



**AGENDA  
REGULAR MEETING  
SAN BENITO COUNTY AIRPORT LAND USE COMMISSION**

**DATE:** Thursday, December 21, 2023  
4:00 P.M.

**LOCATION:** County Board of Supervisors Chambers  
481 Fourth Street  
Hollister, CA 95023

**COMMISSIONERS:** Bea Gonzales, Chair (County of San Benito)  
Scott Freels, Vice Chair (City of San Juan Bautista)  
Mia Casey (City of Hollister)  
Dolores Morales (City of Hollister)  
Mindy Sotelo (County of San Benito)

**ALTERNATES:** San Benito County: Kollin Kosmicki  
City of San Juan Bautista: Jacki Morris-Lopez  
City of Hollister: Rick Perez

**NOTICE OF PROCEDURES FOR AIRPORT LAND USE COMMITTEE MEETINGS**

The meeting will be available through Zoom, for those who wish to join or require accommodations.

**Members of the public may participate remotely via Zoom at the following link: <https://zoom.us/join> with the following Webinar ID: 823-8891-6646 and Passcode: 566596**

*Those participating by phone who would like to make a comment can use the “raise hand” feature by dialing “\*9” (star-nine) . In order to receive full Zoom experience, please make sure your application is up to date.*

*Remote Zoom participation for members of the public is provided for convenience only. In the event that the Zoom connection malfunctions for any reason, the COG Board of Directors reserves the right to conduct the meeting without remote access.*

*Persons who wish to address the Board of Directors must complete a Speaker Card and give it to the Clerk prior to addressing the Board. Those who wish to address the Board on an agenda item will be heard when the Chairperson calls for comments from the audience. Following recognition, persons desiring to speak are requested to advance to the podium and state their name and address. After hearing audience comments, the Public Comment portion of the agenda item will be closed. **The opportunity to address the Board of Directors on items of interest not appearing on the agenda will be provided during Section 3. Public Comment.***

1. **CALL TO ORDER**
2. **Verification of Certificate of Posting**
3. **Public Comment:** *(Opportunity to address the Board on items of interest not appearing on the agenda. No action may be taken unless provided by Govt. Code Sec. 54954.2. Speakers are limited to 3 minutes.)*

## ACTION ITEMS:

## CONSENT AGENDA:

*(These matters shall be considered as a whole and without discussion unless a particular item is removed from the Consent Agenda. Members of the public who wish to speak on a Consent Agenda item must submit a Speaker Card to the Clerk and wait for recognition from the Chairperson. Approval of a consent item means approval as recommended on the Staff Report.)*

4. APPROVE Airport Land Use Commission Draft Action Regular Meeting Minutes Dated September 21, 2023 – Gomez
5. APPROVE Airport Land Use Commission Draft Action Regular Meeting Minutes Dated October 19, 2023 – Gomez
6. FIND Project Associated with Assessor Parcel Number (APN) 0191200090, located in the City of Hollister, Consistent with the 2012 Hollister Municipal Airport Land Use Compatibility Plan with One Condition – Lezama

### **Adjourn to ALUC Meeting on January 18, 2024. Agenda deadline is January 2, 2024, at 12:00 p.m.**

*In compliance with the Americans with Disabilities Act (ADA), if requested, the Agenda can be made available in appropriate alternative formats to persons with a disability. If an individual wishes to request an alternative agenda format, please contact the Clerk of the Council four (4) days prior to the meeting at (831) 637-7665. The Airport Land Use Commission Board of Directors meeting facility is accessible to persons with disabilities. If you need special assistance to participate in this meeting, please contact the Clerk of the Board's office at (831) 637-7665 at least 48 hours before the meeting to enable the Council of Governments to make reasonable arrangements to ensure accessibility.*

### **Written Comments & Email Public Comment**

Members of the public may submit comments via email by 5:00 PM. on the Wednesday prior to the Board meeting to the Secretary at [monica@sanbenitocog.org](mailto:monica@sanbenitocog.org), regardless of whether the matter is on the agenda. Every effort will be made to provide Board Members with your comments before the agenda item is heard.

### **Public Comment Guidelines**

1. If participating on Zoom: once you are selected, you will hear that you have been unmuted. At this time, state your first name, last name, and county you reside in for the record.
2. The Council of Governments Board welcomes your comments.
3. Each individual speaker will be limited to a presentation total of three (3) minutes.
4. Please keep your comments brief, to the point, and do not repeat prior testimony, so that as many people as possible can be heard. Your cooperation is appreciated.

