



## City of Santa Barbara Planning Division

### PLANNING COMMISSION MINUTES

January 17, 2013

#### CALL TO ORDER:

Chair Lodge called the meeting to order at 1:00 P.M.

#### I. ROLL CALL

Chair Sheila Lodge, Vice Chair Mike Jordan, Commissioners Bruce Bartlett, John P. Campanella, June Pujo, Deborah L. Schwartz, and Addison Thompson.

#### STAFF PRESENT:

Christine F. Andersen, Public Works Director  
 Nancy Rapp, Parks and Recreation Director  
 Patrick Kelly, Assistant Public Works Director / City Engineer  
 Gary Horwald, Fleet Manager  
 Danny Kato, Senior Planner  
 Kathleen Kefauver, Administrative Analyst  
 Andrew Bermond, Airport Project Planner  
 Jessica Grant, Project Planner  
 N. Scott Vincent, Assistant City Attorney  
 Kelly Brodison, Assistant Planner  
 Julie Rodriguez, Planning Commission Secretary

#### II. PRELIMINARY MATTERS:

A. Nominations and election of Chair and Vice Chair.

##### MOTION: Bartlett/Thompson

Nominate Mike Jordan as Chair and Deborah Schwartz as Vice Chair

This motion carried by the following vote:

Ayes: 7 Noes: 0 0 Absent: 0

Chair Jordan acknowledged the work of Chair Lodge with appreciation.

B. Action on the review of the following Draft Minutes and Resolutions:

1. Draft Minutes of December 20, 2012

**MOTION: Lodge/Bartlett**

Approve the minutes and resolutions as corrected.

This motion carried by the following vote:

Ayes: 5 Noes: 0 Abstain: 2 (Pujo, Schwartz) Absent: 0

- C. Requests for continuances, withdrawals, postponements, or addition of ex-agenda items.

None.

- D. Announcements and appeals.

None.

- E. Comments from members of the public pertaining to items not on this agenda.

Chair Jordan opened the public hearing at 1:07 P.M. and Amanda Burgess, Parks and Recreation, announced that the city will host two community meetings to discuss the future of the urban forest: Thursday, January 24, 2013 at 6 p.m. at the Central Library Faulkner Gallery, and Saturday, January 26, 2013, at 10 a.m. at the Louise Lowry Davis Center.

With no one else wishing to speak, the hearing was closed.

**III. CONSENT ITEM:**

**ACTUAL TIME: 1:11 P.M.**

**APPLICATION OF JIM ZIMMERMAN, ARCHITECT FOR 1220 SHORELINE DRIVE, LLC 1220 SHORELINE DRIVE, APN 045-214-020, E-3/SD-3 ZONES, GENERAL PLAN DESIGNATION: RESIDENTIAL, FIVE UNITS PER ACRE MST2012-00441).**

The proposed project involves a 770 square foot two-story addition to an existing 1,064 square foot one-story residence with an attached 379 square foot garage on a 5,663 square foot lot in the appealable jurisdiction of the Coastal Zone. This project is a renewal of a previously expired permit.

The discretionary application required for this project is a Coastal Development Permit (CDP2012-00009) to allow the proposed development in the Appealable Jurisdiction of the City's Coastal Zone (SBMC §28.44)

The Environmental Analyst has determined that the project is exempt from further environmental review pursuant to the California Environmental Quality Act Guidelines Section 15301, Existing Structures.

Case Planner: Kelly Brodison, Assistant Planner  
Email: KBrodison@SantaBarbaraCA.gov

Phone: 805-564-5470, ext. 4531

Mr. Kato requested that the Planning Commission waive the Staff Report.

**MOTION: Lodge/Schwartz**

Waive the Staff Report

This motion carried by the following vote:

Ayes: 7 Noes: 0 Abstain: 0 Absent: 0

Jim Zimmerman, Architect, gave the applicant presentation.

Chair Jordan opened the public hearing at 1:12 P.M. With no one else wishing to speak, the public hearing was closed.

**MOTION: Lodge/Schwartz**

**Assigned Resolution No. 001-13**

Approved the project, making the findings for the Coastal Development Permit as outlined in the Staff Report, dated January 10, 2013, subject to the Conditions of Approval in Exhibit A of the Staff Report.

This motion carried by the following vote:

Ayes: 7 Noes: 0 Abstain: 0 Absent: 0

Chair Jordan announced the ten calendar day appeal period.

