

SPECIAL MEETING AGENDA



A Tradition of Stewardship
A Commitment to Service

NAPA COUNTY CONSERVATION, DEVELOPMENT AND PLANNING COMMISSION

**Tuesday May 18, 2010
9:30 AM**

COMMISSION MEMBERS

<i>CHAIRPERSON</i> Heather Phillips District # 1	<i>COMMISSIONER</i> Michael Basayne District # 2	<i>COMMISSIONER</i> Terry Scott District # 4	<i>COMMISSIONER</i> Bob Fiddaman District # 3	<i>VICE-CHAIRPERSON</i> Matt Pope District # 5
<i>COMMISSION COUNSEL</i> Laura Anderson & Minh Tran		<i>SECRETARY-DIRECTOR</i> Hillary Gitelman	<i>COMMISSION CLERK</i> Melissa Gray	

The Commission welcomes you to its **SPECIAL MEETING**. The Commission meets at 1195 Third Street, Suite 305, Napa. The following information is provided to ensure your understanding and participation in the Commission's **SPECIAL MEETING** and decision making process. Your comments and participation in the meeting are invited and would be welcomed. It is our desire to give everyone an opportunity to speak and be heard in a timely manner and within an atmosphere of respect and diplomacy. These procedures are meant to foster an atmosphere of respect. Assistive listening devices are available for the hearing impaired from the office of the Clerk of the Board. If an ASL interpreter or any other special arrangement is required, please provide the Clerk of the Commission with 24-hour notice by calling 253-4417.

PERSONS WISHING TO SPEAK CONCERNING AN AGENDA ITEM:

If you wish to speak on an item on the Agenda and under discussion by the Commission, you may do so upon receiving recognition from the Chairperson. After being recognized by the Chairperson, please step to one of the microphones and state your name and address and make your presentation. No comment or testimony shall be shouted from the audience. All comments are to be directed to the Commission, including inquiries requiring staff response. Time limitations shall be at the discretion of the Chair or Commission.

APPEAL PROCEDURE:

If you do not agree with the Commission's decision or the conditions that may have been imposed by the Commission in approving an agenda item, you may appeal the Commission's action to the Napa County Board of Supervisors. Appeal must be filed within ten (10) working days from the date of the Commission's action. Appeals may be limited to those issues raised at the public hearing relating to the agenda item or to written correspondence delivered to the Planning Commission at or prior to the public hearing. For additional information concerning the County's Ordinance requirements for filing an appeal or to obtain the required forms to file an appeal, please stop at the front counter in the County Executive Office/Clerk of the Board, 1195 Third Street, Suite 310 in Napa. If you have any question concerning the appeals procedure, please call (707) 253 4580 and request assistance.

DISCLOSURE – CONFLICT OF INTEREST:

State law requires agency officers (Commissioners, Directors, Board members) to disclose, and then be disqualified from participation in, any proceeding involving a license, permit, or other entitlement for use, if the officer has received from any participant in the proceeding an amount exceeding \$250 within the prior 12 month period. State law also requires any participant in a proceeding to disclose on the record any such contributions to an agency officer.

All materials relating to an agenda item for an open session of a **SPECIAL MEETING** of the Planning Commission which are provided to a majority or all of the members of the Commission by Commissioners, staff or the public within 24 hours of but prior to the meeting will be available for public inspection, AT THE time of such distribution, in the office of the Clerk of the Planning Commission, 1195 Third Street, Suite 210, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for County holidays. Materials distributed to a majority or all of the members of the Commission at the meeting will be available for public inspection at the public meeting if prepared by the members of the Commission or County staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

Agenda available on line at www.countyofnapa.org

1. CALL TO ORDER / ROLL CALL

2. ADMINISTRATIVE ITEMS

SET ITEM 9:30 A.M.

A. JOINT MEETING WITH BOARD OF SUPERVISORS

Joint Meeting of the Board of Supervisors and the Planning Commission to receive an annual report on the status of the Conservation, Development & Planning Department's code enforcement program, with particular emphasis on winery-related issues, and to allow for discussion and possible direction to staff regarding the code enforcement program and other issues of a planning nature.

Staff Contact: Hillary Gitelman, 253-4805 Hillary.Gitelman@countyofnapa.org

3. ADJOURNMENT

I HEREBY CERTIFY THAT THE AGENDA FOR THE ABOVE STATED MEETING WAS POSTED AT A LOCATION FREELY ACCESSIBLE TO MEMBERS OF THE PUBLIC AT THE NAPA COUNTY ADMINISTRATIVE BUILDING, 1195 THIRD STREET, NAPA, CALIFORNIA ON MAY 11, 2010 BY 3:00 P.M. A HARDCOPY SIGNED VERSION OF THE CERTIFICATE IS ON FILE WITH THE CLERK OF THE PLANNING COMMISSION AND AVAILABLE FOR PUBLIC INSPECTION.

Melissa Gray (By e-signature)
Melissa Gray, Clerk of the Commission