

**City of Blue Lake  
Planning Commission Minutes  
Special Meeting  
November 9, 2015**

**The Blue Lake Planning Commission was called to order at 7:04 p.m. at Skinner Store**

**Commissioners Present:** Earl Eddy, Karen Nessler and David Glen

**Commissioners Absent:** Richard Platz

**Staff Present:** City Planner Garrison Rees, Planning Commission Secretary Cheryl Gunderson, and Assistant City Manager Vicki Hutton.

**Staff Absent:** None

**Public Present:** None

**1. Approval of Minutes: October 19, 2015**

- a. Motion (Nessler, Eddy) to approve the October 19, 2015 minutes as written.
- b. Motion passed unanimously.

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

- a. None

**3. Approval of the Agenda**

- a. Motion (Nessler, Eddy) to approve agenda.
- 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.**

- a. Planner Rees presented the current draft of Housing Element. He explained that he worked with the Assistant City Manager, Building Inspector and Public Works to complete the document. He further explained that new narrative, tables and data have been added to the Element since it was last seen by the Planning Commission. Planner Rees gave an overview of the document and the updates.
- b. Commissioner Nessler inquired about Section II(D)(9) regarding housing for homeless persons. She asked Planner Rees if Blue Lake had contacted other cities about entering into a multi-jurisdictional agreement if necessary. Planner Rees explained that at the present time this has not been discussed with other cities but that this will take place in the future.
- c. Planner Rees explained that the Housing Element will be submitted to the Department of Housing and Community Development for their review. The Planning Commission will also hold a Public Hearing in the near future to recommend adoption

of the updated Housing Element to the City Council.

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

- a. Planner Rees presented the final revisions proposed for the Zoning Ordinance which includes revisions to the PDR, M, and ML Zones and the Design Review section. The revisions also consist of additions to the Zoning Ordinance including Section 630 (Solar Siting and Solar Access). Lastly, Planner Rees presented revisions to Section 628 (River, Creek, and Wetland Setbacks) based on comments received from the City Council.
- b. The Commissioners discussed the Design Review process and what applicability it has to development in the City.
- c. Planner Rees provided information regarding back-up alarms to follow up the discussion from the October 19 meeting. He explained that Cal/OSHA does not require them for general industrial operations and allows for other options for ensuring worker safety.
- d. Planner Rees explained that the City Council was pleased with all of the work that the Commission and Staff have accomplished through the SGC Grant.

**6. Miscellaneous Planner Items.**

- a. Planner Rees discussed the comments received from the City Council about the Planning Commission recommendations for adoption of revisions to the Zoning Ordinance and the new Grading, Sediment, and Erosion Control Ordinance. The City Council is proposing to adopt the recommended amendments with the exception of Sections 628 (River, Creek, and Wetland Setbacks) and 629 (Major Vegetation Removal). The Council would like revisions made to these sections which they considered overly restrictive. In addition, the Council instructed Planning Staff to forward the Grading, Erosion, and Sediment Control Ordinance to the City Attorney for review prior to bringing it forward for adoption.

**7. Upcoming Planning Commission Meetings for the next 3 months will be on November 16<sup>th</sup>, December 21<sup>st</sup> and January 18<sup>th</sup>.**

- a. All Commissioners in attendance will be available to attend upcoming meetings, with the exception of Chair Platz, who may be unavailable for the next three meetings.
- b. Planner Rees noted that a special meeting may be scheduled in December, earlier than the 21<sup>st</sup>, if there is an application. If there are no applications, then the December meeting will be cancelled.

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

- a. Motion (Nessler, Eddy) to adjourn.
- b. Motion passed unanimously.
- c. Meeting adjourned at 8:47 p.m.