Jackson Planning Commission
Minutes
Regular Meeting of November 17, 2008

COMMISSION MEMBERS PRESENT:
Dave Butow, Vice Chairman
Walt Hoeser
Kathryn Devlin
Darek Selman
Leticia Sexton, Chairwoman

CITY STAFF PRESENT:
Susan Peters, City Planner
Mike Daly, City Manager
Karon Knuist, Administrative Clerk

COUNCIL MEMBERS ABSENT:

Note: The Staff Report Packet prepared for the Planning Commission is hereby incorporated into these minutes by reference as though set forth in full. Any Staff Report, recommended findings, mitigation measures, conditions, or recommendations which are referred to by Commissioners in their action motions on project decisions, which are contained in the Staff Reports, are part of these minutes. Any written materials, petitions, packets or comments received at the hearing also become part of these minutes. The recording tapes of this meeting are hereby incorporated into these minutes by reference and are stored in the City of Jackson Planning Department.

Chairman Sexton called the meeting to order at 6:00 p.m.

Pledge of Allegiance

1. **Public Matters Not on the Agenda.**
   None.

2. **Approval of Minutes, October 20, 2008 Meeting:**

   Moved by Commissioner Selman, seconded by Commissioner Butow unanimously carried to approve the minutes of October 20, 2008 as amended.

3. **Sphere of Influence.**

City Planner Peters reported recent events, including the Local Agency Formation Commission's adoption of a comprehensive Municipal Services Review, the County of Amador's consideration of the Wicklow Subdivision and updating of its General Plan, has brought about the need to consider amending the City's current Sphere of Influence (SOI). Government Code Section 56424 directs the Local Agency Formation Commission (LAFCO) to establish an SOI for each jurisdiction with the intent of providing for logical growth in the region.

In determining a jurisdiction's Sphere of Influence, LAFCO primarily considers where municipal services are being provided.

The SOI expansion area also includes areas to which the City currently responds with emergency services, both automatic aid responses from the Fire Department (areas where the Jackson Fire Department contracts with Amador Fire Protection District to be the first responder) and mutual aid from the Police Department (areas where the City provides back-up assistance to the Sheriff's Department). Once the City Council has come to a consensus on the SOI expansion, LAFCO will be required to hold a public hearing and make the final determination.

City Manager Daly reported at a City staff meeting on November 6, the current Sphere of Influence map was reviewed and compared to maps showing where the City of Jackson currently provides services and where extension of those services in the future is logical. As a result of that exercise, the City has prepared a proposed new Sphere of Influence map. The new SOI map is based largely on the City's existing Water Service Area map. Another consideration is the logical extension of sewer service.

The Planning Commissioners were provided a copy of the following documents:

1. Sphere of Influence (SOI) map
2. Water Service Area map
3. Fire Service Area map
4. LAFCO's Municipal Service Review (MSR) – City of Jackson Findings, which documents the City's ability to serve in the SOI area.

Chairman Sexton opened the public discussion. Hearing no comments from the public, Chairman Sexton closed the public discussion.

After considerable discussion among the Planning Commission and staff the following motion was made:

> **Moved by Commissioner Selman, seconded by Commissioner Hoeser unanimously carried to approve to recommend that the City Council forward the proposal to the Local Agency Formation Commission (LAFCO) for consideration.**

4. Administrative Reports.

City Manager Daly and City Planner Peters reported on the following items:

1. The City Council at their November 10, 2008 meeting adopted the Environmental findings pursuant to the California Environmental Quality Act, a Statement of Overriding Considerations, a Mitigation Monitoring and Reporting Program, and the updated Land Use Element and Circulation Element of the General Plan. The Notice of Determination was filed November 12, 2008.
2. With the adoption of the updated Land Use Element the next step will be to revisit the Development Code to make sure it is in accordance with these changes.

3. General Plan - Updating the remaining elements: Open Space, Conservation, Housing, Noise, Safety and possibly additional elements such as Historic and Economic. The Mitigation Monitoring Program that was adopted called for a nine-month timeframe to complete these updates and done by June 2009. Staff will provide the Planning Commissioners with a timeframe calendar for the completion of the remaining element updates.
4. The Economic Development Committee recommended using the Economic Development Strategic Plan as an outline for developing the Economic Element.
5. The Amador County Planning Commission will hold a meeting on Tuesday, November 18, 2008 to discuss the General Plan policy for assigning Land Use designations on lands within city spheres of influence.

Adjourn 6:30 p.m.

Attest:

Susan Peters, City Planner

Date Approved: December 15, 2008

Prepared by: Gisele Cangelosi, City Clerk