



**City of Hollister Planning Commission  
Minutes of the Regular Meeting**

**November 20, 2025, 6:00 p.m.  
City Council Chamber, City Hall  
375 Fifth Street, Hollister, CA 95023**

**Members Present:** Carla Torres De Luna, Vice-Chair  
Julio Rodriguez  
Peter Hernandez  
Damian Perez

**Members Absent:** Steven Belong, Chair

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**1. CALL TO ORDER**

Vice-Chair Torres De Luna called the meeting of the City of Hollister Planning Commission to order at 6:00 p.m.

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

Commissioner Julio Rodriguez led the Pledge of Allegiance.

**4. PUBLIC INPUT FOR ITEMS NOT ON THE AGENDA**

No speakers present.

**5. CONSENT ITEMS**

**5.1 APPROVE OCTOBER 23, 2025 MINUTES**

No speakers present.

**Moved by:** Damian Perez

**Seconded by:** Julio Rodriguez

Approve the consent agenda

Ayes (3): Carla Torres De Luna, Julio Rodriguez, and Damian Perez

Absent (2): Peter Hernandez, and Steven Belong

**Carried (3 to 0)**

Following Item 6.1, at the request of Commissioner Hernandez, the Planning Commission returned to Item 5.1.

**Moved by:** Julio Rodriguez

**Seconded by:** Peter Hernandez

Moved to reconsider the October 23, 2025 Minutes (Item 5.1)

Ayes (4): Carla Torres De Luna, Julio Rodriguez, Peter Hernandez, and Damian Perez

Absent (1): Steven Belong

**Carried (4 to 0)**

**Moved by:** Julio Rodriguez

**Seconded by:** Peter Hernandez

Approve the October 23, 2025 Minutes with an amendment to add the following additional discussion language to Item 7.1 of the minutes:

"The Commission discussed the following items:

- 1) Addendum that explains the rights to the applicant and lets them know what they can expect;
- 2) Remove the preliminary review process fee;
- 3) Three to Five Day required response time;
- 4) Early appeal process;
- 5) Trigger after two weeks of no response to the early appeal;
- 6) Organizational flow chart with authority and who responds to what portion of the process;
- 7) Required documentation throughout."

Ayes (4): Carla Torres De Luna, Julio Rodriguez, Peter Hernandez, and Damian Perez

Absent (1): Steven Belong

**Carried (4 to 0)**

## **6. PUBLIC HEARINGS**

- 6.1 AMENDMENT TO TENTATIVE MAP 2021-5 (KRAMER COMMONS SUBDIVISION) TO REDUCE THE LOT COUNT FROM 91 to 86 LOTS AND RELOCATE THE DUET UNITS WITHIN THE PROJECT (APN 051-230-006, 421 N CHAPPELL ROAD)**

Associate Planner Brendon Coye presented the staff report.  
Commissioner Peter Hernandez entered the Chambers at 6:03 p.m.  
Chair Torres De Luna opened the public hearing at 6:22 p.m.  
Public providing public testimony: Peter Smith  
Chair Torres De Luna closed the public hearing at 6:25 p.m.

**Moved by:** Julio Rodriguez  
**Seconded by:** Damian Perez

Adopt Resolution 2025-30 approving an amendment to Tentative Map 2025-1 with amendments to the previous conditions of approval to reflect new standard requirements subject to the findings and conditions of approval in the draft resolution.

Ayes (4): Carla Torres De Luna, Julio Rodriguez, Peter Hernandez, and Damian Perez

Absent (1): Steven Belong

**Carried (4 to 0)**

**7. COMMISSION BUSINESS**

**7.1 REVIEW OF PROPOSED PHASE 3 ZONING ORDINANCE AMENDMENT LANGUAGE OF CITY OF HOLLISTER ZONING ORDINANCE (ZOA 2025-4)**

Senior Planner Erica Fraser presented the staff report.  
Chair Torres De Luna opened public comments at 7:33 p.m.  
No speakers present.  
Chair Torres De Luna closed public comments at 7:33 p.m.  
There were no comments provided on the draft ordinance.

**8. INFORMATIONAL REPORTS**

**8.1 PLANNING COMMISSIONER REPORTS**

Commissioner Hernandez requested that the seven items discussed during Item 5.1 be returned for discussion at the next meeting and that they later be forwarded to City Council for adoption. He also requested that the commission be provided a list of current applications under review. Staff indicated that items which are the purview of the Planning Commission will be brought back for further discussion, and that staff would provide a memo to the Commission regarding all of the items, for their information, even if outside of the Commission's purview.

Commissioner Perez asked about the minutes and how the minutes are taken, "action vs. summary". He requested a discussion on implementing verbatim minutes.

Commissioner Torres De Luna inquired if staff has general data on applications and how many were denied this year, and the reasons. Staff again indicated that they would provide information that is available and the purview of the Commission.

Commissioner Rodriguez seconded the request for information about planning applications which were denied in 2025.

## **8.2 PLANNING DIVISION REPORTS**

Planning Manager Eva Kelly agreed to work on the memo and bring back items that are within the purview of Planning Commission.

Planning Manager Eva Kelly announced the December Objective Designs Standards on December 2nd at 4:00 p.m. with the presentation and opportunity for the public to provide input.

## **9. ADJOURNMENT**

Chair Torres de Luna adjourned the Planning Commission at 7:54 p.m.

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Eva Kelly, Planning Manager