUBLIC APPEARANCES: There are none.

C. PUBLIC HEARING: (DISCUSSION/ACTION-RECOMMEND/DENY):

- C-1 Subject: Public Hearing, Discussion/Action: Variance 26-01 for Hemendra Goyal, requesting a variance from the Commercial Zone's Property Development Standards regarding lot coverage at 117 N. Imperial Avenue (APN 064-000-000). The project is categorically exempt under the California Environmental Quality Act (CEQA) pursuant to Section 15301-Existing Facilities.**

Chairperson Winkler opened the public hearing at 6:34 p.m. Yvonne Cordero, Planner presented the staff report. Paloma Francis was present via zoom to answer questions or concerns from the Planning Commission. Chairperson Winkler closed the public hearing at 7:03 p.m.

- 1. Recommended Action:** Approve/Deny Resolution No. PC2026-05: A RESOLUTION OF THE PLANNING COMMISSION, OF THE CITY OF IMPERIAL, APPROVING/DENYING VARIANCE 26-01 TO ALLOW THE DEVIATION OF THE COMMERCIAL ZONE PROPERTY DEVELOPMENT STANDARDS REGARDING LOT COVERAGE REQUIREMENTS AT 117 N. IMPERIAL AVENUE (APN 064-053-003)

Moved by Duarte, seconded by Curiel, to deny recommendations (Deny Resolution No. PC2026-05 and Deny Variance) by applicant and approve staff findings.

AYES: Curiel, Duarte, Winkler

NOES: None

ABSTAIN: None

ABSENT: Abatti, Rosales-Trujillo

MOTION CARRIES: 3-0

F. REPORTS:

F-1 Commissioners shared updates on their activities and concerns since the last Planning Commission meeting.

F-2 Staff presented updates on upcoming activities and citywide projects.

ADJOURNMENT

Seeing no further business before the Planning Commission, Chairperson Winkler adjourned this meeting at 7:09 p.m., with the next Planning Commission meeting on June 10, 2026.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Imperial, California, This _____ day of July 2026.

KRISTINA SHIELDS, City Clerk



PLANNING AND TRAFFIC COMMISSION
Vacant –Chairperson
Lisa Winkler – Vice-Chairperson
Alice Abatti – Commissioner
Francisco Curiel-Commissioner
Viridiana Rosales-Trujillo – Commissioner
Alejandro Duarte - Commissioner

MINUTES

PLANNING COMMISSION

220 West 9th Street
IMPERIAL, CA 92251

WEDNESDAY, MAY 13, 2026
6:30 P.M.

A. PLANNING COMMISSION CONVENES TO OPEN SESSION AT 6:30 PM:

Commissioner Curiel called the meeting to order at 6:32 p.m.

ROLL CALL: Commissioners Curiel, Duarte and Rosales-Trujillo.

ABSENT: Commissioner Abatti and Vice Chairperson Winkler.

PLEDGE OF ALLEGIANCE: Alejandro Duarte led the Pledge of Allegiance.

ADJUSTMENTS TO THE AGENDA: There were none.

B. PUBLIC APPEARANCES: There were none.

C. CONSENT AGENDA:

C-1: Approval of Planning Commission Meeting Minutes for March 11, 2026.

C-2: Approval of Planning Commission Meeting Minutes for April 22, 2026.

Moved by Rosales-Trujillo, Seconded by Curiel, to approve the Consent Agenda.

AYES: Curiel, Duarte, Rosales-Trujillo

NOES: None

ABSTAIN: None

ABSENT: Abatti, Winkler

MOTION CARRIES: 3-0

D. NEW BUSINESS: (DISCUSSION/ACTION-RECOMMEND/DENY)

D-1: Presentation of the City of Imperial Community Development Permit Streamlining Report.

1. Presentation by Brady Woods, GHD Senior Project Manager

2. Recommended Action: Approve/Deny Resolution No. PC2026-06: A
RESOLUTION OF THE IMPERIAL PLANNING COMMISSION
RECOMMENDING CITY COUNCIL APPROVAL OF THE COMMUNITY
DEVELOPMENT PERMIT STREAMLINING AND OPERATIONAL REPORT

Brady Woods was present via zoom to present the presentation to the Planning Commission.

Moved by Rosales-Trujillo, Seconded by Curiel, to approve Resolution No. PC2026-06 and recommend adding Spanish language of the process.

