



# TOWN OF PARADISE

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## P L A N N I N G C O M M I S S I O N M I N U T E S

**December 03, 2013**

**5:30 PM**

**CALL TO ORDER at 5:30 p.m. by Jody Jones, Presiding Chair.**

**PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**

**PRESENT AT ROLL CALL:** James Clarkson, Stephanie Neumann, Daniel Wentland, Michael Zuccolillo and Jody Jones, Chair.

**ABSENT:** None.

### **1. OTHER BUSINESS**

Community Development Director Baker stated that he would like the Planning Commissioners to engage in a discussion relating to the four consultant proposals submitted to the Town of Paradise for a planned and required update of the 1994 Paradise General Housing Element.

Commissioner Neumann stated that she thoroughly vetted all four consultants and her top choice is Pacific Mutual Consultants (PMC) as it has the required experience and included the optional tasks.

Commissioner Clarkson asked which optional tasks might likely be required. CDD Director stated it is possible that neither optional task will be required. If the Town is required or chooses to incur additional expense then that optional task #1 will determine if optional task #2 is necessary – which may entail an amendment to the General Plan Land Use Element.

CDD Director Baker stated that the data needed to make a determination as to whether or not compliance with SB-244 will be required is not currently available to the Town..

Chair Jones stated that her choices, in order, are PMC and Housing Tools – although the information from Housing Tools was sparse and lacked detail. She further noted that Minterharnish didn't meet the deadline specified in the RFP.

Commissioner Zuccolillo stated that he reached similar conclusions and is leaning towards PMC. Good cost breakdown and required experience. He further indicated that Frietas should not even be considered due to their high cost.

Commissioner Wentland stated that PMC is the most professional, but with regard to Housing Tools, everyone needs a start somewhere go gain experience and compete.

Commissioner Clarkson stated that Commissioner Wentland has a good point about providing an opportunity to 'the little guy' and that he has no problem with either PMC or Housing Tools.

Commissioner Wentland asked Mr. Baker if he had any reservations regarding Housing Tools. Mr. Baker informed the Commission of his telephone conversations with the City of Chico, that the consultant is competent but the proposal itself did not meet all of the requirements of the Town's RFP. The Commission and Director Baker discussed the risks and potential costs of not receiving approval by the State on the first submission of the updated Housing Element. Chair Jones stated that although it would be nice to go with a small firm, it has to be awarded to a firm that meets deadlines and provides a detailed scope of work.

**Following a MOTION by Wentland, seconded by Zuccolillo,** the Planning Commission approved by unanimous voice vote to recommend that the Town Council award the contract for the update to the Housing Element of the Paradise General Plan to Pacific Mutual Consultants.

The Planning Commissioners concurred to cancel the December 17, 2013 Regular Meeting.

## 2. ADJOURNMENT

Chair Jones adjourned the Planning Commission meeting at 6:05 p.m.

Date Approved: February 18, 2014

By: \_\_\_\_\_/s/\_\_\_\_\_  
Daniel Wentland, Vice Chair

\_\_\_\_\_/s/\_\_\_\_\_  
Joanna Gutierrez, CMC, Town Clerk