I. CALL TO ORDER: Chairman Kauper called the regular meeting of the Lakeport Planning Commission to order at 5:00 p.m. with Commissioners Russell, Taylor, Wicks, and Gayner present. Also present were Andrew Britton, Planning Services Manager, and Brian Everhart, Engineering Technician II.

II. ROLL CALL:

III. ACCEPTANCE OF AGENDA: A motion was made by Commissioner Taylor, seconded by Commissioner Russell, and unanimously carried by voice vote to accept the agenda as presented.

IV. COMMUNICATIONS:
   A. Citizen Input Planning Services Manager Britton indicated that there was no citizen input submitted.
   B. Comments from Staff and Commissioners There were no comments from Staff or Commissioners.

V. CONSENT AGENDA:
   A. Minutes A motion was made by Commissioner Kauper, seconded by Commissioner Gayner, and unanimously carried by voice vote to approve the regular Planning Commission meeting minutes of November 14, 2012.

VI. REGULAR AGENDA:
   A. Planning Department Year-End Summary Andrew Britton discussed the year-end report summarizing land use applications and code enforcement activities. A motion was made by Commissioner Taylor, seconded by Commissioner Gayner, and unanimously carried by voice vote to approve the year-end report.

VII. SCHEDULE NEXT MEETING: The February 13, 2013 meeting has been cancelled subject to being reinstated. Discuss and set the next meeting date (March 13, 2013).

VIII. ADJOURNMENT: Chairman Taylor adjourned the meeting at 5:44 p.m.

ATTEST

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Andrew Britton, Planning Services Manager

These are the action Minutes of the Planning Commission regular meeting. A recorded disc of the meeting is available at the Community Development Department at Lakeport City Hall, 225 Park Street, Lakeport, California after approval of these Minutes.