



**CITY OF LAKEPORT
PLANNING COMMISSION
September 10, 2014**

MINUTES

CALL MEETING TO ORDER AND ROLL CALL: Chairman Gayner called the meeting to order at 5:00 p.m., with Commissioners Wicks, Russell, and Taylor present. Commissioner Kauper was absent. Also present were Planning Services Manager, Andrew Britton; and Department Secretary, Linda Sobieraj.

ACCEPTANCE OF AGENDA: A motion was made by Commissioner Taylor, seconded by Commissioner Wicks, and unanimously carried by voice vote (4-0) to approve the agenda as posted.

CITIZEN INPUT: Planning Services Manager Britton indicated that there was no citizen input submitted.

COMMENTS FROM STAFF AND COMMISSIONERS: Planning Services Manager Britton showed the Commissioners recent pictures of sign violations, specifically a trailer-mounted sign parked on the street in front of Country Air Property at 901 S. Main, which staff had addressed recently. Commissioner Taylor advised that he also spoke with the owner of the business when the trailer-mounted sign was brought to his attention.

Britton also advised the Commissioners of a remodel application packet from Burger King which was submitted for a preliminary review. He stated there were a lot of inconsistencies between plan views, lack of details, etc. He wanted the Planning Commission to know what staff handles at a staff level before an application is sent to the Planning Commission for their consideration.

CONSENT AGENDA: A motion was made by Commissioner Wicks to accept the minutes as posted, seconded by Commissioner Taylor, and unanimously carried by voice vote (4-0) to accept consent agenda item A (Minutes of the August 13, 2014, Planning Commission meeting).

REGULAR AGENDA:

City of Lakeport Planning Commission Award Program

Discussion regarding projects eligible for Planning Commission Certificates of Appreciation. (Continued from August 13, 2014, meeting)

Planning Services Manager Britton read from his memorandum referencing Resolution 62A(96) which outlines the Award Program criteria. Britton stated that the two projects discussed at the August meeting, 357 N. Main St., and 470 S. Main St., were added to the other eight (8) projects presented to the Commission at the August meeting.

Britton advised the Commission that the 357 N. Mains St. property has already been leased to a business called Livin Made Easy and the 470 S. Main St. site has also been occupied by two businesses, Hornby's Furniture Restoration and Skin Fitness.

After a brief discussion, the Planning Commission voted by consensus (4-0) to approve the list of ten (10) projects to receive a Certificate of Appreciation at the October 8, 2014, Planning Commission meeting.

DISCUSS AND SET THE NEXT MEETING DATE: It was agreed by consensus that the next meeting be held on October 8, 2014.

There being no further business, the meeting adjourned at 5:29 p.m.

Respectfully submitted,

ANDREW BRITTON
Planning Services Manager
Community Development Department

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.