

# **Solano County**

*675 Texas Street  
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[www.solanocounty.com](http://www.solanocounty.com)*



## **Meeting Minutes**

**Thursday, March 4, 2021**

**7:00 PM**

**Board of Supervisors Chambers**

**Planning Commission**

## AGENDA

### CALL TO ORDER

The Solano County Planning Commissioner met on March 4, 2021, 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.

Present were Commissioners Kay Cayler, Loretta Gaddies, Michael Reagan, Kelly Rhoads-Poston. Chairperson Paula Bauer presided. Also present were County Counsel Jim Laughlin, Resource Management Director, Terry Schmidtbauer, Planning Manager, Allan Calder and Planning Technician Travis Kroger.

### SALUTE TO THE FLAG

### ROLL CALL

Kay Cayler, Loretta Gaddies, Michael Reagan, Kelly Rhoads-Poston and Paula Bauer.

### APPROVAL OF AGENDA

On a motion of Commissioner Reagan, seconded by Commissioner Gaddies, the Commission approved the agenda of the Solano County Planning Commission for March 4, 2021. So ordered by 5-0 vote.

### APPROVAL OF THE MINUTES

On a motion of Commissioner Cayler, seconded by Commissioner Rhoads-Poston, the Commission approved the minutes of March 4, 2021. So ordered by 5-0 vote.

### [PC 21-007](#)

Attachments: [Minutes of February 18, 2021](#)

### ITEMS FROM THE PUBLIC:

Chairperson Bauer invited members of the public to address the Commission on matters not listed on the agenda but within the subject matter jurisdiction of the Commission. There were no speakers.

**REGULAR CALENDAR**

**1**      [PC 21-008](#)

PUBLIC HEARING to consider Variance Application No. V-18-01 of Tim Garton to vary from the front and side yard setbacks for an as-built carport located at 9 Sandy Beach Road southwest of the City of Vallejo within the Residential Traditional Community "RTC-6" Zoning District, APN: 0062-020-140.

- Attachments:
- [A. Draft Resolution](#)
  - [B. Assessor's Parcel Map](#)
  - [C. Development Plans](#)
  - [D. Photos and Aerial Maps.pdf](#)

**Planning Technician Travis Kroger presented a brief overview.**

**Chairperson Bauer inquired as to both adjacent neighbors and their approval.**

**Mr. Kroger commented that a notice was sent to the surrounding neighborhood and there were no comments in support or opposition.**

**Chairperson Bauer opened the public hearing. There were no speakers.**

**On a motion of Commissioner Reagan, seconded by Commissioner Gaddies, the Commission approved Item PC-21-008, the Garton variance. So ordered by 5-0 vote.**

**2**      [PC 21-009](#)

Conduct a noticed Public Hearing to consider a permanent ordinance requiring a minor use permit rather than an administrative permit for certain public assembly and tourist land uses, including special event facilities and vacation rental homes, located on properties served by private roads within the unincorporated territory of the County of Solano.

- Attachments:
- [A. Private Rd Ord PC draft - redline](#)
  - [B. Private Rd Ord PC draft](#)

Planning Manager Allan Calder gave a brief overview of ZT-20-03 for a permanent ordinance to require a minor use permit rather than an administrative permit for certain public assembly and tourist land uses, including special event facilities and vacation rental homes located properties served by private roads within the unincorporated area of Solano County.

Commissioner Rhoads-Poston inquired as to the ordinance draft is vague where it indicate the "requirement may be waived by the Zoning Administrator or Planning Commission based on input from the residents abutting the roads and affected agencies." County Counsel Jim Laughlin commented that the event operating should be notify everyone on the private road before conducting events.

Commissioner Reagan inquired as to how many residences are along the private road.

County Counsel indicated it depends on the length of the road and everyone would need to be noticed.

Commissioner Reagan asked if there was a width road issue.

County Counsel indicated that the quality of the road including width, surface requirements will be reviewed at the time of the use permit review.

Chairperson Bauer inquired if the permit is triggered by the residence on the road.

County Counsel indicated that the event operator needs a use permit on the road and appropriate conditions are decided at the hearing.

Chairperson Bauer asked if the residents can request notice from the planning department.

County Counsel indicated that the residence will be noticed of the use permit hearing and given an opportunity to provide input.

Commissioner Reagan asked if the toilet facilities and hand-washing stations were scalable with temporary facilities.

County Counsel indicated that Environmental Health will review as part of the permit application process and recommend conditions based on the size of the facility.

Chairperson Bauer opened the public hearing.

Carolyn West spoke in support of the permanent ordinance.

On a motion from Commissioner Gaddies, seconded by Commissioner Reagan, to recommend to the Board of Supervisors to adopt an ordinance amending Chapter 28 of the Solano County Zoning Regulations to revise and update land use permit requirements for certain public assembly and tourist land uses, including special event facilities and vacation rental homes, located on properties served by private roads. So ordered by 4-1 vote. Commissioner Cayler was unable to connect via Webex at the end of the meeting.

#### ANNOUNCEMENTS AND REPORTS

#### ADJOURN

This meeting of the Solano County Planning Commission adjourned at 7:58 p.m. The next regular scheduled meeting for March 18, 2021 has been cancelled.