AYES: Curiel, Duarte, Rosales-Trujillo

NOES: None

ABSTAIN: None

ABSENT: Abatti, Winkler

MOTION CARRIES: 3-0

D-2: Reorganization of Planning Commission

1. Appoint Planning Commission Chairperson

Moved by Curiel, seconded by Rosales-Trujillo, to approve Vice Chairperson Winkler to Chairperson.

AYES: Curiel, Duarte, Rosales-Trujillo

NOES: None

ABSTAIN: None

ABSENT: Abatti, Winkler

MOTION CARRIES: 3-0

2. Appoint Planning Commission Vice-Chairperson

Moved by Rosales-Trujillo, seconded by Duarte, to approve Commissioner Curiel to Vice Chairperson.

AYES: Curiel, Duarte, Rosales-Trujillo

NOES: None

ABSTAIN: None

ABSENT: Abatti, Winkler

MOTION CARRIES: 3-0

E. REPORTS

E-1: Commissioner have shared updates on their activities and concerns since the last Planning Commission meeting.

E-2: Staff presented updates on upcoming activities and citywide projects.

ADJOURNMENT

Seeing no further business before the Planning Commission, Vice Chairperson Curiel adjourned this meeting at 7:02 p.m., with the next Planning Commission meeting on May 27, 2026.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of Imperial, California, This ____ day of July 2026.

KRISTINA SHIELDS, City Clerk



Planning Commission **STAFF REPORT**

Document ID: 2026-381

Category: Action Item

Department: Planning Commission
Department Head: Othon Mora, Community Development Director
Meeting Date: July 8, 2026

SUBJECT:

SIMILAR LAND USE 26-01 TO ALLOW A KITCHEN INCUBATOR

BACKGROUND:

The City of Imperial is advancing the development of the Kitchen Incubator Project as part of its broader economic development, small business support, and downtown revitalization initiatives. The project is located within the historic Old Post Office building, which has been acquired by the City and is being repurposed to serve as a community asset that fosters entrepreneurship, workforce development, and business growth.

The City was awarded approximately \$1.2 million through the U.S. Small Business Administration (SBA) to support the acquisition, planning, design, and implementation of the Kitchen Incubator facility. The grant is intended to promote entrepreneurship, expand opportunities for small businesses, create local jobs, and strengthen the regional food and culinary economy by providing commercial kitchen space, business resources, and support services for startup and expanding food-based enterprises.

In addition to supporting entrepreneurs and small businesses, the facility will serve as a community education center by hosting City-organized educational programs and workshops for community members of all ages. These programs will primarily focus on culinary arts while also providing instruction on food preparation, food safety, nutrition, workforce development, and small business operations that support the local food industry and encourage lifelong learning.

Since receiving the grant award, the City has completed acquisition of the property and initiated project planning and preliminary design activities. Interior demolition has been completed to prepare the facility for renovation, and initial evaluations of the building's structural, mechanical, electrical, plumbing, HVAC, utility, and accessibility systems have been conducted. These assessments identified the improvements necessary to bring the facility into compliance with current building, fire, accessibility, and life-safety codes while supporting its intended use.

The project is currently in the design and engineering phase. The City is selected a

consultant to complete architectural and engineering design services, after which construction documents will be finalized for public bidding. Construction is anticipated to commence in early 2027, with substantial completion projected for mid-2027, subject to final design, permitting, and procurement timelines.

Although the proposed Kitchen Incubator is consistent with the City's economic development and downtown revitalization objectives, the use is not specifically listed as a permitted or conditional use within the Village Commercial (VC) zoning district. Accordingly, pursuant to Section 24.19.200 of the City of Imperial Zoning Ordinance, the Planning Commission must determine whether the proposed use is substantially similar to one or more permitted uses within the Village Commercial zoning district and classify the use as either a permitted or conditional use.

DISCUSSION / ANALYSIS:

Section 24.19.200 of the City of Imperial Zoning Ordinance authorizes the Planning Commission to determine whether an unlisted use is substantially similar to one or more permitted or conditional uses within a zoning district. In making this determination, the Planning Commission must find that the proposed use: (1) furthers the objectives of the zoning district; (2) is compatible with permitted uses within the district; (3) is similar to one or more permitted uses; and (4) will not cause substantial injury to surrounding properties.

Staff evaluated the proposed Kitchen Incubator based on its operational characteristics, intended function, compatibility with surrounding development, and consistency with the purpose and intent of the Village Commercial (VC) zoning district.

The Kitchen Incubator will function as a community-serving commercial facility that provides shared commercial kitchen space for independent food entrepreneurs while supporting culinary education, workforce development, and business incubation. The facility is intended to provide licensed commercial kitchen space that may be reserved by multiple users, together with educational programming and technical assistance designed to assist startup and expanding food-based businesses.