**IV. DISCUSSION ITEM**

**ACTUAL TIME: 1:16 P.M.**

**DRAFT FISCAL YEAR 2014 - 2019 CAPITAL IMPROVEMENT PROGRAM**

The City has prepared the Draft 2014-2019 Capital Improvement Program (CIP) identifying City capital projects that address the City's infrastructure and major equipment needs over the 6-year planning period. The CIP will be reviewed by the Finance Committee and approved by City Council. The Council will ultimately adopt an annual Operating and Capital budget for the coming fiscal year that will include the CIP projects and Streets Capital Improvement Program projects.

The CIP includes the Street Capital Program review and approval process as required by the City's Circulation Element. The streamlined process provides the Planning Commission the opportunity to review and comment on the Street Capital Program and other Draft CIP projects. The Transportation Circulation Committee and the public have provided input regarding future Streets Capital Improvement projects and related Program budget development. Other Committees, Boards and Commissions that review and advise the City Council on various program areas have reviewed the CIP projects in their purview and have provided recommendations to the City Council.

Case Planner: Christine F. Andersen, Public Works Director

Email: CAndersen@SantaBarbaraCA.gov

Phone: 805-564-5378

Christine F. Andersen, Public Works Director, gave the Staff presentation.

Chair Jordan opened the public hearing at 1:50 P.M., and with no one wishing to speak, the public hearing was closed.

One Commissioner encouraged the public to volunteer to assist with Capital improvement projects that are challenged by funding.

The Commission thanked Ms. Andersen and attending Staff for a well written report and suggested inclusion of the amount of unfunded projects as a percent of total budget.

**V. ADMINISTRATIVE AGENDA**

**ACTUAL TIME: 3:04 P.M.**

**A. Committee and Liaison Reports.**

**1. Staff Hearing Officer Liaison Report**

Commissioner Lodge reported on the Staff Hearing Officer hearing held on January 9, 2013.

**2. Other Committee and Liaison Reports**

a. Commissioner Lodge reported on the Water Commission meeting of January 14 2013.

b. Commissioner Thompson reported on the Single Family Design Board Meeting of January 14, 2013.

c. Commissioner Campanella reported on Commissioners Campanella, Pujo, and Schwartz attending the Ordinance Committee meeting held at City Council on Tuesday, January 15, 2013. Commissioner Pujo added that the discussion was continued to January 29, 2013.

d. Commissioner Schwartz reported on the Downtown Parking Committee meeting of January 10, 2013.

e. Commissioner Jordan reported on the Downtown Organization meeting of January 8, 2013.

**B. Approval of 2013 Primary and Alternate Liaisons to City Boards and Commissions made in B.1. of this Agenda.**

**Airport Commission**

Addison Thompson - Primary  
Bruce Bartlett – Alternate

**Airport Planning Advisory Committee (11/10/11)**

Michael Jordan  
Deborah Schwartz

**Architectural Board of Review**

Bruce Bartlett - Primary  
Addison Thompson – Alternate

**Creeks Restoration & Water Quality Improvement  
Program Citizen Advisory Committee**

Mike Jordan - Primary  
June Pujo – Alternate

**Downtown Parking Committee**

Deborah L. Schwartz - Primary  
John Campanella- Alternate

**Harbor Commission**

June Pujo - Primary  
Michael Jordan – Alternate

**Historic Landmarks Commission**

Sheila Lodge - Primary  
Bruce Bartlett – Alternate

**Parks and Recreation Commission**

Deborah L. Schwartz - Primary  
Sheila Lodge – Alternate

**Single Family Design Board**

Addison Thompson - Primary  
John Campanella – Alternate

**Staff Hearing Officer/ Modification Liaison**

Shiela Lodge - Primary  
Michael Jordan – Alternate

**Sustainability Council Committee**

John Campanella – Primary  
June Pujo - Alternate

**Transportation and Circulation Committee**

Deborah L. Schwartz -

June Pujo – Alternate

**Tree Master Plan Committee**

Meets every 3 months

Michael Jordan

**Water Commission**

Michael Jordan - Primary

Deborah Schwartz – Alternate

**\*\* Approved Liaison appointments.**

**Thompson/Lodge Vote: 7/0**

**Abstain: 0**

**Absent: 0\*\***

**VI. ADJOURNMENT**

Chair Jordan adjourned the meeting at 3:20 P.M.

