

Mt. Shasta Special Planning Commission DRAFT Meeting Minutes

City Park Upper Lodge 1315 Nixon Rd.

Mt. Shasta, CA

Tuesday, June 27, 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	– Chair Higuera called to order at 6:01pm
	2. Roll call	Present: , Chair Higuera, Commissioners Saryon, Kirby, Beck, Pardee, and Findling Absent: Commissioner Acord
	3. Public Comment:	None
	4. Consent Agenda	– The City Planner recommends approval of the following Consent Agenda items. All Resolutions and Ordinances on this agenda, or added hereto, shall be introduced or adopted, as applicable, by title only, and the full reading thereof is hereby waived. a. Approval of Minutes: Planning Commission Regular Meeting Minutes for Tuesday, January 17, 2017 No quorum. Moved to next meeting.

5. 2017. Accessory Dwelling Unit Ordinance Update

Juliana Lucchesi, City Planner: Presentation of staff report on state changes to Accessory Dwelling Unit regulations. Staff report available in the agenda packet.

Questions and discussion regarding parking requirements, single-family use, minimum square footage, and smaller housing units.

Public Comment: None

COMMISSION ACTION: Moved to approve as presented and transmit to City Council

MOTION TO APPROVE: Commissioner Findling

SECOND: Commissioner Saryon

AYES: Chair Higuera, Commissioners Saryon, Kirby, and Pardee

NOES: Commissioner Beck

ABSTAIN: None

ABSENT: Commissioner Acord

6. Public Library Architectural Design

Juliana Lucchesi, City Planner: Presentation of staff report on library expansion and renovation concept.

Questions and discussion on preferred amenities. Specific amenities to the building site are energy efficiency, pedestrian connection of parking, security, ensuring maintenance and attractiveness of landscaping.

Public Comment: None

COMMISSION ACTION: Moved to approve and transmit to City Council

MOTION TO APPROVE: Commissioner Pardee

SECOND: Commissioner Beck

AYES: Chair Higuera, Commissioners Saryon, Kirby, Beck, and Pardee

NOES: None

ABSTAIN: None

ABSENT: Commissioner Acord

	<p>7. Chamber of Commerce Architectural Design</p> <p>Juliana Lucchesi, City Planner: Presentation of visitor center architectural concept and design.</p> <p>Questions and discussion concerning overhangs and roofing of the building, blind corner at Pine and Lake Street, public restroom facilities, and parking availability.</p> <p><u>Public Comment:</u></p> <p>Elizabeth Tabor: Agreement with design and concern for traffic congestion at Pine Street and Lake Street intersection</p> <p><u>Public Comment Closed</u></p> <p>COMMISSION ACTION: Moved to approve with comments on parking, energy design, and building orientation. MOTION TO APPROVE: Commissioner Findling SECOND: Commissioner Pardee AYES: Chair Higuera, Commissioners Saryon, Kirby, Beck, and Pardee NOES: None ABSTAIN: None ABSENT: Commissioner Acord</p>
	<p>8. Cannabis Industry Zoning Amendment</p> <p>Juliana Lucchesi, City Planner: Presentation of cannabis industry zoning amendment and staff report.</p> <p>Questions and discussion concerning P-D zoning clarification, expanding zoning options to C-2 General Commercial as a use by right and C-1 Downtown Commercial as a conditional use permit, and assigning personal gardens to use specific not zoning designation.</p> <p><u>Public Comment</u></p> <p>Ali Taghavi: Discussion on volatile extraction methods. Request for clarification on the definition of volatile chemicals.</p> <p>Gina Munday: Discussion on personal garden locations and nursery definition.</p> <p><u>Public Comment Closed</u></p> <p>COMMISSION ACTION: Moved to table to next meeting. MOTION TO TABLE: Commissioner Findling SECOND: Commissioner Beck AYES: Chair Higuera, Commissioners Saryon, Kirby, Beck, and Pardee NOES: None ABSTAIN: None ABSENT: Commissioner Acord</p>
	<p>Roll call</p> <p>Present: Chair Higuera, Commissioners Saryon, Kirby, Pardee, and Findling Absent: Commissioner Acord and Beck</p>

9. Cannabis Retail License and Standards Ordinance

Juliana Lucchesi, City Planner: Presentation of retail license and standard ordinance creation and staff report.

Questions and discussion concerning liability of the City related to licensing and proximity to alcohol establishments.

Public Comment:

Ali Taghau: Discussion on deliveries of products to patients.

Public Comment Closed

Discussion and request for more information on deliveries.

COMMISSION ACTION: Moved to table to next meeting.

MOTION TO TABLE: Commissioner Pardee

SECOND: Commissioner Kirby

AYES: Chair Higuera, Commissioners Saryon, Kirby, and Pardee

NOES: None

ABSTAIN: None

ABSENT: Commissioner Acord and Beck

10. Cannabis Industry License and Standards Ordinance

Juliana Lucchesi, City Planner: Presentation of industry license and standard ordinance creation and staff report.

Questions and discussion concerning nursery, testing, and distribution uses. Discussion on cultivation and public view.

Public Comment:

Jennifer Merritt: Discussion on vertical integration of cannabis industry types.

Ali Taghau: Discussion on total number of licenses at on property.

Elizabeth Tabor: Discussion on the total number of permits.

Public Comment Closed

Discussion on vape lounges and smoking rooms.

COMMISSION ACTION: Moved to table to next meeting.

MOTION TO TABLE: Commissioner Pardee

SECOND: Commissioner Kirby

AYES: Chair Higuera, Commissioners Saryon, Kirby, and Pardee

NOES: None

ABSTAIN: None

ABSENT: Commissioner Acord and Beck

11. Commission and Staff Comments - None

	<p>12. 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. Architectural Design Guideline Amendments – 7/18/2017b. Resiliency Dialogue Synthesis Report – 7/18/2017c. Special Event Ordinance – 7/18/2017d. Hazard Mitigation Plan Workshop – 7/2017e. Roseburg Commerce Park Land Use Plan Discussion – 8/15/2017f. Freeze Mini-Storage and Car Wash Conditional Use/Architectural – 8/15/2017g. Off-Street Parking Requirements – 8/15/2017
	<p>13. Adjourn – Adjourned at 8:23pm Next meeting scheduled for Tuesday, July 18, 2017, at 6:00pm 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. 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.