

**City of Blue Lake  
Planning Commission Minutes  
September 30, 2013**

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

**Commissioners Present:** John Amirkhan, Joe Krienke, Karen Nessler, Rick Platz

**Commissioners Absent:** Jon Fechner

**Staff Present:** City Manager John Berchtold and City Planner Garrison Rees

**Staff Absent:** Planning Commission Secretary Kara Newman

**1. Approval of Revised Minutes: June 17<sup>th</sup>, 2013**

- a. City Planner Rees explained why a revised version of the June meeting minutes was brought back to the Commission for approval. Staff had accidentally placed an older draft version of the June minutes in the August Planning Commission packets and therefore the Commission had not had a chance to review the current draft.
- b. Motion (Platz/Amirkhan) to approve Revised June minutes as drafted.
- c. Commissioner Nessler abstained from the vote since she was not on the Planning Commission at the time of the June 2013 meeting.
- d. Motion passed unanimously.

**Approval of Minutes: August 19<sup>th</sup>, 2013**

- a. Commissioner Platz suggested several revisions of the minutes. Section 4(g) was revised to state, "Motion passed unanimously". Section 5(c) was revised to state, "Chair Platz commented that he was pleased with Blue Lake Power's response to community complaints." Section 5(k) was revised to state, "Motion passed unanimously."
- b. Motion (Platz/Krienke) to approve August minutes as revised.
- c. Commissioner Nessler abstained from the vote since she was not on the Planning Commission at the time of the August 2013 meeting.
- d. Motion passed unanimously.

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

- a. None

**3. Approval of the Agenda**

- a. Motion (Krienke/Amirkhan) to approve agenda as written.
- b. Motion passed unanimously.

**Discussion/ Action:**

**4. Public Hearing/Planning Commission Action: 025-201-12,-13 & 025-161-08/2013**

**Conditional Use Permit for Dell'Arte, Inc. to allow a Harvest Festival on October 18<sup>th</sup> & 19<sup>th</sup>, 2013 in the City's Business Park. This project is the first part of a subsequent Conditional Use Permit proposal for the Dell'Arte Mad River Festival and other activities related to the Artplace America Grant (See discussion Item 5 below). Located at 100,101, & 107 Taylor Way. The project is Categorical Exempt from CEQA per §15304(e) of the CEQA Guidelines allowing minor temporary use of land having negligible or no permanent effects on the environment, including carnivals, sales of Christmas trees, etc.**

- a. Commissioner Krienke recused himself and left the building due to the fact that he is an employee of the applicant (Dell'Arte).
- b. City Planner Rees presented the staff report to the Commission. Planner Rees explained that City Staff was able to process the Conditional Use Permit in less than two weeks and that this special meeting was scheduled specifically for the Planning Commission to review the Harvest Festival proposal.
- c. Commissioner Platz asked for a clarification of the project description as to what events would occur on the project parcels in the Business Park.
- d. Stephanie Thompson from Dell'Arte further explained the proposal for the Harvest Festival. Stephanie explained that the event will be free to the public and has been funded by the Artplace America Grant. She expressed hope that the Harvest Festival, as well as other events proposed as part of the Artplace America Grant over the next year, are picked up and continued by the community as a whole on an annual basis.
- e. John Batholomew inquired about the plan for the sales of alcohol at the event and whether Dell'Arte was the owner of the proposed tent.
- f. Stephanie Thompson noted that Dell'Arte does own the tent, that it was used recently at the Creamery Festival in Arcata, and that there were no issues with set-up or takedown. Stephanie explained that Dell'Arte contacted the City as soon as they decided to hold the event to find out what approvals would be necessary.
- g. Commissioner Nessler commented that she felt the event was well planned and will be enjoyed by the community.
- h. Commissioner Platz asked staff about the difference between the requirements in Section 603 (Assemblages of Persons and Vehicles) and Section 407.1 (Light Industry Zone) of the Zoning Ordinance. Commissioner Platz also expressed concern about the proposal to offer pony rides at the event and the potential for event attendees to get injured.
- i. Stephanie Thompson provided additional information about the pony rides and the insurance being obtained for the event.
- j. The Commissioners reviewed Resolution 7-2013.
- k. Commissioner Platz suggested several revisions to the conditions of approval contained in Exhibit "A" of Resolution 7-2013. Condition # 2 was revised to state, 'Approval is for the project as defined in the application submittal.' Condition # 3 was revised to state, "The applicant shall provide proof of insurance for the event in an amount approved by the City Manager with the City listed as additionally insured for any activity that will occur on City property or within the public right-of-way."
- l. Motion to adopt Resolution 7-2013 as revised and approve the Conditional Use Permit (Amirkhan/Nessler).
- m. Motion passed unanimously.

5. **Planning Commission Discussion: Conditional Use Permit for Dell'Arte for the Mad River Festival and other activities related to the Artplace America Grant.**
  - a. City Planner Rees explained the staff proposed recommendations for the subsequent Conditional Use Permit for the Mad River Festival and other activities related to the Artplace America Grant.
  - b. Stephanie Thompson discussed the larger proposal for the Mad River Festival and Artplace America Grant activities. Stephanie explained that Dell'Arte intended to leverage the Artplace grant to obtain other grant funding. Stephanie also noted that the plan for next year is to increase the Mad River Festival by two weeks and that Dell'Arte proposes incremental growth of the festival over time.
  - c. Commissioner Platz explained that the Mad River Festival and Artplace events are different and that use of the Business Park for special events could potentially cause land use conflicts.
  - d. Stephanie Thompson expressed that Dell'Arte would prefer an indefinite Conditional Use Permit approval for conducting public assembly type uses such as the Mad River Festival on the properties they own in the City's downtown. Stephanie stated that it would be beneficial to Dell'Arte to not have to re-apply every 5 years for an event that has occurred without any major problems for such a long period of time. Stephanie also provided additional detail about the types of events that would be planned as part of the Artplace Grant activities and noted the next community event will be the Fish Derby in January.
  - e. Discussion ensued about which events would be included in the Dell'Arte Conditional Use Permit application and which events will be applied for by other community groups.
  - f. City Planner Rees explained that staff would propose an indefinite permit term for events on the Dell'Arte properties in the City's downtown and a finite permit term for off-site events in other parts of the City.
  - g. Stephanie Thompson stated that the next off-site event proposed by Dell'Arte would be part of the Mad River Festival.
  
6. **Planning Commission Discussion: City of Blue Lake Strategic Growth Council (SGC) Sustainable Communities Planning Grant No3012-552 progress update.**
  - a. City Planner Rees gave new Commissioner Karen Nessler an overview of the SGC Grant and the various activities proposed to be completed by the grant team which consists of the City of Blue Lake, Streamline Planning Consultants, and Redwood Coast Energy Authority.
  - b. Planner Rees explained the preliminary results of the Greenhouse Gas (GHG) Inventory to the Commissioners. Transportation and the use of fuels for heating and cooking were identified as the greatest sources of carbon emissions in Blue Lake. The GHG Inventory will be presented to the commissioners at their October 21<sup>st</sup> meeting.
  - c. City Planner Rees explained that RCEA and Streamline Planning have begun working on the Climate Action Plan (CAP) which will include policies for reducing greenhouse gas emissions generated in the City. Meetings are proposed to be held at the end of November and in January to gather input on the Climate Action Plan.

**7. Miscellaneous Planner Items**

- a. City Manager Berchtold briefed the Commission on the levee reaccreditation process and changes in the FEMA flood mapping.

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

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

- a. Motion (Platz/Nessler) to adjourn.
- b. Motion passed unanimously.
- c. Meeting adjourned at 8:37 p.m.