

**City of Blue Lake
Planning Commission Minutes
February 18, 2019**

The Blue Lake Planning Commission Special Meeting was called to order at 7:02 p.m. at Skinner Store

Commissioners Present: Earl Eddy, Richard Platz, Cort Pryor, and Matthew Schang

Commissioners Absent: Robert Chapman

Staff Present: City Manager Amanda Mager, City Planner Garrison Rees, and Planning Commission Secretary Cheryl Gunderson.

Staff Absent: None

Public Present: David Glen, Rebecca Zettler, Kit Mann, Alicia Rousseau, Ron Perry, Julie Perry, Trevor Estlow, and Kash Boodjeh.

1. Approval of Minutes: December 17, 2018 Meeting

- a. Motion (Schang, Pryor) to approve the minutes.
- b. Motion passed (3-0), with Commissioner Platz disqualifying himself as he was absent from the December 17 meeting.

2. Public Input on Non-Agenda Items

- a. Kash Boodjeh referred to a comment he made at the July 16, 2018 Planning Commission meeting. He reiterated that the City has a sidewalk ordinance but that it is a piecemeal approach and he would like to see the ordinance revisited from a holistic approach. His question was "How are you going to make it work for the community when it's different for everyone?"

3. Approval of the Agenda

- a. Motion (Platz, Schang) to approve agenda as written.
- b. Motion passed unanimously (4-0).

Discussion/ Action:

4. Public Hearing/Planning Commission Action: Amendment of the General Plan Land Use Element and Title 17 (Zoning) of the Municipal Code to add an Opportunity (O) Zone that would allow a combination of commercial, manufacturing, and residential uses. The O Zone is proposed to be applied to several properties in the Powers Creek District (formerly Blue Lake Business Park) that are currently zoned Industrial (M) and Light Industry (ML).

- a. Commissioner Pryor recused himself due to the fact that his company is considering the potential of moving to the Powers Creek District in the future.

- b. Planner Rees explained that the Planning Commission and staff have been working on the Opportunity (O) zone since June 2017. Planner Rees noted that numerous public hearings have been held to obtain comments from the public and Commission, and that the input received has been incorporated into the draft O zone. Planner Rees presented mapping to the Commissioners which shows the existing and proposed Land Use Designations and Zoning for the Powers Creek District.
- c. Commissioner Platz inquired whether this redesignation and rezoning would affect existing businesses.
- d. Planner Rees responded that existing businesses' current activities would be unaffected but that any new uses or structures would be subject to the regulations in the new O zone.
- e. Commissioner Eddy opened the Public Hearing.
- f. Rebecca Zettler (139 Applewood Lane) indicated that she has been a resident of Blue Lake for 40 years. She studied the O zone and concluded that she had a good feeling about it. However, she expressed several concerns including:
 - 1. The 50-foot setback from the centerline of the creek is too close.
 - 2. Would like any required creek setback to also apply to tributaries to Powers Creek.
 - 3. The 45-foot building height limit is too high next to the creek and trail.
 - 4. A shadow analysis is a good idea, but should be required instead of at the discretion of the City Planner.
 - 5. Wants to see the trail protected through setbacks or appropriate zoning.
- g. Trevor Estlow (End of Broderick Lane). His comments were as follows:
 - 1. He agreed with the comments made by Ms. Zettler related to the building height limit and shadow analysis.
 - 2. Noted that use of the centerline of the creek for setbacks is antiquated.
 - 3. He suggested that parking could be located at the back of buildings to push them away from the creek.
- h. Kit Mann (139 Applewood Lane) inquired whether the Planning Commission received the two letters he submitted. They responded that they had. His comments are as follows:
 - 1. He is excited about the O zone and wants to see some adjustment to the development and performance standards.
 - 2. He inquired about the building setback requirements for the O zone. Planner Rees responded that there are currently no setback requirements proposed to allow flexibility in design. Planner Rees also noted that each project will require Planning Commission review and that the City has greater control since it will maintain ownership.
 - 3. He asked that the open space/recreation (X) zone be applied to the creek and trail area to codify that it cannot be developed.
 - 4. He expressed that allowing 12 one-bedroom units as a principally permitted use is too many. He suggested that the number of one-bedroom units should be reduced to 8.
 - 5. He requested that the noise performance standard be revised to require that point sources of noise (e.g., compressor, generator, etc.) be attenuated through enclosures or other effective methods.

