

Jackson Planning Commission
Minutes
Regular Meeting of January 20, 2009

COMMISSION MEMBERS PRESENT:

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

CITY STAFF PRESENT:

Susan Peters, City Planner
Gisele Cangelosi, City Clerk

COMMISSION 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.

1. Public Matters Not on the Agenda.

None.

2. Approval of Minutes. Minutes from the March 17, 2008 and December 15, 2008 Regular Meetings.

Commissioner Devlin noted a correction to the March 17, 2008 Minutes that Terri Works was the fifth Commissioner during that period not Darek Selman.

Moved by Commissioner Devlin, seconded by Vice-Chairman Butow, and carried 4 to 1 (Commissioner Selman abstaining) to approve the Minutes of the March 17, 2008 meeting as amended.

Moved by Commissioner Devlin, seconded by Vice-Chairman Butow, and carried 4 to 1 (Commissioner Selman abstaining) to approve the Minutes of the December 15, 2008 meeting as presented.

3. Workshop – Implementation of the Resource Constraints and Priority Allocation Policy. City Planner Peters reported tonight's objective was to review the information provided and other resource constraint issues that might be identified at the tonight's meeting and make a recommendation to the City Council regarding HEU availability for 2009 along with the allocation

evaluation criteria. The policy is the City's growth management program designed to control growth at a rate that can be supported by the infrastructure and service demand created by new housing units. A copy of the ordinance was provided.

City Planner Peters went over the list of resource constraints which included: Sewer capacity, Water supply, Road capacity, Fire Protection, Police Protection, Schools and the additional Child Care component.

Joyce Stone, Manager Amador Child Care Counsel, stated childcare resources in the City of Jackson are critically low. The Amador Child Care Council is currently conducting a new Child Care Needs Assessment to be released in the spring of 2009 that will provide some updated data regarding the need for child care services within the City of Jackson.

After considerable discuss among the Planning Commission and staff it was the consensus the HEU allocation for 2009 be set at 150. The decision was based on the remaining sewer capacity of 472 HEUs and approximately dividing it by three years. This is similar to the methods used in previous years and has produced a number that the Planning Commission felt could accommodate a "reasonable" sized subdivision. The Planning Commission also recommended the design evaluation criteria that is listed in the Resource Constraints and Priority Allocation Policy with addition of a childcare component.

Moved by Commissioner Hoeser, seconded by Vice-Chairman Butow and carried to approve the Housing Equivalent Units allocation for 150 for 2009 in conformance with the Resource Constraints and Priority Allocation Policy and Design Criteria with the addition of a childcare component.

4. Update on Architectural Design Review and Guidelines.

City Planner Peters reported at their January 12 meeting the City Council reviewed the Planning Commission's recommendation regarding Architectural Design Review and Guidelines. The City Council determined they were not prepared to discuss a mandatory architectural/design policy because of insufficient information. Staff was directed to bring this item back to the Planning Commission for further discussion and it was suggested a special workshop be scheduled for February 2 at 6:00 p.m.

Commissioner Devlin stated earlier this year she attended an Amador Regional Planning Commission meeting that Robin Peters made a presentation regarding the City of Sutter Creek "Historical Preservation Ordinances and Policies". She requested Mr. Peters make a similar presentation at the proposed workshop because it described the chronology process that Sutter Creek went through in establishing their guidelines.

Commissioner Devlin requested that all information regarding this workshop be emailed to her while she is on vacation.

The Planning Commission also recommended that a committee be formed to review the guidelines in the Draft Development Code and make recommendations regarding implementation of mandated, committee reviewed, architectural standards.

5. Administrative Reports.

City Planner Peters reported on the following items:

1. The Housing Element Committee will be meeting Thursday, January 22 at 1:00 p.m. at City Hall.
2. Tentatively at the February meeting there will be a Conditional Use Permit request to allow operation of a tattoo parlor and retail business on Main Street.
3. The proposed Sphere of Influence Update item has been continued to a future City Council meeting pending further research into the questions brought up by concerned property owners.

Commissioner Devlin stated at the December meeting staff reported they would be performing a State of the City Report and it would be provided presented at this meeting. City Planner Peters stated staff had not yet met to perform this report and as soon as the report has been completed it will be provided.

Vice-Chairman Butow stated the League of Cities's website has useful planning issues and recommended the Commissioner visit their website. City Planner Peters stated while looking at the League of Cities's website look for articles that might pertain to the City's development codes.

Vice-Chairman Butow requested there be an item on the next agenda to discuss the Planning Commission's list of Goals and Projects for calendar year 2009.

Adjourn 7:41 p.m.

Attest:



Gisele Cangelosi, City Clerk

Date Approved: February 17, 2009