

**CITY OF TAFT  
PLANNING COMMISSION  
REGULAR MEETING MINUTES  
WEDNESDAY, MARCH 19, 2014**

The March 19, 2014, regular meeting of the Planning Commission of the City of Taft, held in the City of Taft Council Chamber, 209 E. Kern Street, Taft, CA 93268, was opened by Chairman Ron Orrin at 6:06:09 PM. The Pledge of Allegiance was led by Shannon Jones, and invocation was given by The Rev. Heather Mueller, St. Andrew's Episcopal Church.

**PRESENT:** Chairman Ron Orrin, Vice Chair Robert Thompson  
Commissioners Renée Hill, Shannon Jones;  
Planning and Community Development Director, Mark Staples;  
City Clerk Alina Megerdom;  
City Attorney Jason Epperson.

**ABSENT:** Commissioner Bob Leikam

**I. CITIZEN REQUESTS/PUBLIC COMMENTS 6:09:05 PM**

There were none.

**II. APPROVAL OF MINUTES 6:09:39 PM**

Consider approval of minutes for the February 19, 2014, Regular Planning Commission Meeting and December 18, 2013, Special Planning Commission Meeting.

Recommendation: Approve as submitted.

Motion: Moved by Thompson, seconded by Hill, to approve the minutes of February 19, 2014, Regular Planning Commission Meeting and December 18, 2013, Special Planning Commission Meeting.

**AYES:** Hill, Jones, Orrin, Thompson  
**APPROVED:** 4/0

**III. PUBLIC HEARING**

There were none.

**IV. PLANNING COMMISSION REVIEW 6:10:10 PM**

I. Kern Council of Governments (Kern COG) Regional Housing Need Assessment (RHNA) – A review of the Planning Director's response letter to Kern COG's issuance of Draft Regional Housing Need Allocation (RHNA) and regarding Taft's share of the RHNA.

Staples presented the Staff Report on Kern Council of Governments Regional Housing Need Assessment and his response letter to Kern COG.

**Motion:** Moved by Jones, second by Thompson to recommend to City Council to authorize the Planning Director to send the response letter, as drafted, to the Kern Council of Governments regarding the Issuance of raft Regional Housing Needs Allocation (RHNA) for the City of Taft.

AYES: Jones, Thompson, Hill, Orrin  
APPROVED: 4/0

2. California Housing and Community Development (HCD) Annual Reporting – Information item for the Commissioners to review and accept the Director’s Annual Housing Element Progress Report for calendar year 2013. 6:24:52 PM

Staples presented the Staff Report on California Housing and Community Development (HDC) Annual Reporting.

Orrin asked how homes are determined to be an affordable housing unit. Staples stated that anything that is below moderate income level, typically has some sort of city involvement; including loan assistance programs, grant or other funding sources and deed restrictions recorded on the property that confirm it is an affordable housing unit.

**Motion:** Moved by Hill, second by Thompson to review, accept, and authorize the online submission to HCD of the Planning Director’s Housing Element APR for the 2013 calendar year.

## V. PLANNING DIRECTOR REPORT

1. 2014 Arbor Day/Earth Day Celebrations – Planning Commission to recognize National Arbor Day and Earth Day. 6:36:37 PM

Megerdom presented the Staff Report on 2014 Arbor Day/Earth Day Celebrations. Staff recommend Arbor Day for City of Taft on April 24, 2014 at Taft Community Garden.

**Motion:** Moved by Thompson, seconded by Hill to designate Thursday, April 24, 2014, as Arbor Day/Earth Day for the City of Taft.

AYES: Jones, Thompson, Hill, Orrin  
APPROVED: 4/0

2. Formation of Ad Hoc Committee to Review Annexations – The Planning Commission shall select two Commissioners to sit on an ad hoc committee to review current and future annexation proposals. 6:39:25 PM

Staples presented the Staff Report on Formation of Ad Hoc Committee to Review Annexations.

Orrin asked how many meetings will be a month. Staples stated that it might be less than one meeting a month at first. But, it might pick-up as we get planning areas and want to pursue an application.

Orrin asked if Annexation is a ballot issue. Staples stated it initially requires a petition first. It can be filed by anyone, but typically it is initiated by the Council. The Council will direct staff to prepare an application and submit to LAFCO. Prior to submitting an application, the area should be identified and determine if the area has at least twelve property owners that are registered voters within the County. There are seven people on the LAFCO Commission which include Board of Supervisors, Area City Councilmen and at large members. After they approve it, all the registered voters within that Annexation area will receive a letter saying, the Commission has approved the Annexation, would you like a protest hearing held. A non-action is a no and replying to the letter is a yes. If less than 25% of those registered voters return a letter saying yes, it's approved. Between 25-50% says no, it will go to election. If more than half say yes to a protest hearing, then it will be rejected.

**Motion:** Moved by Jones, seconded by Hill to designate Commissioners Thompson and Orrin to serve on the Annexations Ad Hoc Committee.

AYES: Jones, Thompson, Hill, Orrin

APPROVED: 4/0

3. California Main Street Alliance Winter Conference, March 27, 2014 – Confirmation of Commissioners attending the conference in Hanford, CA, on Thursday, March 27, 2014, with the Planning Director. 6:51:36 PM

Staples presented the Staff Report on California Main Street Alliance Winter Conference, March 27, 2014. Staples asked to get a confirmation from Commissioner Hill and Chairman Orrin if they are still able to attend the Conference. Commissioner Jones will be attending the Conference in the role as Chamber Employee

Chairman Orrin, Commissioners Hill and Jones all confirmed that they would be attending the Conference on March 27, 2014.

4. Center Street Needs Assessment Follow-Up 6:55:53 PM

Staples presented the Staff Report on Center Street Needs Assessment Follow-Up.

All Commissioners concurred that the information is accurate and comprehensive.

5. City Trivia 7:04:15 PM

Staples had some California Trivia for the Commissioners.

Q: Name a CA City where the population of the dead outnumbers the living by over 1,000 to 1.

A: City of Colma (City of the Silent)

Staples read an article on the history of Colma.

VI. CITY ATTORNEY STATEMENTS 7:06:27 PM

There were none.

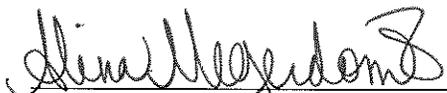
VII. COMMISSIONER COMMENTS

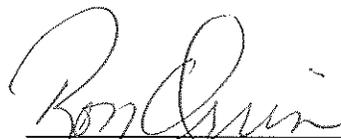
**Identification of Representative to the City Council.**

Commissioner Hill stated she would attend the Council Meeting and report on Planning Commission meeting updates on Tuesday, April 1, 2014.

VIII. ADJOURNMENT

**Motion:** Moved by Hill seconded by Thompson and approved unanimously, to adjourn the meeting at 7:08:10 PM.

  
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Alina Megerdom, City Clerk

  
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Ron Orrin, Chair