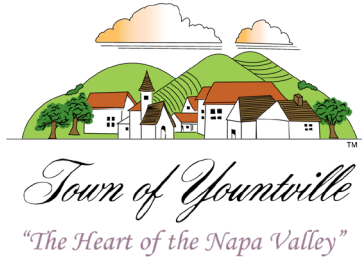


Town of Yountville

6550 Yount Street
Yountville, CA 94599



Meeting Minutes – Draft

Tuesday, February 8, 2022

6:00 PM

Virtual Meeting

Zoning & Design Review Board

Michael Zagorsek, Chair
Steven Miller, Vice Chair
Kimberly Cook, Member
Hillery Trippe, Member
Michael Jordan, Member

1. CALL TO ORDER

Meeting called to order

2. ROLL CALL

All members present

3. PLEDGE OF ALLEGIANCE

4. ADOPTION OF AGENDA

Agenda was adopted with no changes

Motion by commissioner Cook and second by commissioner Trippe

Motion passed unanimously

5. PUBLIC COMMENT ON MATTERS NOT LISTED ON THE AGENDA

To submit Public Comment during remote teleconference, please send email to publiccomment@yville.com.

Members of the public are entitled to speak for 3-minutes per speaker on matters of municipal concern not on the agenda, during consideration of that portion of the meeting agenda entitled "Public Comment" when that item is called by the Mayor. However, the Chair has the discretion to limit speaking time when it is reasonable under the circumstances, including when there are many items on the agenda or a high volume of members of the public who intend to speak. The Chair also has the discretion to extend the time to speak. The Chair shall limit or extend speaking time in a consistent manner that is not based on the content or viewpoint of the speech.

The Board may; however, briefly respond to statements made or questions posed by the public, ask for clarification from staff, refer the matter to staff, request staff to report back on the matter, or request staff to place the matter on a future agenda.

No public comment received

6. ADMINISTRATIVE ITEMS

A. Nominate Chair and Vice Chair

Commissioner Miller nominated for Chair

Motion by commissioner Cook and second by commissioner Miller

Commissioner Jordan nominated for Vice Chair

Motion by Chair Zagorsek and second by commissioner Trippe

Motion passed unanimously

7. PUBLIC HEARINGS

A. 6765 Jefferson Street: Variance Request to Allow Construction of Single Car Garage; Remodel

of existing Single Family Dwelling

Commissioners Miller and Jordan recused due to proximity to subject property
Motion made by commissioner Cook and second by commissioner Trippe
Motion passed unanimously

- B. 6795 Washington Street, Building B. Design Review request for one new wall mounted sign on the north facing eave and amendment to the Washington Square Master Plan.

Commissioner Jordan recused due to proximity to subject property
Motion made by Chair Zagorsek and second by commissioner Cook
Motion passed unanimously

8. STAFF AND BOARD REPORTS

- A. The members of the ZDRB are invited to attend the 2022 Planning Commissioners Academy, hosted by the league of California Cities which is taking place March 16-18 at the Marriot in San Ramon. The conference provides an opportunity to share best practices and innovative approaches to current issues that city planning commissioners are facing. Designed for new and seasoned planning commissioners alike, this conference provides city officials with information about the roles and responsibilities of a planning commissioner, offers a basic legal and practical framework, and helps foster relationships with fellow planning commissioners. Last year's conference covered topics like CEQA, how to prepare findings and conditions of approval, the planning commission's role and responsibilities, diversity and inclusion, leadership, relationships between commission, staff, and city council, key legislative issues, and more. [Planning Commissioners Academy | Cal Cities](#)

9. ADJOURNMENT

Motion made by Chair Zagorsek and second by commissioner Trippe