If you have questions, contact the Council of Governments, and leave a message at (831) 637-7665 x. 201, or email [monica@sanbenitocog.org](mailto:monica@sanbenitocog.org).

CERTIFICATE OF POSTING

Pursuant to Government Code Section #54954.2(a) the Meeting Agenda for the Airport Land Use Commission on **December 21, 2023** at **4:00 P.M.** was posted at the following locations freely accessible to the public:

The front entrance of the San Benito County Administration Building, 481 Fourth Street, Hollister, CA 95023, and the Council of Governments Office, 330 Tres Pinos Rd., Ste. C7, Hollister, CA 95023 at the following date and time:

On the 15th day of December 2023, on or before 5:00 P.M.

The meeting agenda was also posted on the Council of San Benito County Governments website, [www.sanbenitocog.org](http://www.sanbenitocog.org), under Meetings, ALUC, Meeting Schedule

I, Monica Gomez, swear under penalty of perjury that the foregoing is true and correct.

BY:   
\_\_\_\_\_  
Monica Gomez, Secretary II  
Council of San Benito County Governments

San Benito County  
AIRPORT LAND USE COMMISSION  
REGULAR MEETING  
Board of Supervisors Chambers  
481 Fourth Street, Hollister, CA 95023 & Zoom Platform  
September 21, 2023 4:00 P.M.

**ACTION MINUTES**

**MEMBERS PRESENT:**

Chair Bea Gonzales, Vice-Chair Scott Freels, Director Mia Casey, Director Dolores Morales.

**MEMBERS ABSENT:**

Director Mindy Sotelo

**STAFF PRESENT:**

Executive Director; Binu Abraham, Administrative Services Specialist; Norma Rivera, Transportation Planning Manager; Veronica Lezama, Office Assistant; Griselda Arevalo, Secretary II; Monica Gomez, Deputy County Counsel; Shirley Murphy

**1. CALL TO ORDER:**

Chair Gonzales called the meeting to order at 4:41 p.m.

**2. CERTIFICATE OF POSTING**

**Motion made to acknowledge Certificate of Posting:**

Motion: Director Mia Casey                      Second: Director Dolores Morales

Motion carried: 4/0

Yes:                      Gonzales, Casey, Freels, Morales

No:                      None

Recused:              None

Abstention:          None

Absent:                Sotelo

**3. PUBLIC COMMENT:** None

**ACTION ITEMS:**

**CONSENT AGENDA:**

*(These matters shall be considered as a whole and without discussion unless a particular item is removed from the Consent Agenda. Members of the public who wish to speak on a Consent Agenda item must submit a Speaker Card to the Clerk and wait for recognition from the Chairperson. Approval of a consent item means approval as recommended on the Staff Report.)*

4. APPROVE ALUC Draft Action Regular Meeting Minutes Dated June 15, 2023 – Gomez
5. FIND Project Number 2022-10 Associated with Assessor Parcel Numbers 053-420-046 and 053-420-047, located in the City of Hollister, Consistent with the 2012 Hollister Municipal Airport Land Use Compatibility Plan with One Condition – Lezama

There was no public comment on the Consent agenda.

**Motion made to approve the Consent Agenda Items 4, 5:**

Motion: Director Dolores Morales                      Second: Director Mia Casey

Motion carried: 4/0

Yes:                      Gonzales, Casey, Freels, Morales

No:                      None

Recused:              None

Abstention:          None

Absent:                Sotelo

**ADJOURNMENT:**

There being no further business to discuss, Director Casey motioned to adjourn at 4:42 p.m.

Motion seconded by Director Morales.

Motion carried: 4/0

Yes:                      Gonzales, Casey, Freels, Morales

No:                      None

Recused:              None

Abstention:          None

Absent:                Sotelo

**ADJOURN TO ALUC MEETING OCTOBER 19, 2023 AT 4:00 P.M.**

San Benito County  
AIRPORT LAND USE COMMISSION  
REGULAR MEETING  
Board of Supervisors Chambers  
481 Fourth Street, Hollister, CA 95023 & Zoom Platform  
October 19, 2023 4:00 P.M.

ACTION MINUTES

**MEMBERS PRESENT:**

Vice-Chair Scott Freels, Chair Bea Gonzales (via-Zoom), Director Mia Casey (via-Zoom), Director Mindy Sotelo, Alternate Director Rick Perez.