Submitted by,

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Julie Rodriguez, Planning Commission Secretary



# City of Santa Barbara California

## CITY OF SANTA BARBARA PLANNING COMMISSION

RESOLUTION NO. 001-13  
1220 SHORELINE DRIVE  
COASTAL DEVELOPMENT PERMIT  
JANUARY 17, 2013

**APPLICATION OF JIM ZIMMERMAN, ARCHITECT FOR 1220 SHORELINE DRIVE, LLC  
1220 SHORELINE DRIVE, APN 045-214-020, E-3/SD-3 ZONES, GENERAL PLAN DESIGNATION:  
RESIDENTIAL, FIVE UNITS PER ACRE MST2012-00441).**

The proposed project involves a 770 square foot two-story addition to an existing 1,064 square foot one-story residence with an attached 379 square foot garage on a 5,663 square foot lot in the appealable jurisdiction of the Coastal Zone. This project is a renewal of a previously expired permit.

The discretionary application required for this project is a Coastal Development Permit (CDP2012-00009) to allow the proposed development in the Appealable Jurisdiction of the City's Coastal Zone (SBMC §28.44)

The Environmental Analyst has determined that the project is exempt from further environmental review pursuant to the California Environmental Quality Act Guidelines Section 15301, Existing Structures.

**WHEREAS**, the Planning Commission has held the required public hearing on the above application, and the Applicant was present.

**WHEREAS**, no one appeared to speak in favor of the application, and no one appeared to speak in opposition thereto, and the following exhibits were presented for the record:

1. Staff Report with Attachments, January 10, 2013.
2. Site Plans

**NOW, THEREFORE BE IT RESOLVED** that the City Planning Commission:

I. Approved the subject application making the following findings and determinations:

**COASTAL DEVELOPMENT PERMIT (SBMC §28.44)**

The project is consistent with the policies of the California Coastal Act, the City's Local Coastal Plan, all implementing guidelines, and applicable provisions of the Code because the addition is compatible with the existing neighborhood, would not be visible from the beach, would not impact views from public view corridors, would not impact public access, would not contribute to safety or drainage hazards on the site, and is not located on a coastal bluff or on an archaeologically sensitive site.

II. Said approval is subject to the following conditions:

A. **Order of Development.** In order to accomplish the proposed development, the following steps shall occur in the order identified:

1. Obtain all required design review approvals.
2. Pay Land Development Team Recovery Fee.
3. Record any required documents (see Recorded Conditions Agreement section).

4. Permits.
  - a. Submit an application for and obtain a Building Permit (BLD) for construction of approved development and complete said development.
  - b. Submit an application for and obtain a Public Works Permit (PBW) for all required public improvements and complete said improvements.

Details on implementation of these steps are provided throughout the conditions of approval.

- B. **Recorded Conditions Agreement.** The Owner shall execute a *written instrument*, which shall be prepared by Planning staff, reviewed as to form and content by the City Attorney, Community Development Director and Public Works Director, recorded in the Office of the County Recorder, and shall include the following:
  1. **Approved Development.** The development of the Real Property approved by the Planning Commission on January 17, 2013 is limited to approximately 770 square foot two-story addition to an existing 1,064 square foot one-story residence with an attached 379 square foot garage on a 5,663 square foot lot in the appealable jurisdiction of the Coastal Zone and the improvements shown on the plans signed by the chairman of the Planning Commission on said date and on file at the City of Santa Barbara.
  2. **Uninterrupted Water Flow.** The Owner shall allow for the continuation of any historic flow of water onto the Real Property including, but not limited to, swales, natural watercourses, conduits and any access road, as appropriate.
  3. **Recreational Vehicle Storage Limitation.** No recreational vehicles, boats, or trailers shall be stored on the Real Property unless enclosed or concealed from view as approved by the Single Family Design Board (SFDB).
  4. **Landscape Plan Compliance.** The Owner shall comply with the Landscape Plan approved by the Single Family Design Board (SFDB). Such plan shall not be modified unless prior written approval is obtained from the SFDB. The landscaping on the Real Property shall be provided and maintained in accordance with said landscape plan, including any tree protection measures. If said landscaping is removed for any reason without approval by the SFDB, the owner is responsible for its immediate replacement.
  5. **Storm Water Pollution Control and Drainage Systems Maintenance.** Owner shall maintain the drainage system and storm water pollution control devices in a functioning state. Should any of the project's surface or subsurface drainage structures or storm water pollution control methods fail to capture, infiltrate, and/or treat water, or result in increased erosion, the Owner shall be responsible for any necessary repairs to the system and restoration of the eroded area. Should repairs or restoration become necessary, prior to the commencement of such repair or restoration work, the Owner shall submit a repair and restoration plan to the Community Development Director to determine if an amendment or a new Building Permit Coastal Development Permit is required to authorize such work. The Owner is responsible for the adequacy of any project-related drainage facilities and for the continued maintenance thereof in a manner that will preclude any hazard to life, health, or damage to the Real Property or any adjoining property.

