



DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

**MINUTES OF THE REGULAR SCHEDULED MEETING OF
THE PLANNING COMMISSION
January 19, 2012**

CALL TO ORDER:

Chair Rishoff called the meeting to order at 6:33 p.m.

FLAG SALUTE:

Commissioner John O'Meara

ROLL CALL:

Chair Stephen Rishoff, Commissioners John O'Meara, Linda L. Northrup, and Curtis Zacuto were present. Commissioner Michael Justice was absent.

Also present were Director of Planning and Community Development Mike Kamino, Assistant Director of Planning and Community Development Doug Hooper, City Clerk Kimberly Rodrigues, and Recording Secretary Sheila Keckhut.

Chair Rishoff stated that staff had received notification of Commissioner Justice's request for absence prior to the meeting. There were no objections to excusing the absence.

OATH OF OFFICE:

City Clerk Kimberly Rodrigues administered the Oath of Office to the Planning Commissioners who were present.

APPROVAL OF AGENDA:

The January 19, 2012, Agenda was approved without objection.

PUBLIC COMMENTS:

There were no public comments.

APPROVAL OF MINUTES

1. Minutes – December 1, 2011 Planning Commission Meeting

On a motion by Commissioner O’Meara, seconded by Chair Rishoff, the Planning Commission moved to approve the minutes of the December 1, 2011 Planning Commission Meeting. Motion carried 2-0-3. Commissioner Justice was absent. Commissioners Northrup and Zacuto abstained.

DISCUSSION ITEMS

2. Selection of Planning Commission Chair and Vice Chair

On a motion by Commissioner Northrup, seconded by Commissioner Zacuto, the Planning Commission moved to continue selection of Planning Commission Chair and Vice Chair to the February 2, 2012 Planning Commission Meeting. Motion carried 4-0-1. Commissioner Justice was absent.

3. Committee Appointment Selections for 2012 has been postponed to a future agenda.

INFORMATION ITEM

4. The Planning Commission received information on the Planning Commission Meeting Schedule for 2012

No action was required of the Planning Commission.

PLANNING COMMISSION/STAFF COMMENTS

Commissioner O’Meara thanked Chair Rishoff for his last two years of service as Chair. Chair Rishoff welcomed back Commissioner Zacuto and welcomed Commissioner Northrup to the Planning Commission.

ADJOURNMENT

At 6:42 p.m., on a motion by Commissioner O’Meara, seconded by Commissioner Northrup, the Planning Commission moved to adjourn the meeting to the next scheduled Planning Commission meeting on Thursday, February 2, 2012 at 6:30 p.m. Motion carried 4-0-1. Commissioner Justice was absent.