**MEMBERS ABSENT:**

Director Dolores Morales

**STAFF PRESENT:**

Executive Director; Binu Abraham, Administrative Services Specialist; Norma Rivera, Transportation Planning Manager; Veronica Lezama, Office Assistant; Griselda Arevalo, Secretary II; Monica Gomez, Deputy County Counsel; Shirley Murphy

**1. CALL TO ORDER:**

Vice-Chair Freels called the meeting to order at 5:40 p.m.

Deputy County Counsel, Shirley Murphy announced that Chair Bea Gonzalez and Director Mia Casey were attending remotely via-Zoom under the "Just Cause exception" under Government Code section 54953 (f). Chair Gonzales and Director Casey confirmed that they were traveling for official county/city business and that no other person was in their respective rooms.

**2. CERTIFICATE OF POSTING**

**Motion made to acknowledge Certificate of Posting:**

Motion: Director Mindy Sotelo      Second: Chair Bea Gonzales

Motion carried: 5/0

Yes: Freels, Sotelo, Gonzales, Casey, Alt. Perez

No: None

Recused: None

Abstention: None

Absent: Morales

**3. PUBLIC COMMENT:** None

**ACTION ITEMS:**

**CONSENT AGENDA:**

*(These matters shall be considered as a whole and without discussion unless a particular item is removed from the Consent Agenda. Members of the public who wish to speak on a Consent Agenda item must submit a Speaker Card to the Clerk and wait for recognition from the Chairperson. Approval of a consent item means approval as recommended on the Staff Report.)*

- 4. APPROVE Council of Governments, Local Transportation Authority, Airport Land Use Commission Draft Cancelled Meeting Minutes Dated August 17, 2023 – Gomez
- 5. FIND Project Number 2023-3 Associated with Assessor Parcel Numbers APN 050-020-034, located in the City of Hollister, Consistent with the 2012 Hollister Municipal Airport Land Use Compatibility Plan – Lezama
- 6. FIND Project Number 2023-06 Associated with Assessor Parcel Number 053-420-048, located in the City of Hollister, Consistent with the 2012 Hollister Municipal Airport Land Use Compatibility Plan – Lezama

There was no public comment on the Consent Agenda.

**Motion made to approve the Consent Agenda Items 4-6:**

Motion: Director Mindy Sotelo      Second: Alt. Director Rick Perez

Motion carried: 5/0

Yes: Freels, Sotelo, Gonzales, Casey, Alt. Perez

No: None

Recused: None

Abstention: None

Absent: Morales

**ADJOURNMENT:**

There being no further business to discuss, Chair Gonzales motioned to adjourn at 5:41 p.m.

Motion seconded by Director Sotelo.

Motion carried: 5/0

Yes: Freels, Sotelo, Gonzales, Casey, Alt. Perez

No: None

Recused: None

Abstention: None

Absent: Morales

**ADJOURN TO ALUC MEETING NOVEMBER 16, 2023 AT 4:00 P.M.**



## STAFF REPORT

### Consent

**Prepared By:** Veronica Lezama,  
Transportation Planning Manager  
**Subject:** Consistency Determination

### Agenda Item No. 6

**Approved By:** Binu Abraham, Executive Director  
**Meeting Date:** December 21, 2023

### Recommendation:

FIND Project Associated with Assessor Parcel Number (APN) 0191200090, located in the City of Hollister, Consistent with the 2012 Hollister Municipal Airport Land Use Compatibility Plan with One Condition.

### Summary:

The San Benito Airport Land Use Commission (ALUC) received a letter from the California Department of Transportation (Caltrans) Division of Aeronautics requesting review and comment of a school site that is proposed within two nautical miles of the Hollister Municipal Airport.

The ALUC application was reviewed in accordance with the adopted 2012 Hollister Municipal Airport Land Use Compatibility Plan.

### Background/ Discussion:

Land use actions proposed within the Airport Influence Area (AIA) of the Hollister Municipal Airport are subject to ALUC review to determine consistency with the Hollister Municipal Airport Land Use Compatibility Plan (*Compatibility Plan*). The purpose of the *Compatibility Plan* is to protect public health, safety, and welfare by ensuring the orderly expansion of airports and the adoption of land use measures that minimize the public's exposure to excessive noise and safety hazards. All projects proposed within the AIA are subject to aircraft overflight. In accordance with the *Compatibility Plan* any city, special district, community college district, or school district that exists or may be established or expanded into the AIA is subject to the provisions of the *Compatibility Plan*.

On November 11, 2023, the San Benito Airport Land Use Commission (ALUC) received a letter from the California Department of Transportation (Caltrans) Division of Aeronautics requesting review and comment of a school site proposed in the City of Hollister (Attachment 1). Land use actions proposed within the AIA (Attachment 2) of the Hollister Municipal Airport are subject to ALUC review to determine consistency with the Hollister Municipal Airport Land Use Compatibility Plan.



