



CITY OF PETALUMA, CALIFORNIA

REGULAR MEETING OF THE PLANNING COMMISSION

City Hall Council Chamber
11 English Street
Petaluma, CA 94952

MINUTES

Tuesday, July 11, 2023

SWEARING-IN CEREMONY - (6:00 PM)

Kevin Kelly was sworn in as a new Planning Commissioner by Planning Manager Andrew Trippel.

CALL TO ORDER - (6:02 PM)

Chair Bauer called the meeting to order at 6:02 PM.

ROLL CALL

PRESENT: Heidi Bauer, Blake Hooper, Roger McErlane, Darren Racusen, Kevin Kelly

ABSENT: Janice Cader Thompson, Rick Whisman

APPROVAL OF MINUTES – (6:03 PM)

1. Chair Bauer announced Meeting Item 1 – Approval of Minutes for the meeting of May 9, 2023.

Chair Bauer invited Commissioners to provide amendments.

- Commissioner McErlane provided amendments in advance. These amendments are provided in redline in the published draft minutes.

No other amendments were provided.

Chair Bauer recognized the amendments and announced that the minutes were approved with amendments as requested by Commissioners.

Chair Bauer closed Meeting Item 1 and continued with the agenda.

2. Chair Bauer announced Meeting Item 2 – Approval of Minutes for the meeting of May 23, 2023.

Chair Bauer invited Commissioners to provide amendments.

No amendments were provided.

Chair Bauer announced that the minutes are approved with amendments as requested by Commissioners.

Chair Bauer closed Meeting Item 2 and continued with the agenda.

3. Chair Bauer announces Meeting Item 3 – Approval of Minutes for the meeting of June 13, 2023.

Chair Bauer invited Commissioners to provide amendments.

Commissioner McErlane provided amendments in advance. These amendments are provided in redline in the published draft minutes.

No other amendments were provided.

Chair Bauer recognized the amendments and announced that the minutes were approved with amendments as requested by Commissioners.

Chair Bauer closed Meeting Item 3 and continued with the agenda.

4. Chair Bauer announces Meeting Item 4 – Approval of Minutes for the meeting of June 27, 2023.

Chair Bauer invited Commissioners to provide amendments.

- Commissioner McErlane provided amendments in advance. These amendments are provided in redline in the published draft minutes.

Commissioner Racusen requested more consistent in-depth Meeting Minutes for future approvals.

Chair Bauer recognized the amendments and announced that the minutes were approved with amendments as requested by Commissioners.

Chair Bauer closed Meeting Item 4 and continued with the agenda.

GENERAL PUBLIC COMMENT- (6:09 PM)

During **General Public Comment**, the public is invited to make comments on items of public interest that are within the City Council's subject matter jurisdiction and that are not listed on the current agenda. Public comments are limited to up to three minutes per person. Depending on the number of persons wishing to address the Council, time will be allocated in equal shares totaling no more than twenty minutes, subject to the Council's discretion (Cal. Gov't. Code §54954.3(a), Petaluma City Council Rules, Policies and Procedures, III).

- Public comment received via email from Eris Weaver on and 6-27-2023 and 7-06-2023.
- Public comment received from Chris Albertson on 7/11/2023.

Public Comment

Chair Bauer opened public comment; receiving none, she closed public comment.

Chair Bauer closed the Meeting Item and continued with the agenda.

PRESENTATIONS - (6:09 PM)

Chair Bauer announced there are no Presentation items and continued with the agenda.

PUBLIC HEARINGS AND MATTERS FOR CONSIDERATION - (6:09 PM)

Chair Bauer announced that there are no public hearings this evening. The Commission will turn to other Matters for Consideration.

5. Chair Bauer announces Meeting Item 5 – Officer Elections: Commission to elect Chair, Vice Chair, and 2nd Vice Chair officers for 2023-2024.

Chair Bauer made a motion to nominate Commissioner Hooper as Chair, and Commissioner Racusen seconded the motion.

A roll call vote was taken:

Vote: Carried 4-0

Yes: Chair Bauer, Racusen, McErlane, and Kelly

No: None

Absent: Vice Mayor Cade-Thompson and Whisman

Recused: None

Chair Bauer made a motion to nominate Commissioner Racussen as Vice Chair, and Commissioner Hooper seconded the motion.

A roll call vote was taken:

Vote: Carried 4-0

Yes: Chair Bauer, Hooper, McErlane, and Kelly

No: None

Absent: Vice Mayor Cade-Thompson and Whisman

Recused: None

Chair Bauer made a motion to nominate Commissioner McErlane as 2nd Vice Chair, and Commissioner Racusen seconded the motion.

A roll call vote was taken:

Vote: Carried 4-0

Yes: Chair Bauer, Hooper, Racusen, and Kelly

No: None

Absent: Vice Mayor Cade-Thompson and Whisman

Recused: None

Chair Bauer closed Meeting Item 5 and continued with the agenda.

6. Chair Bauer Meeting Item 6 – Commission Liaison Appointments to Advisory Committees. - (6:13 PM)

A roll call vote was taken for Commissioner McErlane to continue as the liaison for the Tree Advisory Committee:

Vote: Carried 4-0

Yes: Chair Bauer, Hooper, Racusen, and Kelly

No: None

Absent: Vice Mayor Cade-Thompson and Whisman

Recused: None

A roll call vote was taken for Commissioner Racusen to become the new liaison for the Pedestrian and Bicycle Advisory Committee:

Vote: Carried 4-0

Yes: Chair Bauer, Hooper, McErlane, and Kelly

No: None

Absent: Vice Mayor Cade-Thompson and Whisman

Recused: None

Chair Bauer closed Meeting Item 6 and continued with the agenda.

- 7. Chair Bauer announces Meeting Item 7 – Planning Commission Workshop: Staff presentation and Commissioner discussion about the roles and responsibilities of the Commission and an overview of the public planning process, including policy planning and development review planning. The workshop will also provide an introduction to The Planning Commissioner Handbook, a resource for Commissioners and the public developed and published by the Institute for Local Government. - (6:15 PM)**

Planning Manager Andrew Trippel and Assistant City Attorney Dylan Brady presented to the Commission.

The presentation ended due to a power outage at City Hall.

COMMISSION COMMENT - (00:00PM)

The Commissioners did not speak on this item due to a power outage at City Hall.

STAFF COMMENT - (00:00PM)

The Commissioners did not speak on this item due to a power outage at City Hall.

ADJOURNMENT

Chair Bauer adjourned the meeting at 7:38 p.m. due to a power outage at City Hall.