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County of Yolo
COMMUNITY SERVICES DEPARTMENT

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YOLO COUNTY PLANNING COMMISSION

CHAIR: Amon Muller
VICE-CHAIR: Marcia Gibbs
MEMBERS: Troy Bird, Trini Campbell, Elisabeth Dubin, Patrick Reynolds

MINUTES

January 19, 2023

ADMINISTRATIVE AGENDA

8:30 a.m.

1. **CALL TO ORDER**

Chair Muller called the meeting order at 8:30a.m.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Present: Trini Campbell Cline, Troy Bird, Elisabeth Dubin, Brian Sala, Marcia Gibbs, Amon Muller, Patrick Reynolds

Staff Present: Stephanie Cormier, Principal Planner
Eric May, Senior Deputy County Counsel
Tracy Gonzalez, Assistant Planner
JD Trebec, Senior Planner
Krista Piazza, Secretary to the Director
Evelyn Tamayo-Arias, Commission Clerk

4. Renew authorization for remote (teleconference/videoconference) meetings pursuant to Assembly Bill 361 on the basis that (a) the COVID-19 pandemic state of emergency is ongoing, and (b) meeting in person would present imminent risks to the health or safety of attendees.

A motion was made to renew authorization to meet remotely.

Motion: Dubin Second: Bird
Ayes: Bird, Campbell Cline, Dubin, Gibbs, Muller, Reynolds, Sala
Noes: None
Abstain: None

Absent: None

5. **ADOPTION OF MINUTES OF PREVIOUS MEETINGS**

The November 10, 2022 meeting minutes were approved as presented.

Motion: Sala Second: Dubin
Ayes: Bird, Dubin, Gibbs, Muller, Reynolds, Sala
Noes: None
Abstain: Campbell Cline
Absent: None

6. **REQUEST FOR CONTINUANCES**

There was no request for continuance.

7. **APPROVAL OF THE AGENDA**

A motion was made to approve the agenda as presented.

Motion: Gibbs Second: Campbell Cline
Ayes: Bird, Campbell Cline, Dubin, Gibbs, Muller, Reynolds, Sala
Noes: None
Abstain: None
Absent: None

8. **PUBLIC COMMENT:** Opportunity for members of the public to address the Planning Commission on subjects not otherwise on the agenda relating to Planning Commission business. The Planning Commission reserves the right to impose a reasonable limit on time afforded to any topic or to any individual speaker.

There was no public comment.

9. **CORRESPONDENCE**

There was no correspondence.

TIME SET AGENDA

Convene as the Planning Commission sitting as the Yolo Historic Preservation Commission

10. **ZF #2022-0071:** Consider a request for a Historic Alteration Permit to make additions to the Samuel Carpenter Cottage located at 28462 County Road 87D, approximately 1/2-mile west of the City of Winters (APN: 030-190-018) and determine a Categorical Exemption is the appropriate level of environmental review under the California Environmental Quality Act (CEQA). Owner/Applicant: Peter and Deborah Hunter. (Planner: Jeff Anderson)

Stephanie Cormier, Principal Planner, provided the presentation and answered the Commission's questions.

A motion was made to continue this item to the February 09, 2023, meeting at 8:30 a.m.

The following addressed the Commission during public comment:

- Peter Hunter

Motion: Dubin Second: Sala
Ayes: Bird, Campbell Cline, Dubin, Gibbs, Muller, Reynolds, Sala

Noes: None
Abstain: None
Absent: None

Reconvene as the Planning Commission

11. **ZF #2022-0046:** Consider a request for a Tentative Parcel Map to create 10 parcels from four parcels consisting of approximately 1,055 acres in the unincorporated area of Yolo County located northwest of the community of Clarksburg near Winchester Lake at 52242 Pumhouse Road. No development is proposed as part of the Tentative Parcel Map. A Negative Declaration has been prepared and circulated for the project. (Applicant: Matthew K. Souza/Owner: Dwyer Revocable Trust) (Planner: Tracy Gonzalez)

Tracy Gonzalez, Assistant Planner, provided the presentation and answered the Commission's questions.

The following address the Commission during public comment:

- Matthew Souza
- Dennis Wong

A motion was made to approve staff recommendations as presented.

Motion: Reynolds Second: Bird
Ayes: Bird, Campbell Cline, Dubin, Gibbs, Muller, Reynolds, Sala
Noes: None
Abstain: None
Absent: None

REGULAR AGENDA

12. Update to Planning Commission Rules

Eric May, Senior Deputy County Counsel, provided the presentation to Commission.

A motion was made to approve the updates to the Planning Commission rules.

Motion: Dubin Second: Reynolds
Ayes: Bird, Campbell Cline, Dubin, Gibbs, Muller, Reynolds, Sala
Noes: None
Abstain: None
Absent: None

13. Brown Act Training

Eric May, Senior Deputy County Counsel, provided Brown Act training to the Commission.

14. **DIRECTOR'S REPORT**

A report by the Secretary of the Planning Commission on items from the recent Board of Supervisors meetings relevant to the Planning Commission and Department of Community Services activities for the month. No discussion by other commission members will occur except for clarifying questions. The commission or an individual commissioner can request that an item be placed on a future agenda for discussion.

Stephanie Cormier provided the Director's report.

15. COMMISSION REPORTS

Reports by commission members on information they have received and meetings they have attended which would be of interest to the commission or the public. No discussion by other commission members will occur except for clarifying questions.

The Commissioner's provided their reports.

16. FUTURE AGENDA ITEMS

The opportunity for commission members to request an item be placed on a future agenda for discussion. No discussion by other commission members will occur except for clarifying questions.

The Commission requested a staff Memo on reviewing Historic Alteration Permits.

ADJOURNMENT

The meeting adjourned at 12:08 p.m.

Motion: Reynolds Second: Campbell Cline

Ayes: Bird, Campbell Cline, Dubin, Gibbs, Muller, Reynolds, Sala

Noes: None

Abstain: None

Absent: None

Next meeting scheduled for: February 09, 2023

The Regular Meeting of the Yolo County Planning Commission adjourned at 12:08 p.m. The next regularly scheduled meeting of the Yolo County Planning Commission is February 09, 2023, via Zoom.

Any person who is dissatisfied with the decisions of this Planning Commission may appeal to the Board of Supervisors by filing with the Clerk of the Board within fifteen days from the date of the action. A written notice of appeal specifying the grounds and an appeal fee immediately payable to the Clerk of the Board must be submitted at the time of filing. The Board of Supervisors may sustain, modify, or overrule this decision.

Respectfully submitted by,

Leslie Lindbo, Secretary
Yolo County Department of Community Services