

**City of Blue Lake
Planning Commission Minutes
February 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

Commissioners Absent: Jon Fechner

Staff Present: City Manager John Berchtold, City Planner Garrison Rees and Planning Commission Secretary Kara Newman

Staff Absent: None

1. **Approval of Minutes: January 28, 2013.**
 - a. Motion (Platz/Hibbert) to approve January minutes as written.
 - b. Passed unanimously.
2. **Public Input on Non-Agenda Items**
 - a. None
3. **Approval of the Agenda**
 - a. Motion (Platz/ Amirkhan) to move approve agenda as is.
 - b. Passed unanimously.

Discussion/ Action:

4. **Public Hearing/Planning Commission Action: (Continued): 025-201-06, -07 & 025-201-02/2012 Minor Subdivision for the City of Blue Lake to divide an existing 29,485 sf property in the City's Business Park into two parcels. Lot Line Adjustment to add an approximately 3,400 sf portion of parcel 025-201-02 to resulting Parcel 2. The resulting parcels will 15,445 (Parcel 1) and 17,540 sf (Parcel 2).**
 - a. City Planner Garrison presented the staff report to the Commission.
 - b. Commissioner Hibbert discussed the possibility of removing the cul-de-sac at the end of Monda Way to improve the turning radius for the new road section. He also noted environmental impacts and concerns. The City Engineer will review the turning radius prior to construction of the new road section.
 - c. Discussion about potential buyers for resulting Parcel 2.
 - d. Chairman Platz recommended a revision of Section 5 of Resolution 1-2013 to add "...and the requirement of the Parcel Map is waived."
 - e. Chairman Platz recommended a revision of Condition # 2 of Exhibit "B" to Resolution 1-2013 to change the phrase "...shall be reviewed by..." to "...subject to the review and approval of..."

- f. Public hearing opened. No public present to speak on the item. Public hearing closed.
- g. Motion (Krienke/Hibbert) to adopt Resolution 1-2013 and approve the project with the recommended revisions to Resolution No. 1-2013 and Condition 2 of Exhibit "B".
- h. Passed unanimously.

**5. Public Hearing/ Planning Commission Action: Amendment of Zoning Ordinance
Section 627- Residential Second Units.**

- a. City Planner Garrison presented the staff report to the Commission.
- b. Public hearing opened. No public present to speak on the item. Public hearing closed.
- c. Chairman Platz expressed concern about making it easier to allow residential second units since it could potentially impact the single-family residential character of certain neighborhoods and state law requires second units to be approved administratively which does not require noticing to the public.
- d. The Commissioners directed staff to revise Section 627(C)(3) to include a table that lists the maximum unit size allowed by lot size. The Commissioners explained the intent would be to allow larger second units with a larger lot size and increased setbacks.
- e. City Manager Berchtold discussed the issues that have occurred in the City with illegal second units.
- f. Motion (Platz/Amirkhan) to continue the item/public hearing to the next meeting and request staff bring back a revised version of Section 627- Residential 2nd Units.

**6. Public Hearing/Planning Commission Action: Amendment of Zoning Ordinance
Section 618- Accessory Buildings**

- a. City Planner Garrison presented the staff report to the Commission.
- b. Public hearing opened. No public present to speak on the item. Public hearing closed.
- c. City Manager Berchtold recommended adding a section to Section 618 of the Zoning Ordinance addressing limitations on the size of accessory buildings.
- d. Commissioners discussed putting height limitations on accessory buildings to prevent them from being taller than the main residence on a single-family residential property. It was decided not to add height limitations to Section 618, but the Commission requested staff to discuss the issue with the Council when they reviewed the Planning Commission recommendation.
- e. Motion (Krienke/Hibbert) to adopt Resolution No. 3-2013 and recommend Amendment of Zoning Ordinance Section 618 to the City Council.
- f. Passed unanimously.

7. Miscellaneous Planner Items

- a. City Planner Garrison notified the Commission that staff would be presenting a proposed revision of Sections 707, 712, & 713 at the next meeting to remove the 40 day expiration periods for Planning Commission and City Council actions on Zoning Ordinance Amendments.
- b. City Planner Garrison discussed progress on the SGC Grant with the Commission. Currently Redwood Coast Energy Authority (RCEA) and the City are working on a Greenhouse Gas (GHG) Inventory. Once a draft of the GHG inventory has been completed it will be presented to the Commission for review.

- c. City Manager Berchtold suggested making updates on the SGC Grant a recurring agenda item.

8. Upcoming Planning Commission Meetings for the next 3 months will be on March 18th, April 15th & May 20th.

- 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 8:30 p.m.