- C. **Requirements Prior to Permit Issuance.** The Owner shall submit the following, or evidence of completion of the following, for review and approval by the Department listed below prior to the issuance of any permit for the project. Some of these conditions may be waived for demolition or rough grading permits, at the discretion of the department listed. Please note that these conditions are in addition to the standard submittal requirements for each department.
1. **Public Works Department.**
    - a. **Water Rights Assignment Agreement.** The Owner shall assign to the City of Santa Barbara the exclusive right to extract ground water from under the Real Property in an *Agreement Assigning Water Extraction Rights*. Engineering Division Staff prepares said agreement for the Owner's signature.
    - b. **Drainage and Water Quality.** The project is required to comply with Tier 2 of the Storm Water Management Plan by implement one or more basic storm water best management practices (BMP) designs. (treatment, rate and volume). The Owner shall submit worksheets from the Storm Water BMP Guidance Manual for Post Construction Practices prepared by a registered civil engineer or licensed architect demonstrating that the new development will comply with the City's Storm Water Management Plan. Project plans for grading, drainage, stormwater facilities and treatment methods, and project development, shall be subject to review and approval by the City Building Division and Public Works Department. Sufficient engineered design and adequate measures shall be employed to ensure that no significant construction-related or long-term effects from increased runoff, erosion and sedimentation, urban water pollutants including, but not limited to trash, hydrocarbons, fertilizers, bacteria, etc., or groundwater pollutants would result from the project.
    - c. **Construction-Related Truck Trips.** Construction-related truck trips for trucks with a gross vehicle weight rating of three tons or more shall not be scheduled during peak hours (7:00 a.m. to 9:00 a.m. and 4:00 p.m. to 6:00 p.m.) in order to help reduce truck traffic on adjacent streets and roadways.
  2. **Community Development Department.**
    - a. **Recordation of Agreements.** The Owner shall provide evidence of recordation of the written instrument that includes all of the Recorded Conditions identified in condition B "Recorded Conditions Agreement" to the Community Development Department prior to issuance of any building permits.
    - b. **Design Review Requirements.** Plans shall show all design, landscape and tree protection elements, as approved by the appropriate design review board and all elements/specifications shall be implemented on-site.
    - c. **Conditions on Plans/Signatures.** The final Resolution shall be provided on a full size drawing sheet as part of the drawing sets. Each condition shall have a sheet and/or note reference to verify condition compliance. If the condition relates to a document submittal, indicate the status of the submittal (e.g., Final Map submitted to Public Works Department for review). A statement shall also be placed on the sheet as follows: The undersigned have read and understand the

required conditions, and agree to abide by any and all conditions which are their usual and customary responsibility to perform, and which are within their authority to perform.

Signed:

Property Owner		Date
Contractor	Date	License No.
Architect	Date	License No.
Engineer	Date	License No.

D. **Construction Implementation Requirements.** All of these construction requirements shall be carried out in the field by the Owner and/or Contractor for the duration of the project construction, including demolition and grading.

1. **Construction Contact Sign.** Immediately after Building permit issuance, signage shall be posted at the points of entry to the site that list the contractor name, telephone number(s), construction work hours, site rules, and construction-related conditions, to assist Building Inspectors and Police Officers in the enforcement of the conditions of approval. The font size shall be a minimum of 0.5 inches in height. Said sign shall not exceed six feet in height from the ground if it is free-standing or placed on a fence. It shall not exceed 24 square feet if in a multi-family or commercial zone or six square feet if in a single family zone.
2. **Construction Storage/Staging.** Construction vehicle/ equipment/ materials storage and staging shall be done on-site. No parking or storage shall be permitted within the public right-of-way, unless specifically permitted by the Transportation Manager with a Public Works permit.
3. **Unanticipated Archaeological Resources Contractor Notification.** Standard discovery measures shall be implemented per the City master Environmental Assessment throughout grading and construction: Prior to the start of any vegetation or paving removal, demolition, trenching or grading, contractors and construction personnel shall be alerted to the possibility of uncovering unanticipated subsurface archaeological features or artifacts. If such archaeological resources are encountered or suspected, work shall be halted immediately, the City Environmental Analyst shall be notified and the Owner shall retain an archaeologist from the most current City Qualified Archaeologists List. The latter shall be employed to assess the nature, extent and significance of any discoveries and to develop appropriate management recommendations for archaeological resource treatment, which may include, but are not limited to, redirection of grading and/or excavation activities, consultation and/or monitoring with a Barbareño Chumash representative from the most current City qualified Barbareño Chumash Site Monitors List, etc.

