



Solano County

675 Texas Street
Fairfield, California 94533
www.solanocounty.com

Minutes - Final Planning Commission

Thursday, January 18, 2024

7:00 PM

Board of Supervisors Chambers

CALL TO ORDER

The Solano County Planning Commission met on January 18, 2024 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.

Solano County staff members present were Resource Management Director James Bezek, Planning Manager Allan Calder, Principal Planner Matt Walsh, Deputy County Counsel Holly Tokar and Clerk Marianne Richardson.

SALUTE TO THE FLAG

ROLL CALL

Present were Commissioners Jack Batson, Paula Bauer, Loretta Gaddies, Michael Reagan and Chairperson Kay Cayler.

APPROVAL OF AGENDA

On motion of Commissioner Batson, seconded by Commissioner Reagan, the agenda was approved by affirmation.

APPROVAL OF THE MINUTES

- 1 [PC 24-001](#) Approve the minutes of the Planning Commission meetings of November 16 and December 7, 2023

Attachments: [A - November 16, 2023 Minutes - Draft](#)

[B - December 7, 2023 Minutes - Draft](#)

On motion of Commissioner Bauer, seconded by Commissioner Batson, the minutes of November 16, 2023 were approved. So ordered by 4-0 vote with Chairperson Cayler abstained (did not attend November 16 meeting).

On motion of Commissioner Gaddies, seconded by Commissioner Reagan, the minutes of December 7, 2023 were approved by unanimous vote.

ITEMS FROM THE PUBLIC:

Chairperson Cayler invited members of the public to speak on items not on the agenda. There were no speakers.

REGULAR CALENDAR

- 2 [PC 24-002](#) Conduct a noticed public hearing and consider adopting a resolution which recommends that the Board of Supervisors approve an Addendum to the Solano County General Plan Final Environmental Impact Report and adopt the 2023-2031 Housing Element

Attachments: [A - Draft Resolution](#)
 [B - Addendum to General Plan EIR](#)
 [C - Housing Element Development Timeline](#)
 [D - Link to Draft Housing Element - January 2024](#)
 [E - HCD Conditional Approval Letter](#)
 [F - Public Notice](#)
 [G - Land Inventory and RHNA Summary](#)

Planning Manager Allan Calder introduced Principal Planner Matt Walsh and Cynthia Walsh, Senior Associate with Placeworks, who presented the Housing Element update to the Commission.

Chairperson Cayler opened the public hearing to members of the public; there were no speakers and the hearing was closed.

Commissioner Batson requested and received clarification on the calculation and distribution of the Regional Housing Needs Allocation (RHNA) to the cities and County; collection of housing needs assessment data; the findings in Section 2.2 of the EIR Addendum; and the timeline for certifying the 2023-2031 Housing Element.

Mr. Walsh stated that the County will be relying on additional dwelling units (ADUs) to meet its RHNA; and, Mr. Calder discussed ADU programs/incentives that will be implemented to help achieve that goal.

On motion of Commissioner Bauer, seconded by Commissioner Gaddies, the Commission adopted a resolution for item PC 24-002 (Housing Element Update) to recommend that the Board of Supervisors approve an Addendum to the Solano County General Plan Final Environmental Impact Report and adopt the 2023-2031 Housing Element. So ordered by 5-0 vote.

ANNOUNCEMENTS AND REPORTS

Mr. Calder stated there are no items on the agenda for the next regular meeting of the Commission on February 1, 2024, and that proposed revisions to the Commission's Rules of Order and Procedure are scheduled for the February 15, 2024 agenda.

ADJOURN

This meeting of the Solano County Planning Commission adjourned at 7:45 p.m. The meeting of February 1, 2024 is cancelled due to lack of items on the agenda. The next regular meeting is scheduled for February 15, 2024.