



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Minutes - Final Planning Commission

Thursday, February 15, 2024

7:00 PM

Board of Supervisors Chambers

CALL TO ORDER

The Solano County Planning Commission met on February 15, 2024 in regular session in the Board of Supervisors' Chambers at the Solano County Government Center, 675 Texas Street, Fairfield, California at 7:00 p.m.

Solano County staff members present were Resource Management Director James Bezek, Planning Manager Allan Calder, Deputy County Counsel Holly Tokar and Clerk Marianne Richardson.

SALUTE TO THE FLAG

ROLL CALL

Present were Commissioners Jack Batson, Paula Bauer, Loretta Gaddies and Chairperson Kay Cayler.

APPROVAL OF AGENDA

On motion of Commissioner Bauer, seconded by Commissioner Batson, the agenda was approved by affirmation.

APPROVAL OF THE MINUTES

- 1 [PC 24-004](#) Approve the minutes of the Planning Commission meeting of January 18, 2024

Attachments: [A - January 18, 2024 Minutes - Draft](#)

On motion of Commissioner Gaddies, seconded by Commissioner Batson, the minutes of January 18, 2024 were approved by affirmation.

ITEMS FROM THE PUBLIC:

Chairperson Cayler invited members of the public to speak on items not on the agenda. There were no speakers.

REGULAR CALENDAR

- 2** [PC 24-007](#) NOMINATION and ELECTION of Chair and Vice-Chair for the ensuing year

Attachments: [Annual Attendance Report 2023](#)

Resource Management Director James Bezek announced that Commissioner Reagan resigned from the Commission and it is staff’s recommendation to continue this item.

On motion of Commissioner Batson, seconded by Commissioner Gaddies, the nomination and election of Chair and Vice-Chair is continued until a District 5 Commissioner is appointed. So ordered by 4-0 vote.

- 3** [PC 24-005](#) Conduct a noticed public hearing to consider Zone Text Amendment ZT-20-01 and Minor Use Permit application MU-20-05 by Rakesh and Priya Vij to include Automobile, Commercial Vehicle, Mobile Home, Recreational Vehicle or Boat Sales Lot as a conditionally permitted land use within the Residential-Traditional Community - Mixed Use (R-TC-MU) zoning district and establish a Vehicle Sales Lot located at 4912 Central Way, adjacent to the City of Fairfield within the R-TC-MU zoning district; APN’s 0044-080-040, 410, and 420. The project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15301 and 15304

Attachments: [A - Resolution](#)
 [B - APN Map](#)
 [C - Site Plan](#)
 [D - Landscape Plan](#)
 [E - Sight Distance Plan](#)
 [F - General Plan Traditional Community Mixed Use](#)
 [G - Vicinity Map](#)
 [H - Public Notice](#)

Planning Manager Allan Calder introduced Senior Planner Eric Wilberg who presented the applications to the Commission. Mr. Wilberg stated a correction to the resolution to add “Zone Text Amendment ZT-20-01” to page 1, first paragraph.

Robert Karn, representing the parcel owner, discussed the County’s reluctance to move forward with the applications until the necessary approvals were issued from the City of Fairfield for the adjoining parcel, which they have now received.

Chairperson Cayler opened the public hearing. There were no speakers and the hearing was closed.

On motion of Commissioner Batson, seconded by Commissioner Gaddies, the Commission adopted the resolution as corrected to recommend approval of item PC 24-005 (ZT-20-01/MU-20-05 Vij) to the Board of Supervisors. So ordered by 4-0 vote.

- 4 [PC 24-006](#) Consider adopting a resolution to amend the Planning Commission Rules of Order and Procedure to revise and update definitions, propose clarifications, corrections and necessary updating; under CEQA Guidelines Section 15378(b)(2) and (b)(5), amending the Rules of Order is not a “project” subject to the California Environmental Quality Act as an organizational or administrative activity that will not result in direct or indirect physical changes to the environment

Attachments: [A - Draft Resolution](#)
[B - Rules of Order and Procedure - Redline](#)

Mr. Calder presented the proposed amendments to the Commission. A handout was then provided to Commissioners and made available to members of the public with suggested revisions to the Rules of Order and Procedure received from Commissioner Batson.

Commissioners and staff discussed and agreed upon staff recommendation with further revisions to sections 1.01, 2.03, 2.05, 3.10, 3.12, 4.02, 5.04, 5.05, 5.07, 5.08 and 7.01. The Commissioners decided to discuss further revisions to section 3.07 after agreement was reached on all other sections of the Rules of Order and Procedure.

On motion of Commissioner Batson to amend the Planning Commission Rules of Order and Procedure as to the sections discussed, seconded by Commissioner Gaddies, the Commission approved the amendments to the Rules of Order and Procedure. So ordered by 4-0 vote.

Commissioners and staff further discussed and agreed upon revisions to section 3.07 to consider a vote of 2-1 on proposed general plan amendments or specific plan adoption/amendments where a majority of the entire commission is not able to be attained, as a recommendation for denial.

On motion of Commissioner Batson to amend the Planning Commission Rules of Order and Procedure consistent with the previously agreed upon revisions and with additional changes to section 3.07, seconded by Commissioner Gaddies, the Commission adopted a resolution approving the amended Rules of Order and Procedure. So ordered by 4-0 vote.

ANNOUNCEMENTS AND REPORTS

Mr. Calder stated there were no items scheduled for the next regular meeting of March 7, 2024; and, a tentative item on the March 21 agenda.

ADJOURN

This meeting of the Solano County Planning Commission adjourned at 8:22 p.m. The meeting of March 7, 2024 is cancelled due to lack of items on the agenda. The next regular meeting is scheduled for March 21, 2024.