



# **BLUE LAKE PLANNING COMMISSION MEETING AGENDA**

**Monday, October 21, 2019**

**7:00 P.M.**

**Community Center - 111 Greenwood Road  
(Skinner Store Building behind City Hall)**

- 1. Approval of Minutes: June 10, 2019 Special Meeting**
- 2. Public Input** – *The Public is invited to present petitions, make announcements, or provide other information to the Planning Commission that is relevant to the scope of authority of the City of Blue Lake that is not on the Agenda. The Planning Commission may provide up to 15 minutes for this public input session. To assure that each individual presentation is heard, the Planning Commission may uniformly impose time limitations of 3 minutes to each individual presentation. The public will be given the opportunity to address items that are on the agenda at the time the Planning Commission takes up each specific agenda item*

## **3. Approval of Agenda**

### **Discussion / Action:**

- 4. Planning Commission Action: 025-065-013/2019 Parcel Map Waivers and Certificates of Compliance for David Kitchen and Kathryn Stamatis for Lot 5 and Lot 6 (per map of Blue Lake, filed in Book 1 of Maps, page 60, Humboldt County Records) of parcel 025-031-004 (310 I Street).**
- 5. Planning Commission Discussion: General Plan Housing Element Update to comply with State housing policy.**
- 6. Miscellaneous Planner Items.**
- 7. Upcoming Planning Commission Meetings for the next 3 months will be on November 18<sup>th</sup>, December 16<sup>th</sup>, and January 20<sup>th</sup>, 2020.**
- 8. Adjournment by 9:00 pm unless extended by the Planning Commission.**

A request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting, by contacting the City Clerk at least 24 hours prior to the commencement of the meeting.

**City of Blue Lake  
Draft Planning Commission Minutes  
June 10, 2019 Special Meeting**

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

**Commissioners Present:** Earl Eddy, Cort Pryor, Matthew Schang, and Robert Chapman

**Commissioners Absent:** Richard Platz

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

**Staff Absent:** None

**Public Present:** De Ann Waldvoget, Bethany Cseh, Jason Lewis, Casey Eliason, Stacia Eliason, Praj White

**1. Approval of Minutes: April 29, 2019 Special Meeting**

- a. Motion (Eddy, Pryor) to approve the minutes.
- b. Motion passed (4-0) unanimously.

**2. Public Input on Non-Agenda Items**

- a. None

**3. Approval of the Agenda**

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

**Discussion/ Action:**

1. **Public Hearing/Planning Commission Action (Continued): 025-101-023/2016 Minor Subdivision, General Plan and Zoning Map Amendments, and Conditional Use Permit for Casey and Stacia Eliason to allow the development of 12 multi-family residential units and 1 single-family unit with a detached accessory dwelling unit. Located on parcel 025-101-023 (No address assigned) between Greenwood Road and South Railroad Avenue. An Initial Study-Mitigated Negative Declaration (SCH# 2018072057) has been prepared and is proposed for adoption pursuant to the CEQA Guidelines.**
  - a. Commissioner Chapman recused/disqualified himself and left the meeting.
  - b. Planner Rees provided the Planning Commission with a summary of the Staff Report. He explained that this Agenda Item is continued from the April 15, 2019 Planning Commission meeting. The Applicant has revised the project based on the input from the Planning Commission and the public at the April 15, 2019 meeting. The revised project will provide 10 residential units, which includes three single-family

