

**City of Blue Lake
Planning Commission Minutes
October 21, 2019**

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

Commissioners Present: Earl Eddy, Cort Pryor, and Matthew Schang,

Commissioners Absent: Richard Platz and Robert Chapman

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

Staff Absent: None

Public Present: Terry Malloy, David Kitchen, and Kash Boodjeh

1. Approval of Minutes: June 10, 2019 Special Meeting

- a. Motion (Schang, Pryor) to approve the minutes.
- b. Motion passed (3-0) unanimously.
- c. Planner Rees noted that the minutes for the September 16, 2019 meeting would be provide to the Commission at the next meeting.

2. Public Input on Non-Agenda Items

- a. Terry Malloy (519 Chartin Road) expressed his concern for the Post Office's ability to accommodate the increase in Blue Lake's population. Planner Rees assured him that the current population of Blue Lake is lower than in previous years and noted that City of Blue Lake staff are not responsible for the operation of the Post Office.

3. Approval of the Agenda

- a. Motion (Schang, Pryor) to approve agenda as written.
- b. Motion passed unanimously (3-0).

Discussion/ Action:

- 1. Planning Commission Action: 025-065-013/2019 Parcel Map Waivers and Certificates of Compliance for David Kitchen and Kathryn Stamatis for Lot 5 and Lot 6 (per map of Blue Lake, filed in Book 1 of Maps, page 60, Humboldt County Records) of parcel 025-031-004 (310 I Street).**
 - a. Planner Rees provided the Planning Commission with a summary of the Staff Report. He explained that the Applicant is seeking a Parcel Map Waiver and Certificate of Compliance for two lots with one Assessor's Parcel Number. Planner Rees provided the Commissioners with a subdivision map for the City of Blue Lake dated 1886. He pointed out that Lots 5 and 6 were separated by a dashed line on the Assessor Parcel

- map, which often indicated that a historic subdivision map shows that the lots had previously been subdivided.
- b. Planner Rees further explained that the City Engineer determined that “Lots 5 and 6 from the original subdivision of Blue Lake were legally created prior to the Subdivision Map Act in 1972” and that Certificates of Compliance are a necessary City action to formalize the two legal parcels.
 - c. Planner Rees presented the Certificates of Compliance with a legal description attached that was prepared by a licensed land surveyor.
 - d. The Commissioners discussed the frequency with which this process occurs and the surveyors methods for preparing the legal description.
 - e. Commissioner Eddy opened the Public Hearing.
 - f. David Kitchen (Applicant) explained that the one of the residential units on the property is approximately 50 years old and he intends to demolish it and develop a new single-family residence in the future. He stated that he wants to improve the neighborhood. He further explained that he wants to be in compliance with the City’s requirements.
 - g. Commissioner Eddy closed the Public Hearing.
 - h. Motion (Schang, Eddy) to approve Resolution No. 8-2019, Resolution of the Planning Commission of the City of Blue Lake Approving a Parcel Map Waiver and Certificate of Compliance for Lot 5 (per map of Blue Lake, filed in Book 1 of Maps, page 60, Humboldt County Records) for David Kitchen and Kathryn Stamatis.
 - o. Motion passed (3-0).
 - p. Motion (Schang, Pryor) to approve Resolution No. 9-2019, Resolution of the Planning Commission of the City of Blue Lake Approving a Parcel Map Waiver and Certificate of Compliance for Lot 6 (per map of Blue Lake, filed in Book 1 of Maps, page 60, Humboldt County Records) for David Kitchen and Kathryn Stamatis.
 - q. Motion passed (3-0).

2. Planning Commission Discussion: General Plan Housing Element Update to comply with State housing policy.

- a. Planner Rees explained that the City is working with Mark Teague of PlaceWorks, Inc. in Sacramento on preparation of an SB 2 application. They will also be assisting with bringing the City’s Housing Element into compliance with the State Housing Policy.
- b. Planner Rees explained that they will need to contract with PlaceWorks for their help with attaining compliance by the deadline.
- c. Commissioner Eddy inquired about the cost to the City for the PlaceWorks contract. Planner Rees explained that the City will have to pay PlaceWorks for their services, but once compliance is achieved, the State will reimburse the City.

3. Miscellaneous Planner Items.

- a. City Manager Mager informed the Commissioners that the City Council has directed the Staff to prepare a draft noise ordinance. There is currently no noise ordinance.
- b. Planner Rees explained that the City has noise regulations for specific zone in the zoning code, but no comprehensive City Ordinance.
- c. Commissioner Eddy stated that the draft noise ordinance needs to be reviewed by the Planning Commission then recommended to the City Council.

- d. City Manager Mager advised the Commissioners the City Council has also requested that city staff prepare an amendment to the Municipal Code to allow travel trailers on private property, subject to specific design and performance standards.
- 4. Upcoming Planning Commission Meetings for the next 3 months will be on November 18, 2019, December 16, 2019, and January 20, 2020.**
- 5. Adjournment by 9:00 pm unless extended by the Planning Commission.**
 - a. Motion (Shang, Pryor) to adjourn.
 - b. Motion passed unanimously.
 - c. Meeting adjourned at 7:59 p.m.