



City of Petaluma, CA

City Council Chambers

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Planning Commission Minutes

Tuesday, June 22, 2021 – 07:00 PM

Regular Meeting

DRAFT MINUTES

1. CALL TO ORDER

Vice Chair Alonso called the meeting to order at 7:00 pm.

2. ROLL CALL

PRESENT: Scott Alonso, Sandi Potter, D'Lynda Fischer, Blake Hooper, and Amy Rider

ABSENT: Richard Marzo and Heidi Bauer

3. PUBLIC COMMENT

The Commission will hear public comments only on matters over which it has jurisdiction. There will be no Committee/Commission discussion or action. The Chair will allot no more than three minutes to any individual. If more than three persons wish to speak, their time will be allotted so that the total amount of time allocated to this agenda item will be 15 minutes.

Vice Chair Alonso opened public comment.

Taryn Obaid provided information about a Know Before You Grow presentation about the Petaluma River.

Susan Kirk noted that she recently completed a report called "We Are All Connected" that includes mapping and comments regarding wildlife crossings based on 21 years of observing wildlife movements on Paula Lane.

Vice Chair Alonso closed public comment.

4. COMMITTEE COMMENT

A. Council Liaison – D’Lynda Fischer

Council Member Fischer provided her City Council Report.

B. Pedestrian and Bicycle Committee – Blake Hooper

Commissioner Hooper provided his Committee Report.

C. Tree Advisory Committee – Richard Marzo

Vice Chair Alonso noted Commissioner Marzo’s absence and, being his last meeting, thanked him for his 8 years of service on the Planning Commission.

D. Other Committee Comment

Commissioner Potter acknowledged the public comment speaker, Taryn Obaid, and confirmed that the presentation from the Know Before You Grow discussion had been emailed to the Planning Commission.

5. STAFF COMMENT

A. Planning Manager’s Report

Planning Manager Heather Hines provided her Planning Manager's Report.

6. APPROVAL OF MINUTES

A. Approval of Minutes for the meetings of Tuesday, May 25, 2021.

Draft minutes 5.25.21

The minutes were approved as submitted.

7. NEW BUSINESS

A. Zoning Text Amendments – Discussion and feedback on scope of anticipated Zoning Text Amendments to modify Chapter 24 (Administrative Procedures) of the Implementing Zoning Ordinance including but not limited to changes to Site Plan and Architectural Review and Conditional Use Permit findings, public hearing and noticing requirements. No formal action will occur at this meeting. The item will be continued to a date certain of July 13, 2021 at

which time the Planning Commission will consider the Zoning Text Amendments for recommendation to the City Council.

Staff: Heather Hines, Interim Community Development Director

Address: City wide

Staff Report

Attachment A - IZO Chapter 24

Interim Community Development Director Heather Hines presented her staff report.

Vice Chair Alonso opened the public comment period.

Taryn Obaid provided some suggestions for citizen noticing, application extensions, and consultant reports.

Veronica O provided suggestions on community outreach, review standards, project context, subjective language for design.

Chris JRN stated his concern of the decision makers not capturing the intent of the zoning language. He also provided suggestions on noticing requirements.

Vice Chair Alonso closed the public comment period.

Commissioner Hooper asked clarifying questions.

Interim Community Development Director Heather Hines responded to questions.

Commissioner Hooper provided his comments

Council Member Fischer provided her comments.

Interim Community Development Director Heather Hines responded to comments.

Vice Chair Alonso introduced the public noticing discussion topic.

Commissioner Potter provided her comments.

Commissioner Rider provided her comments.

Vice Chair Alonso provided his comments.

Interim Community Development Director Heather Hines responded to comments.

Commissioner Hooper provided additional comments.

Interim Community Development Director Heather Hines responded to comments.

Vice Chair Alonso asked Ms. Hines to introduce the Site Plan and Architecture Review discussion topic.

Interim Community Development Director Heather Hines introduced the topic.

Council Member Fischer asked clarifying questions.

Interim Community Development Director Heather Hines responded to questions.

Commissioner Hooper asked clarifying question.

