

CITY OF BUELLTON

PLANNING COMMISSION MEETING MINUTES

**Regular Meeting of October 6, 2016 – 6:00 p.m.
City Council Chambers, 140 West Highway 246
Buellton, California**

CALL TO ORDER

Chair Reif called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

Chair Reif led the Pledge of Allegiance

ROLL CALL

Present: Commissioners Brian Dunstan, Dan Heedy, Vice Chair Art Mercado and Chair Foster Reif

Absent: Commissioner Joe Padilla

Staff: City Manager Marc Bierdzinski
Public Works Director Rose Hess
Contract City Planner Irma Tucker
Assistant Planner Andrea Keefer
Staff Assistant/ Planning Technician Clare Barcelona

REORDERING OF AGENDA

None

PRESENTATIONS

None

APPROVAL OF MINUTES

1. Minutes of the regular Planning Commission meeting of September 15, 2016

MOTION:

Chair Reif moved and Vice Chair Mercado seconded the motion to approve the Minutes of September 15, 2016.

VOTE:

Motion passed 3-0 voice vote with abstention by Commissioner Heedy due to his absence from the meeting.

PUBLIC COMMENTS

None

CONSENT CALENDAR

None

CONTINUED PUBLIC HEARINGS

None

NEW PUBLIC HEARINGS

None

OTHER BUSINESS

**2. Preliminary Review – The Commons at Zaca Creek
16-FDP-05 and 16-CUP-02**

RECOMMENDATION:

That the Planning Commission provide direction to the applicant and staff on the proposed project plans.

DOCUMENTS:

Planning Department Staff Report with attachments (Vicinity Map, Zoning Map, 100-Year Flood Zone Map, Project Description Addendum, Project Plans)

STAFF REPORT:

Contract City Planner Irma Tucker presented the staff report.

SPEAKERS/DISCUSSION:

Chair Reif acknowledged that he had ex parte communications with the Applicant, Don Conner.

Don Conner, Applicant, gave an overview of the project highlighting the key elements. He provided the Commission with a handout regarding a proposed bicycle share program.

Dan Weber, Architect, pointed out the various design elements of the project.

The Commission discussed the following:

- The possibility of the city vacating the excess right of way on McMurray Road
- A possible secondary access point to be reviewed in the traffic study
- Signage and lighting; provide full rendering of the clock tower sign
- The location of the trash enclosure and need for an additional enclosure
- Spiral staircase vs. traditional staircase inside the tenant spaces

The Commission spoke in favor of the project and looks forward to the re-submittal.

WRITTEN COMMUNICATIONS

None

PLANNING COMMISSIONER COMMENTS

None

PLANNING DIRECTOR REPORT

City Manager Bierdzinski updated the Commission on recent City Council actions and the status of various projects and mentioned several upcoming projects.

ADJOURNMENT

Chair Reif adjourned the meeting at 7:17 p.m. to the next regular scheduled meeting of the Planning Commission to be held October 20, 2016 at the City Council Chambers, 140 West Highway 246, Buellton.

Foster Reif, Planning Commission Chair

ATTEST:

Clare Barcelona, Planning Commission Secretary

An audio CD of this Planning Commission Meeting is available upon request.