

SAN BENITO COUNTY PLANNING COMMISSION

June 18, 2008

Minutes

PRESENT: Bettencourt, DeVries, Machado, Scattini

LATE: Tognazzini

ABSENT: None

STAFF: Director of Planning (DOP) Art Henriques; Assistant Director of Planning (ADOP) Byron Turner; Senior Planner (SP) Chuck Ortwein; Public Works Engineer (PWE) Art Bliss; Deputy County Counsel (DCC) Shirley Murphy; San Benito County Fire Marshal Captain Jim Dellamonica and Clerk Trish Maderis.

Chair Machado called the regular meeting of the San Benito County Planning Commission to order at 6:01 p.m. as he led the pledge of allegiance to the flag. Clerk Maderis noted Commissioner Tognazzini as absent.

DIRECTOR'S REPORT

DOP Henriques reported information on the following Board of Supervisors items:

- Board tentatively approved Budget for Fiscal Year 2008-2009 and will be finalized on June 24, 2008
- Planning Commission recommended Subdivision Ordinance amendments will be presented to Board of Supervisors on June 24, 2008 for consideration

PUBLIC COMMENT

Chair Machado opened the opportunity for public comment. There were no persons wishing to address the Commission on items not appearing on the Agenda and Chair Machado closed the Public Comment period.

CONSENT AGENDA

- These items will be considered as a whole without discussion unless a particular item is requested by a member of the Commission, Staff or the public to be removed from the Consent Agenda. Approval of a consent item means approval of the recommended action as specified in the Staff Report.
 - If any member of the public wishes to comment on a Consent Agenda Item please fill out a speaker card present it to the Clerk prior to consideration of the Consent Agenda and request the item be removed and considered separately.
1. Acknowledge Certificate of Posting
 2. Minutes of June 4, 2008

Commissioner DeVries moved to approve Consent Agenda Items 1 and 2 Commissioner Bettencourt offered a second to the motion which passed 4-0-1; Commissioner Tognazzini was absent.

REGULAR AGENDA

3. Transaction of Business – Annual Review

Clerk Maderis presented the annual review of the Transaction of Business for the Commissioner's review. Clerk Maderis noted the following revisions made since 2007:

- Rule 3 – addition of Assistant Director
- Rule 6 – added time limit of 7 days to comply with new Brown Act requirements
- Rule 7 – addition of Assistant Director and removal of Chairperson
- Rule 9.1 – added plural to modification and changed noted to stated

Commissioner Tognazzini arrived at 6:13 PM and was seated on the dais.

Commissioner Scattini stated Rule No. 10 should be adhered to as there have been instances when Commissioners talk over each other. Commissioner Bettencourt asked for clarification on Rule 9.1 a, b and c. DOP Henriques offered an explanation on various actions the Commission could take. DCC Murphy added additional clarification stating an applicant could request a continuance in some instances. Commissioner DeVries asked if a motion for denial was required. DCC Murphy stated that when a motion is not passed by the Commission, there are no provisions in effect to deem a project denied, therefore a motion for denial is required. After some discussion regarding the contents of the document and clarifications to various procedural questions, Commissioner DeVries moved to approve Resolution No. 2008-03 and Rules for the Transaction of Business for Planning Commissioners as presented, Commissioner Scattini offered a second to the motion which passed unanimously.

4. County Addressing Standards

SP Ortwein provided the Commission with information and a power point presentation explaining the responsibility of the Planning Department for assigning addresses within the County. SP Ortwein explained a committee has been formed that includes representatives from the Postal Service, County Communications, City of Hollister, GIS staff, County Fire, County Administration and the GIS consultant who are working on standardizing the process. SP Ortwein added that the process of center line addressing and placing a grid over the unincorporated areas of the County would be used. SP Ortwein added that by standardizing addressing, emergency response time would improve and all agencies would have the same information in their records.

Commissioner Scattini asked if the process would include the City of Hollister and the Aromas area. SP Ortwein explained that the cities are included in the process and may follow the County's lead once the County completes its program in the unincorporated areas.

SP Ortwein also explained that several options are being considered such as business addresses not changing until there was a change in ownership, a two year period before new addresses are finalized and that most rural portions of the County would be reviewed first. SP Ortwein added that GIS plays a primary role in establishing the addresses, the process will take several years and a permanent record of any changes would always be on file.

Commissioner Bettencourt asked if the process would require a vote of the people. SP Ortwein explained that workshops would be held, a Public Hearing would be conducted at a Board of Supervisors meeting for consideration and a decision.

Commissioner Scattini commented that he would like to encourage the City of Hollister to consider the same type of program and require addresses be displayed on residences.

Captain Dellamonica stated Fire Code law requires an address be displayed on both the driveway and the residence. SP Ortwein added new addresses are currently following the Fire Code law and that during the addressing process, this requirement would be reviewed.

With no additional questions and no further comments, SP concluded his presentation to the Commission.

WORKSHOP

5. San Benito County Subdivision Ordinance amendments

ADoP Turner advised that the recommendation from the Commission for deferred frontage improvements is scheduled for Board of Supervisor consideration on June 24, 2008. ADoP Turner suggested Subdivision Fire Standards be reviewed as Captain Dellamonica was present for any questions the Commission may have. ADoP Turner also advised that Appendix B (Fire Standards), included in the Commission packets does not match what San Benito County has adopted and recommended the County to adopt the Fire Standards as contained in Appendix B for consistency with current State law. ADoP Turner briefly explained that the changes mostly related to road lengths, road widths, sizes and colors of residential numbering and sprinkler requirements.

ADoP stated that a list of items for consideration for amendments was contained in the Commissioner's packets and staff would proceed based on Commission direction.

Commissioner DeVries confirmed that staff would move forward with the areas needing review and return to the Commission with recommendations.

Commissioner Bettencourt asked if any delays could be put in place to allow developers some flexibility due to the current economy. ADoP Turner stated consideration could be given to amending the expiration time of a map. ADoP Turner reminded the Commission that time extension requests are currently considered for approval or denial by the Commission.

With no further questions or comments from the Commission, Chair Machado opened the floor to comments.

Anne Hall, San Benito Engineering stated that she believed there was a mechanism in place in order to allow a final map to be recorded without improvements in place. Ms. Hall stated a developer can bond to record a final map however; there have been some issues with bank bonds meeting County requirements.

DCC Murphy advised the bond form the County requires is from Statute. DoP Henriques suggested that Ms. Hall obtain some details from the banks and relay them to staff for research.

With no further questions or comments, ADoP Turner advised the Commission that staff would return with recommended revisions to the Subdivision Ordinance.

INFORMATIONAL

6. Commissioner Announcements ~ Reports ~ Discussions

Clerk Maderis advised the Commission that invitations to the Lowe's Home Improvement ground breaking had been delivered by the Guerra family.

Commissioner Bettencourt asked the status of the Addamo project. Clerk Maderis advised that the project was continued to a date uncertain and staff was still working with the applicant's attorney.

Commissioner Bettencourt also asked the status of the Raisch project. SP Ortwein advised a formal application had not been filed for the mining operation yet and should come forward soon.

Commissioner Scattini asked about Raisch's asphalt plant. SP Ortwein advised the proposed location near the airport was not suitable and the applicant was considering another location.

ADJOURNMENT

Chair Machado adjourned to the Regular Meeting of July 2, 2008 at 6:55 PM.

Minutes prepared by:
Trish Maderis
Planning Commission Clerk

Attest:
Art Henriques
Director of Planning