*Project Description:*

The school site is proposed South of Wright Road, North of Westside Boulevard in the City of Hollister (Attachment 1, Page 2).

In the course of a project review, the Airport Land Use Commission considers a number of Compatibility Plan policies including **Noise, Safety, Airspace Protection, and Overflight**. An analysis of each of the compatibility factors is discussed below.

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*Noise Policy 3.2.*

The Noise Policy objective is to avoid the establishment of noise-sensitive land uses in the portions of airport environs that are exposed to significant levels of aircraft noise.

The parcel where the project is proposed is located outside of the Noise Contours (Attachment 3). As such, the project is consistent with the Compatibility Plan's Noise Policy.

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*Safety Policy 3.3.*

The Safety Policy objective is to minimize the risks associated with an off-airport aircraft accident or emergency landing. The policy focuses on reducing the potential consequences of such events by limiting sensitive land uses (i.e., residential) and intensities of nonresidential uses (i.e., commercial, industrial, etc.). This policy is defined in terms of the geographic distribution of where accidents are most likely to occur based on the six safety zones.

The parcel is located outside of the Safety Zones (Attachment 4). As such, the project is consistent with the Compatibility Plan's Safety Policy.

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*Airspace Protection Policy 3.4.*

The Airspace Protection Policy seeks to prevent creation of land use features that can be hazards to the airspace required by aircraft in flight and have the potential for causing an aircraft accident to occur. In evaluating the airspace protection compatibility of proposed development near Hollister Municipal Airport, the following three categories of hazards to airspace shall be considered:

- (a) The height of structures and other objects situated near the airport are a primary determinant of physical hazards to the airport airspace.**

**ALUC Staff Analysis:** Within the airspace protection area (Attachment 1), any object is allowed to have a height of up to 35 feet above the ground (subject to local agency zoning limits) even if the object would penetrate an FAR Part 77 surface and thus constitute an obstruction.

**Condition 1:** Any proposed buildings associated with this project are allowed to have a height of up to 35 feet above the ground. Should a variance be proposed, the project application shall be resubmitted to ALUC for review.

- (b) Land use features that have the potential to attract birds and certain other wildlife to the airport area are also to be evaluated as a form of physical hazards (FAA Advisory Circular 150/5200-33B, *Hazardous Wildlife Attractants on or Near Airports*). **Not applicable based on the information provided.**
- (c) Visual hazards of concern include certain types of lights, sources of glare, and sources of dust, steam, or smoke. **Not applicable based on the information provided.**
- (d) Electronic hazards are ones that may cause interference with aircraft communications or navigation. **Not applicable based on the information provided.**
- 

### Overflight Policy 3.5.

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The Overflight Compatibility Policy is intended to help notify people (i.e., real estate disclosures) about the presence of aircraft overflight near airports so that they can make informed decisions regarding acquisition or lease of property in the affected areas. Overflight compatibility is particularly important with regard to residential land uses. The Routine Overflight Zone policy establishes the form and requirements for notification about airport proximity and aircraft overflights to be given in conjunction with local agency approval of new development and with certain real estate transactions involving existing development.

In accordance with Policy 3.5.5 of the Compatibility Plan, overflight policies do not apply to nonresidential development. The project does not propose residential uses, and is therefore consistent with the Overflight Policy.

In summary, the project was found to be consistent, with one condition, with the 2012 Hollister Municipal Airport Land Use Compatibility Plan. As such, ALUC staff recommends that the San Benito Airport Land Use Commission find the project consistent with the Compatibility Plan.

### **Financial Impact:**

There are no financial impacts.

### Attachments:

1. Caltrans Division of Aeronautics Letter
2. Airport Influence Area Map
3. Noise Contour Map
4. Safety Zones Map

**California Department of Transportation**

AERONAUTICS PROGRAM  
DIVISION OF TRANSPORTATION PLANNING  
P.O. BOX 942873, MS-40 | SACRAMENTO, CA 94273-0001  
(916) 654-4959  
[www.dot.ca.gov](http://www.dot.ca.gov)



November 17, 2023

Ms. Veronica Lezama  
Council of San Benito County Governments  
330 Tres Pinos Rd., Ste C-7  
Hollister, CA 95023

Dear Ms. Lezama:

A proposed school site has been designated within two miles of the Hollister Municipal Airport. In accordance with Section 17215 of the California Education Code, the California Department of Transportation, Aeronautics Programs (Aeronautics) has given notice to the airport operator asking for comments.