6. He requested that the one foot-candle illumination standard be removed from the lighting performance standard. He suggested that the performance standard be changed to state that “No light may shine on any adjacent property.”
- i. David Glen (124 Applewood Lane) commented as follows:
 1. He referred to the draft General Plan Land Use Element, Creeks and Wetlands, Desired Conditions section. Consistent with the language in this section, he requested that the creek and trail be rezoned to the open space/recreation (X) zone.
 2. He would like the building setback to be 50 feet from the trail.
 3. He emphasized that recreation along the creek is important and should be protected through this process.
 4. He would like to see greater connectivity between the sections of trail north and south of Taylor Way.
 5. He expressed concern about adequate fire access along the creek.
 6. He expressed that the building height limit of 45-feet seems too tall and suggested that a height limit of 30 feet or less would be more appropriate.
 - j. Kash Boodjeh (341 Broad Street) commented as follows:
 1. Regarding putting a building on a property line, he noted that the fire code will dictate the required setbacks.
 2. He stated that a shading study should be done to assist in determining appropriate building heights and setbacks.
 3. He expressed that some amount of setback from the trail would be appropriate.
 4. He noted that lighting will be needed on the trail for pedestrian safety.
 5. He suggested that the trail should be rezoned as open space/recreation (X) zone.
 6. He expressed that it is important to keep in mind that zoning the creek at this point may not be appropriate since the creek alignment may change as part of future restoration projects.
 7. He discussed the height and density north and south of Taylor Way.
 8. He expressed that parking next to the creek would be unpleasant, since the focus is supposed to be on pedestrian/bicycle access.
 9. In response to prior public comment, he noted that because of ADA restrictions, more than 10 residential units would require an elevator. As such, development potential in the O zone will be limited by the cost of complying with ADA requirements.
 - k. Chair Eddy opened the floor to Commissioner comments and deliberation.
 - l. Commissioner Platz stated that he has been a resident of Blue Lake for 45 years. He stressed the importance of preserving the rural character of the town. He expressed some of the same concerns raised by the public and the need to focus on the revenue generating power of the business park area. He also has concerns about long-term leases, protection of the trail, setbacks, and height restrictions.
 - m. Commissioner Schang’s comments pertained to the protection of the creek, riparian area, and the trail.

- n. Commissioner Eddy agreed with the public's comments. He is concerned about the economics of mixed-use development. He wants to maintain the existing character of the City, but also wants to see the City be financially stable. He mentioned some areas where he would like to see some fine-tuning to the O zone. They are as follows: better defined trail and creek protections, reduced height limits, controlling development potential through long-term leases, and maintaining flexibility in the development standards to allow for greater creativity in design and providing incentives that would attract developers.
- o. Planner Rees thanked the public and the Commissioners for their comments and requests for refinement of the development and performance standards in the O zone. He stated that he would present a revised ordinance to the Planning Commission at the next meeting that incorporates the comments received from the public and Commission.
- p. City Manager Mager expressed that she shares all the same concerns as the public and that the quality of life in Blue Lake is important. She stated that staff will work on revisions to the O zone to address the comments received.
- q. Motion (Platz, Schang) to continue the public hearing to the next Planning Commission meeting.
- r. Motion passed (3-0) with Commissioner Pryor recusing himself.

5. Planning Commission Discussion: Amendment of the Open Space/Recreation Zone or X Zone to add Commercial Facilities as a conditionally permitted use type.

- a. Planner Rees explained the need to amend the Open Space/Recreation (X) zone in order to add Commercial Facilities as a conditionally permitted use type. This use type is currently allowed in the Public Facility (PF) zone and staff also believes it would be useful to have it in the X zone. Revising the X zone to allow commercial facilities would allow uses such as a commercial kitchen at Prash Hall.
- b. City Manager Mager added that there is a lot of interest in a commercial kitchen and that there is a lack of space for food businesses in Blue Lake.
- c. The Planning Commission requested that this item be scheduled for the next meeting.

6. Planning Commission Discussion: Proposed changes to the City's Special Event Permit Process to simplify the process and develop standard conditions for special events on public and private property.

- a. Planner Rees explained the need to simplify the process for reviewing and approving special events. City Staff proposes to develop one permit process for special events, for both public and private property, that would require approval from the City Manager. All special events would be subject to conditions that have been required of prior special events that have occurred in the City such as the Mad River Festival.
- b. Commissioner Platz inquired what role the Planning Commission would have in this process.
- c. Planner Rees noted that changes to the special event permit process will require a revision to the zoning code that will be reviewed by the Planning Commission.
- d. The Planning Commission requested that this item be scheduled for a future meeting.

- 7. Planning Commission Discussion: City initiated pre-permitting of locations for food trucks on public and private property.**
 - a. Planner Rees explained the desire of staff to establish a process for pre-permitting specific locations for food trucks on public and private property. The pre-permitting process would involve a single application for all of the proposed locations that would require approval of a Conditional Use Permit and Site Plan Approval by the Planning Commission. Planner Rees noted that staff is recommending against allowing food trucks to operate within the public right-of-way.
 - b. The Planning Commission requested that this item be scheduled for a future meeting.
- 8. Miscellaneous Planner Items.**
 - a. None
- 9. Upcoming Planning Commission Meetings for the next 3 months will be on March 18, April 15, and May 20, 2019.**
- 10. Adjournment by 9:00 pm unless extended by the Planning Commission.**
 - a. Motion (Schang, Platz) to adjourn.
 - b. Motion passed unanimously.
 - c. Meeting adjourned at 9:10 p.m.