- residences, three accessory dwelling units, and four multi-family residential units (one four-plex), where the originally proposed project would have provided 14 residential units, which included twelve multi-family residential units (three four-plexes), and a single-family residence and accessory dwelling unit.
- c. Planner Rees stated that the Applicant is seeking approval for a minor subdivision, site plan approval, and a conditional use permit for their project in the Planned Development – Residential (PD-R) zone. Based on the number of units proposed on each parcel, the project will comply with the maximum residential density in the PDR zone and a General Plan Amendment/Zoning Amendment is no longer included in the application.
  - d. Planner Rees explained that the CEQA document prepared for the project analyzed the larger project (14 units) previously proposed by the applicant. Since the CEQA document analyzed a larger project that would result in greater impacts than the revised project (10 units), the analysis and mitigation measures in the document are determined to adequately address the potential impacts of the revised project.
  - e. Planner Rees explained that the project was sent out for referral to the City Manager, Public Works Department, Building Inspector, City Engineer, City Attorney, and Blue Lake Fire Protection District. Planner Rees further explained that the comments from the departments and agencies are either addressed in the Staff Report or included as conditions of approval or mitigation measures for the project.
  - f. Planner Rees described the proposed project as being consistent with the General Plan and the purposes of the Moderate Low Density Residential (MD) designation.
  - g. Planner Rees concluded that the recommendation of City Staff is for the Planning Commission to approve the project application with the recommended conditions of approval and make the findings that the project is consistent with the City's General Plan and Municipal Code.
  - h. Commissioner Eddy opened the Public Hearing.
  - i. The Commissioners discussed traffic flow, stormwater, and the schedule for construction and its impact on the school with Praj White, Project Engineer, and the Applicants. Mr. White indicated that they are planning to communicate closely with the school and neighbors and be respectful of their concerns.
  - j. Ms. Waldvogel, Blue Lake School Superintendent, informed the Planning Commission that the school is in session during the school year until 6:00 pm Monday through Friday. She raised her concerns about the noise levels from construction during state testing in April and May; the close proximity of the trash containers and the associated rodents, flies, and odor; the fence; safety and security measures; and the simultaneous start time for construction and school at 8:00 am. She requested that the school be kept apprised of the project and have the name of a primary contact person for any questions.
  - k. The Commissioners suggested that the Applicant/Contractor meet with the City and the school prior to construction activity for every phase of the project and provide the construction schedule and a primary point of contact. He stated that this should be added to the Conditions of Approval. The Planning Commissioners agreed and instructed staff to add this as a condition for the project.

- l. City Manager Mager suggested that the shared property line with the Lewis property be protected due to the fact the house is right against the property line. A discussion of possible protective measures ensued.
- m. Planner Rees stated that the City Engineer would have to approve whatever protective improvements were planned.
- n. Commissioner Eddy suggested that this protective measure for the Lewis residence be added to the Conditions of Approval. The Planning Commissioners agreed and instructed staff to add this as a condition for the project.
- o. Commissioner Eddy closed the Public Hearing.
- p. Motion (Shang, Pryor) to approve Resolution No. 6-2019, Resolution for the Planning Commission of the City of Blue Lake Approving a Minor Subdivision, Conditional Use Permit, and Site Plan Approval Application for Casey & Stacia Eliason with two conditions added to Exhibit A; one being meetings with the City and the Blue Lake School prior to each phase of construction for the project and the second being approval by the City Engineer of the protective measure for the Lewis residence.
- o. Motion passed (3-0) with Commissioner Chapman recusing himself.

**2. Miscellaneous Planner Items.**

- a. Planner Rees mentioned that the O Zone will be addressed by the City Council at their next meeting. Any changes made by the Council will come back to the Planning Commission for consideration.

**3. Upcoming Planning Commission Meetings for the next 3 months will be on July 15, August 19, and September 15, 2019.**

**4. Adjournment by 9:00 pm unless extended by the Planning Commission.**

- a. Motion (Shang, Eddy) to adjourn.
- b. Motion passed unanimously.
- c. Meeting adjourned at 8:02 p.m.



# CITY OF BLUE LAKE

Post Office Box 458,  
Phone 707.668.5655

111 Greenwood Road,

Blue Lake, CA 95525  
Fax 707.668.5916

DATE: October 18, 2019

FROM: Garry Rees, City Planner

TO: Blue Lake Planning Commission

**RE: Application # 025-031-004/2019 – Parcel Map Waivers and Certificates of Compliance for Lot 5 and Lot 6 of parcel 025-031-004 (310 I Street)**

This application is for two Parcel Map Waivers and Certificates of Compliance for lots that were subdivided through a historic subdivision from 1886 that was recorded in Book 1 of Maps, Page 60. This process began when the applicant approached city staff about whether Lots 5 and 6 on the historic subdivision map (Book 1 of Maps, Page 60) were in fact two separate legal lots. To receive a determination from city staff, the applicant was instructed to file a Pre-Application. The applicant filed the Pre-Application in July 2019 and the historic subdivision map was submitted to the City Engineer for review. Upon review of the subdivision map, the City Engineer determined that “Lots 5 and 6 from the original subdivision of Blue Lake were legally created prior to the Subdivision Map Act in 1972.” In addition, the City Engineer determined that Certificates of Compliance are a necessary City action to acknowledge the two legal parcels. Based on this direction from city staff, the applicant filed an application for a “Parcel Map Waiver, including Certificate of Compliance” in August 2019.