Additionally, we would like comments from the Airport Land Use Commission related to your airport land-use policies and the Airport Land Use Compatibility Plan for San Benito County. Enclosed are maps depicting the location of a proposed school site relative to the airport. The proposed school site is located South of Wright Road, North of Westside Road in Hollister, San Benito County, California.

Please ensure that your comments are emailed to [christopher.brooks@dot.ca.gov](mailto:christopher.brooks@dot.ca.gov) by December 15, 2023, to meet our mandated response date. If no reply is received by this date, it will be assumed that no comment or objection is forthcoming.

Sincerely,

CHRISTOPHER BROOKS  
Aviation Safety Officer

Enclosures

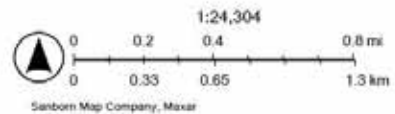
### San Benito HSD - 2nd High School - Aeronautics Review Map



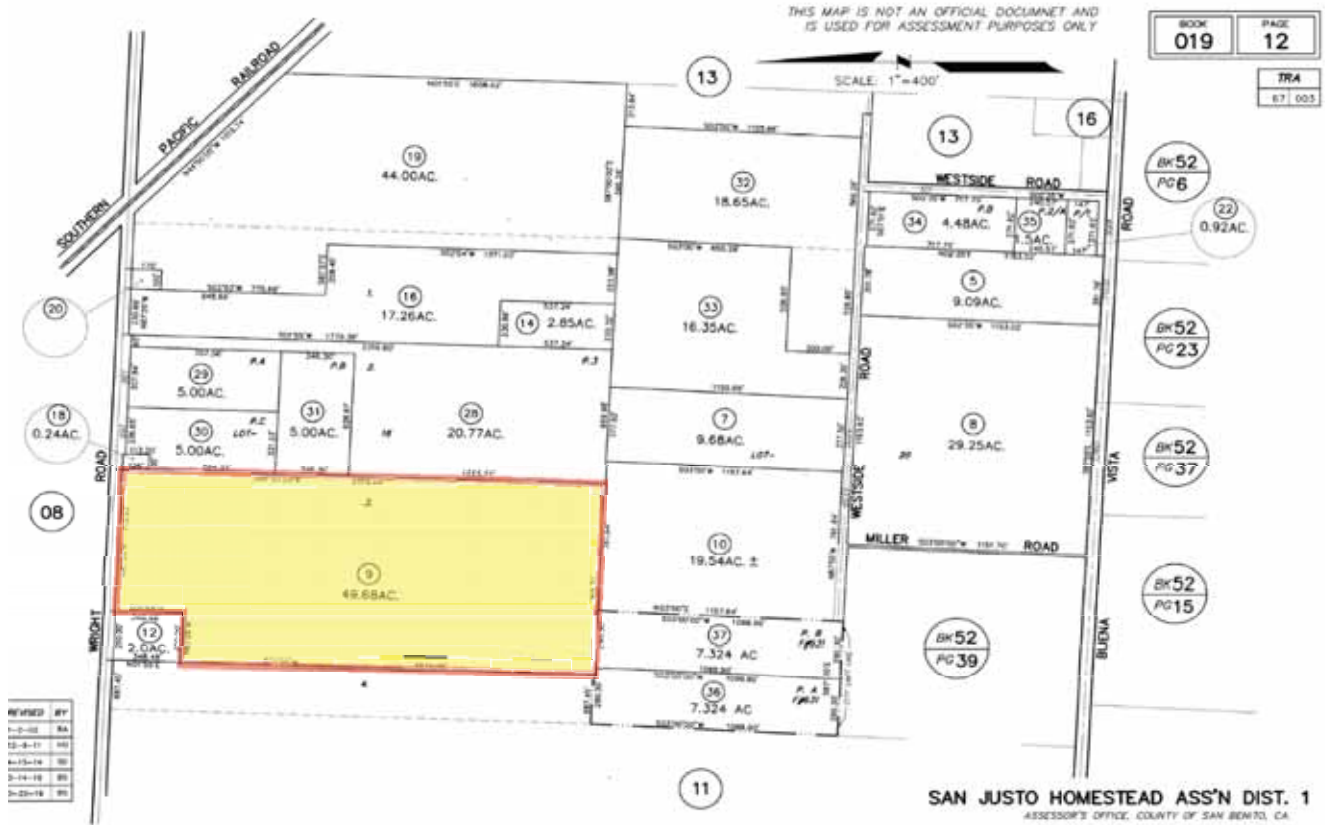
8/17/2023

-  Hollister Airport
- World Imagery
- Low Resolution 15m Imagery
- High Resolution 60cm Imagery

