



**ACTION MINUTES
ST. HELENA PLANNING COMMISSION
VINTAGE HALL BOARD ROOM – 2ND FLOOR
465 MAIN STREET, ST. HELENA
May 17, 2016
6:00 P.M. REGULAR MEETING**

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER AND ROLL CALL:

Chairperson: Sarah Parker

Commissioners: Bobbi Monnette, Tracy Sweeney, Mary Koberstein

Absent: Grace Kistner

Staff Present: Noah Housh, Planning and Community Improvement Director, Victor Carniglia, Contract Planner, Jim Kerrigan, Building Permit Technician, Xinia Gamero, Administrative Assistant.

3. PUBLIC FORUM: This is an opportunity for the public to address the Commission on items of interest to the public that are NOT listed on the agenda. Because of restrictions imposed by the Brown Act, the Commission may not engage in discussion nor take action on matters not described on the agenda. **Please observe the time limit of three minutes.**

Chair Parker opened Public Forum.

Elizabeth Goelz and Libby Shafer addressed the Commission.

Chair Parker closed Public Forum.

CONSENT ITEMS: Members of the Commission or the public may ask that any items be considered individually for purposes of considering alternative action, for extended discussion, or for public comment. Unless this is done, one motion may be used to adopt all recommended actions. (Roll Call Vote)

4. APPROVAL OF MINUTES: *May 3, 2016*

MOTION: Commissioner Monnette moved to approve the consent calendar with the noted revision of the name correction for Vicky Bradshaw. The motion was seconded by Commissioner Koberstein and roll call carried by the following vote:

AYES: Commissioners Monnette, Sweeney, Koberstein and Parker.

NOES: None

ABSENT: Commissioner Kistner

STUDY SESSION:

5. **DESCRIPTION:** *A Study Session by the Planning Commission to discuss and provide comments and direction to staff on the April 2016 Draft General Plan.*

RECOMMENDED ACTION: *No formal action required.*

Victor Carniglia, Planning Consultant, and Noah Housh, Planning and Community Improvement Director, reported on Item 5.

Chair Parker opened Public Comment.

Vicky Bradshaw, Susan Kenward, Geoff Ellsworth, Doug Barr, addressed the Commission.

Chair Parker closed Public Hearing.

Chair Parker re-opened Public Comment.

No Public Comment.

Chair Parker closed Public Comment.

Chair Parker re-opened Public Comment.

No Public Comment.

Chair Parker closed Public Comment.

Chair Parker re-opened Public Comment.

Susan Kenward and Geoff Ellsworth addressed the Commission.

Chair Parker closed Public Comment.

Chair Parker re-opened Public Comment.

Geoff Ellsworth addressed the Commission.

Chair Parker closed Public Comment.

Chair Parker opened Public Comment.

No Public Comment.

Chair Parker closed Public Comment.

Chair Parker opened Public Comment.

No Public Comment.

Chair Parker closed Public Comment.

Chair Parker opened Public Comment.

No Public Comment.

Chair Parker closed Public Comment.

Chair Parker opened Public Comment.

No Public Comment.

Chair Parker closed Public Comment.

Chair Parker opened Public Comment.

No Public Comment.

Chair Parker closed Public Comment.

Chair Parker opened Public Comment.

No Public Comment.

Chair Parker closed Public Comment.

Chair Parker opened Public Comment.

No Public Comment.

Chair Parker closed Public Comment.

6. **DEPARTMENT REPORT:** This is an opportunity for staff to report on or update the Commission on any relevant matters.
- *General update on Department activities.*

AGENDA FORCAST: Attached is a summary document of pending projects and upcoming items of priority and interest that will be placed on future agendas. This is also an opportunity for the Commission as a whole to request items be placed on future agendas for discussion. These items should be consistent with, and work to implement adopted Council Goals.

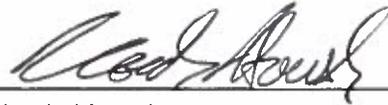
ADJOURNMENT: Chair Parker adjourned the meeting at 8:21 p.m.

APPROVED:



Sarah Parker
Chair, Planning Commission

ATTEST:



Noah Housh
Planning Director