If the discovery consists of possible human remains, the Santa Barbara County Coroner shall be contacted immediately. If the Coroner determines that the remains are Native American, the Coroner shall contact the California Native American Heritage Commission. A Barbareño Chumash representative from the most current City Qualified Barbareño Chumash Site Monitors List shall be retained to monitor all further subsurface disturbance in the area of the find. Work in the area may only proceed after the Environmental Analyst grants authorization.

If the discovery consists of possible prehistoric or Native American artifacts or materials, a Barbareño Chumash representative from the most current City Qualified Barbareño Chumash Site Monitors List shall be retained to monitor all further subsurface disturbance in the area of the find. Work in the area may only proceed after the Environmental Analyst grants authorization.

A final report on the results of the archaeological monitoring shall be submitted by the City-approved archaeologist to the Environmental Analyst within 180 days of completion of the monitoring and prior to any certificate of occupancy for the project.

E. **Prior to Certificate of Occupancy.** Prior to issuance of the Certificate of Occupancy, the Owner of the Real Property shall complete the following:

1. **Repair Damaged Public Improvements.** Repair any public improvements (curbs, gutters, sidewalks, roadways, etc.) or property damaged by construction subject to the review and approval of the Public Works Department per SBMC §22.60. Where tree roots are the cause of the damage, the roots shall be pruned under the direction of a qualified arborist.
2. **Complete Public Improvements.** Public improvements, as shown in the public improvement plans or building plans, shall be completed.
3. **New Construction Photographs.** Photographs of the new construction, taken from the same locations as those taken of the story poles prior to project approval, shall be taken, attached to 8 ½ x 11" board and submitted to the Planning Division.

F. **General Conditions.**

1. **Compliance with Requirements.** All requirements of the city of Santa Barbara and any other applicable requirements of any law or agency of the State and/or any government entity or District shall be met. This includes, but is not limited to, the Endangered Species Act of 1973 [ESA] and any amendments thereto (16 U.S.C. § 1531 et seq.), the 1979 Air Quality Attainment Plan, and the California Code of Regulations.
2. **Approval Limitations.**
  - a. The conditions of this approval supersede all conflicting notations, specifications, dimensions, and the like which may be shown on submitted plans.
  - b. All buildings, roadways, parking areas and other features shall be located substantially as shown on the plans approved by the Planning Commission.
  - c. Any deviations from the project description, approved plans or conditions must be reviewed and approved by the City, in accordance with the Planning Commission

Guidelines. Deviations may require changes to the permit and/or further environmental review. Deviations without the above-described approval will constitute a violation of permit approval.

3. **Land Development Team Recovery Fee Required.** The land development team recovery fee (30% of all planning fees, as calculated by staff) shall be paid at time of building permit application.
4. **Litigation Indemnification Agreement.** In the event the Planning Commission approval of the Project is appealed to the City Council, Applicant/Owner hereby agrees to defend the City, its officers, employees, agents, consultants and independent contractors ("City's Agents") from any third party legal challenge to the City Council's denial of the appeal and approval of the Project, including, but not limited to, challenges filed pursuant to the California Environmental Quality Act (collectively "Claims"). Applicant/Owner further agrees to indemnify and hold harmless the City and the City's Agents from any award of attorney fees or court costs made in connection with any Claim.

Applicant/Owner shall execute a written agreement, in a form approved by the City Attorney, evidencing the foregoing commitments of defense and indemnification within thirty (30) days of being notified of a lawsuit regarding the Project. These commitments of defense and indemnification are material conditions of the approval of the Project. If Applicant/Owner fails to execute the required defense and indemnification agreement within the time allotted, the Project approval shall become null and void absent subsequent acceptance of the agreement by the City, which acceptance shall be within the City's sole and absolute discretion. Nothing contained in this condition shall prevent the City or the City's Agents from independently defending any Claim. If the City or the City's Agents decide to independently defend a Claim, the City and the City's Agents shall bear their own attorney fees, expenses, and costs of that independent defense.