High Resolution 30cm Imagery  
Citations  
4.8m Resolution Metadata



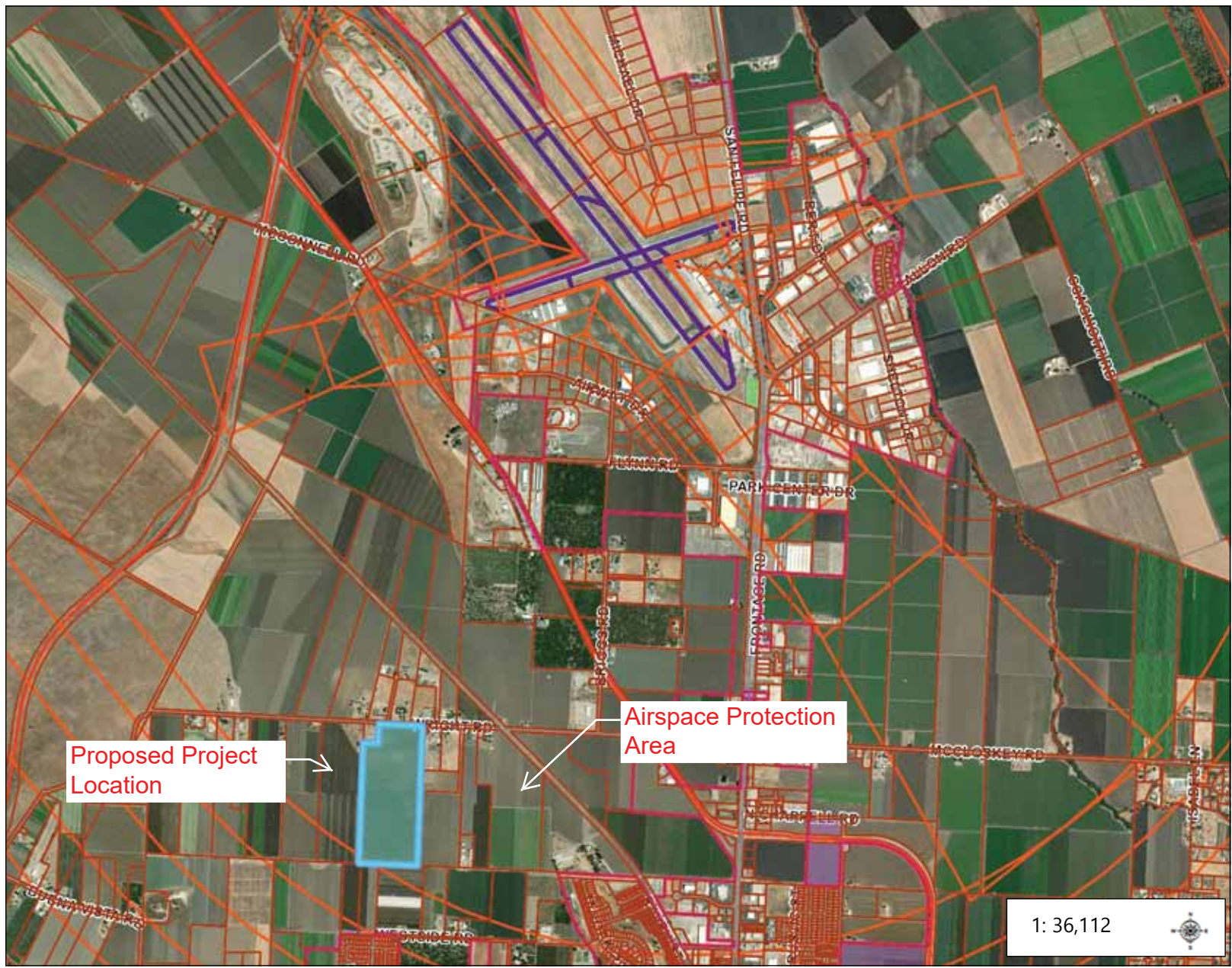
Ms. Veronica Lezama  
 Council of San Benito County Governments  
 November 17, 2023



"Provide a safe and reliable transportation network that serves all people and respects the environment"



# County of San Benito



### Legend

- Parcels
- California County Boundaries
- <all other values>
- San Benito
- City Limit
- SBC Approved Subdivisions
- Hollister Airspace Protection Z
- Hollister Airport Runways
- Tentative Streets
- Park

