

Jackson Planning Commission
Minutes
Regular Meeting of December 21, 2009

COMMISSION MEMBERS PRESENT:

Dave Butow, Vice-Chairman
Kathryn Devlin
Walt Hoeser
Leticia Sexton, Chairman

CITY STAFF PRESENT:

Susan Peters, City Planner
Gisele Cangelosi, City Clerk

COMMISSION MEMBERS ABSENT:

Darek Selman

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.

1. Public Matters Not on the Agenda.

None.

2. Approval of Minutes. Minutes from the August 20, 2009 and November 16, 2009 meetings.

Moved by Commissioner Butow, seconded by Commissioner Hoeser and unanimously carried to approve the Minutes of the August 20, 2009 meeting as amended.

Moved by Commissioner Hoeser, seconded by Commissioner Butow and unanimously carried to approve the Minutes of the November 16, 2009 meeting as presented.

3. Approve Calendar Year 2010 Planning Commission Meeting Schedule.

No action.

4. Housing Element Update.

City Planner Peters reported on November 10, 2008 the City Council adopted the City's General Plan Land Use and Circulation Elements and Zoning Project Environmental Impact Report Mitigation Monitoring Program (MMP). The MMP outlines the mitigation required by the EIR, which included amendments to the City's Housing Element. According to the State of California, a jurisdiction's housing element is to be updated every seven years. The last update to the City's Housing Element was in 1993, which is clearly out of date and in dire need of an update.

The City Council in May 2008 formed the Housing Element Committee for the purpose of updating the 1993 Housing Element. The Committee held a number of meetings and successfully created and circulated two surveys. Shortly after the surveys were circulated and the data was collected, participation in the Committee waned. Concurrently, the City's resources toward updating the Housing Element became limited. For these reasons, staff is looking toward the Planning Commission to assist in the update process so that the City may more efficiently, and cost effectively complete the update of the mandated element.

The Planning Commission was provided the following resources for review and consideration.

- The Existing 1993 Housing Element
- California Department of Housing and Urban Development's Housing Element Review Worksheet
- The 2007-2014 Regional Housing Need Plan
- The Draft Housing Element Table of Contents which should serve as the outline for the document
- Housing Element Update - Chapter 1 Introduction
- Table - Evaluation of Existing City of Jackson Housing Element Policies – This is the basis for Chapter 2 of the Housing Element
- Summary of the Housing Needs and Workforce Housing Survey results

Additional resources include the City of Petaluma's Housing Element, which is short sweet and to the point and already approved by HCD.

It is recommended the Planning Commission work with staff to identify those portions of the Housing Element update which the Planning Commission can participate in creating and establish a work program to complete the various tasks. Potential work products that the Planning Commissioners can participate in completing include:

- Analysis of effectiveness of the existing housing element.
- Summary of the affordable housing achievements in the City of Jackson.
- Compilation of the statistical information for the housing needs assessment.
- Research the resources to accomplish housing goals.
- Research the constraints to the housing goals.
- Identify goals, policies, and programs that are consistent with the Land Use Element.

Chairman Sexton opened the public discussion. The following individuals voiced their concerns regarding the Housing Element Update: Judy Jebian and Kathy duBois. Hearing no further comments from the public, Chairman Sexton closed the public discussion.

City Planner Peters requested the Planning Commissioners identify those portions of the Housing Element update that they can participate in creating and establish a work program to complete the various tasks. She requested they email their preference to City Clerk Cangelosi before the next meeting.

5. Administrative Reports.

City Planner Peters reported on the following items:

1. The Architectural Regulations Committee's next meeting is Tuesday, January 05, 2010.
2. The Resource Constraints and Priority Allocation Policy HEU will be on the January 19, 2010 meeting for consideration and recommendation to the City Council.
3. Tentative Parcel Map 2814, George Stutler, located on Jackson Gate Road will be presented at the January 19, 2010 meeting.

Adjourn 6:58 p.m.

Attest:



Gisele L. Cangelosi, City Clerk

Date Approved: January 19, 2010