

Mt. Shasta Special Planning Commission DRAFT Meeting Minutes

City Park Upper Lodge 1315 Nixon Rd.

Mt. Shasta, CA

Tuesday, January 16, 2018; 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 6:04PM
	2. Roll call	Present: , Chair Higuera and Commissioners Kirby, Saryon, Beck, and Pardee Absent: Commissioner Acord and Findling
	3. Public Comment:	None
	4. Meeting Minutes	a. Approval of Minutes: Planning Commission Regular Meeting Minutes for Tuesday, October 17, 2017. Tabled to next meeting due to no quorum for present members. b. Approval of Minutes: Planning Commission Special Meeting Minutes for Tuesday, December 5, 2017 COMMISSION ACTION: Moved to approve minutes as submitted. MOTION MADE BY: Commissioner Kirby SECOND: Commissioner Saryon AYE: Chair Higuera, Commissioners Kirby, Saryon, and Pardee NOES: ABSTAIN: Commissioner Beck ABSENT: Commissioners Acord and Findling

5. City Parcel APN# 057-423-060 General Plan Determination

Juliana Lucchesi, City Planner: Presentation of staff report on parcel location, parcel description, and required findings to sell City property.

Questions on location of parcel in City Limits, how money is allocated after the sale, and property sale process.

Public Comment: None

COMMISSION ACTION: Moved to approve the findings that the sale of City property parcel number 057-423-060 would not interfere with achieving any goals, policies, or implementation measures in the General Plan or prevent the City from providing municipal services.

MOTION MADE BY: Commissioner Pardee

SECOND: Commissioner Beck

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

NOES:

ABSTAIN:

ABSENT: Commissioners Acord and Findling

6. Housing Discovery Team Report

Juliana Lucchesi, City Planner: Presentation of Housing Discovery Report and final recommendations.

Questions regarding the number of interviewees, questions asked, and previous City action.

Discussion regarding the difference between perceived and real issues in the housing market. Concern over infrastructure support for more housing units.

Public Comment: None

Discussion on recommendations and next steps.

Commissioner Saryon motion to add short-term recommendation to collect information on why property owners engage in short-term rather than long-term rentals, do they understand there is a shortage in the City Limits, and other reasons for choosing to engage in short-term rentals. Mutual agreement to add recommendation.

Discussion but no action on City lots and possible City sponsored activity, pilot smaller lot sizes, and smaller square footage requirements.

Motion to accept the report and move forward to the City Council is unanimously accepted.

	<p>7. Sign Ordinance Amendment</p> <p>Julian Lucchesi, City Planner: Presentation of staff report and recommended changes to existing sign ordinance.</p> <p>Presentation and discussion on City of Truckee sign ordinance.</p> <p>Questions on sizable area and maximum sizing of signage and continued restrictions.</p> <p><u>Public Comment:</u> None</p> <p>Discussion and strong support for ensuring that City Staff adequately communicate commission and council regulations around signs if moving to administrative permits.</p> <p>Discussion on providing a sign guidance document to better navigate the ordinance changes and to encourage good design through examples.</p> <p>COMMISSION ACTION: Motion to approve the amendments to Chapter 8: Signs for transmission to the City Council of the City of Mt. Shasta. MOTION MADE BY: Commissioner Pardee SECOND: Commissioner Beck AYE: Chair Higuera, Commissioners Kirby, Saryon, Beck, and Pardee NOES: ABSTAIN: ABSENT: Commissioners Acord and Findling</p>
	<p>8. Public Art Ordinance</p> <p>COMMISSION ACTION: Motion to continue the public art ordinance discussion until the next Planning Commission meeting. MOTION MADE BY: Commissioner Beck SECOND: Commissioner Pardee AYE: Chair Higuera, Commissioners Kirby, Saryon, Beck, and Pardee NOES: ABSTAIN: ABSENT: Commissioners Acord and Findling</p>
	<p>9. Commission and Staff Comments –</p> <p>Chair Higuera: Discussion on Clean and Safe Mt. Shasta organization. Discussion on permanent prohibition of camping the plantation area of the National Forest. Commissioner Beck: Discussion on stop lights and maintenance of sidewalks, specifically Carolyn and Carmen sidewalks. Commissioner Saryon: Discussion on use of City property sale monies used for sidewalk repair and public works projects. Discussion on NEST property. City Planner: Discussion on Cannabis ordinance program and implementation.</p>

	<p>10. 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. Riccomini Parcel Map and Rezoning – 2/20/2018b. Special Event Permits – 2/20/2018c. General Plan Safety Workshops – 2/2018d. General Plan Visioning Workshops – 2/2018 or 3/2018
	<p>11. Adjourn – Adjourned at 8:20 PM</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.