

**City of Blue Lake
Planning Commission Minutes
August 14, 2017**

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

Commissioners Present: Richard Platz, Earl Eddy, Dennis Whitcomb, Bob Chapman, and Elaine Hogan

Commissioners Absent: None

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

Staff Absent: None

Public Present: Tina Catalina Corcoran.

1. Approval of Minutes: July 17, 2017

- a. The Commissioners requested that “there” be changed to “their” in the last sentence of Item 4(e).
- b. Motion (Whitcomb, Chapman) to approve the minutes as amended.
- c. Motion passed unanimously.

2. Public Input on Non-Agenda Items

- a. None received.

3. Approval of the Agenda

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

Discussion/ Action:

4. Public Hearing/Planning Commission Action: Amendment of the General Plan and Zoning Ordinance to add an Opportunity Zone that would allow commercial, manufacturing, and residential uses.

- a. Chairman Platz briefly explained that this item was discussed at the July 17, 2017 meeting and the public hearing was continued to the August 14, 2017 meeting.
- b. Chairman Platz opened the Public Hearing.
- c. Since no members of the public spoke on the item, Planner Rees began by describing the attachments to the Commissioner’s Agenda Packet. They are as follows: 1) Draft Opportunity (O) Zone Ordinance, Section 411.1; 2) Land Use Element; 3) Land Use Designations; and 4) Zoning Classifications.
- d. He explained that the draft O Zone has been modified to incorporate the Commissioners comments from the July 17, 2017 meeting. The changes are identified

in the draft O Zone by a bold font and double-underline. The changes are also listed in the memo that was included in the Commissioners packet.

- e. The Commissioners began by discussing the Draft O Zone. A question was raised about Section D(4)(b) regarding restrictions on the use of back-up alarms. The Commissioners requested that the City Planner define what types of businesses have limitations on the use of back-up alarms. The concern was that delivery trucks and other vehicles that only travel into the City periodically would not be allowed to use back-up alarms. Planner Rees explained that the language was primarily intended for outdoor equipment that is consistently used by businesses in the City. The Commissioners requested that the language be revised to clarify that it does not apply to delivery trucks or other vehicles that are only operated in City limits occasionally.
- f. The Commissioners discussed the development of residential units in the O Zone.
- g. Commissioner Platz expressed concern that residential units are principally permitted, at a density of 2,500 square feet, with no limitations. Commissioner Platz recommended that limitations be placed on the number of residential units allowed so that the O Zone is not used solely for a large housing development.
- h. The Commissioners and Staff discussed a variety of options for placing limitations on the amount of residential development in the O Zone. Ideas included the following: 1) not allowing residential units on the 1st floor of structures without a CUP; 2) only allowing four residential units principally permitted; and 3) limiting residential uses to a certain percentage of the floor area of a structure unless a CUP is obtained. The Commissioners directed Planner Rees to present options for limiting residential uses in the O Zone at the next meeting.
- i. Planner Rees and Manager Mager presented the conceptual drawing of the Powers Creek District to the Commissioners. The Commissioners expressed interest in the conceptual design for the District. Planner Rees explained that the intent of conceptual design is to provide a mixture of commercial and residential uses, and not allow residential units to dominate the proposed development.
- j. Commissioner Platz explained that it was important for the proposed revisions to the General Plan and Zoning Ordinance to create the Opportunity (O) Zone be done correctly so that the plans for the Power Creek District can be realized. Commissioner Platz further explained that the Planning Commission should have the opportunity to review proposals that will include a large number of housing units.
- k. Planner Rees presented the draft revisions to the Land Use Element of the General Plan. Planner Rees explained that the last time the Land Use Element was reviewed by the Planning Commission was in November 2015 as part of the SGC Grant. Much work was done to update the General Plan as part of the grant and staff would like to see it moved forward and ultimately adopted.
- l. The Commissioners discussed the proposed language for the Opportunity (O) Zoning Classification. Planner Rees explained that the Opportunity Zone is proposed to be found consistent with the Mixed Use (MU) General Plan Designation. Planner Rees further explained that minor revisions were made to the draft O Zone since the last meeting to provide consistency with the MU General Plan Designation.
- m. Planner Rees presented sections of the Land Use Element that have been revised with draft language to provide consistency with the proposed O Zone. One of the main points of the revisions is to include language that promotes the concept that the

Downtown should have a mixture of uses instead of strictly commercial and the Business Park should have a mixture of uses instead of strictly industrial. Planner Rees explained that additional revisions will be made and discussed at upcoming meetings.

- n. The Commissioners discussed some of the proposed revisions to the Land Use Element. The Commissioners generally concurred with the direction staff is taking to provide consistency with the O Zone and the General Plan Land Use Element.
- o. Planner Rees requested that the Commissioners review the SGC Grant revisions and the new revisions for the O Zone, and be prepared to discuss them at the next meeting.
- p. Motion (Platz, Whitcomb) to continue the Public Hearing to the next meeting on September 18, 2017.
- q. Motion passed unanimously.

6. Miscellaneous Planner Items.

- a. Planner Rees provided an update on the Eliason Residential Development project. He explained that City Staff had concluded a thorough review of the applicant's submittal in the last few weeks and provided a detailed list of additional information needed to continue processing the application.
- b. The Commissioners discussed the protocol for voting on a project when several of the Commissioners live in close proximity to the project. Planner Rees explained that the Commissioners that live the farthest from the project would be able to vote, if necessary, to ensure there is a quorum. Commissioner Platz noted that the Commissioners could also draw straws to ensure that a quorum is achieved.
- c. Chair Platz commended Manager Mager and Planner Rees for the thorough job they are doing on reviewing development applications.

7. Upcoming Planning Commission Meetings for the next 3 months will be on September 18, October 16, and November 20, 2017.

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

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