

**CITY OF SAN JUAN BAUTISTA
SPECIAL PLANNING COMMISSION MEETING
JUNE 9, 2022, at 6:00 P.M.**

MINUTES

1. **CALL TO ORDER** – Chair Delgado called the meeting to order at 6:08 p.m.

ROLL CALL

Present: Chair Delgado, Vice Chair Morris-Lopez, and Commissioners Medeiros and Matchain

Vacant: One position is vacant.

Staff Present: Community Development Director Brian Foucht and RGS Clerk Advisor Norma Alley

PLEDGE OF ALLEGIANCE – Commissioner Delgado led the Pledge of Allegiance.

2. **Public Comment only on Items on the Agenda**

There were no public comments received.

3. **Informal Project Review**

A. No projects to present.

There were no projects to present.

4. **Action Items**

A. Approve Affidavit of Posting the Agenda

A motion was made by Vice Chair Morris-Lopez to approve the Affidavit of Posting. The motion was seconded by Commissioner Medeiros. The motion passed on a roll call vote of 4 Yes-0 No-1 Vacant.

B. Approve Minutes of the March 1, 2022 Meeting

Vice Chair Morris-Lopez requested this item be pulled and moved to the next Planning Commission meeting after the wording regarding ABC liquor license is clarified and a transcript is prepared.

5. **Discussion Items**

A. Joint Meeting with the City Council on the Community Plan Scheduled for June 13, 2022

Community Development Director Brian Foucht reported on the upcoming joint meeting with the City Council regarding the public engagement meeting for the Community Program.

Chair Delgado asked for public comments, Wanda Guibert testified on this matter. Seeing no other comments, Chair Delgado closed public comments.

Discussion commenced amongst the Commission.

B. Open Letter to the Planning Commission from the City Council

Community Development Director Brian Foucht noted this is a discussion item only and the Commission could not take action on this item.

Discussion commenced amongst the Commissioners.

The letter was read into the record.

Chair Delgado asked for public comments, the following citizens spoke. Wanda Guibert and Phone call from citizen. Seeing no other comments, Chair Delgado closed public comments.

After a lengthy discussion, Chair Delgado appointed Commissioner Medeiros and Vice Chair Morris-Lopez to an Ad-Hoc Committee to report back at the next Planning Commission meeting regarding this item and staff to place this item as Action item for discussion and possible direction.

C. Planning Commissioners Attendance

Community Development Director Brian Foucht provided the staff report.

Chair Delgado asked for public comments, seeing none, she closed the public comments regarding this item.

Discussion commenced amongst the Commissioners and consensus was met to have the Ad-hoc Committee review this item and report back.

D. Short Term Rental Update

Community Development Director Brian Foucht provided the staff report and fielded questions from the Commissioners.

Chair Delgado asked for public comments, Dan DeVries testified on this matter. Seeing no other comments, Chair Delgado closed public comments.

E. Accessory Dwelling Unit Update

Community Development Director Brian Foucht provided the staff report and fielded questions from the Commissioners.

Chair Delgado asked for public comments, Dan DeVries testified on this matter. Seeing no other comments, Chair Delgado closed public comments.

Direction was given by the Commission for more detailed information to be provided at the next Commission Meeting.

F. Parklet Inspection

Community Development Director Brian Foucht provided the staff report and fielded questions from the Commissioners.

Chair Delgado asked for public comments, Wanda Guibert and Dan DeVries testified on this item. Seeing no other comments, Chair Delgado closed public comments.

Vice Chair Morris-Lopez voiced her concerns regarding retail parklets and noted she had received several comments on this issue.

Chair Delgado requested this item be brought back to the next Commission Meeting for discussion.

G. Planning Commissioners Materials Binder

Vice Chair Lopez requested meeting binders be provided for Planning Commissioners to better help organize themselves. She suggested a calendar of meetings and a copy of the General Plan be included as well.

Chair Delgado asked for public comments, Wanda Guibert testified on this matter. Seeing no other comments, Chair Delgado closed public comments.

Consensus of the Planning Commission was met for staff to provide binders with the attachments requested for meetings.

6. Comments

A. Planning Commissioners

Commissioner Medeiros requested a future discussion item on Accessory Dwelling Units and when a Council Member is in attendance that the Clerk promote them to a panelist to the meeting. Note taken from the Clerk Advisor and stated she will follow up with legal on matters of a Council Member joining the meeting discussion for purposes of ex-parte contact on certain matters, but will announce when a member is present.

Chair Delgado thanked staff for their work and dedication to the City.

Vice Chair Morris-Lopez requested City ordinances be adhered to, action be taken on the sign ordinance, and encouraged participation at the Monday, June 13, Joint City Council and Planning Commission Meeting.

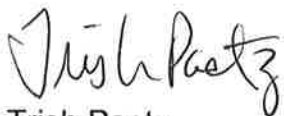
B. Community Development Director Report

No report was provided.

7. Adjournment

Motion to adjourn the meeting was made by Commissioner Medeiros. The motion was seconded by Vice Chair Morris-Lopez. There being no further business, the meeting adjourned at 8:46 p.m.

Respectfully submitted,



Trish Paetz

Planning Commission Secretary