Proposed Project Location

Airspace Protection Area

1: 36,112

6,018.7 0 3,009.33 6,018.7 Feet

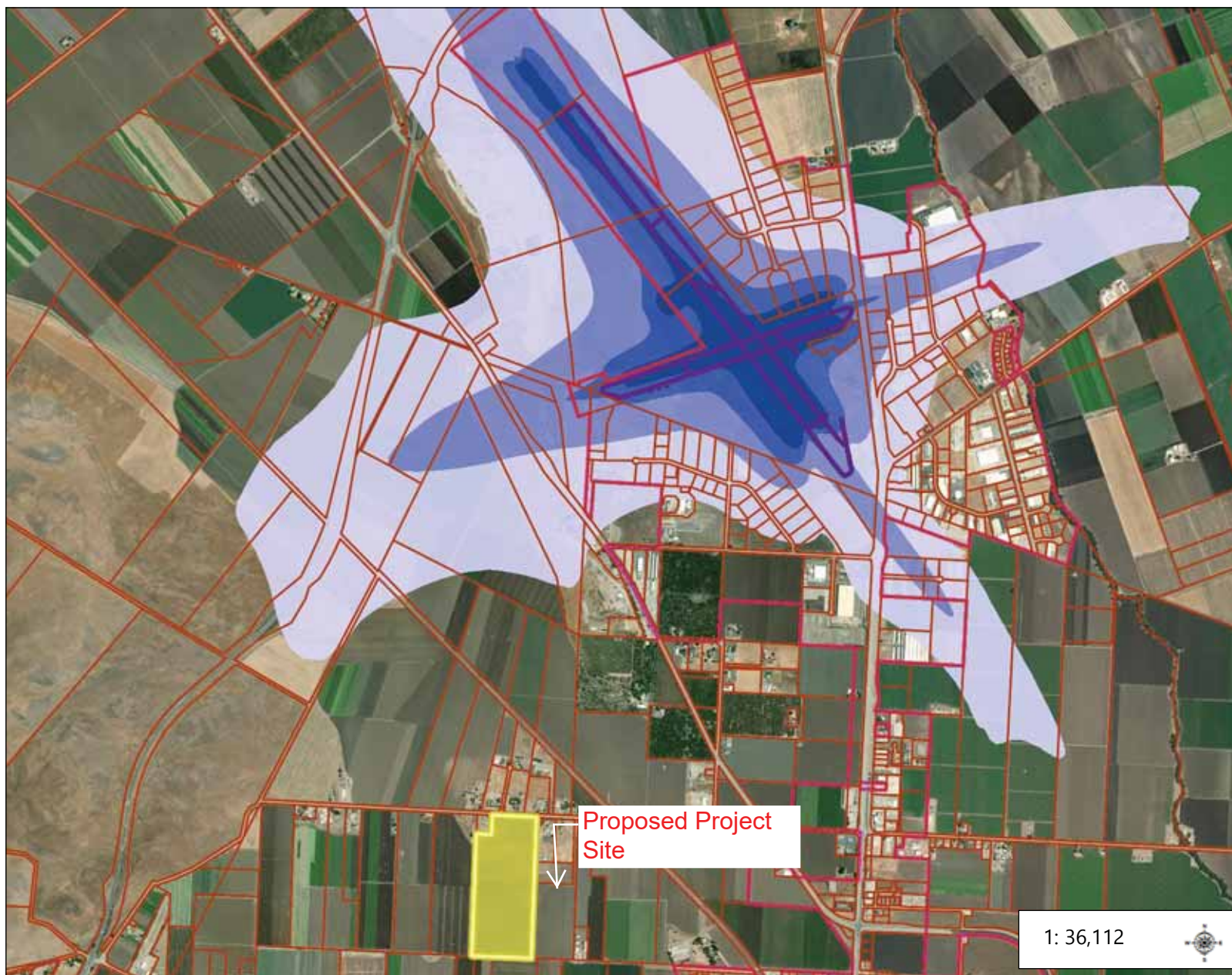
WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
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Notes



# County of San Benito



## Legend

- Parcels
- California County Boundaries
- <all other values>
- San Benito
- City Limit
- Hollister Airport Runways
- Hollister Airport Noise Impact  $\bar{z}$** 
  - 55 - 60 dB CNEL
  - 60 - 65 dB CNEL
  - 65 - 70 dB CNEL
  - 70+ dB CNEL
- Tentative Streets
- Park

