1. **Call to order:** Chair Robin Clegg called the meeting to order at 7:00pm. Members present: Robin Clegg, Chad Ennis, Steve Stockwell, Russ Rodvold, Frank Hilliker, Duane Dubbs, and Janis Shackelford.

2. **Open Forum:** None

3. **Approval of Minutes:** Motion to approve the minutes of November 16, 2011, Duane Dubbs, made motion to approve, seconded by Steve Stockwell. Vote: 6-0-1 abstains. Janis Shackelford abstained.

4. **Administrative Announcements:** a. Election of Officers. Janis Shackelford made a motion to keep the officers the same for the new term, Robin Clegg President, Frank Hilliker Vice Chair, and Duane Dubbs Secretary. Seconded by Steve Stockwell. Vote 7-0-0.

5. **Workshop presented by County of San Diego, Dixie Switzer:** The workshop presented by Dixie Switzer proposing to work out a shorter process to get through the County. Maybe a new check list that an applicant can agree to follow and get his permits faster. The board will have to work on this to try to help simplify the list. The County will get back to the board.

6. **Site Plans:**

   a) S10-019, 12640 Vigilante Road, Laborers School-Proposing Pre Manufactured Modular Building (24’ x 60’, 1420 SF) the use of office administration to an existing training site. Janis Shackelford made a motion to approve as submitted and 2nd by Frank Hilliker Vote 7-0-0.

   b) STP11-016, 7907 Cajon Road, El Cajon, CA (Pepper Drive), Proposed recycling collection facility “King Recycling”, 2 metal containers size 8.5’ x 20’ and 5 standard sized dumpsters, a sorting structure 12’ x 20’, office trailer 9’x16’ hours 9am to 5pm. Janis Shackelford made a motion to deny.

   1) Office trailer is possibly in front of set back.
   2) There is also a 5’ side yard set back probably not determined.
   3) The apartments next door look directly down on the site, not very desirable. The motion was 2nd by Steve Stockwell. Vote 6-0-0. Frank Hilliker Stepped down for the discussion and vote.

7. **Waiver Request:** None

8. **Presentation/Discussion:** None

9. **Updates:** None

10. **Adjournment:** 8:40pm
    By Secretary Duane Dubbs.