

**City of Blue Lake
Planning Commission Minutes
June 29, 2015**

The Blue Lake Planning Commission Special Meeting was called to order at 7:01 p.m. at Skinner Store

Commissioners Present: Earl Eddy, Karen Nessler, David Glen, and Richard Platz

Commissioners Absent: John Amirkhan

Staff Present: City Planner Garrison Rees, City Manager John Bertchtold, and Planning Commission Secretary Cheryl Gunderson

Staff Absent: None

Public Present: None

1. Approval of Minutes: May 18, 2015

- a. Chair Platz disqualified himself since he was not at the May meeting.
- b. Motion (Nessler, Eddy) to approve May minutes as is.
- c. Motion passed unanimously.

2. Public Input on Non-Agenda Items

- a. None.

3. Approval of the Agenda

- a. Motion (Platz, Eddy) to approve agenda as is.
- b. Motion passed unanimously.

Discussion/ Action:

4. Planning Commission Discussion: City of Blue Lake Strategic Growth Council (SGC) Sustainable Communities Planning Grant No. 3012-552. Task 2(D) Housing Element Update Discussion.

- a. Planner Rees presented the current draft of the Housing Element Update to the Commissioners. He described the revisions that had occurred since the May meeting including being a Table 17 (Detailed Inventory of Parcels Available for Residential Development), Section V (Analysis of Previous Housing Element and Recommendation for Revisions), and Section VII (Goals, Policies, and Programs 2014-2019).
- b. Planner Rees noted that the detailed inventory of parcels available for residential development concluded that there is greater residential development potential in the City than previously calculated in prior Housing Element updates.
- c. Chair Platz expressed some concern about the programs designed to remove governmental constraints under Goal 3.
- d. Chair Platz expressed support for the statement "...while maintaining the quality living environment and rural character of Blue Lake" in Goal 1 from the City's existing Housing Element. Chair Platz recommended that this statement be included in several of the goals, policies, and programs. Commissioner Glen recommended that the statement be emphasized at the beginning of Section VII instead of stating it in numerous parts of the section. The Commission directed Planner Rees to revise Section VII to emphasize the statement and bring it back for review at the July meeting.
- e. Chair Platz recommended that Program 3a be revised to state "Remove Unnecessary Development Constraints."
- f. The Commissioners directed Planner Rees to combine the broader HCD goals with the more specific existing City goals to create goals that generally comply with the HCD goals but are more specific to the City of Blue Lake. The Commissioners requested to review the revised goals at the July meeting.
- g. City Manager Berchtold recommended that Program 6e be revised to state that the

City will conduct a strategic analysis of the Business Park to promote economic development during the 5th Housing Element planning cycle.

- h. City Manager Berchtold recommended that the Commission give a presentation to the City Council in the near future concerning the work being completed on the General Plan and Ordinances as part of the SGC Grant.
- i. Planner Rees noted that the Blue Lake Rancheria is currently reviewing the updates to the General Plan and Ordinances and will be providing comments to the City.
- j. Planner Rees will bring the Housing Element back to the Planning Commission with the recommended revisions at the July meeting.

5. Planning Commission Discussion: City of Blue Lake Strategic Growth Council (SGC) Sustainable Communities Planning Grant No. 3012-552. Task 2(F) Ordinance Update Discussion.

- a. Planner Rees presented the current draft of the Zoning Ordinance Update to the Commissioners. He described the revisions that were incorporated by Planning Staff which occurred in the following sections: 1) Section 201.43 – Definition of Family; 2) Section 406.5 – Highway Commercial (HC) Zone; 3) Section 407 – Industrial (M) Zone; 4) Section 407.1 – Light Industry (ML) Zone; 5) Section 623(C) – Landscaping of Lot; 6) Section 624 – Landscaping; and Section 628 – River, Creek, and Wetland Setbacks.
- b. Planner Rees explained that the targeted updates were being done to include sustainable development standards as well as provide consistency with the targeted updates being done to the General Plan as part of the grant.
- c. The Commissioners inquired about the City’s current definition of family and why it is out of compliance with the Fair Housing Act. Planner Rees explained that the definition is out of compliance because it limits family size to no more than five unrelated persons.
- d. The Commissioners inquired whether removal of the Highway Commercial (HC) Zone from the Zoning Ordinance would require a map change for any properties zoned HC. Planner Rees explained that a map change would be required and that only one property in the City is zoned HC.
- e. Planner Rees noted that the site area landscaping requirement in Section 624 is proposed to be increased from 3% to 10%, except that projects which use drought tolerant and/or local plant species will be allowed a reduction from 10% to 6%. The Commissioners discussed the proposed site area landscaping reduction (from 10% to 6%) allowed for projects that use drought tolerant and/or local plant species. Commissioner Glen expressed concern about the reduction and recommended that the reduction not apply to mobile home parks or multi-family housing. Commissioner Eddy explained that the reduction would be popular for developers and would encourage the use of drought tolerant and/or local plant species. Planner Rees explained that even with the reduction, projects would be required to provide twice as much landscaping as is currently required in the Zoning Ordinance.
- f. The Commissioners discussed whether the City should be responsible for maintaining the landscaping on lots they are renting to tenants in the Business Park. City Manager Berchtold said that the tenants usually do not maintain the landscaping and it has been up to the City to do so.
- g. City Manager Berchtold recommended that Section 624 be revised to apply to the Public Facility (PF) Zone as well.
- h. Chair Platz recommended that Section 628(B) be revised to clarify that the City Planner will make determinations as to whether a reduced setback will result in a significant impact to fish, wildlife, riparian habitat, or soil stability.
- i. City Manager Berchtold recommended that Section 628(B) be revised to state that ‘technical’ evidence must be submitted to justify a setback reduction.
- j. Planner Rees will bring the Zoning Ordinance back to the Planning Commission with the recommended revisions at the July meeting.

6. Miscellaneous Planner Items.

- a. Planner Rees and City Manager Berchtold discussed the current status of Blue Lake Power with the Commission.
- b. Planner Rees briefed the Commission on upcoming development applications.

- 7. Upcoming Planning Commission Meetings for the next 3 months will be on July 20th, August 17th, and September 21st.**
 - a. All Commissioners in attendance will be available to attend upcoming meetings.
 - b. Planning Commission Secretary Cheryl Gunderson stated that she will be unavailable in July.

- 8. Adjournment by 9:00 pm unless extended by the Planning Commission.**
 - a. Motion (Eddy, Glen) to adjourn.
 - b. Motion passed unanimously.
 - c. Meeting adjourned at 8:40 p.m.