

**CITY OF ARCATA**  
**PLANNING COMMISSION REGULAR MEETING MINUTES**

*Approved February 8, 2011 by unanimous vote*

**COUNCIL CHAMBER**  
**736 F Street, Arcata, CA 95521**

**January 11, 2011**  
**Tuesday, 7:00 p.m.**

A complete record of this meeting can be viewed by visiting the City's Website ([www.cityofarcata.org](http://www.cityofarcata.org)) and clicking on "Watch Live Meetings" to access the Planning Commission Archives to view the Granicus Telecast.

- I. **ROLL CALL.** Commissioners present: Robert Flint, Julie Vaissade-Elcock, Chuck Giannini, Paul Hagen, Judith Mayer, and Daniel Tangney. Currently, there is one vacancy on the Planning Commission.
- II. **ORAL COMMUNICATIONS.** None
- III. **CONSENT CALENDAR.** On motion by Mayer and Second by Vaissade-Elcock, and a vote of 4-0 with Flint abstaining, the consent calendar was adopted.
- IV. **PUBLIC HEARINGS.**
  - A. **Devlin Cottage Landmark Historic Structure designation File Number 101-100-LHS-ZA:**  
The Commission heard a brief staff report; requested clarification on procedural issues; then adopted resolution PC 11-01 forwarding a recommendation for designation as a historic landmark and adopting the California Environmental Quality Act (CEQA) Class 31 Exemption to the City Council on motion by Hagen, second by Tangney and a unanimous vote. The Commission further unanimously approved including the adjacent structures on the City's Noteworthy list on motion by Giannini and second by Vaissade-Elcock.
- V. **BUSINESS ITEMS.** None
- VI. **CORRESPONDENCE.** None
- VII. **COMMISSION / STAFF COMMUNICATIONS.**
  - A. **PLANNING COMMISSION COMMUNICATIONS.** None
  - B. **STAFF COMMUNICATIONS.**
    1. Attendance – Attendance reset; Commissioners are allowed 3 absences per calendar year.
    2. LCP Update – Update is pending; has received a cursory review by the Coastal Commission; no major problems have been identified to date.
    3. Samoa Gateway – update on status provided; Commission requested that the plans be made available on the City's website.
    4. *Ex Parte* Disclosures – brief discussion on the nature and importance of ex parte disclosures; commission directed staff to include a reminder on the agenda.
- VIII. **ADJOURNMENT.** 7:43 p.m.

Arcata Municipal Code Section 2204.B Commissions. If any member of a commission is absent for four regularly scheduled meetings in a calendar year, the secretary to the commission shall certify that fact to the Council and the Council shall thereafter declare the position on the commission to be vacant.

<u>2011 Meetings</u>	Jan 11	Jan 26	Feb 8	Feb 22	Mar 8	Mar 22	Apr 12	Apr 26	May 10	May 24	Jun 14	Jun 28	Jul 12	Jul 26	Aug 9	Aug 23	Sep 13	Sep 27	Oct 11	Oct 25	Nov 8	Nov 22	Dec 13	Dec 27
Vacant																								
Robert Flint	X																							
Chuck Giannini	X																							
Paul Hagen	X																							
Judith Mayer	X																							
Daniel Tangney	X																							
Julie Vaissade-Elcock	X																							

Note: Chair Flint; Vice Chair Vaissade-Elcock. Staff Liaisons: David Loya/Joe Mateer  
 X = present; O = absent; \* = no meeting; S = special meeting (not considered regular attendance).

Attest:   
**David Loya, Community Development Deputy Director**