## Notes

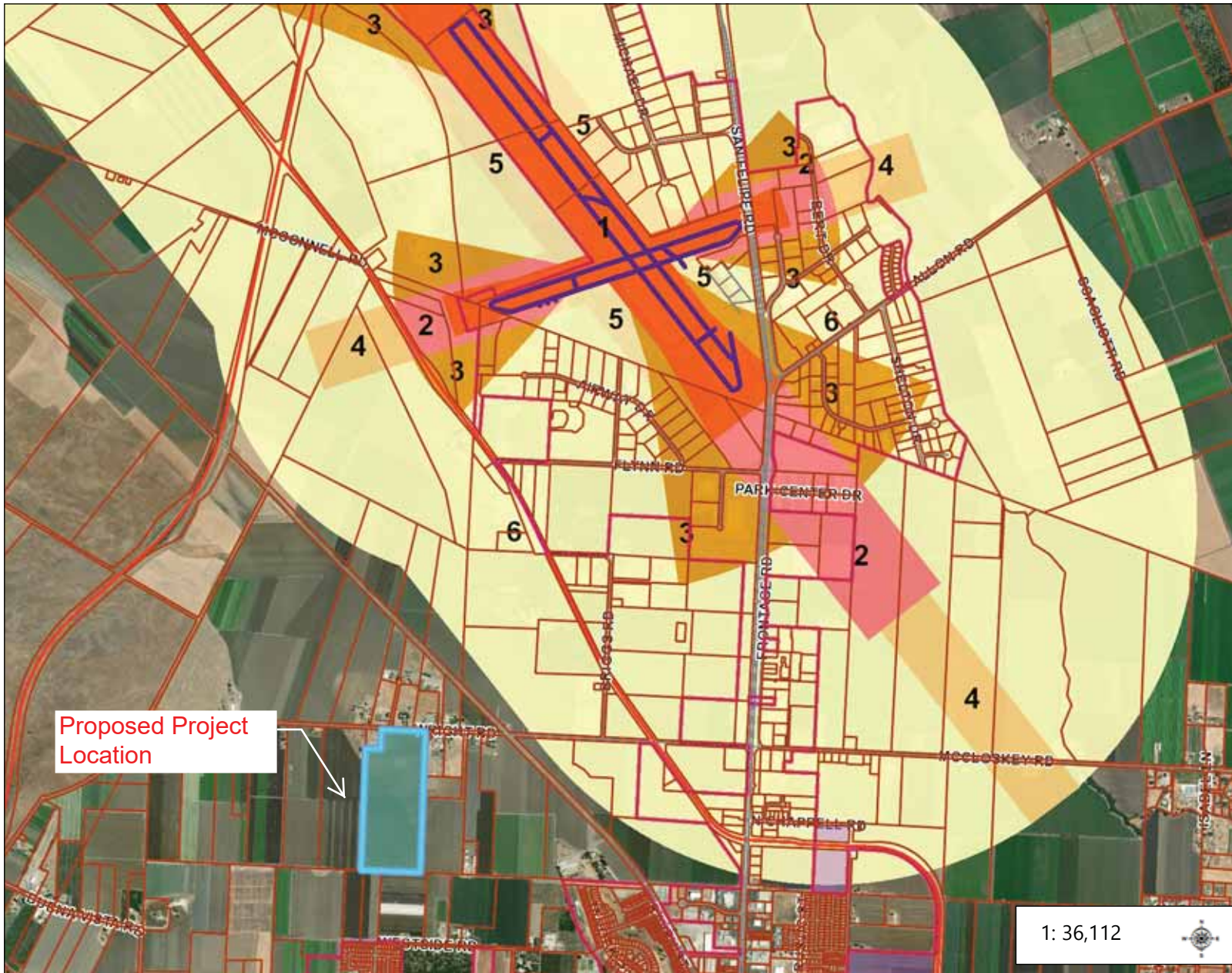
6,018.7                      0                      3,009.33                      6,018.7 Feet

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# County of San Benito



### Legend

- Parcels
- California County Boundaries
- <all other values>
- San Benito
- City Limit
- SBC Approved Subdivisions
- Hollister Airport Runways
- Hollister Airport Safety Zones**
  - Runway Protection Zone
  - Inner Approach/Departure Zone
  - Inner Turning Zone
  - Outer Approach/Departure Zone
  - Sideline Zone
  - Traffic Pattern Zone
- Tentative Streets
- Park

Proposed Project Location

1: 36,112



6,018.7 0 3,009.33 6,018.7 Feet

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### Notes