



AGENDA

VALLEJO PLANNING COMMISSION REGULAR MEETING – 7:00 P.M. VIA TELECONFERENCE

Peggy Cohen-Thompson, Chair
Jamar Stamps, Vice-Chair
Diosdado "J.R." Matulac
Eric Blind
Melissa Bowman
Donald Douglass
Charles Palmares

VIA TELECONFERENCE

www.cityofvallejo.net

October 18, 2021

IMPORTANT NOTICE

Until further notice, meetings of the Planning Commission are being conducted using teleconference and electronic means, consistent with State of California Executive Order N-29-30 regarding the COVID-19 pandemic. The live stream of the meeting may be viewed on television or online. Details may be found at www.cityofvallejo.net. In accordance with Executive Order N-29-30, the public may only view the meetings on television and/or online and not in the Council Chamber.

PUBLIC COMMENT: Members of the Public may provide public comments during the Planning Commission Meeting via ZOOM (<https://zoomregular.cityofvallejo.net>), or via phone, by dialing (669) 900-6833, enter meeting id: 914 0075 0676#

For additional instructions on how to speak during public comment, please visit, www.cityofvallejo.net/publiccomment

VIEW THE MEETING: There are three different ways you can view this public meeting:

- Watch Vallejo local channel 28
- Stream from the City website: www.cityofvallejo.net/Streaming
- Join the Zoom webinar: <https://zoomregular.cityofvallejo.net>

Want more City information? Members of the public can:

- Like us on Facebook (www.facebook.com/cityofvallejo)
- Sign up to receive City Communications via e-mail (www.cityofvallejo.net/living/connect)
- Sign up to receive City updates and get connected with your neighbors on Nextdoor (www.nextdoor.com)

This AGENDA contains a brief general description of each item to be considered. The posting of the recommended actions does not indicate what action may be taken. If comments come to the Planning Commission without prior notice and are not listed on the AGENDA, no specific answers or response should be expected at this meeting per State law.

Notice of Availability of Public Records: All public records relating to an open session item, which are not exempt from disclosure pursuant to the Public Records Act, that are distributed to a majority of the Planning Commission will be available on the City of Vallejo website at www.cityofvallejo.net subject to staff's ability to post the documents prior to the meeting.

Disclosure Requirements: Government Code Section 84308 (d) sets forth disclosure requirements which apply to persons who actively support or oppose projects in which they have a "financial interest", as that term is defined by the Political Reform Act of 1974. If you fall within that category, and if you (or your agent) have made a contribution of \$250 or more to any commissioner within the last twelve months to be used in a federal, state or local election, you must disclose the fact of that contribution in a statement to the Commission.

Appeal Rights: The applicant or any party adversely affected by the decision of the Planning Commission may, within ten days after the rendition of the decision of the Planning Commission, appeal in writing to the City Council by filing a written appeal with the City Clerk. Such written appeal shall state the reason or reasons for the appeal and why the applicant believes he or she is adversely affected by the decision of the Planning Commission. Such appeal shall not be timely filed unless it is actually received by the City Clerk or designee no later than the close of business on the tenth calendar day after the rendition of the decision of the Planning Commission. If such date falls on a weekend or City holiday, then the deadline shall be extended until the next regular business day.

Notice of the appeal, including the date and time of the City Council's consideration of the appeal, shall be sent by the City Clerk to all property owners within two hundred or five hundred feet of the project boundary, whichever was the original notification boundary.

The Council may affirm, reverse or modify any decision of the Planning Commission which is appealed. The Council may summarily reject any appeal upon determination that the appellant is not adversely affected by a decision under appeal.



The Council Chambers in City Hall is ADA compliant. Devices for the hearing impaired are available from the City Clerk. Requests for disability related modifications or accommodations, aids or services may be made by a person with a disability to the City Clerk's office no less than 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof.

If you have any questions regarding any of the following agenda items, please call the assigned planner or project manager at (707) 648-4326.

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1. **CALL TO ORDER**
 2. **PLEDGE OF ALLEGIANCE**
 3. **ROLL CALL**
 4. **APPROVAL OF MINUTES**
 - A. September 20, 2021
 5. **WRITTEN COMMUNICATIONS**
 6. **REPORT OF THE SECRETARY**
 - a. Update on Staffing Issues
 - b. Update on timing of amendment to Planning Commission Rules and Procedures
 7. **CITY ATTORNEY REPORT**
 8. **REPORT OF THE PRESIDING OFFICER AND MEMBERS OF THE PLANNING COMMISSION AND LIAISON REPORTS**
 - A. Report of the Presiding Officer and Members of the Planning Commission
 - B. Council Liaison to Planning Commission
 9. **COMMUNITY FORUM**

Due to the current Shelter at Home Order and in conformance with the Governor's Executive Order N-29-30, the City of Vallejo has opted to hold Planning Commission meetings via teleconference. Any interested members of the public desiring to communicate with the Planning Commission as part of the Community Forum may do so via ZOOM (<https://zoomregular.cityofvallejo.net>), or via phone, by dialing (669) 900-6833, enter meeting id: 914 0075 0676#
 10. **CONSENT CALENDAR AND APPROVAL OF THE AGENDA**

Due to the current Shelter at Home Order and in conformance with the Governor's Executive Order N-29-30, the City of Vallejo has opted to hold Planning Commission meetings via teleconference. Any interested members of the public desiring to communicate with the Planning Commission as part of the Consent Calendar and Approval of the agenda may do so via ZOOM (<https://zoomregular.cityofvallejo.net>), or via phone, by dialing (669) 900-6833, enter meeting id: 9140075 0676#)

 - A. None

11. PUBLIC HEARING

Due to the current Shelter at Home Order and in conformance with the Governor's Executive Order N-29-30, the City of Vallejo has opted to hold Planning Commission meetings via teleconference. Any interested members of the public desiring to communicate with the Planning Commission as part of the Public Hearing may do so via ZOOM (<https://zoomregular.cityofvallejo.net>), or via phone, by dialing (669) 900-6833, enter meeting id: 914 0075 0676#

A. None

12. ACTION CALENDAR

NOTICE: Members of the public wishing to address the Planning Commission on Action Calendar Items may do so via ZOOM (<https://zoomregular.cityofvallejo.net>), or via phone, by dialing (669) 900-6833, enter meeting id: 914 0075 0676#. For additional instructions on how to speak during public comment, please visit, www.cityofvallejo.net/publiccomment.