The proposed use is not a food manufacturing facility, warehouse, or commissary kitchen. The facility will not engage in industrial-scale food production, wholesale distribution, or centralized food preparation operations. Rather, it functions similarly to commercial food service establishments by providing licensed food preparation facilities within an enclosed commercial building while supporting small business development and public education.

The operational characteristics of the Kitchen Incubator are substantially similar to other permitted commercial and community-serving uses within the Village Commercial District, including restaurants, bakeries, cafés, delicatessens, specialty food establishments, and instructional or vocational activities that support the public. Customer traffic, parking demand, building occupancy, and hours of operation are anticipated to be comparable to other commercial businesses commonly located within

the downtown area.

The surrounding properties include a mix of residential and commercial land uses.

<u>Direction</u>	<u>Land Use</u>	<u>Zone</u>
North	Village Commercial	Village Commercial (VC)
South	Village Commercial	Village Commercial (VC)
West	Village Commercial	Village Commercial (VC)
East	Commercial Neighborhood	Neighborhood Commercial (C-1)

The proposed Kitchen Incubator is compatible with the surrounding area because all activities will occur within an existing commercial structure and are not expected to generate impacts beyond those typically associated with commercial food service establishments. The proposed use will not introduce industrial operations, outdoor processing, excessive traffic, or other land-use impacts incompatible with adjacent properties.

Based upon the operational characteristics of the proposed use and its consistency with the purpose and intent of the Village Commercial District, staff finds that the Kitchen Incubator:

- Furthers the objectives of the Village Commercial zoning district;
- Is compatible with uses permitted within the district;
- Is substantially similar to commercial and community-serving uses permitted within the Village Commercial District; and
- Will not cause substantial injury to surrounding properties or adjacent zoning districts.

Accordingly, staff recommends that the Planning Commission determine that the proposed Kitchen Incubator is substantially similar to permitted commercial and community-serving uses within the Village Commercial (VC) zoning district and classify the use as a permitted use pursuant to Section 24.19.250 of the City of Imperial Zoning Ordinance.

ENVIRONMENTAL COMPLIANCE:

The proposed action consists solely of a Similar Use Determination to establish the appropriate land-use classification for the Kitchen Incubator within the Village Commercial (VC) zoning district. The similar land use determination qualifies for a Categorical Exemption pursuant to the California Environmental Quality Act (CEQA), per Section 15301 – Existing Facilities, Class 1, for the operation of an existing public or private structure involving no expansion of the existing or former use.

PUBLIC NOTIFICATION:

Section 24.19.200 of the City of Imperial Zoning Ordinance does not require a noticed

public hearing for a Similar Use Determination.

RECOMMENDATION:

The Development Review Committee reviewed the proposed Similar Land Use Determination and recommends approval. Unless sufficient evidence is presented to the contrary, staff recommends that the Planning Commission adopt Resolution No. PC2026-07 approving Similar Land Use Determination 26-01 and determining that the proposed Kitchen Incubator is a permitted use within the Village Commercial (VC) zoning district at 116 N. Imperial Avenue.

FISCAL IMPACT:

N/A

REQUESTED ACTION:

Adopt Resolution No. PC2026-07 approving Similar Land Use Determination 26-01 and determining that the proposed Kitchen Incubator is a permitted use within the Village Commercial (VC) zoning district at 116 N. Imperial Avenue.

CITY MANAGER RECOMMENDATION:

Attachments:

1. SL 26-01 Project Location Map
2. Conceptual Kitchen Design
3. Draft Resolution PC2026-07 Similar Land Use Determination-Kitchen Incubator
116 N Imperial Ave