### III. NOTICE OF COASTAL DEVELOPMENT PERMIT TIME LIMITS:

The Planning Commission / Staff Hearing Officer action approving the Coastal Development Permit shall expire two (2) years from the date of final action upon the application, per Santa Barbara Municipal Code §28.44.230, unless:

1. Otherwise explicitly modified by conditions of approval for the coastal development permit.
2. A Building permit for the work authorized by the coastal development permit is issued prior to the expiration date of the approval.
3. The Community Development Director grants an extension of the coastal development permit approval. The Community Development Director may grant up to three (3) one-year extensions of the coastal development permit approval. Each extension may be granted upon the Director finding that: (i) the development continues to conform to the Local Coastal Program, (ii) the applicant has demonstrated due diligence in completing the development, and (iii) there are no changed circumstances that affect the consistency of the development with the General Plan or any other applicable ordinances, resolutions, or other laws.

This motion was passed and adopted on the 17<sup>th</sup> day of January, 2013 by the Planning Commission of the City of Santa Barbara, by the following vote:

AYES: 7 NOES: 0 ABSTAIN: 0 ABSENT: 0

I hereby certify that this Resolution correctly reflects the action taken by the city of Santa Barbara Planning Commission at its meeting of the above date.

\_\_\_\_\_  
Julie Rodriguez, Planning Commission Secretary

\_\_\_\_\_  
Date

**PLEASE BE ADVISED:**

**THIS ACTION OF THE PLANNING COMMISSION CAN BE APPEALED TO THE CITY COUNCIL WITHIN TEN (10) CALENDAR DAYS AFTER THE DATE THE ACTION WAS TAKEN BY THE PLANNING COMMISSION.**

DRAFT



DRAFT



## City of Santa Barbara Planning Division

### PLANNING COMMISSION MINUTES

January 24, 2013

#### **CALL TO ORDER:**

Chair Jordan called the meeting to order at 1:03 P.M.

#### **I. ROLL CALL**

Chair Mike Jordan, Vice Chair Deborah L. Schwartz, Commissioners Bruce Bartlett, Sheila Lodge, June Pujó, and Addison Thompson.

**Absent: Commissioner John Campanella arrived at 1:05 P.M.**

#### **STAFF PRESENT:**

Danny Kato, Senior Planner  
N. Scott Vincent, Assistant City Attorney  
Steve Foley, Supervising Transportation Planner  
Allison De Busk, Project Planner  
Julie Rodriguez, Planning Commission Secretary

#### **II. PRELIMINARY MATTERS:**

A. Requests for continuances, withdrawals, postponements, or addition of ex-agenda items.

None.

B. Announcements and appeals.

Mr. Kato made the following announcements:

None.

C. Comments from members of the public pertaining to items not on this agenda.

Chair Jordan opened the public hearing at 1:03 P.M. and, with no one in attendance, closed the hearing.

**III. DISCUSSION ITEM:**

**ACTUAL TIME: 1:03 P.M.**

**PLANNING COMMISSION TRAINING.**

Staff will lead a training and discussion session on a variety of planning subjects previously requested by the Planning Commission, including Conditional Use Permits, development restrictions and Specific Plans. This is a discussion item only, and no decisions will be considered or made at this meeting.

Case Planner: Danny Kato, Senior Planner

Email: DKato@SantaBarbaraCA.gov Phone: (805) 564-5470, ext. 2567

Steve Foley, Supervising Transportation Planner, led an interactive discussion with the Planning Commission on the Pedestrian Master Plan. Danny Kato, Senior Planner, followed with Conditional Use Permits.

**IV. ADMINISTRATIVE AGENDA**

**ACTUAL TIME: 3:26 P.M.**

**D. Committee and Liaison Reports.**

**1. Staff Hearing Officer Liaison Report**

Commissioner Lodge reported on the Staff Hearing Officer meeting held on January 23, 2013.

**2. Other Committee and Liaison Reports**

a. Commissioner Schwartz reported on the Parks and Recreation Commission meeting of January 23, 2013.

b. Commissioner Barlett reported on the Architectural Board of Review meeting of January 22, 2013.

c. Commissioner Jordan announced that Parks and Recreation Department was hosting the first community meeting to discuss the future of the urban forest at 6 p.m. at the Central Library Faulkner Gallery.

**V. ADJOURNMENT**

Chair Jordan adjourned the meeting at 3:31 P.M.

Submitted by,

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Julie Rodriguez, Planning Commission Secretary

**DRAFT**

