

**CITY OF SAN JUAN BAUTISTA
PLANNING COMMISSION REGULAR MEETING**

MAY 7, 2013

MINUTES

1. CALL TO ORDER – Chairman Franco called the meeting to order at 7:45 p.m.

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

Staff Present: City Manager Grimsley and Assistant City Planner Leal

Staff Absent: Deputy City Clerk Paetz

2. APPROVE AGENDA

Motion to amend the agenda and add Item 5D, Consider recommendation of the HRB for nomination of the Clock Shop for recognition certificate this year.

A motion was made by Commissioner Gularte and seconded by Commissioner Medeiros to approve the agenda as amended. The motion passed unanimously.

3. PUBLIC COMMENT

Jerome Peters (San Juan Valley property owner) was concerned with availability of water to his parcel located on Salinas Grade Road. Staff reviewed the existing waterline which was installed many years ago for the ability to serve cattle on the 35 acre parcel. Chairman Franco instructed Mr. Peters to meet with the City Manager and find out the details of supplying water to the parcel.

4. INFORMAL PROJECT REVIEW

No projects were submitted.

5. ACTION ITEMS

A. Approve Affidavit of Posting Agenda

A motion was made by Commissioner Guibert and seconded by Commissioner /Medeiros to approve the affidavit of posting the agenda. The motion passed unanimously.

B. Consideration of CEQA and Mitigated Negative Declaration Requirements at 104 The Alameda, “The Brewery”. Applicant: Hipolito Cerda

Commissioner Guibert read Cara Vonk’s letter dated May 6, 2013.

A motion was made by Commissioner Medeiros and seconded by Commissioner Garratt to include Cara's letter in the minutes of record and accept the initial study with additional comments added, and ordered preparation of a mitigated negative declaration for the Brewery Project. The motion passed unanimously.

C. Consideration of a Sign Permit in the City's Historic District at 322 Third Street, Café 15. Applicant: Florinda Zeuthen.

Chairman Franco opened the discussion of the sign application for Café 15.

A motion was made by Commissioner Guibert and seconded by Commissioner Medeiros to make the findings that the sign permit is exempt from CEQA under Section 15301 and 15311, and adopt Resolution 2013-06. The motion passed unanimously.

D. Consider Recommendation of the HRB for Nomination of the Clock Shop for Recognition Certificate this Year

Chairman Franco opened the discussion.

A motion was made by Commissioner Guibert and seconded by Commissioner Medeiros to accept the recommendation from the HRB and nominate Ron and Alma Paulk, owners of the Clock Shop, for recognition and to receive this year's certificate. The motion passed unanimously.

The certificate recognition and proclamation will be put on the City Council's agenda of May 21, 2013 for presentation.

7. DISCUSSION ITEMS

A. News Release – Chairman Franco

Chairman Franco will continue to work with The Star.

B. Sign Code Status

Work is continuing and there will be another meeting of the Sign Committee on Thursday to finalize the document and get it ready for public review.

C. Certified Local Government Certification

No comments. Carryover from last meeting.

D. City Planner Report

Nothing further was provided.

8. FUTURE AGENDA ITEMS

Nothing new was added at this time.

9. COMMENTS

A. Planning Commissioners: Nothing.

B. City Manager/City Planner: Nothing.

10. ADJOURNMENT

A motion was made to adjourn the meeting at 8:45 p.m.