

**CITY OF SAN JUAN BAUTISTA  
PLANNING COMMISSION  
OFFICIAL MEETING MINUTES  
FEBRUARY 7, 2023**

1. **CALL TO ORDER** – In the absence of the Chair and Vice Chair, Deputy City Clerk Elizabeth Soto, called the meeting to order at 6:01 p.m., in the Council Chambers. The meeting was a hybrid meeting, as such, some members were in the attendance at a zoom location.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

Present:

Commissioner Jose Aranda  
Commissioner Tony Correia  
Commissioner Dan DeVries  
Commissioner David Medeiros  
Commissioner Mishele Newkirk-Smith

Absent:

Staff Present:

Brian Foucht, Assistant CM/Community Development Director  
Robert Rathie, City Attorney  
Norma I. Alley, MMC, RGS Clerk Advisor  
Elizabeth Soto, CMC, Deputy City Clerk

**2. INTRODUCTIONS**

Community Development Director, Brian Foucht, welcomed the new Planning Commissioners.

**3. ELECTION OF CHAIR AND VICE CHAIR**

No public comment received.

**MOTION:**

Upon motion by Commissioner Medeiros, and second by Commissioner Newkirk-Smith, Commissioner Jose Aranda was appointed as Chair to serve a one-year term. AYES: Commissioners: Aranda, Correia, Medeiros, and Newkirk-Smith. NOES: Commissioner DeVries; ABSTAIN: None; ABSENT: None. Motion Carried.

No public comment received.

**MOTION:**

Upon motion by Commissioner Aranda, second by Commissioner Correia, Mishele Newkirk-Smith was appointed as Vice Chair to serve a one-year term. AYES: Commissioners: Aranda, Correia, DeVries, Medeiros, and Newkirk-Smith. NOES: None; ABSTAIN: None; ABSENT: None. Motion Carried.

**4. PRESENTATION**

**A. City Attorney to provide a presentation on Brown Act/Open Meeting Law.**

City Attorney Robert Rathie provided a presentation on California Open Meeting Law: The Ralph M. Brown Act and highlighted new Brown Act Provisions effective January 1, 2024.

No public comment received.

**B. Robert Fulton to Introduce Christopher Ranch Annexation Application**

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

Received comments from the following members of the public:

Sonny Flores, Community Services Development Corporation

Cara Denny

Chris Martorana

Angela Firpo

**5. PUBLIC COMMENT**

No public comment received.

**6. INFORMAL PROJECT REVIEW**

No items to report.

**7. ACTION ITEMS**

**A. Affidavit of Posting Agenda**

No public comment received.

**MOTION:**

Upon motion by Commissioner Aranda, second by Commissioner Medeiros, the Affidavit of posting was approved. AYES: Commissioners: Correia, DeVries, Medeiros, Newkirk-Smith, and Chair Aranda. NOES: None; ABSTAIN: None; ABSENT: None. Motion Carried.

**B. Appointment to the San Juan Bautista City Council Safety Sub-Committee**

Commissioner Newkirk-Smith and Chair Aranda were appointed as Planning Commission Representatives to serve on the City Council’s Public Safety Committee.

No public comment received.

AYES: Commissioners: Correia, DeVries, Medeiros, Newkirk-Smith, and Chair Aranda. NOES: None; ABSTAIN: None; ABSENT: None. Motion Carried.

**C. Appointment to the Urban Growth Boundary Ad Hoc Committee**

Commissioners Medeiros and DeVries were appointed as Planning Commission Representatives to the Urban Growth Boundary Ad Hoc Committee.

No public comment received.

AYES: Commissioners: Correia, DeVries, Medeiros, Newkirk-Smith, and Chair Aranda. NOES: None; ABSTAIN: None; ABSENT: None. Motion Carried.

**8. INFORMATION ITEMS**

**A. Update: Community Plan, Sphere of Influence (SIB), Urban Growth Boundary (UGB) Committee Recommendation.**

Community Development Director Brian Foucht announced that the Active Transportation Plan presented during the Joint City Council/Planning Commission Workshop will be brought forward for approval at the February 21, 2023 City Council meeting. The Community Plan will begin to move forward under the Urban Growth Ad hoc Committee. Staff will review the Historic Preservation Programs the city has and will begin to look at grants to support rehabilitation of historic structures. Architectural Historian Meg Clovis will prepare an overview of historic preservation program and will make a presentation to the Historic Resources Board on March 7th.

Received public comment from the following member of the public:  
Chris Martorana

**B. COMMENTS**

**A. Planning Commissioners**

Commissioner Medeiros congratulated the newly appointed Commissioners and thanked the public for attending.

**C. Community Development Director**

Community Development Director Brian Foucht stated that there are two upcoming training opportunities for Planning Commissioners/Historic Resources Board members to attend. Planning Commission Academy in March and California Preservation Conference in April.

**D. ADJOURNMENT**

Motion to adjourned the meeting by Commissioner Medeiros, second by Chair Aranda. All in favor. There being no further business, Chair Aranda adjourned the meeting at 8:16 p.m.

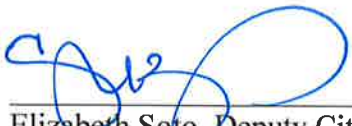
**APPROVED:**



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Jose Aranda, Chair

**ATTEST:**



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Elizabeth Soto, Deputy City Clerk