



**MINUTES
SOLVANG PLANNING COMMISSION
REGULAR MEETING**

February 6, 2023
Monday
6:00 p.m.

6:00 PM – REGULAR MEETING OF THE PLANNING COMMISSION

CALL TO ORDER

The meeting was called to order at 6:00 p.m. in the City Hall Council Chamber, 1644 Oak Street, Solvang, California.

ROLL CALL

Present: Commissioners: Kief Adler, Joannie Jamieson, Aaron Petersen, Justin Rodriguez, Jack Williams

Staff: Planning Manager Sophia Checa, Assistant City Attorney Chelsea O’Sullivan, Planning Consultant Laurie Tamura, City Clerk Annamarie Porter

PLEDGE OF ALLEGIANCE

Commissioner Adler led in the Salute to the Flag.

1. APPROVE ORDER OF AGENDA

Motion by Commissioner Williams, to approve the agenda, as amended to move Item No. 6.a. to immediately follow this item, seconded by Commissioner Petersen and carried, 5-0.

The Commission considered Item No. 6.a. at this time.

6. DISCUSSION ITEM

a. Discussion and possible action to nominate:

1. The Chair to the Planning Commission

Motion by Commissioner Petersen, to nominate Commissioner Williams as the Planning Commission Chair, seconded by Commissioner Jamieson.

Assistant City Attorney O’Sullivan noted there is a Planning Commission rule that states Commissioners can only serve two consecutive chairmanships; noted the Planning Commission has the power to amend those rules and reported the Planning Commission will consider updating them at the next Planning Commission meeting.

Motion by Commissioner Petersen, to appoint Commissioner Jack Williams as the Planning Commission Chair, seconded by Commissioner Jamieson, and carried, 5-0.

2. The Vice Chair of the Planning Commission

Motion by Commissioner Petersen, to nominate Commissioner Jamieson as the Planning Commission Vice Chair, seconded by Commissioner Rodriguez.

Substitute Motion by Commissioner Rodriguez, to nominate Commissioner Petersen as Vice Chair.

Commissioner Petersen noted that he has served two terms and therefore, cannot serve as Vice Chair.

Motion by Commissioner Petersen, to appoint Commissioner Jamieson as the Planning Commission Vice Chair, seconded by Commissioner Rodriguez, and carried, 5-0.

2. PUBLIC COMMENTS

There were no public comments on this item.

3. CONSENT ITEMS

a. Approve the Minutes of December 5, 2022, Regular Meeting

b. Receive and file Planning and Building Division Current Projects

There were no public comments on the Consent Calendar.

Chair Williams offered corrections to the Planning and Building Division Projects report.

Motion by Vice Chair Petersen, to approve the Consent Calendar, as corrected, seconded by Commissioner Rodriguez and carried, 5-0.

4. EX PARTE COMMUNICATION - None

5. PUBLIC HEARINGS

a. Public hearing to consider Planning Commission Resolution No. 23-01 approving the Development Plan for the Sansum Cancer Medical Clinic, Amend Conditions of TPM/FM 30053, and adopt a Mitigated Negative Declaration pursuant to Section 15074 of the guidelines for the implementation of the California Environmental Quality Act (CEQA)

Commissioner Petersen noted he lives close to the proposed project, recused himself from hearing the item and left the Chamber.

Planning Consultant Tamura narrated a PowerPoint presentation with details of the proposed project.

Discussion followed regarding the Spanish-style architecture, the possibility of keeping the half-timber look with other construction, going forward and carrying forward the Spanish architecture in the Mission District.

Chair Williams opened the public hearing.

Bryan Cernal, Architect, offered to respond to questions from the Planning Commission.

Laura DeJohn expressed concerns regarding the stairway leading from the building on the south elevation to cul-de-sac and felt it will lead to new excess parking and traffic on the streets.

Architect Cernal explained the stairway was intended as a convenience; noted that it is not necessary

from an exiting standpoint and stated it could be eliminated if there are any concerns.

There were no other public comments on this item and Chair Williams closed the public hearing.

Discussion followed regarding the guiding document, the correct square footage and parking spaces for the project, clarification of the traffic study, operations of the building, the trash and recycling enclosures, EV parking and charging stations, project-specific conditions of approval, upgraded water meters depending on requirements, utilities and service systems, having staff provide information verifying the availability of water for projects and landscaping with drought-tolerant plants and shrubs.

Motion by Commissioner Jamieson, to waive reading and adopt Planning Commission Resolution No. 23-01 approving the Development Plan for the Sansum Cancer Medical Clinic, Amend Conditions of TPM/FM 30053, and adopt a Mitigated Negative Declaration pursuant to Section 15074 of the guidelines for the implementation of the California Environmental Quality Act (CEQA), as amended to remove the stairway on the south elevation, seconded by Commissioner Rodriguez, and carried, 4-0 (Petersen absent).

Commissioner Petersen returned to the Chamber and took his place on the dais.

6. DISCUSSION ITEMS

Item 6.a. moved to after Item 1. Approve Order of Agenda.

b. Discussion and possible action to receive the 2023 Planning Commission Training

Planning Manager Checa introduced the item; discussed Planning staff; reported staff is in the process of hiring an Assistant Planner and noted meetings are on the first Monday of the month.

Assistant City Attorney O'Sullivan narrated a PowerPoint presentation regarding the 2023 Planning Commission Training and discussed the Planning Commission role, the Brown Act, Parliamentary Procedure Basics, Conflicts of Interest and Public Records.

Discussion followed regarding the process for Commissioners requesting items on agendas, having requests go through the Chair, encouraging the public to attend meetings to comment on projects, closed sessions versus special meetings, Blue Folder items, public participation, letting staff know about absences, enforcement and consequences, lack of quorums, conflicts of interest, Robert's Rules of Order versus Rosenberg's Rules, motions to reconsider, disclosures and exemptions and guidelines relative to retention of public records.

7. PLANNING COMMISSIONERS' COMMENTS

Chair Williams and Commissioner Petersen spoke about getting hardcopies of agendas.

8. STAFF COMMENTS

Planning Consultant Tamura commented on items included in the next Planning Commission agenda and addressed the status of the General Plan update.

9. ADJOURNMENT

The meeting was adjourned at 8:30 p.m.

Respectfully submitted:

DocuSigned by:

Sophia Checa

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Sophia Checa, Planning Manager