



## MINUTES

### CALISTOGA PLANNING COMMISSION

January 10, 2024, at 5:30 p.m. Hybrid

1 **Commissioner Wilkes** called the meeting to order at 5:30 PM

#### 2 **1. ROLL CALL**

3 COMMISSIONERS PRESENT: **Commissioner Oliver, Commissioner Towey,**  
4 **Commissioner Vaughn, Commissioner Allan, Commissioner Wilkes.**

5 ABSENT:

6 Staff Present: City Manager, Laura Sniderman and Planning Commission Clerk,  
7 Lauren Clark

#### 8 **2. PLEDGE OF ALLEGIANCE**

#### 9 **3. ORAL COMMUNICATION ON CONSENT OR NON-AGENDA ITEMS**

10 Mayor Williams addresses the Planning Commission and voices his appreciation for  
11 their service.

#### 12 **4. CONCENT CALENDAR**

13 4.1 Approval of Draft Minutes from September 27, 2023, Regular Meeting and  
14 October 11, 2023, Regular Meeting

15 4.2 Adoption of 2024 Planning Commission Regular Meeting Calendar

16 The consent calendar was adopted unanimously.

#### 17 **5. NEW BUSINESS**

18 5.1 Acknowledgement of Outgoing Commissioner's Service

19 **Commissioner Wilkes** voices his appreciation for past Commissioner  
20 Kaiser's service to the Planning Commission. Discussion ensues about his  
21 commitment and loyalty to the community.

22 5.2 Election of 2024 Planning Commission Officers

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

26 A nomination by **Commissioner Vaughn** is seconded by **Chair Wilkes** to  
27 re-elect Doug Allan as Vice Chair of the Planning Commission was  
28 adopted on a 4-0 vote (abstention Allan).

29           5.3     Commissioners' Interest and/or Availability to Attend Planning  
30                     Commissioners Academy by League of California Cities  
31                     **City Manager Snideman** announces that there is an opportunity for  
32                     commissioners to attend the training seminar. Commissioners are asked  
33                     to send notice to staff if they are interested in attending.

34     **6. REPORT FROM CITY MANAGER**

35           **City Manager Snideman** announces future items to be presented to Planning  
36     Commission including Rezoning of the Re-Use Sites, Objective Design Standards,  
37     and Zoning Code amendments to the Accessory Dwelling Chapter, and  
38     amendments to the Mobile Food Vending Chapter. She also provides updates on  
39     the large development projects within the city, advisory committee successes, and  
40     the Planning and Building Director recruitment.

41           Discussion ensues concerning questions and clarifications about the Objective  
42     Design Standards and the Housing Element.

43     **7. MATTERS INITIATED BY COMMISSIONERS**

44     **Vice Chair Allan** voices concerns about the lack of communication from the  
45     Planning Department and management staff and the lack of Planning Commission  
46     meetings.

47     **Chair Wilkes** expresses the key role of the Planning Department and Planning  
48     Commission to support middle-income housing within the city.

49     **8. ADJOURNMENT**

50     On a motion from **Chair Wilkes** the meeting is adjourned at **6:06 P.M.**

*Lauren Clark*  

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Lauren Clark, Planning Commission Clerk