

**Jackson Planning Commission**  
**Minutes**  
**Regular Meeting of March 16, 2009**

**COMMISSION MEMBERS PRESENT:**

Dave Butow, Vice-Chairman  
Kathryn Devlin  
Walt Hoeser  
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 February 17, 2009 meeting.

**Moved by Commissioner Hoeser, seconded by Commissioner Selman, and unanimously carried to approve the Minutes of the February 17, 2009 meeting as amended.**

**Commissioner Devlin abstained from the approval of the February 17, 2009 Minutes.**

**3. Draft Development Code.**

City Planner Peter reported March 2005 the City Council directed staff to work with the Planning Commission on a zoning code to be consistent with the proposed General Plan Land Use Element. The goal was to review both the Land Use Element and a proposed Development (Zoning) Code along with amendments to the Circulation Element in one Environmental Impact Report.

On January 22, 2007, the City Council reviewed the Draft Development Code as part of the Environmental Impact Report process. At that meeting some issues regarding uses in the Historic Commercial Zone and Conditional Use Permit applicability were discussed and some changes recommended.

In November 2008, the City Council adopted the Land use, Circulation, and Zoning Project Environmental Impact Report. With the approval of the EIR was a Mitigation Monitoring Program

(MMP). The MMP outlines the mitigation required by the EIR and provides a timeframe for each of the mitigations compliance. To ensure zoning consistency with the Land Use Element, the MMP requires that the Development Code be adopted within nine months of adoption of the Land Use Element. This means that the Development Code must be approved by August 2009 at the latest.

The objective now is to review the Draft Development Code, including proposed issues brought up at the January 22, 2007 City Council meeting, and prepare a final draft version of the Development Code for Public Hearing. Building and Engineering staff are reviewing the document and will provide comments to the Planning Commission in the near future.

The new Development Code created by the Planning Commission will replace the existing Municipal Code Section 16, Subdivisions, and Section 17, Zoning. This is a comprehensive document, which includes some contemporary ordinances recently approved by the Planning Commission and City Council including the following:

- Resource Constraints and Priority Allocation Ordinance
- Inclusionary Housing Ordinance
- Condominium Conversion Ordinance
- Telecommunication Facilities Ordinance
- Sign Ordinance
- Landscape Planning Ordinance

New requirements included in this Development Code include:

- Development Standards for zoning categories which are consistent with the proposed Land Use Element (Article II).
- Regulations for development in flood plains, visually sensitive areas, and historic corridors (Article II).
- Restrictions and development standards for Large Retail Establishments (Article II).
- Hillside Development Standards (Article III).
- Open Space/Cluster Requirements (Article III).
- Lighting Regulations (Article III)
- New Parking Standards (Article III).

The Planning Commission and staff performed a comprehensive review of Article I and Article II and directed staff to incorporate the revisions provided. It was as the consensus of the Planning Commission to schedule a special meeting for March 30, 2009 and April 6, 2009 in order to keep on schedule review the remaining articles of the Draft Development Code.

#### **4. Administrative Reports.**

1. Staff has received good response from the Workforce Housing Survey that was mailed the last week of February to every business with a City of Jackson business license and other major employers in the area. The Housing Needs Survey is available for all households within the City of Jackson city limits. Both surveys are available on the City of Jackson website.

2. The Housing Element Committee meeting will be scheduled in April to discuss the Housing Survey and the Draft Housing Element will be submitted for reviewed at the April or May Planning Commission meeting.

Adjourn 8:15 p.m.

Attest:

  
\_\_\_\_\_  
Gisele Cangelosi, City Clerk

Date Approved: April 20, 2009