



# City of Isleton

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## **Planning Commission Meeting February 7, 2017 at 6:30PM Isleton City Hall, 101 Second Street, Isleton, CA**

### CITY COUNCIL MEETINGS: MEETING PROCESS, POLICIES AND PROCEDURES:

The Isleton City Council and Redevelopment Agency adhere to the following policies, procedures and regulations regarding City Council and Redevelopment Agency meetings. In compliance with the Americans with Disabilities Act, if you require special accommodations to participate in a City Council or Redevelopment Agency meeting, please contact the City Clerk at least 48 hours prior to the meeting.

If you challenge a decision of the City Council or Redevelopment Agency in court, you may be limited to raising only those issues you or someone else raised at the Council meeting or in written correspondence delivered at, or prior to, the Council meeting. Judicial actions challenging City Council or Redevelopment Agency decisions shall be subject to the time limitations contained in the Code of Civil Procedure Section 1094.6.

Persons wishing to add an item to an agenda must submit the final written documentation seven (14) calendar days prior to the City Council or Redevelopment Agency Meeting.

In order to ensure the efficient conduct of City Council/Redevelopment Agency meetings, and to provide opportunities for all interested persons to speak and be heard the City Council will adhere to the following meeting procedures:

### PUBLIC COMMENT PERIOD FOR ITEMS ON THE AGENDA:

1. Persons wishing to speak must complete and submit a speaker's card identifying which agenda item to be address. When making your presentation, please identify yourself by name and your place of residence.
2. The City Council will listen with respect and an open mind.
3. Council responses to speakers will be as follows:
  - a. Short answers by Council or staff as appropriate; or
  - b. Item is directed to staff for later action/follow-up; or
  - c. Item is placed on a future agenda.
4. Conversation between the public and staff or the City Council will not be allowed.
5. A three-minute time limit per speaker will be enforced when there are numerous speakers addressing a single agenda item.

### CITIZEN'S ADDRESSING THE COUNCIL ON NON AGENDA ITEMS:

This time is reserved for members of the public to address issues not included in the agenda. In accordance with the Brown Act, Council may refer to staff any matters brought before them at this time, and those matters may be placed on future agenda. Citizens may address the Council on non agenda items. This communication may be, but is not required to be, responded to by the Mayor or members of the Council or by City Staff if so directed by the Mayor. These responses shall be limited to answering of questions or clarifying issues, general communication. No action or decision or any sort may be taken.

Individuals wishing to address the City Council will be asked to complete a form indicating the name and address of the speaker and the general topic to be addressed. Speakers must be recognized by the Mayor and make their comments from the podium and will be allowed three (3) minutes to discuss their concerns. All public comments are recorded and will become part of the public record. A limit of thirty (30) minutes will be devoted to taking public comment at this point in the agenda. If any speakers remain at the conclusion of the initial thirty-minute period, time will be reserved at the conclusion of the meeting to take the remaining comments.

### ACTION ITEMS:

Under action items the approach being recommended is to have the Mayor call or read the item and then ask for the appropriate staff report, if applicable. After presentation of the staff report members of the City Council may ask questions of staff regarding the agenda item then the applicant will be allowed to address the Council and present their position, and once again the Council may wish to ask the applicant or staff questions to ensure that the Council has a clear understanding of the issue before the Council. At this time it would be appropriate for the Mayor to open the item for public discussion or in the case of a Noticed Public Hearing the Mayor would open the meeting for public comment. The following is an outline intended to set forth the process for addressing agenda items:

- 1) Mayor reads the agenda item; 2) Staff presents their report; 3) Council questions staff; 4) Applicant presentation; 5) Public comments are heard; 6) Public comment period is closed; 7) Council discusses item; 8) A motion is made and seconded; 9) Final Council discussion; and 10) Council votes or provides direction to staff.

### ADA COMPLIANCE STATEMENT:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk, Yvonne Zepeda at (916)777-7770. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

1. **CONVENE: (CALL TO ORDER - PLEDGE OF ALLEGIANCE):**
2. **ROLL CALL: Planning Commission Members: Jack Chima, Lauren Doyle, Mandy Elder, Rogelio Garcia, Paul Steele**
3. **CONSENT CALENDAR:**
  - APPROVED MEETING MINUTES:**
    - **Regular Planning Commission: January 3, 2017**
    - **Special Planning Commission: None**
4. **STAFF REPORTS:**
5. **CITIZEN'S ADDRESSING THE COMMISSION ON NON-AGENDA ITEMS:**
6. **DISCUSSION/ACTION:**
  - A. **REQUEST FOR 2 HOUR PARKING ZONE BE PLACED AT CENTER MEDIUM ON 160 AND SECOND STREET:**
7. **WRITTEN COMMUNICATIONS:**
8. **COMMISSIONER'S ACTIVITY REPORT:**
  - Jack Chima:**
  - Rogelio Garcia:**
  - Mandy Elder:**
  - Lauren Doyle:**
  - Paul Steele:**
9. **NEXT PLANNING COMMISSIONS MEETING AGENDA ITEM:**
10. **ADJOURN.**