

**San Joaquin Multi-Species Habitat Conservation and Open Space Plan**  
**Habitat Technical Advisory Committee**  
**San Joaquin Council of Governments**  
**555 East Weber Ave.**  
**Stockton, CA 95202**  
**Wednesday, December 3, 2008**

**MINUTES**

**I. Call to Order/Introductions**

Mr. Niblock called the meeting to order at 9:36 a.m. Self-introductions were made.

**Committee Members Present:**

Brad Lange	Agriculture
Duane Peterson	City of Escalon
Jane Humes	Conservation
David Morimoto	City of Lodi
Lantz Rey	City of Manteca
Mike Niblock	City of Stockton
Ken Zuidervaart	City of Ripon
Vicki Lombardo	City of Tracy
Dan Gifford	Dept. of Fish and Game
Ray Hoo	SJC Community Development
Susan Jones	U.S. Fish and Wildlife

**SJCOG Staff/Consultants Present:**

Steve Dial	Deputy Executive Director/CFO
Steve Mayo	Senior Habitat Planner
Kim Anderson	Associate Habitat Planner
Anne-Marie Poggio-Castillou	Habitat Planner Technician
Rod Attebery	Neumiller & Beardslee
Monica Streeter	Neumiller & Beardslee

**Public Present:**

*None*

**II. Approval of November 12, 2008 Minutes**

It was moved/seconded (**Rey/Zuidervaart**) to approve the minutes of Wednesday, November 12, 2008. Motion passed unanimously.

**III. Public Comment**

*None*

#### **IV. Consent Calendar**

*None*

#### **V. SJMSCP Implementation Procedures- Permit List**

Mr. Steve Mayo presented and discussed the Interim Implementation Procedures that was adopted by the SJCOG, Inc. Board in November 2008. He explained that it was adopted with the provision of a sunset date of 90 days from approval. He explained that the procedures will standardize the process used by all eight jurisdictions for activities permitted under the SJMSCP permits. The sunset date was included to allow the jurisdictions and SJCOG, Inc. staff to come to an agreement on a list of permit applications which would be review by SJCOG, Inc. staff. The sunset date would be in mid-February 2009.

Mr. Mayo stated that SJCOG Inc. staff worked with the planning staff from the seven cities and the county to provide a recommended list of permit application types which should be considered for non-review projects under the habitat plan. He explained that staff sorted and compared the lists provided for similarities and themes for activities which are subject to the SJMSCP. After a first draft of the permit types was composed, staff contacted the local planning departments a second time for a more concise description of each permit type used at each local jurisdiction.

Members of the Habitat Technical Advisory Committee discussed the two categorized lists which were projects that May Be Subject and Not Subject to the SJMSCP. Through this discussion the HTAC committee recommended only five (5) alterations to the draft list to be made.

Mr. Rod Attebery stated the five (5) requested alterations by the committee as:

1. Change Tentative Improvement to Tenant Improvement (Not Subject)
2. Delete Vanilla Tenant Infill Permit (Not Subject)
3. Delete the term All from the Entitlements (Subject)
4. Add term New and Expansion to Parking Lot (Subject)
5. Rename Transportation Permit to Road Improvement Project (Subject)

The HTAC achieved consensus on the Permit List under the habitat plan. The HTAC unanimously approved

It was moved/seconded (**Peterson/Lombardo**) to recommend the SJCOG, Inc. Board recommendation for approval with the above alterations to the list by a 10-0 vote (2 abstained - USFWS and CDFG). The list has been included on the SJMSCP Coverage Application form before the SJCOG, Inc. Board for approval.

#### **VI. Review of SJMSCP Fee Assessment Procedures**

Mr. Mike Niblock requested to discuss the timing for SJMSCP fee collection. Each jurisdiction explained the process used to collect fees. The common theme was the collection of fees at building permit stage.

HTAC committee recommended staff to schedule discussion on amending the timing of fee collection at a future HTAC meeting.

This item was for discussion only. No action was taken.

**VII. Summary and Adjournment**

There being no further business to, the meeting was adjourned until January 14, 2009.  
Adjourned at 10:52 am.