

City of Lafayette
Planning Commission Meeting Minutes
Thursday July 18, 2024, at 6:30 p.m.

1. **CALL TO ORDER:** Chair Kerr called the meeting to order at 6:30 p.m.

2. **FLAG SALUTE:** Chair Kerr led the flag salute.

3. **ROLL CALL:** Chair Kerr called the Roll:

Present: Chair Ron Kerr, Stephen Belding, Jon Meola, Scott Adamson, David Rogers, Roger Webb

City Staff Present: Branden Dross, City Administrator; Kennedee Richardson, City Recorder; Jim Jacks, City Planner (via Zoom)

Others: Russell Burrows, Greg Goularte

4. **CITIZEN INPUT ON NON-AGENDA ITEMS:**

No Citizen Input

5. **APPROVAL OF MINUTES:**

a. *June 20, 2024 City Council and Planning Commission Joint Work Session*

Commissioner Adamson shares concern about the amount of discussion shared in the minutes. Chair Kerr clarifies with City Administrator Dross that minutes are typically an overview of the meeting, not verbatim. Commissioner Belding moves to approve the June 20, 2024 City Council and Planning Commission Joint Work Session, Commissioner Meola seconds. Motion passed unanimously.

6. **WORK SESSION:**

a. *Lafayette Parks Master Plan Review and Discussion- Chapter 5, Proposed Park Improvements*

Chair Kerr states the guidance provided by The City Council is to focus on Terry, Veterans, and Commons Parks. City Planner Jim Jacks will discuss chapter two and then the City Administrator Dross will discuss chapter five.

City Planner Jacks discusses chapter two and the updates that should be done with the information from the 2020 census as well as the five summary points.

Commissioner Meola asks who will update the plans, City Planner Jacks states that staff would be updating the information. Commissioner Belding asks about the length of time needed to complete the updates; City Planner Jacks shares an estimated time based on the steps in the updating process.

Commissioner Adamson suggests looking at chapter three as well because it uses the data from chapter two in declaring goals and policies. City Planner Jacks states that if updates to chapter two cause the goals and policies to chapter three to change then they would be updated as well. Chair Kerr states there are glaring obvious errors that will be addressed, but the focus will be on chapter two.

Commissioner Adamson points out that in 2013 the city was already behind on park acreage per 1,000 people, Chair Kerr gives historical information and explains the additional barriers to acquiring land for parks. Commissioner Adamson asks City Administrator Dross if the parks (System Development Charges) SDCs are budgeted, City Administrator Dross confirms that they are and that every development coming into the City will have to pay the SDCs. Resident Greg Goulart states that they think the new subdivision should have been required to set aside land for a park.

City Administrator Dross provides historical information about the park discussions and shares the recommendation from the City Council. City Administrator Dross shares their plan for community involvement in the park's master plan discussion. Commissioner Webb asks about how the survey questions will be determined and if there is a parks committee, City Administrator Dross says there is not a parks committee, and that parks conversations and questions are driven by staff. City Administrator Dross continues to share the park plan revision process. Resident Greg Goularte offers the Lafayette Community Activities Team (LCAT) to help distribute surveys at the harvest festival. Chair Kerr asks City Planner Jacks about the Commission and Council's authority to have a developer set aside land for a park. City Planner Jacks confirms that there is no regulation to give the City the authority to dictate a developer set aside land for a park, instead, the city relies on park SDCs. Commissioner Webb states that they would like to see some form of legal authority to require developers to set aside parkland, Commissioner Belding asks if in the last 15-20 years this type of law or ordinance has been contemplated and voted on, Chair Kerr is not aware of any time this has been voted on. Commissioner Adamson asks City Planner Jacks about language to put in such an ordinance that they can then suggest to City Council, City Planner Jacks is aware of some cities that have such regulations and goes on to share examples they have seen. City Planner Jacks explains the United States Supreme Court ruling in *Sheetz versus El Dorado County* and how it could affect the City when adopting a law to require a developer to set aside parkland. Discussion ensues about SDCs and proportionality. City Administrator Dross reminds the Commissioners of the park SDC amount and the total amount of money from that in the budget, City Administrator Dross also reminds the Commissioners that any project over one million dollars must go to voters. Discussion is had about the ability to get a park in the new development.

7. NEW BUSINESS:

a. None

Commissioner Webb asks that the Commission consider adding the backcountry to the conversation and share information regarding a Dunaway trail that could connect with the Abby trail system. Chair Kerr clarifies that this is outside of the City and suggests that this not be ignored, but also states that it is a focus right now. City Administrator Dross is working on a transportation system grant application and suggests that Commissioner Webb get this information memorialized in a grant support letter.

Commissioner Adamson asks Commissioner Webb if there is updated aquatic access at Terry Park. Commissioner Webb shares that the initial steering committee is at the final stage and that they were able to get a grant and the next steps.

City Planner Jacks reminds the Commissioners of the two applications that fall under Planning Commission authority that will have public hearings during next month's meeting.

City Administrator Dross shares that city emails have been provided to all Commissioners and suggests that they be used for all city-related functions.

8. COMMISSIONER COMMENTS:

No Commissioner Comment

9. NEXT MEETING:

a. *August 15, 2024*

Commissioner Webb asks if there will be time for public comment during the public hearing next meeting, City Administrator Dross confirmed that there will be time for public comment. Resident Greg Goularte asks the Commissioners to for set-back regulations. City Planner Jacks explains the variance process. Commissioner Webb asks about the weight of public comment on the Commission's decision, Chair Kerr shares that by making a public comment they get legal standing to appeal the Planning Commission's approval. City Planner Jacks reminds the Commissioners that public comment should only be regarding the approval criteria. Commissioner Adamson asks how many lots the property on Bridge Street is being divided into, Chair Kerr states six lots and City Planner Jacks confirms.

10. ADJOURNMENT:

Commissioner Belding moved to adjourn; Commissioner Meola seconded the motion, which passed unanimously. No further discussion.

Minutes approved on the 15th day of August 2024.

CERTIFIED:

ATTESTED:


Ron Kerr, Chair


Kennedee Richardson, City Recorder