



**PLANNING & DEVELOPMENT DEPARTMENT
OFFICE OF LONG RANGE PLANNING**

TRANSMITTAL MEMO

DATE: November 24, 2008
TO: SunPAC Members
FROM: Derek Johnson, Deputy Director
Shaunn Mendrin, Senior Planner
SUBJECT: SunPAC Meeting #16

The items noted below have been included or referenced in preparation of the November 5, 2008 meeting.

1. **Meeting Agenda.** The meeting agenda for the November 5, 2008 meeting has been provided for your review. For further explanation, please see discussion below. (Attachment 1 – Pages 3-4)
2. **Meeting Minutes.** Action Minutes from the October 8, 2008 meeting are included for you review and approval. Staff notes from the November 5, 2008 meeting have been included for your reference, approval is not necessary for the November 5, 2008 staff notes (Attachment 2 - Pages 5-8).

Please refer to Transmittal materials provided to you for the November 5, 2008 meeting. You may also download the materials at the following webpage:
<http://longrange.sbcountyplanning.org/planareas/summerland/summerland.php>

MEETING AGENDA FOR DECEMBER 10, 2008

Agenda Item 1

Pledge of Allegiance and Roll Call

Agenda Item 2

Public Comment period – This item is set aside to allow public testimony on items not on today's agenda. The time allocated to each speaker will be set at the discretion of the Chair.