The procedures for a Certificate of Compliance are identified in Sections 16.36.020 (Certificate of Compliance) and 16.20.040 (Waiver of Requirement of Parcel Map) of the City’s Municipal Code. Per Section 16.36.020, any person owning property in the City of Blue Lake may request a determination, at the applicant’s expense, as to whether the property complies with the provisions of the City’s Subdivision Code and the Subdivision Map Act. Section 16.20.040(D) identifies the procedures for approval for issuance and recording of a Certificate of Compliance. As stated in Section 16.20.040(D):

“Approval of an application for waiver of the requirement of a parcel map shall automatically constitute approval for the issuance of a certificate of compliance pursuant to the provisions of Section 66499.35. When approval has been given to an application for waiver of the requirement of a parcel map, then concurrently therewith, or at any time thereafter, at the request of the owner of the property, the Planning Commission shall, without further application or proceedings, issue a certificate of compliance to be filed for record with the Recorder of Humboldt County, in the manner set forth in Government Code Section 66499.35. ”

For this application, the Planning Commission is reviewing a separate Parcel Map Waiver and Certificate of Compliance for each lot. This includes Lot 5 and Lot 6 as per map of Blue Lake, filed in Book 1 of Maps, page 60, Humboldt County Records.

**RECOMMENDATION:**

Staff recommends that the Planning Commission:

- 1) Receive a Staff Report concerning the requests for two Parcel Map Waivers and Certificates of Compliance.
- 2) Open the item for public comment and take public testimony including a presentation from the applicant (as applicable).
- 3) Close the item for public comment and discuss the application.
- 4) Adopt Resolutions 8-2019 and 9-2019 approving the Parcel Map Waivers and Certificates of Compliance.



# CITY OF BLUE LAKE

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111 Greenwood Road,

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AFTER RECORDING, RETURN TO:

**City of Blue Lake  
Planning Department  
PO Box 458  
Blue Lake, CA 95525**

**This instrument is for the benefit of the City  
of Blue Lake and is entitled to be recorded  
without fee (Government Code Section 6103)**

RECORDING REQUESTED BY:

**Same as above**

## CERTIFICATE OF SUBDIVISION COMPLIANCE

**CC-025-031-004 (Lot 5)/2019**

Pursuant to Section 66499.35 of the Government Code of the State of California, the City of Blue Lake Planning Commission hereby certifies that the following real property described in EXHIBIT "A" attached hereto complies with the provisions of the Subdivision Map Act and Local Ordinances enacted pursuant to that Act.

### DISCLAIMER

This certificate relates only to issues of compliance or noncompliance with the Subdivision Map Act and local ordinances enacted pursuant thereto. The parcel described herein may be sold, leased, or financed without further compliance with the Subdivision Map Act or any local ordinance enacted pursuant thereto. Development of the parcel may require issuance of a permit or permits, or other grant or grants of approval. Information regarding required permits can be obtained by contacting the City of Blue Lake Planning Department.

**Certificate is for Lot 5 in Block 15 of the Town of Blue Lake, as per map of Blue Lake, filed in  
Book 1 of Maps, page 60, Humboldt County Records.**

Assessor Parcel Number(s): **025-031-004**

NAME OF OWNERS(S) OF FEE INTEREST IN PROPERTY: **David C. Kitchen and Kathryn L. Stamatis of the Kitchen & Stamatis Family Revocable Trust uad August 28, 2014**

PROPERTY DESCRIPTION: **See attached EXHIBIT "A"**

**ISSUED ON October 21, 2019**

**BY** \_\_\_\_\_  
Chairman, Planning Commission  
City of Blue Lake



# CITY OF BLUE LAKE

Post Office Box 458,  
Phone 707.668.5655

111 Greenwood Road,

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AFTER RECORDING, RETURN TO:

**City of Blue Lake  
Planning Department  
PO Box 458  
Blue Lake, CA 95525**

**This instrument is for the benefit of the City  
of Blue Lake and is entitled to be recorded  
without fee (Government Code Section 6103)**

RECORDING REQUESTED BY:

**Same as above**

## CERTIFICATE OF SUBDIVISION COMPLIANCE

**CC-025-031-004 (Lot 6)/2019**

Pursuant to Section 66499.35 of the Government Code of the State of California, the City of Blue Lake Planning Commission hereby certifies that the following real property described in EXHIBIT "A" attached hereto complies with the provisions of the Subdivision Map Act and Local Ordinances enacted pursuant to that Act.

### DISCLAIMER

This certificate relates only to issues of compliance or noncompliance with the Subdivision Map Act and local ordinances enacted pursuant thereto. The parcel described herein may be sold, leased, or financed without further compliance with the Subdivision Map Act or any local ordinance enacted pursuant thereto. Development of the parcel may require issuance of a permit or permits, or other grant or grants of approval. Information regarding required permits can be obtained by contacting the City of Blue Lake Planning Department.