Interim Community Development Director Heather Hines responded to questions.

Commissioner Hooper provided his comments.

Commissioner Rider asked clarifying question.

Interim Community Development Director Heather Hines responded to questions.

Commissioner Rider provided her comments.

Interim Community Development Director Heather Hines responded to comments.

Commissioner Potter provided her comments.

Interim Community Development Director Heather Hines responded to comments.

Council Member Fischer provided her comments.

Vice Chair Alonso asked Ms. Hines to introduce the Conditional Use Permit discussion topic.

Council Member Fischer provided her comments.

Interim Community Development Director Heather Hines responded to comments.

Commissioner Hooper asked clarifying questions.

Interim Community Development Director Heather Hines responded to questions.

Commissioner Hooper provided comments

Interim Community Development Director Heather Hines responded to comments.

Vice Chair Alonso provided his comments.

Commissioner Potter provided additional comments.

Interim Community Development Director Heather Hines responded to comments.

Vice Chair Alonso asked Ms. Hines to introduce the Streamlining discussion topic.

Interim Community Development Director Heather Hines introduced the topic.

Commissioner Potter provided her comments.

Council Member Fischer asked clarifying questions.

Interim Community Development Director Heather Hines responded to questions.

Vice Chair Alonso asked a clarifying question.

Interim Community Development Director Heather Hines responded to questions.

Vice Chair Alonso provided his comments.

Commissioner Potter asked a clarifying question.

Interim Community Development Director Heather Hines responded to questions.

Commissioner Rider asked clarifying question.

Interim Community Development Director Heather Hines responded to questions.

Council member Fischer provided her comments.

Interim Community Development Director Heather Hines provided a response.

Commissioner Hooper asked clarifying questions.

Interim Community Development Director Heather Hines responded to questions.

Vice Chair Alonso requested a motion to continue the item.

Motion: Continue to a date certain of July 27, 2021, the Zoning Text Amendments to modify Chapter 24 (Administrative Procedures) of the Implementing Zoning Ordinance made by Amy Rider, seconded by Blake Hooper.

Vote: Motion carried 5 - 0

Yes: Scott Alonso, Sandi Potter, D'Lynda Fischer, Blake Hooper, and Amy Rider

Absent: Richard Marzo and Heidi Bauer

B. Zoning Text Amendments – Consideration and recommendation on Zoning Text Amendments to modify Section 7.110 (Short Term Vacation Rentals) of the Implementing Zoning Ordinance including but not limited to elimination of Subsection M that sunsets the provisions for allowing short term vacation rentals.

Staff: Heather Hines, Interim Community Development Director

Address: City wide

Staff Report

Attachment A - Draft Resolution

Attachment A Exhibit 1 -- Text Amendments DRAFT CC Ordinance

Attachment B - IZO Section 7.110

Interim Community Development Director Heather Hines presented her staff report.

Public Comment period was opened. Seeing no one wishing to speak, the public comment period was closed.

Vice Chair Alonso requested Commissioner comments.

Commissioner Potter provided her comments.

Commissioner Hooper asked clarifying questions.

Interim Community Development Director Heather Hines responded to questions.

Vice Chair Alonso provided his comments.

Interim Community Development Director Heather Hines and Assistant City Attorney Dylan Brady provided clarification.

Council member Fischer asked clarifying questions and provided comment.

Interim Community Development Director Heather Hines responded to questions.

Commissioner Rider provided her comments and offered a motion.

Motion: Approve recommendation to City Council on Zoning Text Amendments to modify Section 7.110 (Short Term Vacation Rentals) of the Implementing Zoning Ordinance including the elimination of Subsection M that sunsets the provisions

for allowing short term vacation rentals made by Amy Rider, seconded by D'Lynda Fischer.

Vote: Motion carried 3 -2

Yes: Sandi Potter, D'Lynda Fischer and Amy Rider

No: Scott Alonso, Blake Hooper

Absent: Richard Marzo and Heidi Bauer

8. ADJOURN

The meeting was adjourned at 9:31 PM.

Next Regular Meeting of the Planning Commission is scheduled for Tuesday, July 13, 2021.