



**TOWN OF LOOMIS
PLANNING COMMISSION ACTION MINUTES
LOOMIS DEPOT
5775 HORSESHOE BAR ROAD
LOOMIS, CALIFORNIA**

TUESDAY **November 22, 2016** **7:30 PM**

CALL TO ORDER 7:30pm

PLEDGE OF ALLEGIANCE

ROLL CALL

<u>X</u>	Chairman Hogan
<u>X</u>	Commissioner Duncan
<u>X</u>	Commissioner Kelly
<u>absent</u>	Commissioner Onderko
<u>X</u>	Commissioner Wilson

COMMISSION COMMENT FOR ITEMS NOT ON THE AGENDA none

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA none

This time is reserved for those in the audience who wish to address the Planning Commission on subjects that are not on the Agenda. The audience should be aware that the Commission may not discuss details or vote on non-agenda items. Your concerns may be referred to staff or placed on the next available agenda. Please note that comments from the public will also be taken on any item on the agenda. The time allotted to each speaker is three minutes but can be changed by the Chairman.

ADOPTION OF AGENDA

If items on the Agenda will be rescheduled for a different day and time, it will be announced at this time. Speakers are requested to restrict comments to the item as it appears on the agenda and stay within a three minute time limit. The Chairman has the discretion of limiting the total discussion time for an item.

Motion was made to adopt the Agenda. 1 Kelly 2. _Wilson; passed by the following vote:

Ayes: Hogan, Duncan, Wilson, Kelly

Noes: None

Abstained: None

Absent: Onderko

PUBLIC COMMENT ON CONSENT AGENDA none

CONSENT AGENDA

RECOMMENDATION

- 1. PROJECT STATUS REPORT
- 2. October 25, 2016 MINUTES

RECEIVE AND FILE
APPROVE

Motion was made to adopt the Agenda. 1 Kelly 2. _Wilson; passed by the following vote:

Ayes: Hogan, Duncan, Wilson, Kelly

Noes: None

Abstained: None

Absent: Onderko

BUSINESS ITEMS

- 3. CONSIDERATION OF CHANGING THE DECEMBER 27, 2016 PLANNING COMMISSION MEETING TO THE THIRD TUESDAY OF THE MONTH (DECEMBER 20, 2016)

As the regularly scheduled December Planning Commission Meeting will be during Christmas week, moving the December meeting to Tuesday, December 20, 2015 will remove potential conflicts.

RECOMMENDATION:

Discuss and approve Resolution # 16-10 to reschedule the regularly scheduled Planning Commission Meeting of December 27, 2016 to the third Tuesday of the month, December 20, 2016.

Commission Comments: None

PUBLIC COMMENT None

Motion was made to approve Resolution # 16-10 to reschedule the regularly scheduled Planning Commission Meeting of December 27, 2016 to the third Tuesday of the month, December 20, 2016 . 1 Kelly 2. Duncan; passed by the following vote:

Ayes: Hogan, Duncan, Wilson, Kelly

Noes: None

Abstained: None

Absent: Onderko

ADJOURNMENT: 7:42 PM**APPEAL PERIOD**

** There is a 10-day appeal period for most Planning Commission decisions. However, a Planning Commission approval of a tentative parcel map has a 15-day appeal period. Appeals can be made by any interested party by submittal of a written appeal request to the Loomis Town Clerk, 3665 Taylor Road, Loomis, California, 95650. **

PUBLIC HEARING PROCEDURE:

1. Town staff makes its presentation on the Project and outlines all recommended actions
2. Commission/Council asks questions of staff
3. Chair/Mayor opens the public hearing
4. Applicant makes its presentation – 15 minutes (At the discretion of the mayor or chair, time may be extended depending on the size/scope of the proposed project. The applicant must make the request for a time extension prior to the beginning of the meeting.)
5. Commission/Council asks questions of the applicant (and staff)
6. Public comment – maximum 3 minutes per speaker, one opportunity to speak each
7. Applicant opportunity to respond to public comments – 5 minutes (At the discretion of the mayor or chair, time may be extended depending on the number of comments made during public comment.)
8. Chair/Mayor closes the public hearing is closed
9. Staff responds to all public comments; Commission/Council asks any additional questions of staff
10. Council deliberates and acts on requested entitlements

CERTIFICATION OF POSTING OF AGENDA

I, Carol Parker, Administrative Clerk/Planning Assistant for the Town of Loomis, declare that the foregoing agenda for the Tuesday, November 22, 2016 Regular Meeting of the Town of Loomis Planning Commission was posted November 16, 2016 at Town Hall of the Town of Loomis, 3665 Taylor Road, Loomis, California, 95650. The agenda is also available on the Town website at www.loomis.ca.gov.

Signed, December 14, 2016 at Loomis, California.

Carol Parker, Administrative Clerk/Planning Assistant