



**MINUTES  
SOLVANG PLANNING COMMISSION  
MONDAY, JUNE 2, 2025**

Regular Meeting – 6:00 PM

**6:00 PM REGULAR MEETING OF THE PLANNING COMMISSION**

**CALL TO ORDER**

Chair Williams called the Regular meeting to order at 6:00 PM in the City Hall Council Chamber, 1644 Oak Street, Solvang, California.

**ROLL CALL**

Present: Commissioners Brandon Sparks-Gillis, Aaron Petersen, William Zigler, Vice Chair Kief Adler, and Chair Jack Williams

Staff: Assistant City Attorney Taylor Foland (via Zoom), Planning Manager Rafael Castillo, Public Works Director Bridget Paris, Assistant Planner Lisa Scherman

**PLEDGE OF ALLEGIANCE**

Commissioner Sparks-Gillis led in the Pledge of Allegiance.

**1. APPROVE ORDER OF AGENDA**

*Motion by Commissioner Petersen to approve the Order of Agenda, as presented, seconded by Vice Chair Adler, and carried 5-0.*

**2. PUBLIC COMMENT - None**

**3. CONSENT ITEMS**

- a. Approve the Minutes of the May 5, 2025 Regular Meeting
- b. Receive and file Planning and Building Division Current Projects June 2025

*Motion by Vice Chair Adler to approve Consent Items, as presented, seconded by Commissioner Zigler, and carried 5-0.*

**4. EX PARTE COMMUNICATION - None**

**5. PUBLIC HEARINGS**

- a. Discussion and possible action to approve Planning Commission Resolution 25-03 recommending the City Council amend the Safety Element of the Solvang General Plan

Planning Manager Castillo narrated a PowerPoint presentation with details of proposed amendments to the Safety Element of the Solvang General Plan.

Chair Williams opened the public hearing and invited public comments.

There were no public comments, and the public hearing was closed.

*Motion by Vice Chair Adler to approve Planning Commission Resolution 25-03, as presented, seconded by Commissioner Sparks-Gillis.*

Commissioner Zigler mentioned the need to correct duplication related to tribal notification.

*Substitute motion by Vice Chair Adler to approve PC Resolution 25-03, as amended, correcting the duplication related to tribal notification, seconded by Commissioner Sparks-Gillis, and carried 5-0.*

## **6. DISCUSSION ITEMS**

- a. Discussion and possible action to approve Planning Commission Resolution No. 25-04 making the General Plan Consistency Determination for the City of Solvang Capital Improvement Program for Fiscal Year 2025-26

Public Works Director Paris presented a report regarding possible action to approve Planning Commission Resolution No. 25-04 making the General Plan Consistency Determination for the City of Solvang Capital Improvement Program for Fiscal Year 2025-26.

Discussion followed regarding the various CIP projects, the Capital Improvement Plan and policy decisions that City Council will need to make.

Chair Williams invited public comments.

There were no public comments at this time.

Discussion followed regarding having discussions with Caltrans, the Fjord extension, consistency with the General Plan, planning for subsequent years, addressing parking concerns, the need to increase in-lieu fees, including parking studies for next year's plan, the possibility of including the development of a Parking Master Plan in the CIP for next year.

Assistant City Attorney Foland reported the direction for what is included in the CIP and the priorities those take will come from City Council and stated that the process for changing in-lieu fees is highly technical and fees must match costs.

Administrative Services Director Berry explained the longer projects get delayed, the more they will cost and reported an impact fee study is being planned by the end of the year.

*Motion by Commissioner Zigler to approve PC Resolution 25-04, as presented, seconded by Vice Chair Adler, and carried 5-0.*

## **7. PLANNING COMMISSIONERS' COMMENTS**

Commissioner Petersen discussed the condition of the shade cloths on Alisal Road, near Birkholm's Bakery.

## **8. PLANNING MANAGER REPORT**

Planning Manager Castillo reported on projects City staff is working on; addressed new changes to fees for the Planning Department and upcoming agenda items for the City Council and stated there are no items for this Commission's July meeting, currently.

## **9. ADJOURNMENT: 6:45 PM**

Respectfully submitted:

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Rafael Castillo  
Planning Manager