



**MINUTES OF A JOINT SPECIAL MEETING OF THE SOLVANG
PLANNING COMMISSION AND DESIGN REVIEW COMMITTEE**

February 17, 2022
Thursday
5:00 p.m.

**JOINT SPECIAL MEETING OF THE PLANNING COMMISSION AND DESIGN REVIEW
COMMITTEE**

1. PRILIMINARY MATTERS:

CALL TO ORDER

Planning Commission Chair Williams called the meeting to order at 5:00 p.m. in the City Hall Council Chamber, 1644 Oak Street, Solvang, California.

ROLL CALL (Planning Commission)

Present: Commissioners: Scott Gold, Joannie Jamieson, Aaron Peterson, Justin Rodriguez and Chair Jack Williams

Absent None

ROLL CALL (Design Review Committee)

Present: Committee Members: Brian Deputy, Esther Jacobsen Bates, Jennifer Dryden Hess and Chair Patrick Cavanaugh

Absent: Committee Member: Joy Culley

Staff: City Manager Xenia Bradford, Assistant City Attorney Chelsea O'Sullivan, City Clerk Annamarie Porter, Assistant Planner Sophia Checa

PLEDGE TO THE FLAG

Planning Commissioner Rodriguez led in the Pledge of Allegiance.

2. BUSINESS ITEMS:

- A. DESIGN REVIEW COMMITTEE AND PLANNING COMMISSION JOINT REVIEW OF AND COMMENT ON AMENDMENTS TO TITLE 11 OF THE SOLVANG MUNICIPAL CODE REGARDING CLARIFICATION OF PROCEDURES AND ROLES OF THE DESIGN REVIEW COMMITTEE AND PLANNING COMMISSION; AND PLANNING COMMISSION RECOMMENDATIONS TO CITY COUNCIL REGARDING AMENDMENTS TO TITLES 2, 8, 10, 11, AND 12 OF THE SOLVANG MUNICIPAL CODE TO REFLECT PLANNING DIVISION REORGANIZATION, CLARIFY DESIGN REVIEW COMMITTEE AND PLANNING COMMISSION POWERS AND DUTIES, CLARIFY APPEAL BODIES, AND REMOVE OUTDATED CODE PROVISIONS AND TYPOGRAPHICAL ERRORS

Planning Commission Chair Williams introduced the item.

Discussion followed regarding making amendments to the Municipal Code, the possibility of appeals of DRC

decisions being heard by the Planning Commission versus City Council, items appealable to the Planning Commission, DRC decisions versus Planning Commission decisions, streamlining processes, duties and responsibilities of the Planning Commission and DRC and changing the definition of Planning Manager to include the designee.

City Manager Bradford explained actions required from the Planning Commission.

Design Review Committee Chair Cavanaugh suggested having the resolution reflect that the DRC supports the amendments.

Planning Commission Chair Williams invited comments from the public.

Nancy Emerson discussed suggested changes to the descriptions of the Planning Commission and the DRC.

There were no other public comments.

Discussion followed distinctions between Sections 4 and 9 in the document, Planning Commission and DRC duties and responsibilities, including language that if the Planning Commission makes significant changes to the project that affects the design, the item shall be returned to the DRC for review, specifying the DRC is responsible for reviewing exterior lighting, removing special events from Title 11 and being consistent throughout the document.

Motion by Member Jacobsen Bates to support the Planning Commission's recommendations for changes to the Municipal Code as presented and discussed, seconded by Member Dryden Hess, and carried 4-0, with Member Culley, absent.

Motion by Commissioner Jamieson to Adopt Resolution No. 22-01 recommending amendments to Titles 2, 8, 10, 11, and 12 of the Solvang Municipal Code to reflect Planning Division reorganization, clarify Design Review Committee and Planning Commission powers and duties, clarify appeal bodies, remove outdated code provisions and typographical errors, as discussed and noting the Design Review Committee's support, seconded by Commissioner Rodriguez, and carried, unanimously, 5-0.

3. ADJOURNMENT:

The meeting was adjourned at 6:06 p.m.

Respectfully submitted:



Annamarie Porter, City Clerk