



BENICIA PLANNING COMMISSION REGULAR MEETING MINUTES

**City Hall Council Chambers
Thursday, February 14, 2013
7:00 P.M.**

I. OPENING OF MEETING

A. Pledge of Allegiance

B. Roll Call of Commissioners

Present: Commissioners Cohen-Grossman, Oakes, Smith, Sprague,
Young and Chair Sherry

Absent: Commissioner Dean

Staff Present: Charlie Knox, Community Development Director
Amy Million, Principal Planner/Recording Secretary
Heather McLaughlin, City Attorney

C. Reference to Fundamental Rights of Public

II. ADOPTION OF AGENDA

On a motion of Smith seconded by Commissioner Cohen-Grossman, the agenda was adopted by the following vote:

Ayes: Commissioners Cohen-Grossman, Oakes, Smith, Sprague, Young and
Chair Sherry

Noes: None

Absent: Commissioner Dean

Abstain: None

III. OPPORTUNITY FOR PUBLIC COMMENT

A. WRITTEN

None.

B. PUBLIC COMMENT

None.

IV. CONSENT CALENDAR

Staff requested that Item IV. B be moved to the Regular Calendar to clarify the public hearing notification process.

On a motion of Commissioner Oakes, seconded by Commissioner Smith, the consent calendar was approved by the following vote:

Ayes: Commissioners Cohen-Grossman, Oakes, Sprague, Smith, Young and Chair Sherry
Noes: None
Absent: Commissioner Dean
Abstain: Commissioner Young

A. Approval of minutes of November 29, 2012 Special Meeting

V. REGULAR AGENDA ITEMS

A. USE PERMIT TO MODIFY AN EXISTING SPRINT WIRELESS TELECOMMUNICATION FACILITY AT 191 MILITARY EAST

Ms. Million clarified that this was a public hearing item. The agenda was not clear on this; however, a public notice to all property owners was mailed and a notice was posted on the property per the Benicia Municipal Code.

The Commission requested clarification on the noticing and any public comment. Staff confirmed the noticing procedure and that no public comment had been received.

RESOLUTION NO. 13-1 OF THE PLANNING COMMISSION OF THE CITY OF BENICIA APPROVING A USE PERMIT TO MODIFY AN EXISTING WIRELESS TELECOMMUNICATION FACILITY AT 191 MILITARY EAST (12PLN-00041)

On a motion of Commissioner Young, seconded by Commissioner Smith, the consent calendar was approved by the following vote:

Ayes: Commissioners Cohen-Grossman, Oakes, Smith, Sprague, Young and Chair Sherry
Noes: None
Absent: Commissioner Dean
Abstain: None

VII. COMMUNICATIONS FROM STAFF

Mr. Knox introduced Commissioner Young and followed with a presentation on tools for Planning Commissioners to use in decision-making. He reviewed the role

of the Planning Commission, an overview of the General Plan, Zoning Ordinance, CEQA, findings, making a motion, personal opinions and the appeal process.

The Commission asked various questions of staff including clarification on General Plan consistency, the appeal process, General Plan update requirements, use permits and the relationship between findings and conditions.

Ms. Million announced that at the next Planning Commission meeting the agenda will include the election of Officers: Chair and Vice-Chair.

VIII. COMMUNICATIONS FROM COMMISSIONERS

Commissioner Oakes provided an update on the Sign Ordinance Committee and announced that by the next meeting on April 3, 2013, they hope to have comments on a first draft of the ordinance.

Ms. McLaughlin informed the Commission that if there was interest, she would provide the Commission with an overview of the Sign Ordinance update at the next Planning Commission meeting. The Commission agreed.

Commissioner Cohen-Grossman announced that the first meeting for the Community Advisory Committee for the Waterfront Master Plan will be on March 27, April 3 or April 18, 2013.

IX. ADJOURNMENT

Chair Sherry adjourned the meeting at 8:02 p.m.