

Mt. Shasta City Council Regular Planning Commission Meeting Approved Minutes

Mt. Shasta Community Center, 629 Alder Street
Tuesday, May 17, 2016; 6:00 p.m.

“Our mission is to maintain the character of our “small town” community while striking an appropriate balance between economic development and preservation of our quality of life. We help create a dynamic and vital City by providing quality, cost-effective municipal services and by forming partnerships with residents and organizations in the constant pursuit of excellence.”

STANDING AGENDA ITEMS

1. Call to Order and Flag Salute: At the hour of 6:00 p.m. Chair Higuera called the meeting to order and led the audience in the Pledge of Allegiance.

2. Roll Call: Keith, McKinley, Interim City Planner
Commissioners Present: Wagner, Findling, Acord, Pardee, Beck, and Higuera
Commissioners Absent: Clure

3. Approval of Minutes:
a. Minutes of April 19, 2016 Regular Planning Commission Meeting
Motion to Approve: Commissioner Findling
Second: Commissioner Wagner
Aye - 5 Wagner, Acord, Findling, Beck, and Higuera
Noes - 0
Abstain- 1 Pardee
Motion Carried

4. Correspondence from Public and Staff No Staff correspondence shared

4. Public Comment: No public comments were made to the commission

Welcome to our Planning Commission meeting. The Commission invites the public to address the Commission on issues not listed on the agenda and that are within the Commission’s subject matter jurisdiction. Those wishing to address the Commission are asked to sign-in and indicate their topic of interest. The public has a right to address the Commission on any subject within the Commission’s jurisdiction; however the Commission may limit public comment on matters that are outside of its jurisdiction. The Planning Commission may regulate the total amount of time on particular issues and for speakers (typically 3 minutes). The Commission may place additional time limits on comments, to ensure members of the public have opportunity to speak and the Commission is able to complete its work. A group may be asked to choose a spokesperson to address the Commission on a subject matter, or the Commission may limit the number of persons addressing the Commission whenever a group of persons wishes to address the Commission on the same subject matter. Speakers are asked to provide their name and address for the public record. We greatly appreciate your active participation.

6. Consent Agenda: No consent agenda information shared

7. Design Review Mt. View Drive and South Mt. Shasta Blvd.
Commissioner Pardee: Voices concern over bias since commissioner is involved with the development.

Commissioner excused for the remainder of the item.

Keith McKinley, Interim City Planner: Routine design review for a small office building. Professional office building for two businesses that is consistent with current zoning (C-1). Parcel is exempt from CEQA review due to size of development below 2500 sq. ft. The parking is adequate for the purpose. Physical design is acceptable according to current review standards.

Commissioner Wagner: Discussion on light intensity and the lack of regulation by the city on light intensity to protect the mountain night sky character. Desires future discussion on light regulations.

Ken Kellogg, Applicant: All lighting will be down shaded and minimal. Did not account for pedestrian traffic because of location and type of business, but will offer alterations for more pedestrian access.

Commissioner Findling: Concern and discussion over pedestrian access. Pedestrian access comes before parking in the design guidelines.

COMMISSION ACTION: Adopt the notice of exemption for the design. Approval of design with the condition that the applicant provide on-site pedestrian sidewalk connecting to the public sidewalk on Mt. Shasta Blvd.

MOTION TO APPROVE: Commissioner Findling

SECOND: Commissioner Acord

AYES: Findling, Acord, Beck, Wagner, and Higuera

NOES: None

ABSENT: Commissionerr Clure

ABSTAIN: Commissionner Pardee

8. Home Occupation Special Use Permit

Keith McKinley, Interim City Planner: The home occupation permit is in reference to occupations that could have foot traffic that disturbs the neighborhood. The owner will have one or two people per day which is negligible. Existing facility is exempt from CEQA.

COMMISSION ACTION: Adopt notice of exemption from CEQA. Approval of home occupation special use permit with the listed conditions.

MOTION TO APPROVE: Commissioner Wagner

SECOND: Commissioner Beck

AYES: Acord, Findling, Pardee, Back, Wagner, and Higuera

NOES: None

ABSENT: Commissioner Clure

9. Commission and Staff Comments:

Chair Higuera: Would like action related to city council and items that are being initiated. Should review landscape ordinance and other items together in commission and refer to city council. Can we include a priorities list in the next meeting? Yes we can as an agenda item.

Keith McKinley, Interim Planner: Mining inspection is done by staff and no planning commission action is needed. The inspection is required by the state. History of the noise ordinance and lack thereof. Landing development plan must be reviewed and updated by Planning Commission for approval by the City Council.

Commissioner Findling & Pardee: Landing zoning PUD discussion.

Full Commission: Recommendation to keep list of priorities for the next meeting to introduce as an agenda item.

Commissioner Beck: Citizen brought 201 Eugene to attention and the need for condemnation enforcement.

Commissioner Pardee: The shell station has been over-landscaping trees which are city owned. The trees are meant to soften the signage.

Commissioner Findling: Signage enforcement Spruce St. and Alpine Realty

10. Adjourn: There being no further business, the meeting was adjourned at 7:35 p.m.

Respectfully Submitted by: Juliana Lucchesi, City Planner