

**CITY OF SAN JUAN BAUTISTA
PLANNING COMMISSION
OFFICIAL MEETING MINUTES
NOVEMBER 1, 2022**

1. **CALL TO ORDER** – Chair Delgado called the meeting to order at 6:03 p.m. and announced the Historical Resources Board Meeting had been cancelled.

PLEDGE OF ALLEGIANCE – Vice Chair Morris-Lopez led the Pledge of Allegiance.

ROLL CALL

Present:

Commissioner Correia

Commissioner Medeiros (*joined at 6:43 p.m.*)

Vice Chair Morris-Lopez

Chair Delgado

Vacant:

One position was vacant

Staff Present:

Community Development Director Brian Foucht

RGS Clerk Advisor Norma I. Alley, MMC

2. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA BUT WITHIN THE SUBJECT MATTER JURISDICTION OF THE PLANNING COMMISSION**

Chair Delgado called for public comments. Seeing no one come forward, she closed public comments.

3. **INFORMAL PROJECT REVIEW**

A. No projects to present.

There were no projects to present.

4. **CONSENT AGENDA**

A. Approve Affidavit of Posting Agenda

B. Approve Affidavit of Posting and Mailing Public Hearing Notice

C. Approve Minutes of the August 2, 2022 Meeting

D. Approve Minutes of the October 4, 2022 Meeting

Chair Delgado called for public requests to pull items. Seeing no one come forward, she closed public comment.

MOTION:

A motion was made by Vice Chair Morris-Lopez to approve the Consent Agenda in its entirety. The motion was seconded by Commissioner Correia. The motion passed on a roll call vote of 3 Yes/0 No/ 0 Absent/1 Vacant.

5. PUBLIC HEARING ITEMS

- A. Consider a Use Permit to allow expansion of a Non-Conforming Single-Family Residence in the “I” Industrial Zoning District via a Use Accessory Dwelling Unit (ADU) on property located at 830 Mission Vineyard Rd (APN 002-550-019). The Applicant is Olivier Griss.**

CEQA: The project is exempt from CEQA per CEQA Guideline Sections 15303 (New construction or conversion of small structures)

Vice Chair Jackie Morris-Lopez declared a conflict of interest due to the applicant is a family member and recused herself from the meeting.

Community Development Director Brian Foucht introduced the item with a brief summary of the staff report and noted the item was to be continued to November 10, 2022, at 6:00 p.m.

Chair Delgado opened the Public Hearing and called for public testimony.

Cara Vonk requested clarification on the square footage of the Accessory Dwelling Unit, square footage of the existing main dwelling unit/house, and difference between the state statute and code height requirements stating 16 feet and the staff report stating 18 feet.

Irvin was unable to unmute himself and did lower his hand; therefore, did not provide any public testimony.

Seeing no further comment, Chair Delgado closed the public testimony and left the Public Hearing open.

MOTION:

A motion was made by Chair Delgado to continue the Public Hearing to November 10, 2022, at 6:00 p.m. The motion was seconded by Commissioner Correia. The motion passed on a roll call vote of 2 Yes/0 No/0 Absent /1 Vacant.

6. INFORMATION ITEM:

- A. Annexation Application – Christopher Ranch**

Robert Fulton, applicant, provided a brief summary of the application and annexation request and fielded questions from the Planning Commission.

Community Development Director Brian Foucht stated the application was received and was on hold until the Community Plan was done.

B. Historic Preservation Consultant PSA

Community Development Director Brian Foucht provided a brief update and stated an agreement was to be executed with Margaret Clovis. He fielded questions from the Planning Community Director.

C. Permanent Local Housing Grant – ADU Rehabilitation; and Homeless Services

Planning Commissioner Medeiros joined the meeting at 6:43 p.m.

Community Development Director Brian Foucht presented a staff report accompanied by a PowerPoint.

Discussion ensued amongst the Planning Commissioners.

7. COMMENTS

A. Planning Commissioners

Commissioner Morris-Lopez reported on training she attended from CalCities.

Chair Delgado, Commissioner Correia, and Commissioner Medeiros had no comments.

B. Community Development Director Report

Community Development Director stated the next meeting was the continued public Hearing on November 10, 2022, at 6:00 p.m.

8. ADJOURNMENT

Motion to adjourn the meeting was made by Vice Chair Morris-Lopez. The motion was seconded by Commissioner Correia. There being no further business, the meeting adjourned at 7:08 p.m.

ATTEST:


Trish Paetz, Deputy City Clerk