

MINUTES
CALISTOGA PLANNING COMMISSION
January 12, 2022 at 5:30 p.m. via Zoom

1 **Chair Cooper** called the meeting to order at 5:30 p.m. He read a special message
2 concerning the conduct of the virtual meeting in accordance with provisions related
3 to COVID-19.

4 **A. ROLL CALL**

5 Commissioners present: Chair Scott Cooper, Vice Chair Tim Wilkes, Commissioners
6 Doug Allan, Rick Kaiser, and Michael Vaughn. Staff present: Planning and Building
7 Director Jeff Mitchem, Associate Planner Samantha Thomas and Planning Secretary
8 Claudia Aceves.

9 **B. PLEDGE OF ALLEGIANCE**

10 **C. PUBLIC COMMENTS**

11 None.

12 **D. ADOPTION OF MEETING AGENDA**

13 The meeting agenda was adopted as presented.

14 **E. COMMUNICATIONS/CORRESPONDENCE**

15 Planner Thomas reports that there was no communication received.

16 **F. CONSENT CALENDAR**

- 17 1. **Approval of Draft Minutes from the November 10, 2021 meeting.**
- 18 2. **Adoption of 2022 Planning Commission Regular Meeting Calendar.**

19 The consent calendar was adopted unanimously.

20 **G. PUBLIC HEARINGS**

21 **1. Election of 2022 Planning Commissioners**

22 A nomination by **Vice Chair Wilkes** is seconded by **Commissioner Vaughn** to re-
23 elect Scott Cooper as Planning Commission Chair was adopted unanimously on a 4-
24 0 vote (abstention Cooper).

25 A nomination by **Chair Cooper** is seconded by **Commissioner Allan** to re-elect Tim
26 Wilkes as Planning Commission Vice Chair was adopted on a 4-0 vote (abstention
27 Wilkes).

28 **Planner Thomas** introduces new Planning and Building Director Jeff Mitchem.

29 **Director Mitchem** introduces himself and comments that he has met with most
30 Commissioners to get their insights and goals for the city, adding that he considers
31 them an extension of the Planning staff. He comments on the future of potentially
32 hybridized meetings, to be led by City Council, adding that staff will be reorganizing

33 how meetings are run. He provides information on the Housing Element process in
34 connection to new SB9 legislation, noting that SB9 is worth additional discussion
35 and/or training as it is part of Title 17. He also addresses CEQA, noting that staff will
36 put more effort into ensuring the city is in compliance.

37 **Chair Cooper** welcomes the new director and commissioner.

38 **Vice Chair Wilkes** echoes Chair Cooper's thoughts in welcoming the new members
39 and Director Mitchem, adding that he looks forward to looking at the new SB9 rules
40 as they relate to the building standards.

41 **Commissioner Vaughn** asks if anyone has approached the city regarding SB9.

42 **Director Mitchem** responds there have been some inquiries, one in particular by a
43 consultant well versed in law. He notes that staff has begun conversations to see if
44 there is justification to enact an emergency ordinance as an option to address SB9,
45 however doesn't think it is called for at this time.

46 **Commissioner Allan** asks if 345 Silverado Trail will be on the next agenda and
47 Director Mitchem confirms it will be on the January 26 agenda.

48 **H. MATTERS INITIATED BY COMMISSIONERS**

49 **Chair Cooper** comments that the new bridge at Pioneer Park is frosty on the cold
50 mornings and suggests that some kind of traction be added for safety reasons.

51 **I. PLANNING STAFF'S REPORT**

52 **Director Mitchem** has no additional information to report.

53 **J. ADJOURNMENT**

54 On a motion from **Chair Cooper** that is adopted unanimously (5-0), the meeting was
55 adjourned at 5:49 p.m.

Claudia Aceves, Secretary