



**Planning Commission Meeting
March 9, 2017 – 7:00 p.m.
Approved Minutes**

I. ROLL CALL

Planning Commissioners Present

Krista Bernasconi, Chair
Bruce Houdesheldt, Vice-Chair
Erich Brashears
Justin Caporusso
Joseph McCaslin
Tracy Mendonsa

Staff Present

Greg Bitter, Planning Manager
Derek Ogden, Senior Planner
Gina McColl, Associate Planner
Marc Stout, City Engineer
Michelle Sheidenberger, Assistant City Attorney
Lea Estrada, Recording Secretary

Planning Commissioners Absent

Commissioner Krafka, *Excused*

II. PLEDGE OF ALLEGIANCE

Commissioner Caporusso led those in attendance in the Pledge of Allegiance.

III. ORAL COMMUNICATION

Chair Bernasconi opened the Oral Communication. Hearing none, Chair Bernasconi closed the Oral Communication.

IV. CONSENT CALENDAR

Chair Bernasconi asked if anyone wished to remove any of the items from the Consent Calendar for discussion.

Hearing none, Chair Bernasconi asked for a motion to approve the Consent Calendar as listed below:

A. MINUTES OF FEBRUARY 23, 2017

B. SVSP PCL WB-4 – SOLAIRE DRIVE TENATIVE SUBDIVISION MAP MODIFICATION – 1901 WESTBROOK BLVD., FILE # 16-0410

C. SVSP PCL WB-7 MAP MODIFICATION & UNIT TRANSFER – 5050 & 5100 SUMMERFIARE DR – FILE # PL 16-0379

MOTION

Commissioner Houdesheldt made the motion, which was seconded by Commissioner McCaslin, to approve the Consent Calendar as listed.

The motion passed with the following vote:

Ayes: Brashears, Caporusso, Houdesheldt, McCaslin, Mendonsa, Bernasconi

Noes: None

Abstain: None

V. NEW BUSINESS

A. NIPA CAMPUS OAKS DESIGN GUIDELINES – 1485 BLUE OAKS BLVD. – FILE # PL15-0340.

Associate Planner, Gina McColl, presented the staff report and responded to questions.

Chair Bernasconi opened the public hearing and invited comments from the applicant and/or audience.

Applicant, Stephen Des Jardins, addressed the Commission and responded to questions. He stated he had received a copy of the staff report and was in agreement with staff's recommendations.

Public Comment:

- None

Chair Bernasconi closed the public hearing and asked for a motion.

MOTION

Commissioner McCaslin made the motion, which was seconded by Commissioner Caporusso, to adopt the two findings of fact for the MPP Stage 1 and approve the one condition of approval as submitted in the staff report, as modified at the hearing.

The motion passed with the following vote:

Ayes: Brashears, Caporusso, Houdesheldt, McCaslin, Mendonsa, Bernasconi

Noes: None

Abstain: None

VI. REPORTS: COMMISSION/STAFF

Staff Reports

- Planning manager, Greg Bitter, stated that there will be a meeting on March 23rd and there are currently three items on the agenda. It looks like there will be a planning commission meeting on April 13th as well.
- First quarter will continue to be busy.

Commissioner Reports

- Commissioner Houdesheldt asked Greg to come back with some guidance about how items are selected to be listed on the consent calendar for the public to have more transparency. Greg provided an overview of the considerations made by staff when determining items eligible for the consent calendar. He indicated that there is early public outreach on all projects and for a project to be placed on the consent calendar, at a minimum, there must be no concern expressed by the public.
Commissioners would like to schedule another tour with Planning as some missed the last one and those who did attend felt it was very beneficial.

VII. ADJOURNMENT

Commissioner Bernasconi asked for a motion to adjourn the meeting.

MOTION

Commissioner Houdesheldt made the motion, which was seconded by, Commissioner Mendonsa to adjourn to the meeting.

The motion passed unanimously at 7:25 p.m.