

**CITY OF SAN JUAN BAUTISTA
PLANNING COMMISSION MEETING
JANUARY 8, 2013
MINUTES**

1. CALL TO ORDER – Chairman Guibert called the meeting to order at 6:10 p.m.

A. ROLL CALL Present: Commissioners Guibert, Medeiros, Franco, and Garrett

Staff Present: City Manager Grimsley and Deputy City Clerk Paetz

Chairman Guibert explained that City Council Member Robert Lund would be making a selection to the Planning Commission at their next meeting, which affects Georgana Gularte's position on the Commission. Until then, a vacancy remains on the Planning Commission.

2. APPROVE AGENDA

The agenda was approved as presented.

3. PUBLIC COMMENT

No public comments were received.

4. INFORMAL PROJECT REVIEW

No projects were submitted.

5. ACTION ITEMS

A. Approve Affidavit of Posting Agenda

B. Approve Minutes for September 4, 2012 Meeting

Vice Chairman Franco provided changes to the minutes.

A motion was made by Vice Chairman Franco and seconded by Commissioner Medeiros to approve all items on the consent agenda with changes to the minutes as noted. The motion passed unanimously.

6. DISCUSSION ITEMS

A. Lot Line Adjustment at 304, 306, and 306B Third Street. Applicants: Clarice Felice, Dante and Patricia Bains

City Planner Grimsley presented his staff report and asked the Commission to approve a lot line adjustment subject to the following conditions:

- a. The applicant records the City of San Juan Bautista's "Notice of Approval" for LLA 2013-101 with the San Benito County Recorders Office.

- b. The applicants shall perfect the deeds of each property identified in the approval notice to reflect the approved legal descriptions of the lot line adjustment and record the same with the San Benito County Recorders Office.
- c. The applicants shall enter into a utility agreement with all property owners of the lot line application for all utilities connections, cross connections, services, rights of way, easements or obligations.
- d. The applicants, in accordance with Government Code Section 66412, shall pre-pay all property taxes to the San Benito County Tax Collector prior to recording the perfected deeds.
- e. The applicants sign a hold harmless agreement with the City of San Juan Bautista.

A question and answer period followed. Chairman Guibert opened for public comment. No comments were received.

A motion was made by Commissioner Garratt and seconded by Commissioner Medeiros to approve subject to the conditions of approval. The motion passed unanimously.

B. Proposal to Move Regular Meeting Time to 6:00 p.m.

A motion was made by Commissioner Medeiros and seconded by Commissioner Garatt to move the Planning Commission regular meeting time to 6:00 p.m. The motion passed unanimously.

7. DISCUSSION ITEMS

A. Report on Sign Ordinance Progress

Chairman Guibert reported progress is being made in cleaning up the sign ordinance.

8. FUTURE AGENDA ITEMS

Nothing was added to the agenda for next month.

9. COMMENTS

A. Planning Commissioners: Chairman Guibert likes all the American flags merchants posted in the downtown and the new library directional signs the City posted in town.

B. City Manager/City Planner: No comments were received.

10. ADJOURNMENT

A motion was made to adjourn the meeting at 6:21 p.m.

Chairman Wanda Guibert

ATTEST:

Trish Paetz, Deputy City Clerk

