



**CITY OF LAKEPORT
PLANNING COMMISSION
February 10, 2016**

MINUTES

CALL MEETING TO ORDER AND ROLL CALL: Chairman Wicks called the meeting to order at 5:00 p.m., with Commissioners Gayner, Russell, Kauper, and Taylor present. Also present were Community Development Director, Kevin Ingram; Associate Planner, Dan Chance; and Administrative Specialist, Linda Sobieraj.

ACCEPTANCE OF AGENDA: A motion was made by Commissioner Gayner, seconded by Commissioner Taylor and unanimously carried by voice vote (5-0) to approve the agenda as posted.

COMMUNICATIONS:

No citizen input.

CONSENT AGENDA: A motion was made by Commissioner Taylor, to accept the minutes as posted; seconded by Commissioner Kauper, and unanimously carried by voice vote (5-0) to accept consent agenda item A (Minutes from the regular Planning Commission meeting of January 13, 2015).

REGULAR AGENDA:

Award Presentation – Ross Kauper

Community Development Director Ingram presented an award to Commissioner Kauper in appreciation of his dedication to the City of Lakeport.

Public hearing was opened at 5:07 p.m. Mayor Spillman spoke thanking Commissioner Kauper for his dedication, closed at 5:11 p.m.

**Phase II Downtown Improvement Project- Revision to Environmental Review
ER 06-01**

Community Development Director Ingram spoke briefly regarding the project.

Associate Planner Dan Chance presented the memorandum for the project.

Chair Wicks advised on page 21, section VIII the lettering of the information started with the letter "c" and should be "a" and corrected through page 22.

Wicks advised on page 33 Response XVI g, should read "Staff has reviewed the Transportation Element" instead of Circulation Element.

Ingram thanked Panette with the Lakeport Main Street Association for her assistance in getting contact information for downtown businesses and property owners.

Public hearing was opened at 5:58 p.m., Mayor Spillman spoke; closed at 6:02 p.m.

Commissioner Russell moved that the Planning Commission direct staff to forward the Amended Mitigated Negative Declaration for the Downtown Lakeport Improvement Plan Phase II to the City Council for their review and adoption as amended. Motion was seconded by Commissioner Taylor.

The vote was called and was as follows:

AYES: Commissioner Taylor, Gayner, Russell, Kauper, and Chair Wicks (5-0)

NOES: None

ABSENT: None

Planning Department 2015 Year-end Report

Community Development Director Ingram presented the memorandum introducing the Planning Department's and Planning Commission's Goals and Work Program for 2016.

No public input.

Commissioner Kauper moved that the Planning Commission direct staff to forward the Planning Department's 2015 annual report to the City Council as an information item. Seconded by Commissioner Gayner.

The vote was called and was as follows:

AYES: Commissioner Taylor, Gayner, Russell, Kauper, and Chair Wicks (5-0)

NOES: None

ABSENT: None

CORRESPONDENCE:

Community Development Director Ingram briefed the Commission on planning projects that are pending. Ingram also briefed the Commission regarding clean-up measures to the recent hazardous materials spill pertaining to the future AutoZone site at the corner of Industrial Avenue and S. Main Street.

COMMENTS FROM STAFF AND COMMISSIONERS:

Commissioner Russell asked if there was an update for the Senior Housing project. Community Development Director Ingram provided the Commission with an update on the grant application for the project with HOME and CDBG.

Commissioner Kauper asked if he was still needed at the next Planning Commission meeting. Ingram stated the City Council appointed George Spurr at their last meeting and he would be joining the Planning Commission at their next meeting. Ingram thanked Commissioner Kauper for his flexibility and for staying on the Commission for an extra couple months.

DISCUSS AND SET THE NEXT MEETING DATE: It was agreed by consensus that the next meeting be held on Wednesday, March 9, 2016.

There being no further business, the meeting adjourned at 6:32 p.m.

Respectfully submitted,

KEVIN M. INGRAM
Community Development Director

These are the summary Minutes of the Planning Commission meeting. A recorded tape of the meeting is available at the Community Development Department at Lakeport City Hall, 225 Park Street, Lakeport, California for a period of 30 days after the approval of these Minutes.