

Mt. Shasta Regular Planning Commission DRAFT Meeting Minutes

City Park Upper Lodge 1315 Nixon Rd.

Mt. Shasta, CA

Tuesday, May 16, 2017; 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.”

Page	Item	STANDING AGENDA ITEMS
	1. Call to Order and Flag Salute	Vice-Chair Findling called to order at 6:03pm
	2. Roll call	Present: Commissioners Saryon, Kirby, Beck, Acord, and Findling Absent: Chair Higuera and Commissioners Pardee
	3. Public Comment:	None
	4. Meeting Minutes	A. Approval of Minutes: Planning Commission Regular Meeting Minutes for Tuesday, January 17, 2017 No quorum. Moved to next meeting. B. Approval of Minutes: Planning Commission Regular Meeting Minutes for Tuesday, April 21, 2017 COMMISSION ACTION: Moved to approve as presented MOTION TO APPROVE: Commissioner Beck SECOND: Commissioner Kirby AYES: Commissioners Saryon, Beck, Kirby, and Acord NOES: None ABSTAIN: Commissioner Findling ABSENT: Chair Higuera and Commissioners Pardee

	<p>5. 2017.12 United Caring Association Conditional Use Permit Juliana Lucchesi, City Planner: Presentation of application and staff report Clarifying questions from Planning Commission Applicant: Discussion on transition of single-family home to a three business office. City Planner: Determined the application was filed incorrectly as a conditional use permit for a home occupation. There is no home occupation; therefore, no home occupation permit can be assigned. R-1 Low Density Residential does not allow office building as a conditional use. Request cannot be granted according to Municipal Code.</p> <p><u>Public Comment:</u> <u>Patricia Lobio:</u> Neighbor in support of the businesses but against an office in a residential area. <u>Susie Carter:</u> Neighbor against the office building in the neighborhood and caution about road turn-arounds <u>Roslynn McCoy:</u> Neighbor against having office space in residential neighborhood. In favor of finding a better place for businesses.</p> <p>COMMISSION ACTION: Moved to deny Conditional Use Permit MOTION TO APPROVE: Commissioner Beck SECOND: Commissioner Kirby AYES: Commissioners Saryon, Beck, Kirby, and Acord NOES: None ABSTAIN: None ABSENT: Chair Higuera and Commissioners Pardee</p>
	<p>6. 2016.03 Lighting Ordinance Juliana Lucchesi, City Planner: Presentation of staff report on the proposed lighting ordinance Questions and discussion on locations of lighting overlay zones. Discussion related to high density areas having more light. Request for presentation on terms for clarification.</p> <p><u>Public Comment: None</u></p> <p>COMMISSION ACTION: Comments for draft lighting overlay zoning</p>
	<p>7. 2016.10 Sign Ordinance Juliana Lucchesi, City Planner: Presentation of staff report on the permitting and nonconforming regulations. Questions and discussion on amortization process, design aspects of signs, and permitting authority in the City.</p> <p><u>Public Comment: None</u></p> <p>COMMISSION ACTION: Comments for permitting and no amortization</p>

	<p>8. Commission and Staff Comments</p> <p>City Planner: Announcement of library open house and design. Cannabis subcommittee update.</p> <p>Vice-Chair Findling: Discussion on continuing communication between Planning Committee and City Council.</p>
	<p>9. Future Agenda Items – Future items are topics brought to the Planning Commission from a public petition, city staff, Planning Commission member(s), and City Council for review and action. All dates refer to first introductions to the Planning Commission and can be altered due to time and priority level.</p> <ul style="list-style-type: none">a. Best Western Sign Variance – 6/20/2017b. Accessory Dwelling Units – 6/20/2017c. Architectural Design Guideline Amendments – 6/20/2017d. Resiliency Dialogue Synthesis Report – 7/18/2017e. Special Event Ordinance – 7/18/2017f. Hazard Mitigation Plan Workshop – 7/2017g. Roseburg Commerce Park Land Use Plan Discussion – 8/15/2017h. Off-Street Parking Requirements – 8/15/2017i. Green Space and Green Infrastructure Planning – 9/19/2017
	<p>10. Adjourn – Adjourned at 7:22pm</p> <p>Availability of Public Records: All public records related to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at City Hall located at 305 North Mt. Shasta Blvd., Mt. Shasta, CA at the same time the public records are distributed or made available to the members of the legislative body. Agenda related writings or documents provided to a majority of the legislative body after distribution of the Agenda packet will be available for public review within a separate binder at City Hall at the same time as they are made available to the members of the legislative body.</p> <p>The City of Mt. Shasta does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or provision of services. In compliance with the Americans with Disabilities Act, persons requiring accommodations for a disability at a public meeting should notify the Deputy City Clerk at least 48 hours prior to the meeting at (530) 926-7510 in order to allow the City sufficient time to make reasonable arrangements to accommodate participation in this meeting.</p>

Any writings or documents provided to a majority of the Planning Commission after distribution of the meeting Agenda Packet regarding any open session item on this agenda will be made available for public inspection during normal business hours within the binder entitled “Agenda Packet for Front Counter” located at City Hall at the desk on the right-hand side inside the front door.

Projects heard at this Planning Commission meeting may be subject to appeal. Please contact the Planning Department for information. Appeals must be submitted to the City Clerk’s office together with the appeal fee. If you challenge the environmental review of the project proposal in court, you may be limited to raising only those issues raised at the public hearing or in written correspondence delivered to the Planning Department on, or prior to, closing of the public comment period.