

Jackson Planning Commission

Minutes

Regular Meeting of February 22, 2011

COMMISSION MEMBERS PRESENT:

Joe Assereto
Dave Butow
Walt Hoeser, Chairman
Darek Selman

CITY STAFF PRESENT:

Susan Peters, City Planner
Gisele Cangelosi, City Clerk

COMMISSION MEMBERS ABSENT:

Kathryn Devlin Vice-Chairman

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 Hoeser called the meeting to order at 6:30 p.m.

1. Public Matters Not on the Agenda.

None.

2. Approval of Minutes. Minutes from the December 20, 2010 Meeting.

Moved by Commissioner Butow, seconded by Commissioner Assereto and carried by a) to approve the Minutes of the December 20, 2010 meeting.

3. Election of Chairman and Vice-Chairman.

Moved by Commissioner Selman, seconded by Commissioner Butow, and unanimously carried to reappoint Walter Hoeser as Chairman and Kathryn Devlin as Vice-Chairman.

4. Public Hearing –Planned Development Amendment Dale Fritson, 144 Village Court, APN 020-590-010, to allow construction of a trellis to encroach completely into the side and rear yard setbacks.

City Planner Peters reported the applicant is requesting an amendment to the Amador Village Glen Planned Development for 144 Village Court to allow for a variation in the side and rear yard setbacks. Specifically, the applicant is proposing to construct a trellis within one inch on the side and rear yard setbacks. In June of 2005 the Planning Commission approved a similar Planned Development amendment allowing for a one foot side yard set back at 105 Village Court and a four foot side yard set back at 113 and 121 Village Court, Resolution 2005-11 was provided.

The project site is designated and zoned Single Family Residential/Planned Development. While amendments to a Planned Development are typically subject to the California Environmental Quality Act (CEQA), projects which have no possibility of causing an environmental impact can be categorically exempted from CEQA review. Because no environmental impacts are anticipated as a result of the proposed amendment the project qualifies for a categorical exemption in accordance with Section 15061(b)(3) of CEQA. The following findings must be made for this project to be approved:

1. The proposed Planned Development amendment is consistent with the Zoning and General Plan land use designation.
2. The proposed amendment will not be a detriment to the public health, safety, or general welfare of this community.
3. The proposed amendment will not have a significant adverse effect upon the environment.

Staff has no recommended Conditions of Approval. Should the Planning Commission chose to approve the Planned Development Amendment for Mr. Dale Fritson, the following actions are recommended:

1. Instruct Staff to file a Categorical Exemption; and,
2. Adopt a Resolution approving a Planned Development Amendment for Mr. Dale Fritson at 144 Village Court (APN 020-590-010) based on the Findings in this report.

City Planner Peters reported a neighbor located behind this property reviewed the map and did not have a problem with this planned development amendment.

Kevin Fritson, applicant representative, was present to answer questions of the Planning Commission.

Chairman Hooser opened the public hearing. Hearing no comments from the public regarding, the Planned Development Amendment Dale Fritson, 144 Village Court, Chairman Hooser closed the public hearing.

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

Moved by Commissioner Selman, seconded by Commissioner Assereto, and unanimously carried to:

1. **Instruct Staff to file a Categorical Exemption; and,**
2. **Adopt a Resolution approving a Planned Development Amendment for Mr. Dale Fritson at 144 Village Court (APN 20-590-010) based on the Findings in this report.**

5. Workshop – Implementation of the Resource Constraints and Priority Allocation Policy. City Planner Peters reported the objective tonight is to review the information provided in the memorandum provided and other resource constraint issues that might be identified and make a recommendation to the City Council regarding HEU availability for 2011 along with the allocation

evaluation criteria. December 2004 the City Council adopted the Resource Constraints and Priority Allocation Policy. Since 2004 the Planning Commission and City Council have established the following HEU's:

