

**MINUTES OF THE
STUDY SESSION OF THE PLANNING COMMISSION
OF THE CITY OF SANTA CLARITA**

**Tuesday
November 15, 2011
5:00 p.m.**

CALL TO ORDER

The study session of the Planning Commission of the City of Santa Clarita was called to order by Chair Jacobson at 5:00 p.m. in the City Council Chambers, 23920 Valencia Boulevard, Santa Clarita, California.

ATTENDANCE

Chair Jacobson and Commissioners Burkhart, Eichman, Kennedy, and Ostrom were all present.

**ITEM 1 OVERVIEW OF THE COMPREHENSIVE UPDATE TO THE UNIFIED
DEVELOPMENT CODE**

ITEM 2 PLANNING COMMISSION YEAR IN REVIEW AND GOAL SETTING

The study session began with Associate Planners James Chow, Fred Follstad, Patrick Leclair, and Jessica Frank each presenting a brief overview of various sections that are part of the upcoming update to the Unified Development Code.

In the second part of the study session, Planning Manager Lisa Webber reviewed the year's accomplishments, and discussed the Commission's goals and potential study session topics for the upcoming year.

PUBLIC BUSINESS FROM THE FLOOR

There were no public comments.

ADJOURNMENT

The meeting was adjourned at 5:56 p.m.

Denise Jacobson, Chairperson
Planning Commission

Lisa Webber, Planning Manager
Community Development

**MINUTES OF THE
REGULAR MEETING OF THE PLANNING COMMISSION
OF THE CITY OF SANTA CLARITA**

**Tuesday
November 15, 2011
6:00 p.m.**

CALL TO ORDER

The meeting of the Planning Commission of the City of Santa Clarita was called to order by Chair Jacobson at 6:02 p.m. in the City Council Chambers, 23920 Valencia Boulevard, Santa Clarita, California.

FLAG SALUTE

Commissioner Ostrom led the flag salute.

ROLL CALL

Chair Jacobson and Commissioners Burkhart, Eichman, Kennedy, and Ostrom were all present.

APPROVAL OF AGENDA

A motion was made by Commissioner Kennedy and seconded by Commissioner Burkhart to approve the agenda. Said motion was approved by a vote of 5-0.

**APPROVAL OF THE MINUTES OF THE OCTOBER 18, 2011, STUDY SESSION AND
REGULAR MEETING**

A motion was made by Commissioner Burkhart and seconded by Commissioner Eichman to approve the minutes of the October 18, 2011, study session and regular meeting. Said motion was approved by a vote of 5-0.

PUBLIC HEARINGS

**ITEM 1 MASTER CASE NO. 11-129, UNIFIED DEVELOPMENT CODE AMENDMENT
11-004**

Patrick Leclair, Associate Planner, gave the staff report and computer slide presentation.

The Commission and staff discussed components of the proposed amendments.

The public hearing was opened at 6:29 p.m.

There public hearing was closed at 6:30 p.m.

A speaker card was submitted after the close of the public hearing.

A motion was made by Commissioner Burkhart and seconded by Commissioner Eichman to re-open the public hearing. Said motion was approved by a vote of 5-0.

The public hearing was re-opened at 6:31 p.m.

Mr. Singh spoke in a neutral position to the proposed amendments.

The public hearing was closed at 6:34 p.m.

The Commission made closing comments.

A motion was made by Commissioner Kennedy and seconded by Commissioner Ostrom to adopt Resolution P11-26 that recommends that the City Council adopt the Negative Declaration prepared for the project, and approve Master Case 11-129, consisting of Unified Development Code Amendment 11-004, consisting of amendments to the Downtown Newhall Specific Plan. A roll call vote was taken. Said motion was approved by a vote of 5-0.

PLANNING MANAGER'S REPORT

Lisa Webber, Planning Manager, gave the Planning Manager's Report. Ms. Webber provided an update on the Historic Preservation Ordinance and the South Sand Canyon Annexation from the November 8, 2011, City Council meeting.

Ms. Webber informed the Commission that this was the last meeting for the year and that their next meeting will be on January 17, 2012.

PLANNING COMMISSIONERS' REPORTS

There were no reports.

PUBLIC BUSINESS FROM THE FLOOR

Kim Seibert made public comments.

ADJOURNMENT

A motion was made by Commissioner Burkhart and seconded by Commissioner Kennedy to adjourn the meeting. Said motion was approved by a vote of 5-0 and the meeting was adjourned at 6:40 p.m.

Denise Jacobson, Chairperson
Planning Commission

Lisa Webber, Planning Manager
Community Development