

**PLANNING COMMISSION  
CITY OF SONORA  
JANUARY 13, 2014  
5:30 P.M.**

A regular meeting of the Planning Commission of the City of Sonora was scheduled on this date at 5:30 p.m. in the Sonora City Hall Council Chambers.

The following members were present: Chairman Chris Garnin, Vice Chairman John Andersen, and Commissioners Ron Jensen, John Richardson and George Segarini.

**PUBLIC APPEARANCES** – None

**MINUTES** – Motion by Commissioner Segarini, seconded by Commissioner Richardson, unanimously carried (5-0-0), to approve the minutes of the November 12, 2013 meeting, as mailed.

**DISCUSSION ITEMS** –

1. Housing Element Update – Planner, Paula Daneluk, provided an update regarding the City's Housing Element. She informed Commissioners that approximately 20 individuals attended the Open House which was held from 3 p.m. to 5 p.m. Their comments will be considered as the Element is being drafted. She further explained the State's Housing Element requirements and addressed the Commissioner's questions.

She stated that the initial draft of the Housing Element will be presented to the Planning Commission at their March 10, 2014 meeting, after which it will be sent to the State Department of Housing & Community Development for review and approval. The Element must be adopted by the City Council on or before June 30, 2014.

2. Planning Commission Presentations – Discussion regarding presentation format for future projects – Community Development Director Rachelle Kellogg, provided Commissioners with two documents; Rosenberg's Rules of Order and a draft Sonora Planning Commission Public Hearing Format for discussion. She informed Commissioners that the City Council is considering adoption of Rosenberg's Rules of Order to replace Robert's Rules of Order, which is currently being used by the City.

She also discussed standardization of the public hearing process for the Planning Commission and reviewed the proposed Public Hearing Format. Staff stressed the importance of the hearing process being consistent for all projects. Staff recommended that applicants be provided the

opportunity to present their projects prior to the public comment period for the project. This would make it clear to the public that City staff is not advocating for or representing their project.

Following discussion, Commissioners asked staff to bring this item back to the next meeting for consideration of adoption.

3. Community Development Director's Report – Community Development Director, Rachelle Kellogg, informed the Commissioners that due to continuing issues with Lowe's landscaping, it was being reviewed at the Parks, Recreation & Beautification Committee on Wednesday, January 15, 2014. Staff is recommending extending their requirements to use a licensed contractor and to extend the maintenance bond period. She also reminded Commissioners to complete and submit their Form 700.

**CORRESPONDENCE:** None

**ADJOURNMENT:** There being no further business to come before the Commission, the meeting was adjourned at 6:40 p.m., to the next regular meeting on Monday February 10, 2014, at 5:30 p.m.

Respectfully submitted,

Rachelle Kellogg  
Community Development Director