

**City of Blue Lake  
Planning Commission Minutes  
March 18, 2013**

**The Blue Lake Planning Commission Special Meeting was called to order at 7:00 p.m. at Skinner Store**

**Commissioners Present:** Jim Hibbert, Joe Krienke, John Amirkhan , Rick Platz, Jon Fechner

**Commissioners Absent:** None

**Staff Present:** City Manager John Berchtold, City Planner Garrison Rees

**Staff Absent:** Planning Commission Secretary Kara Newman

1. **Approval of Minutes: February 18, 2013.**
  - a. No minutes provided. Review at next meeting.
2. **Public Input on Non-Agenda Items**
  - a. None
3. **Approval of the Agenda**
  - a. Motion (Amirkhan/Krienke) to move approve agenda as is.
  - b. Passed unanimously.

**Discussion/ Action:**

4. **Public Hearing/Planning Commission Action: (Continued): Amendment of Zoning Ordinance Section 627- Residential Second Units to allow larger attached and detached second units on larger lots.**
  - a. City Planner Garrison Rees presented the staff report to the Commission.
  - b. Section 627(C)(3) was revised to include Table 1 which lists the maximum unit size allowed by lot size. Section 627 was also revised to change the name of these types of units from "Residential Second Units" to "Accessory Dwelling Units" and to provide some clarifying language explaining the penalty for not complying with the owner occupancy requirement.
  - c. Chairman Platz recommended placing an asterisk after the percentage sign in the 'attached' column in Table 1 and adding clarifying language below Table 1 which states "\*percentage of floor area of existing area of primary unit".
  - d. Public hearing opened. No public present to speak on the item. Public hearing closed.
  - e. Motion (Amirkhan/Krienke) to adopt Resolution No. 2-2013 and recommend Amendment of Zoning Ordinance Section 627 to the City Council with the recommended revisions.
  - f. Passed unanimously.

5. **Public Hearing/ Planning Commission Action: Amendment of Zoning Ordinance Section 707,712, & 713- Amendments to remove the 40 day expiration periods for Planning Commission and City Council actions on Zoning Ordinance Amendments.**
  - a. City Planner Garrison Rees presented the staff report to the Commission.
  - b. Chairman Platz recommended several revisions to Sections 707, 712, & 713 to make them more consistent with government code and to keep the 40 day expiration period in Section 712. The 40 day expiration period was proposed to be kept in this case so that City Council modifications to Planning Commission recommendations for Zoning Ordinance amendments that were not previously considered by the Planning Commission are approved after 40 days if the Planning Commission is unable to schedule time to review them.
  - c. Public hearing opened. No public present to speak on the item. Public hearing closed.
  - d. Motion (Krienke/Amirkhan) to adopt Resolution No. 4-2013 and recommend Amendment of Zoning Ordinance Section 627 to the City Council with the recommended revisions.
  - e. Passed unanimously.
  
6. **Planning Commission Discussion: City of Blue Lake Strategic Growth Council (SGC) Sustainable Communities Planning Grant No. 3012-552 progress update.**
  - a. City Planner Garrison Rees discussed progress on the SGC Grant with the Commission. Currently Redwood Coast Energy Authority (RCEA) and the City are continuing work on a Greenhouse Gas (GHG) Inventory. It was explained to the Commission how the findings of the GHG Inventory will be used to develop a Climate Action Plan (CAP). It was also discussed how the results of the CAP and previous Community Visioning Meetings, as well as other sustainable development principles will be incorporated into the General Plan and Zoning Ordinance later in the process.
  
7. **Miscellaneous Planner Items**
  - a. City Planner Garrison Rees discussed various sources of funding that are being sought from the EPA and the County Headwaters Fund for improvements to and studies of the City's Business Park.
  - b. Chairman Platz requested that the Commissioners receive copies of the packets that will go to the City Council for the Zoning Ordinance recommendations from the Planning Commission.
  
8. **Upcoming Planning Commission Meetings for the next 3 months will be on April 15<sup>th</sup>, May 20<sup>th</sup>, & June 17<sup>th</sup>.**
  - a. Commissioners discussed their availability to attend upcoming meetings.
  
9. **Adjournment by 9:00 pm unless extended by the Planning Commission.**
  - a. Motion (Platz/Krienke) to adjourn. Passed unanimously.
  - b. Meeting adjourned at 8:17 p.m.