SL 26-01 KITCHEN INCUBATOR PROJECT

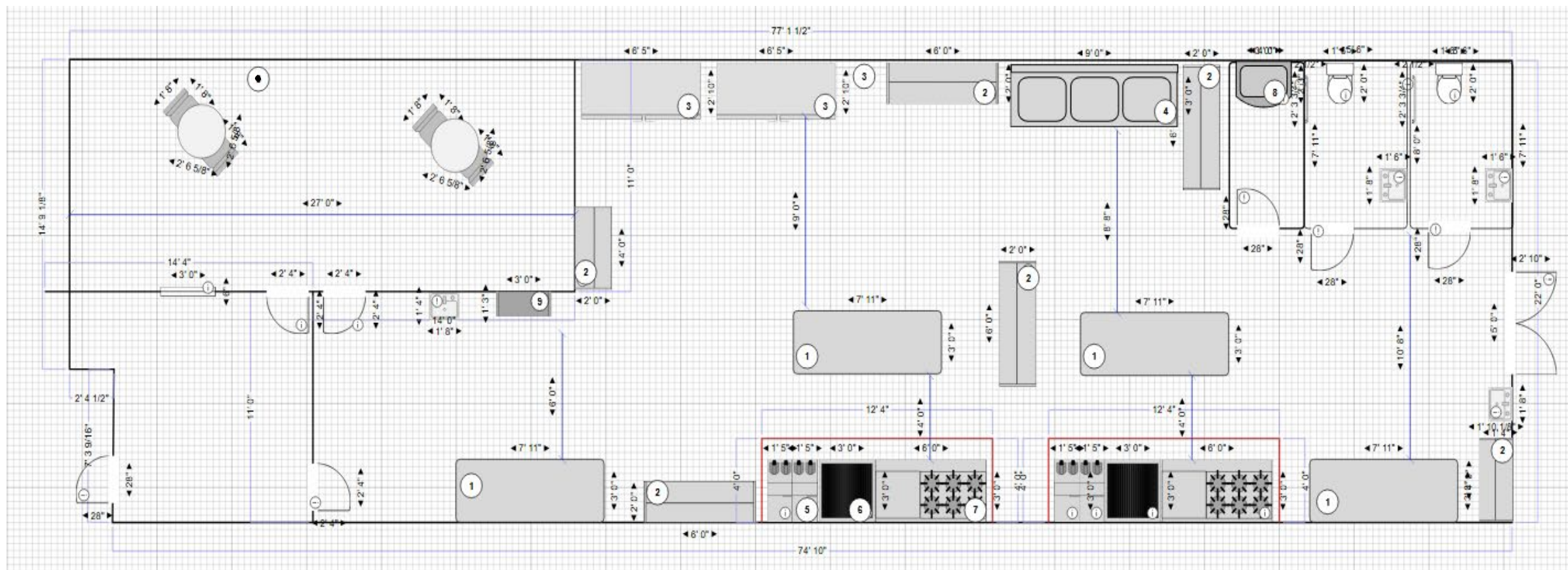


1" = 86 ft

VC Zone

07/01/2026





- | | | | |
|---|------------------|---|------------|
| 1 | Table | 5 | Fryer |
| 2 | Storage Rack | 6 | Griddle |
| 3 | Reach In Freezer | 7 | Oven/Stove |
| 4 | 3C Sink | 8 | Mop Sink |
| | | 9 | Desk/shelf |

***DRAFT* RESOLUTION PC2026-07**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF IMPERIAL
APPROVING A SIMILAR USE DETERMINATION FOR THE USE OF A
KITCHEN INCUBATOR WITHIN THE VILLAGE COMMERCIAL ZONE**

WHEREAS, City of Imperial submitted an application for a Similar Land Use Determination; and

WHEREAS, said application consists of a Similar Use Determination to allow for the use of a kitchen incubator within the Village Commercial Zone; and

WHEREAS, upon considering all testimony and arguments and analyzing the information submitted by staff, the Planning Commission considered all facts relating to the request for a Similar Use Determination.

NOW THEREFORE, BE IT RESOLVED by the Planning Commission of the City of Imperial as follows:

- A) That the foregoing recitations are true and correct; and
- B) The project has been reviewed in accordance with the requirements set forth by the City of Imperial for implementation of the California Environmental Quality Act; and
- C) There are no sensitive resources located within the area of the project or adjacent to the area of the project so as to be significantly impacted by the project; and
- D) That based on the evidence presented, the Planning Commission hereby determines that the project is Categorically Exempt under the California Environmental Quality Act; and
- E) That the proposed Kitchen Incubator Facility is consistent with those uses allowed within Village Commercial Zone on the following findings:
 - 1. The use furthers the objective of the zone;
 - 2. The subject use and its operations are compatible with the uses permitted in the zone; and
 - 3. Assembly, renting and storing is similar to one or more uses permitted in the zone; and
 - 4. The subject use will not cause substantial injury to the property in the zone within which it is proposed to be located or in any abutting zone

- F) That based on the evidence presented, the Planning Commission hereby **APPROVES** Resolution PC2026-7 for a Similar Land Use Determination to allow for the use of a kitchen incubator within the Village Commercial Zone.

PASSED, ADOPTED AND APPROVED by the Planning Commission of the City of Imperial, this July 8, 2026.

Planning Commission Chairperson

ATTEST:

City Clerk