



BENICIA PLANNING COMMISSION REGULAR MEETING AGENDA

**City Hall Council Chambers
Thursday September 10, 2015
7:00 P.M.**

I. OPENING OF MEETING

- A. Pledge of Allegiance**
- B. Roll Call of Commissioners**
- C. Reference to Fundamental Rights of Public** - A plaque stating the Fundamental Rights of each member of the public is posted at the entrance to this meeting room per Section 4.04.030 of the City of Benicia's Open Government Ordinance.

II. ADOPTION OF AGENDA

III. OPPORTUNITY FOR PUBLIC COMMENT

This portion of the meeting is reserved for persons wishing to address the Commission on any matter not on the agenda that is within the subject jurisdiction of the Planning Commission. State law prohibits the Commission from responding to or acting upon matters not listed on the agenda.

Each speaker has a maximum of five minutes for public comment. If others have already expressed your position, you may simply indicate that you agree with a previous speaker. If appropriate, a spokesperson may present the views of your entire group. Speakers may not make personal attacks on council members, staff or members of the public, or make comments which are slanderous or which may invade an individual's personal privacy.

A. WRITTEN

B. PUBLIC COMMENT

IV. PRESENTATION

- A. [SOLANO TRANSPORTATION AUTHORITY PRESENTATION ON SOLANO COUNTY'S COMPREHENSIVE TRANSPORTATION PLAN](#)**

The Solano Transportation Authority (STA) staff will be making a presentation on STA's update to the Solano Comprehensive Transportation Plan (CTP). The CTP identifies and prioritizes the transportation needs and funding throughout Solano County through the year 2040. In order to be eligible for regional, state or federal transportation funds city project must be listed in the STA CTP. As part of the update process, STA is reaching out to communities in Solano County to receive input on the draft plan and STA's priorities.

V. CONSENT CALENDAR

Consent Calendar items are considered routine and will be enacted, approved or adopted by one motion unless a request for removal for discussion or explanation is received from the Planning Commission or a member of the public by submitting a speaker slip for that item.

*Any Item identified as a Public Hearing has been placed on the Consent Calendar because it has not generated any public interest or dissent. However, if any member of the public wishes to comment on a Public Hearing item, or would like the item placed on the regular agenda, please notify the Community Development Staff either prior to, or at the Planning Commission meeting, prior to the reading of the Consent Calendar.

A. APPROVAL OF MINUTES OF JULY 9, 2015 REGULAR MEETING

VI. REGULAR AGENDA ITEMS

A. PROPOSED 5-LOT SUBDIVISION OF A 37,500 SQUARE FOOT PARCEL, AFTER A DETERMINATION THAT THE PROJECT IS EXEMPT FROM CEQA

15PLN-00032 Tentative Parcel Map
NWC of West 10th and West L Streets
APN: 0086-062-060

PROPOSAL:

The property owner requests approval to divide the existing 37,500 square foot parcel into 5 lots in order to construct 5 single family residential homes. The proposed subdivision would result in 5 lots of equal size measuring 60 feet wide by 125 feet deep (7,500 square feet each). A portion of the alley off of West 10th Street adjacent to the subject parcel would be improved. The Planning Commission's action shall be in the form of a recommendation to City Council.

Recommendation: Hold a public hearing, take testimony and consider relevant documents and information, and adopt a resolution recommending the City Council approve a 5-lot subdivision based on the findings and conditions in the draft resolution, after a determination that the project is exempt from CEQA.

B. PLANNING COMMISSION RULES AND PROCEDURES

The Planning Commission adopted a set of rules and procedures on December 11, 2008. On June 11 and July 9, 2015 the Commission discussed the rules and procedures and directed staff to amend the document. Staff has incorporated the proposed amendments and prepared a draft resolution adopting the changes to the rules and procedures.

Recommendation:

Discuss, review, take public testimony, and approve rules and procedures by which the Planning Commission can conduct business. Adopt a resolution authorizing modifications of the Planning Commission rules and procedures.

VII. COMMUNICATIONS FROM STAFF

VIII. COMMUNICATIONS FROM COMMISSIONERS

IX. ADJOURNMENT

Public Participation

The Benicia Planning Commission welcomes public participation.

Pursuant to the Brown Act, each public agency must provide the public with an opportunity to speak on any matter within the subject matter jurisdiction of the agency and which is not on the agency's agenda for that meeting. The Planning Commission allows speakers to speak on agendized and non-agendized matters under public comment. Comments are limited to no more than 5 minutes per speaker. By law, no action may be taken on any item raised during the public comment period although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the Planning Commission.

Should you have material you wish to enter into the record, please submit it to the Commission Secretary.

Disabled Access

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact the ADA Coordinator, at (707) 746-4211. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Meeting Procedures

All items listed on this agenda are for Commission discussion and/or action. In accordance with the Brown Act, each item is listed and includes, where appropriate, further description of the item and/or a recommended action. The posting of a recommended action does not limit, or necessarily indicate, what action the Commission may take.

The Planning Commission may not begin new public hearing items after 11 p.m. Public hearing items, which remain on the agenda, may be continued to the next regular meeting of the Commission, or to a special meeting.

Pursuant to Government Code Section 65009; if you challenge a decision of the Planning Commission in court, you may be limited to raising only those issues you or someone else raised at the Public Hearing described in this notice, or in written correspondence delivered to the Planning Commission at, or prior to, the Public Hearing. You may also be limited by the ninety (90) day statute of limitations in which to file and serve a petition for administrative writ of mandate challenging any final City decisions regarding planning or zoning.

Appeals of Planning Commission decisions that are final actions, not recommendations, are considered by the City Council. Appeals must be filed in the Community Development Department in writing, stating the basis of appeal with the appeal fee within 10 business days of the date of action.

Public Records

The agenda packet for this meeting is available at the City Clerk's Office, the Benicia Public Library and the Community Development Department during regular working hours. The Community Development Department is open Monday through Friday (except legal holidays), 8:30 a.m. to 5 p.m. (closed from noon to 1 p.m.). Technical staff is available from 8:30 - 9:30 a.m. and 1:00 - 2:00 p.m. only. If you have questions/comments outside of those hours, please call 746-4280 to make an appointment. To the extent feasible, the packet is also available on the City's web page at www.ci.benicia.ca.us under the heading "Agendas and Minutes." Public records related to an open session agenda item that are distributed after the agenda packet is prepared are available before the meeting at the Community Development Department's office located at 250 East L Street, Benicia, or at the meeting held in the City Hall Council Chambers. If you wish to submit written information on an agenda item, please submit to Amy Million, Commission Secretary, as soon as possible so that it may be distributed to the Planning Commission.