A. None

13. OTHER AGENDA ITEMS

Due to the current Shelter at Home Order and in conformance with the Governor's Executive Order N-29-30, the City of Vallejo has opted to hold Planning Commission meetings via teleconference. Any interested members of the public desiring to communicate with the Planning Commission as part of the Other Agenda items may do so via ZOOM (<https://zoomregular.cityofvallejo.net>), or via phone, by dialing (669) 900-6833, enter meeting id: 914 0075 0676#

A. Planning Commission Role, Guiding Documents, Use Permits and Variances

Informational presentation from Staff.

B. Discussion of Future Agenda Items

i. Upcoming Meetings:

November 15, 2021

Formal Recommendation to Council on Planning
Commission Rules and Procedures

14. ADJOURNMENT

I, Narcissa Wilson, Planning Executive Secretary, do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the Vallejo Planning Commission, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 555 Santa Clara Street, CA at 8:00 a.m. Friday, October 15, 2021.

Dated October 15, 2021



Narcissa Wilson, Planning Executive Secretary

**CITY OF VALLEJO PLANNING COMMISSION
REGULAR MEETING MINUTES
COUNCIL CHAMBERS
September 20, 2021**

1. CALL TO ORDER

The meeting was called to order by Chairman Cohen-Thompson at 7:03 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present: Chair Cohen-Thompson, Vice-Chair Stamps, Commissioners Matulac, Palmares, Blind, Douglas and Bowman

Absent: None

Staff present: Interim Planning and Development Services Director Ratcliffe, Planning Manager Kavanaugh-Lynch, City Attorney Nebb, and Assistant City Attorney Zagaroli

4. APPROVAL OF MINUTES

A. August 16, 2021

Action: Moved by Commissioner Bowman, second by Commissioner Blind, the Commission approved the minutes with the following vote:

VOTE:

AYES: Chair Cohen-Thompson, Vice Chair Stamps, Commissioners Matulac, Palmares, Blind, Douglass and Bowman

NOES: None

ABSENT: None

ABSTAIN: Blind

5. WRITTEN COMMUNICATION – None

6. REPORT OF THE SECRETARY

- a. Planning Manager Kavanaugh-Lynch reported that Cesar Orozco was promoted to Senior Planner, and the Health Risk Assessment is underway at 1888 Broadway.

7. CITY ATTORNEY REPORT – None

8. REPORT OF THE PRESIDING OFFICER, MEMBERS OF THE PLANNING COMMISSION AND LIAISON REPORTS – None

9. REPORT OF THE CITY COUNCIL LIAISON

- a. Council member Miessner thanked Commissioners and feels it is a great time to speak about rules and procedures with new members.

10. COMMUNITY FORUM- No Speakers

11. CONSENT CALENDER AND APPROVAL OF THE AGENDA

Action: Moved by Vice Chair Stamps, second by Commissioner Bowman, the Commission approved the consent calendar and agenda with the following vote:

VOTE:

AYES: Chair Cohen-Thompson, Vice Chair Stamps, Commissioners Matulac, Palmares, Blind, Douglass and Bowman

NOES: None

ABSENT: None

ABSTAIN: None

12. PUBLIC HEARING - None

13. ACTION CALENDAR - None

14. OTHER

- a. Discussion of Proposed Amendments of the Planning Commission Rules of Order and Procedures
 - i. Planning Manager Kavanaugh-Lynch presented an overview of the item.
 - ii. Chair Cohen-Thompson opened the public comment period
 - 1. Public:
 - a. Dr. Schussel
 - b. Jeann McDougald
 - iii. Chair Cohen-Thompson closed the public comment period
 - iv. Commission discussed the item
 - v. Chair Cohen-Thompson re-opened the public comment period
 - 1. Public:
 - a. Dr. Schussel
 - b. Jeann McDougald
 - vi. Chair Cohen-Thompson closed the public comment period
 - vii. After a robust discussion, the Commission directed staff to amend the Rules of Order and Procedures to allow the re-ordering of the Agenda. They also noted that while some meetings may be cancelled and modified the process in which that is completed, there will be a minimum of three meetings per quarter. Finally, they directed staff to add language to the Agenda to make it more user friendly to the public. All modifications shall be finalized and returned for formal action at the next meeting.

- b. Discussion of future agenda items
 - i. The following items were set for future meetings:
 - 1. Phase II – Update
 - 2. Design Review Ordinance Update
 - 3. \$960K for infrastructure grant Status Report

15. ADJOURNMENT

Action: Moved by Vice Chair Stamps, second by Commissioner Douglas, the Commission adjourned the meeting with the following vote:

VOTE:

AYES: Chair Cohen-Thompson, Vice Chair Stamps, Commissioners Matulac, Palmares, Blind, Douglass and Bowman
NOES: None
ABSENT: None
ABSTAIN: None

Chair Cohen-Thompson adjourned the meeting at 8:52 p.m.

Peggy Cohen-Thompson, CHAIRPERSON

ATTEST:

Manager Kavanaugh-Lynch
SECRETARY