

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

- 1. CALL TO ORDER** –Chair Aranda called the meeting to order at 8:14 p.m., in the Council Chambers.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present:

Commissioner Jose Aranda
Commissioner Tony Correia
Commissioner Dan DeVries
Commissioner David Medeiros

Absent:

Commissioner Mishele Newkirk-Smith

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. PUBLIC COMMENT**

No public comment received.

- 3. INFORMAL PROJECT REVIEW**

No items to report.

- 4. CONSENT**

- Affidavit of Posting Agenda.
- Approve the Minutes of November 1, 2022.
- Approve the Minutes of December 6, 2022.
- Approve the Minutes of February 7, 2023.

Commissioner Medeiros pointed out that the minutes of December 6, 2022, show him as being absent but in fact he was late.

No public comment received.

MOTION:

Upon motion by Commissioner Medeiros, second by Commissioner Correia, the Affidavit of posting, the minutes of November 1, 2022, and the minutes of December 6, 2022, as amended, and the minutes of February 7, 2023, was approved.

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

5. ACTION ITEMS

A. Major Site and Design Review Permit.

Community Development Director Brian Foucht stated that the Historic Review Board considered the applicant’s proposal and the referenced evaluation and recommends the Planning Commission approve the Site Plan and Design Permit based on findings and subject to conditions.

Commissioner DeVries recused himself due to a conflict of interest.

Commissioner DeVries left the meeting at 8:23 p.m. and rejoined the meeting at 8:30 p.m.

Received public comment from the following member of the public:

Chris Martorana

MOTION:

Upon motion by Commissioner Medeiros, second by Commissioner Correia, the Planning Commission accept the recommendation of the Historic Resources Board and approve **RESOLUTION NO. 2023-01** approving the Site and Design Review Permit for Historic Resources to allow new and replacement second floor windows as depicted in plans and attached to the staff report dated March 7, 2023, subject to conditions contained therein and based on the findings and evidence, for the property located at 302 Third Street (APN 002-160-011).

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

6. COMMENTS

A. Planning Commissioners

Commissioner Medeiros thanked the public for attending the meeting.

Chair Aranda asked about the processing of adding items to the agenda. In response, Community Development Director Foucht, stated that individual Commissioners can send an email to him and those items will be placed on the agenda for a vote by the Commissioners as to what will be placed on the agenda. Chair Aranda requested a report be brought forth on issues that are brought up by the public during the Commission meeting. Chair Aranda requested Update of the Municipal Code relating to Housing be added on the list of future agenda items.

Commissioner DeVries asked about the application status to the Urban Growth Boundary Subcommittee. In response, Mr. Foucht stated that there was two applications submitted.

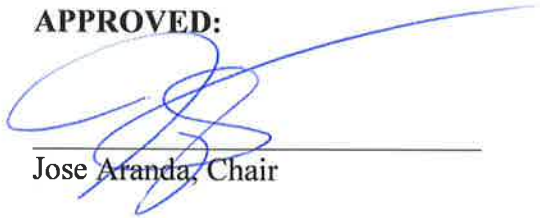
B. Community Development Director

No comments.

7. ADJOURNMENT

Motion to adjourn the meeting by Commissioner Correia, second by Commissioner Medeiros. All in favor. There being no further business, Chair Aranda adjourned the meeting at 8:38 p.m.

APPROVED:



Jose Aranda, Chair

ATTEST:



Elizabeth Soto, Deputy City Clerk