CITY OF DESERT HOT SPRINGS

REGULAR ADJOURNED MEETING OF THE PLANNING COMMISSION

DRAFT MINUTES

NOVEMBER 25, 2014
6:00 PM

CARL MAY COMMUNITY CENTER
11711 West Drive, Desert Hot Springs, California

CALL TO ORDER

The meeting was called to order by Vice-Chair Steve Sobotta at 6:19 P.M.

ROLL CALL

Commissioners Dean Gray, Chuck Parker, Cathy Romero, and Vice-Chair Steve Sobotta were present at the call of roll.

PLEDGE OF ALLEGIANCE

Commissioner Parker led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Action: Commissioner Gray moved to add "Selection of Chair" as an urgency item to the agenda, seconded by Vice-Chair Sobotta for discussion purposes.

Steve Quintanilla, City Attorney, advised of the guidelines for adding an urgency item.

Commissioner Gray explained the urgency of the item.

Commissioner Romero said that she preferred to wait until the vacant Commission seat was filled.

Action: Commissioner Gray withdrew the motion.

Staff informed the Commission that the "Selection of Chair and Vice-Chair" item was scheduled to be included on all Commission agendas in December.

Action: Commissioner Romero moved to approve the agenda as presented, motion seconded by Vice-Chair Sobotta, motion carried 4/0 by the following vote:

Vote:	AYES:	4 - Sobotta, Romero, Parker, Gray
Passed	NOES:	0 - (None)
	ABSENT:	0 - (None)

MINUTES

April 09, 2013 Minutes
Recommendation: Receive and File

May 14, 2013 Minutes
Recommendation: Receive and File

June 11, 2013 Minutes
Recommendation: Receive and File

July 9, 2013 Minutes
Recommendation: Receive and File

October 8, 2013 Minutes
Recommendation: Receive and File

April 8, 2014 Minutes
Recommendation: Receive and File

September 9, 2014 Minutes
Recommendation: Receive and File

October 14, 2014 Minutes
Recommendation: Receive and File

Action: Commissioner Gray moved to table all sets of minutes, have Commissioners provide their requested revisions to staff, and have the revised minutes placed on a future agenda, seconded by Commissioner Romero, motion carried 4/0 by the following vote:

Vote:	AYES:	4 - Sobotta, Romero, Parker, Gray
Passed	NOES:	0 - (None)
	ABSENT:	0 - (None)

A discussion ensued regarding the need for more detailed minutes and Mr. Meyerhoff said that we could discuss the purpose, format, and legal requirements for the minutes.

The Commission requested that staff prioritize returning to each meeting with minutes from the previous meeting before working on the overall backlog.

PUBLIC COMMENTS

There were no public comments.

ADMINISTRATIVE CALENDAR

1. **Presentation from Danny Friend on the Capital Improvement Program at the Mission Springs Water District**
   Rich Malacoff, AICP, Senior Planner
   Recommendation: Receive and File

Mission Springs Water District (MSWD) representatives, Danny Friend and John Soulliere, provided a PowerPoint presentation (a copy of which was retained for the official record) and answered questions.

A discussion ensued.

Commissioner Parker asked if the proposed sewer construction project near Indian Avenue might cause an increase in water bills.

Mr. Soulliere responded that sewer rates could increase if operation costs increased.

2. **Discussion on Signs with the Chamber of Commerce**
   Rich Malacoff, AICP, Senior Planner
   Recommendation: Receive and File

There was overall discussion on the importance of banner signs to the business community and they not became weathered and tattered. No action was taken.

3. **Discussion and Possible Direction on revision to the City Regulations Concerning Parking in residential Districts, Driveways, and Fences**
   Rich Malacoff, AICP, Senior Planner
   Recommendation: Receive Direction from the Planning Commission and take appropriate action.

Mr. Malacoff presented the staff report.

Cliff Lavy, Public Safety Commissioner, addressed the Commission regarding recreational vehicle parking and related fire hazards.

Pat Tomlinson, CalFire Battalion Chief, said that this was more of a planning and aesthetic issue than a fire code issue and that parking in the sideyard did not generate a safety hazard.

There was a discussion on parking in residential areas and the Commission recommended the following: that there be no more than 4 vehicles in any driveway, advertise hearings beyond the newspaper, and to look into having different standards for new construction and that the item tabled indefinitely and for staff to request input from the Police, Code Enforcement, and Fire Departments and bring the item back to the Commission at a future date.

Commissioner Parker suggested that the City approve minimal residential parking regulations.

Action: Commissioner Gray moved to table the recreational vehicle section and encourage staff to inform the public that the issue would be addressed, seconded by Commissioner Romero, motion carried 4/0 by the following vote:

Vote:	AYES:	4 - Sobotta, Romero, Parker, Gray
Passed	NOES:	0 - (None)
	ABSENT:	0 - (None)

4. Roles and Responsibilities of the Planning Commission
Steven Quintanilla, City Attorney
Recommendation: Receive and File

Alex Meyerhoff, Community Development Director, said that the item would be continued until the open seat on the Commission has been filled.

STAFF COMMENTS

There were no staff comments.

CHAIR AND PLANNING COMMISSION MEMBER REPORTS

Commissioner Gray spoke regarding traffic hazards on Mission Lakes Boulevard, importance of parks in the community, the importance of the minutes to the public process, and that the medical marijuana applications should be processed as quickly as possible.

Commissioner Parker was concerned about the impacts the Mission Springs Water District Capital Improvement Plan would have on the community and planned on following up with them directly and that the following items be placed on future agendas: earthquake faults, repeal of the Vortex Specific Plan, and Community gardens.

Commissioners Romero and Parker said that she would appreciate it if the agenda packets were printed by the City.

Vice-Chair Sobotta announced that Commissioner Gray would present a PowerPoint on the City's history at the next meeting and requested that in-lieu parking options be on the next agenda. He stressed the importance of approved minutes and reminded Commissioners to send their minute corrections to staff. He also thanked those who attended and presented/addressed the Commission.

COMMUNITY DEVELOPMENT DIRECTOR REPORT

Mr. Meyerhoff thanked Mr. Malacoff for his hard work on the zoning ordinance updates and preparation of the Agenda. He said that the status of medical marijuana applications would be reported to the Planning Commission in the near future.

ADJOURN REGULAR MEETING

The meeting was adjourned by Vice-Chair Sobotta at 9:35 P.M.

Action: Commissioner Gray moved to adjourn the meeting at 9:35 P.M., seconded by Commissioner Romero, motion carried 4/0 by the following vote:

Vote:	AYES:	4 - Sobotta, Romero, Parker, Gray
Passed	NOES:	0 - (None)
	ABSENT:	0 - (None)

Minutes prepared by:

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Kristie Ramos
Deputy City Clerk

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