



# ***CITY OF BUELLTON***

## **PLANNING COMMISSION AGENDA**

**Regular Meeting of January 4, 2024 – 6:00 p.m.  
City Council Chambers  
140 West Highway 246, Buellton, California**

***Planning Commission meetings will be conducted in person and the public is welcome to attend. Written comments will not be read aloud but can be sent to the Planning Commission via email at [planning@cityofbuellton.com](mailto:planning@cityofbuellton.com) (please reference agenda item number/subject matter, and include your name and address). The public can observe Planning Commission meetings via City TV Live Stream at: <http://www.cityofbuellton.com/government/cityTV.php> Members of the public can observe and address the meeting electronically by [clicking here](#).***

*Materials related to an item on this agenda, as well as materials submitted to the Planning Commission after distribution of the agenda packet are available for public inspection in the office of the Planning Department located at 331 Park Street, during normal business hours.*

### **CALL TO ORDER**

Chair Patty Hammel

### **PLEDGE OF ALLEGIANCE**

Vice Chair Art Mercado

### **ROLL CALL**

Commissioners Laura DeFazio, Shannon Reese, Marcilo Sarquilla, Vice Chair Art Mercado and Chair Patty Hammel

### **REORDERING OF AGENDA**

### **ELECTION OF OFFICERS**

- 1. Election of Chair and Vice Chair**
- 2. Appointments to Green Team Committee (2)**

### **PRESENTATIONS**

None

### **APPROVAL OF MINUTES**

- 3. Minutes of the regular Planning Commission meeting of November 16, 2023**

### **PUBLIC COMMENTS**

Members of the audience wishing to address the Planning Commission on matters not on the agenda may do so at this time. No action will be taken on these items at this meeting. Please state your name and address for the record. Comments should normally be limited to three minutes.

**CONSENT CALENDAR**

None

**CONTINUED PUBLIC HEARINGS**

None

**NEW PUBLIC HEARINGS**

None

**OTHER BUSINESS**

**4. Project Status Update**

**WRITTEN COMMUNICATIONS**

**PLANNING COMMISSIONER COMMENTS**

**PLANNING DIRECTOR REPORT**

**ADJOURNMENT**

To the next regularly scheduled Planning Commission meeting of Thursday, January 18, 2024 at 6:00 p.m. in the Council Chambers located at 140 West Highway 246.

Please note that the date of any Planning Commission decision starts an appeal period. During the appeal period either the applicant or any aggrieved party may appeal the application of a perceived onerous or unreasonable condition or the decision itself to the City Council as governed by the applicable section of the Buellton Municipal Code.

# CITY OF BUELLTON

## PLANNING COMMISSION MEETING MINUTES

November 16, 2023 – 6:00 p.m.

City Council Chambers, 140 West Highway 246  
Buellton, California

### CALL TO ORDER

Chair Hammel called the meeting to order at 6:00 p.m.

### PLEDGE OF ALLEGIANCE

Chair Hammel led the Pledge of Allegiance

### ROLL CALL

Present: Commissioners Laura DeFazio, Marcilo Sarquilla, Vice Chair Art Mercado, and Chair Patty Hammel

Absent: Commissioner Shannon Reese

Staff: Planning Director Andrea Keefer, City Manager Scott Wolfe (via Zoom), Public Works Director Rose Hess and Staff Assistant/Planning Technician Clare Barcelona

### REORDERING OF AGENDA

None

### PRESENTATIONS

None

### APPROVAL OF MINUTES

#### 1. Minutes of the regular Planning Commission meeting of October 19, 2023

##### MOTION:

Motion by Chair Mercado, seconded by Commissioner Sarquilla, to approve the Minutes of October 19, 2023.

##### VOTE:

Motion passed by a 4-0 voice vote.

**PUBLIC COMMENTS**

None

**CONSENT CALENDAR**

None

**NEW PUBLIC HEARINGS**

- 2. **Resolution No. 23-07 – “ A Resolution of the Planning Commission of the City of Buellton, California, Recommending City Council Denial of an Ordinance Amending Municipal Code Title 19 (Zoning) Relating to Providing for Certification for Review of Certain Discretionary Land Use Planning Proposals for Immediate City Council Consideration, and Making Findings in Support Thereof”;**

**Or**

**Resolution No. 23-07 - “ A Resolution of the Planning Commission of the City of Buellton, California, Recommending City Council Approval of an Ordinance Amending Municipal Code Title 19 (Zoning) Relating to Providing For Certification for Review of Certain Discretionary Land Use Planning Proposals for Immediate City Council Consideration, and Making Findings in Support Thereof”**

**STAFF REPORT**

Planning Director Keefer presented the staff report.

**DOCUMENTS:**

Staff report with attachments as listed in the staff report.

**SPEAKERS/DISCUSSION:**

Planning Director Keefer provided examples and explained how the Certificate of Review process could be applied.

City Manager Scott Wolfe explained the process for requesting the Certification for Review.

The Commission questioned why the review is needed when there is an appeal process in place. They had concerns that the Council could have the authority to override a Planning Commission decision.

Chair Hammel opened the public hearing at 6:40 p.m. There being no public speakers the hearing was closed 6:41 p.m.

Vice Chair Mercado had concerns about abuse of the process in the future.

Chair Hammel voiced the same concern regarding potential abuse and went on to state the ordinance feels like an override authority and that the process and procedures currently in place are working.

**MOTION:**

Motion by Commissioner DeFazio, seconded by Chair Mercado, to adopt Resolution No. 23-07 – “ A Resolution of the Planning Commission of the City of Buellton, California, Recommending City Council Denial of an Ordinance Amending Municipal Code Title 19 (Zoning) Relating to Providing for Certification for Review of Certain Discretionary Land Use Planning Proposals for Immediate City Council Consideration, and Making Findings in Support Thereof”

**VOTE:**

Motion passed by a roll call vote of 4-0.  
Commissioner DeFazio – Yes  
Commissioner Sarquilla – Yes  
Vice Chair Mercado – Yes  
Chair Hammel – Yes

**CONTINUED PUBLIC HEARINGS**

None

**OTHER BUSINESS**

None

**WRITTEN COMMUNICATIONS**

None

**PLANNING COMMISSIONER COMMENTS**

Commissioner DeFazio stated that she attended the Green Team meeting and gave an oral report to the Commission.

Commissioner Sarquilla stated that the Fall Fest held on the Avenue of Flags was a success and enjoyed by all. Vice Chair Mercado agreed.

**PLANNING DIRECTOR REPORT**

Planning Director Keefer stated that the Fall Fest was a well-attended successful event.

**ADJOURNMENT**

Chair Hammel adjourned the meeting at 6:53 p.m. The next regular meeting of the Planning Commission will be held on Thursday, December 7, 2023 at 6:00 p.m.

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Chair Patty Hammel

ATTEST:

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Clare Barcelona, Planning Commission Secretary

**A video of this meeting can be seen on YouTube at:**  
**<https://cityofbuellton.com/government/cityTV.php?vid=22181d2QTOA>**  
**An audio CD of this Planning Commission Meeting is available upon request.**