

**City of Blue Lake  
Planning Commission Minutes  
March 16, 2015**

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

**Commissioners Present:** Earl Eddy, John Amirkhan, Karen Nessler, Richard Platz, David Glen

**Commissioners Absent:** None

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

**Staff Absent:** None

**Public Present:** None

**1. Approval of Minutes: February 16, 2015**

- a. Motion (Earl, Amirkhan) to approve February minutes with the following changes:
  - i. Staff Present: "City Planner Garrison Rees and Planning Commission Secretary Cheryl Gunderson."
  - ii. Staff Absent: "City Manager John Berchtold."
- b. Motion passed unanimously.

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

- a. None.

**3. Approval of the Agenda**

- a. Motion (Nessler, Earl) to approve agenda as is.
- b. Motion passed unanimously.

**Discussion/ Action:**

**4. Planning Commission Discussion: Blue Lake Strategic Growth Council (SGC) Sustainable Communities Planning Grant No. 3012-552. Review of Draft Grading, Erosion, and Sediment Control Ordinance.**

- a. Planner Rees provided Discussion Points to the Commissioners for the Draft Ordinance.
- b. Planner Rees explained the City does not currently have a grading ordinance and the Building Inspector currently issues building permits for grading activities and defers to the County's grading regulations.
- c. Planner Rees explained that the draft ordinance will provide a clearer process for obtaining permits for grading activities and will establish standards for grading and erosion/sediment control.
- d. The Commissioners requested that appeals be heard by the Building Code Board of

Appeals as opposed to the Planning Commission as is it currently states in the draft ordinance.

- e. Chair Platz explained that the City established a Board of Appeals for building code enforcement in the past and this group would be better suited to hear issues relating to enforcement of the grading ordinance.
- f. The Commissioners commented that referring to the fee schedule in the Building Code for grading activities may be most appropriate for this ordinance. Planner Rees stated that staff will research the issue and report back to the Commission.
- g. Commissioner Glen questioned whether the word 'suppression' in the definition of 'sediment' in the draft ordinance was the appropriate term. Planner Rees stated that he would review the definition and correct it if necessary.
- h. Planner Rees stated that the next steps for the draft ordinance would be to incorporate the Commissioners comments and bring the draft ordinance back for public hearing and a recommendation to the City Council.

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

- a. Planner Rees explained that the City's Housing Element was last updated and adopted by the City Council in September 2009 and that it was not certified by the State.
- b. Planner Rees presented a letter from the State Department of Housing and Community Development (HCD) to the Commission concerning the deficiencies in the City's 2009 Housing Element that prevented it from being certified by HCD.
- c. Planner Rees explained that some of the deficiencies discussed in the letter addressed issues that the City chose not to incorporate into the Element.
- d. Planner Rees stated that there are generally two consequences to having an out of compliance Housing Element which are the inability to obtain certain grant funding and the possibility of a lawsuit.
- e. Planner Rees asked the Commissioners if they thought the City should update the Housing Element to achieve compliance with State requirements or whether there were particular issues they would not want to see addressed in the update.
- f. The Commissioners discussed several issues that they did not want to see incorporated into the Housing Element including: A) increasing residential densities on PDR zoned lands; B) providing for transitional housing and emergency shelters; and C) principally permitting multi-family housing in more residential zones.
- g. Planner Rees stated that the Commissioners comments will be incorporated into the update of the Housing Element and it will be brought back at a future meeting for further discussion.

**6. Planning Commission Action: Vote on Chairman & Vice-Chairman.**

- a. Motion (Platz, Nessler) for Richard Platz to continue as Planning Commission Chairman.
- b. Motion passed unanimously.
- c. Motion (Glen, Eddy) for John Amirkhan to be Planning Commission Vice-Chairman.
- d. Motion passed unanimously.

**7. Miscellaneous Planner Items.**

- a. Planner Rees commented that the City, Humboldt Bay Municipal Water District (HBMWD), Rancheria, and County are currently working on the Emergency Plan for the potential failure of Matthews Dam.
- b. City Manager John Berchtold discussed the improvements proposed at Perigot Park to remove architectural barriers and provide better access. It was explained that the construction is planned for Fall 2015.

**8. Upcoming Planning Commission Meetings for the next 3 months will be on April 20<sup>th</sup>, May 18<sup>th</sup> & June 15<sup>th</sup>.**

- a. All Commissioners in attendance will be available to attend upcoming meetings with the exception of Commissioners Platz and Eddy being unavailable in May.
- b. Planner Rees noted that he will be out of town for the June meeting.

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

- a. Motion (Platz, Amirkhan) to adjourn.
- b. Motion passed unanimously.
- c. Meeting adjourned at 7:49 p.m.