**Certificate is for Lot 6 in Block 15 of the Town of Blue Lake, as per map of Blue Lake, filed in  
Book 1 of Maps, page 60, Humboldt County Records.**

Assessor Parcel Number(s): **025-031-004**

NAME OF OWNERS(S) OF FEE INTEREST IN PROPERTY: **David C. Kitchen and Kathryn L. Stamatis of the Kitchen & Stamatis Family Revocable Trust uad August 28, 2014**

PROPERTY DESCRIPTION: **See attached EXHIBIT "A"**

**ISSUED ON October 21, 2019**

**BY** \_\_\_\_\_  
Chairman, Planning Commission  
City of Blue Lake



## EXHIBIT 'A'

### LEGAL DESCRIPTION

A Parcel of land situated in the Northeast one-quarter of Section 30, Township 6 North, Range 2 East, Humboldt Meridian, City of Blue Lake, County of Humboldt, State of California, being all of that real property described as Lot 6, Block 15, according to the Town of Blue Lake Map recorded on April 13, 1886, at Book 1 of Maps, Page 60, Humboldt County Records and being more particularly described as follows:

**Commencing** at the Intersection of I Street and Third Avenue shown as Monument #10 on the Record of Survey recorded on July 3, 1958 at Book 16 of Surveys, Page 82;

Thence, South 45°00'00" West, along the centerline of I Street as shown on said Survey for a **Basis of Bearing**, 270.00 feet;

Thence, South 45°00'00" East, along the north line of Second Avenue, 90.00 feet, to the west most corner of Lot 6 as shown on said Town Map for a **Point of Beginning**;

Thence, continuing South 45°00'00" East, along the north line of Second Avenue, 60.00 feet, to the south most corner of Lot 6 as shown on said Town Map;

Thence, North 45°00'00" East, along the south line of Lot 6, 110.00 feet, to the south line of the Block 15 alley and east most corner of Lot 6 as shown on said Town Map;

Thence, North 45°00'00" West, along the south line of said alley, 60.00 feet, to the north most corner of said Lot 6;

Thence, South 45°00'00" West, along the north line of said Lot 6, 110.00 feet, to the **Point of Beginning**.

The land described herein also being subject to easements of record, if any.

### END OF DESCRIPTION

This Legal description prepared on September 24, 2019 by:

 9.24.2019  
Stephen K. Drake, PLS #9244





## EXHIBIT 'A'

### LEGAL DESCRIPTION

A Parcel of land situated in the Northeast one-quarter of Section 30, Township 6 North, Range 2 East, Humboldt Meridian, City of Blue Lake, County of Humboldt, State of California, being all of that real property described as Lot 5, Block 15, according to the Town of Blue Lake Map recorded on April 13, 1886, at Book 1 of Maps, Page 60, Humboldt County Records and being more particularly described as follows:

**Commencing** at the Intersection of I Street and Third Avenue shown as Monument #10 on the Record of Survey recorded on July 3, 1958 at Book 16 of Surveys, Page 82;

Thence, South 45°00'00" West, along the centerline of I Street as shown on said Survey for a **Basis of Bearing**, 270.00 feet;

Thence, South 45°00'00" East, 30.00 feet, to the south line of said I Street and the west most corner of Lot 5 as shown on said Town Map for a **Point of Beginning**;

Thence, continuing South 45°00'00" East, along the north line of Second Avenue, 60.00 feet, to the south most corner of Lot 5 as shown on said Town Map;

Thence, North 45°00'00" East, along the south line of Lot 5, 110.00 feet, to the south line of the Block 15 alley and east most corner of Lot 5 as shown on said Town Map;

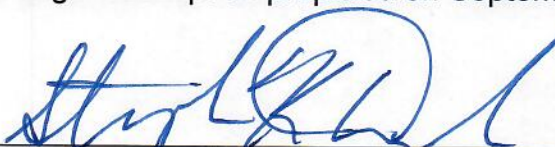
Thence, North 45°00'00" West, along the south line of said alley, 60.00 feet, to the south line of said I Street and the north most corner of said Lot 5;

Thence, South 45°00'00" West, along the south line of said I Street, 110.00 feet, to the **Point of Beginning**.

The land described herein also being subject to easements of record, if any.

### END OF DESCRIPTION

This Legal description prepared on September 24, 2019 by:

  
Stephen K. Drake, PLS #9244

9.24.2019

