

**City of Blue Lake
Draft Planning Commission Minutes
February 24, 2020 Special Meeting**

The Blue Lake Planning Commission Meeting was called to order at 7:03 p.m. at Skinner Store

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

Commissioners Absent: Robert Chapman

Staff Present: City Manager Amanda Mager and City Planner Garrison Rees

Staff Absent: Planning Commission Secretary Cheryl Gunderson

Public Present: None

1. Approval of Minutes: January 20, 2020

- a. Motion (Schang, Platz) to approve the minutes as written.
- b. Motion passed unanimously (4-0).

2. Public Input on Non-Agenda Items

- a. None

3. Approval of the Agenda

- c. Motion (Platz, Eddy) to approve agenda as written.
- d. Motion passed unanimously (4-0).

Discussion/ Action:

- 1. Planning Commission Action - Application #025-073-001/2020: Parcel Map Waiver/Certificate of Compliance for the City of Blue Lake to convey an approximately 8,925 s.f. portion of parcel 025-073-001 (411 Railroad Avenue) to the City. The project is categorically exempt from CEQA per Sections 15303 (Class 3), 15315 (Class 15), 15316 (Class 16), and 15332 (Class 32) of the CEQA Guidelines exempting the new construction and location of limited numbers of new, small facilities or structures (Class 3), the division of property into four or fewer parcels (Class 15), the transfer of ownership of land in order to create parks (Class 16), and in-fill development projects (Class 32).**

- a. Planner Rees provided the Planning Commission with a summary of the Staff Report for the proposed Parcel Map Waiver/Certificate of Compliance.
- b. Manager Mager provided the Commission with information about the City's plans for use of the property that will be conveyed to the City. The City plans to use the property as a downtown plaza.
- c. Commissioner Platz inquired about the process for a Parcel Map Waiver as opposed to the standard Minor Subdivision process.

- d. Planner Rees explained that property can be conveyed to a City without the need to go through the standard Minor Subdivision process. Typically, this would require preparation and recording of a Certificate of Compliance. However, the City's Subdivision Code requires that a Parcel Map Waiver/Certificate of Compliance be approved by the Planning Commission prior to recording of a Certificate of Compliance.
- e. Planner Rees presented Resolution 2-2020 to the Commission, which contains the findings for approval of the Parcel Map Waiver/Certificate of Compliance.
- f. Motion (Platz, Pryor) to approve Resolution No. 2-2020, Resolution of the Planning Commission of the City of Blue Lake approving a Parcel Map Waiver/Certificate of Compliance for the City of Blue Lake.
- o. Motion passed (4-0).

2. Miscellaneous Planner Items.

- a. Planner Rees and City Manager Mager discussed the construction of Phase 1 of the Annie & Mary Trail in Summer 2020 and the conversion of South Railroad Avenue to a one-way street.

3. Upcoming Planning Commission Meetings for the next 3 months will be on February 17, March 16, and April 20, 2020.

- a. Commissioner Schang stated that he will not be able to attend the March meeting and Commissioner Platz stated that he will not be able to attend the May meeting.

4. 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 7:42 p.m.