- 2005 - 116 Housing Equivalent Units
- 2006 - Zero Housing Equivalent Units
- 2007 - 68 Housing Equivalent Units
- 2008 - Zero Housing Equivalent Units
- 2009 - 150 Housing Equivalent Units
- 2010 - 140 Housing Equivalent Units

At their December 13, 2010 and January 10, 2011 meetings, the City Council extended the HEU allocations for the following three projects:

1. Shealor Trust Property - 26 HEUs. The Planning Department has received a Tentative Parcel Map application which has not been deemed complete due to pending environmental studies.
2. Fuller Family Partnership - 20 HEUs. When Reynen & Bardis dropped their option on the property, last year the Fuller Family Partnership requested and received an extension for the 20 HEUs previously granted to Reynen & Bardis. The Planning Department has not yet received an application for a project at this site.
3. St. Patrick's Church - 86 HEUs. An application has been submitted to the Planning Department but has not been forwarded to the Planning Commission pending preparation of an Environmental Impact Report.

The Resource Constraints and Priority Allocation Policy sets due dates for tasks to be completed by both the Planning Commission and the City Council. The following is the schedule set forth in the policy:

- January – Planning Commission and City Council establish the Housing Equivalent Units (HEUs) available for the year and establishes allocation criteria. Upon Completion of HEU availability and the design criteria the City will advertise for Notices of Intent to Develop.
- March 31 – Notices of Intent to Develop are due to the Planning Department.
- By April 30 – Planning Commission reviews Notices and recommends to the City Council which development projects should be awarded an allocation.
- By May 31 – City Council reviews Planning Commission recommendations and awards allocations.

The list of resource constraints which included: Sewer capacity, Water supply, Road capacity, Fire Protection, Police Protection, Schools and Childcare.

The following is the minimum evaluation criteria required by the Resource Constraints and Priority Allocation Policy:

- Economic benefit to the City of Jackson
- Improvements which help to alleviate infrastructure constraints including:
 - Traffic improvements

- Recreational amenities (especially recreational fields)
- Sewer treatment plant improvements or new facilities
- Tree, wetland, open space, etc., preservation
- School facilities
- Affordable housing component
- Commercial use of commercially zoned property
- In-fill projects
- Environmental constraints
- Sensitivity to historic features

The Resource Constraints and Priority Allocation Policy requires that a percentage of HEUs be available for ministerial projects (projects which already have entitlements to develop). The number of remaining vacant parcels available for ministerial project for this year is 74.

After considerable discussion among the Planning Commissioners chose 150 HEUs because it allows for a reasonable sized project to be applied for while still allowing for some reserve in sewer capacity and the following motion was made:

Moved by Commissioner Assereto, seconded by Commissioner Selman, and unanimously carried to recommend an HEU allocation availability of 150 for 2011. The design evaluation criteria recommended by the Planning Commission is what is listed in the Resource Constraints and Priority Allocation Policy.

6. Administrative Reports.

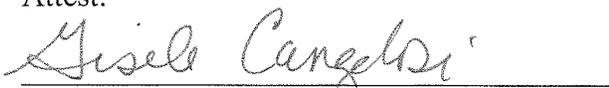
Commissioner Assereto inquired if the ACES sign at the High School and the Secret Witness sign were nonconforming. City Planner Peters stated the schools are exempt and the Secret Witness sign is considered an informational sign. She stated the Sign Ordinance would be on a future agenda for review and consideration.

City Planner Peters stated the Rollingwood Estates Mobile Home Tentative Subdivision Map #179 application would be on the March 21 Agenda.

Chairman Hooser inquired if the National Hotel had pulled building permits. City Planner Peters stated the permits were being pulled in stages.

Commissioner Butow placed a complaint on the Downtown Merchants that still were displaying Christmas lights. City Planner Peters stated she would mention it to Building Inspector White.
Adjourn 7:00 p.m.

Attest:



Gisele Cangelosi, City Clerk

Date Approved: April 4, 2011