



BLUE LAKE PLANNING COMMISSION MEETING AGENDA

Monday, June 20, 2022

7:00 P.M.

Community Center - 111 Greenwood Road
(Skinner Store Building behind City Hall)

LOCATION: In accordance with the Governor's Executive Orders N-25-20 and N-29-20, the Planning Commission of the City of Blue Lake shall conduct the Planning Commission Meeting by teleconference via Zoom. Public input can be given to the Commission by emailing cityclerk@bluelake.ca.gov until 4:30 p.m. on Monday June 20, 2022.

Public input will be facilitated by Zoom at the following meeting link:

<https://us02web.zoom.us/j/87512365589?pwd=RkJ1bm9Pdnc2THFvdTBMN1phd1FaUT09>

Meeting ID: 875 1236 5589

Passcode: 678022

Dial by your location: +1 408 638 0968 US (San Jose)

1. **Approval of Minutes: May 23, 2022 Special Meeting.**
2. **Public Input** – *The Public is invited to present petitions, make announcements, or provide other information to the Planning Commission that is relevant to the scope of authority of the City of Blue Lake that is not on the Agenda. The Planning Commission may provide up to 15 minutes for this public input session. To assure that each individual presentation is heard, the Planning Commission may uniformly impose time limitations of 3 minutes to each individual presentation. The public will be given the opportunity to address items that are on the agenda at the time the Planning Commission takes up each specific agenda item.*
3. **Approval of Agenda**

Discussion / Action:

4. **Information Only Item: Review of residential or mixed-use development options for 301 Hatchery Road (APN 025-141-007).**
5. **Continued Public Hearing/Planning Commission Discussion: General Plan Housing Element Update.**
6. **Miscellaneous Planner Items.**
7. **Upcoming Planning Commission Meetings for the next 3 months will be on July 18th, August 15th, and September 19th, 2022.**
8. **Adjournment by 9:00 pm unless extended by the Planning Commission.**

A request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting, by contacting City Manager Amanda Mager, (707) 668-5655, at least 24 hours prior to the commencement of the meeting.

**City of Blue Lake
Draft Planning Commission Special Meeting Minutes
May 23, 2022**

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

Commissioners Present: Earl Eddy, Robert Chapman, and Matt Schang

Commissioners Absent: Cort Pryor and Richard Platz

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

Staff Absent: None

Public Present: Lisa Hoover, Jean Lynch, and Calen McKenzie

1. Approval of Minutes: March 21 and April 18, 2022

- a. Motion (Chapman, Eddy) to approve March 21, 2022 minutes as written.
- b. Motion passed (2-0) with Matt Schang abstaining because he was not present at the March 21, 2022 meeting.
- c. Motion (Schang, Chapman) to approve April 18, 2022 minutes as written.
- d. Motion passed (3-0).

2. Public Input on Non-Agenda Items

- a. None.

3. Approval of the Agenda

- a. Motion (Chapman, Eddy) to approve agenda.
- b. Motion passed (3-0)

Discussion/ Action:

4. Planning Commission Action: #025-101-023/2016 Extension of Planning Commission Tentative Parcel Map approval for Casey and Stacia Eliason for a Minor Subdivision of parcel 025-101-023 (no address assigned) to create three new lots. The extension is proposed for a period of two years.

- a. Planner Rees presented the Commissioners a summary of the Staff Report.
- b. Planner Rees explained that the applicant is requesting an extension of a Tentative Parcel Map (TPM), previously approved on June 10, 2019, for a Minor Subdivision of parcel 025-101-023 to create three new lots. He further explained that the TPM expires after two years and on June 7, 2021 the Planning Commission approved a one-year extension.
- c. Planner Rees stated that the applicant has requested an additional TPM extension for a period of two years. This would result in a total three-year extension of the TPM, which is the maximum permitted by Municipal Code Section 16.20.010.I.2.b.

- d. Commissioner Eddy invited the public to comment on the agenda item.
- e. Jean Lynch, Blue Lake resident, asked whether the owner of the property will build duplexes or larger units with mother-in-law units.
- f. Planner Rees responded that it is unknown at this time but that they will be limited to the requirements of either State law or the Blue Lake Municipal Code. Planner Rees noted that new State law such as SB 9 may allow further subdivision and additional density beyond what is allowed by the City's Municipal Code.
- g. Commissioner Eddy closed the item to public comment.
- h. Motion (Schang, Chapman) to approve the Tentative Parcel Map approval extension request for a period of two years.
- i. Motion passed (3-0).

5. Continued Public Hearing/Planning Commission Discussion: General Plan Housing Element Update.

- a. Planner Rees presented his staff report for the Draft General Plan Housing Element Update. He explained that at the regularly scheduled meeting and public hearing on March 21, 2022, the Planning Commission made a recommendation to the City Council for adoption of the 2019-2027 Housing Element Update. Planner Rees provided the Draft Housing Element Update recommended by the Planning Commission in the meeting packet.
- b. Planner Rees explained that on April 12, 2022, the City of Blue Lake published a Notice of Availability announcing a 30-day public review and comment period for the Draft Housing Element Update. Although the public comment period has ended, he stated that a continued public hearing is being held at tonight's meeting to provide another opportunity for the public to provide comments on the draft 2019-2027 Housing Element Update.
- c. Planner Rees stated that the comments received to date do not request revisions to any of the proposed programs in the draft update and will not require substantial revisions to the document. The comments will be considered and summarized in draft update and minor revisions will be made where applicable. He stated that the Draft Housing Element Update will be submitted to the Department of Housing and Community Development by the end of the month.
- d. Planner Rees explained that some of the comments received from the public related to concerns about the proposed Addendum to the Initial Study-Mitigated Negative Declaration (IS-MND). In response to these concerns, an updated IS-MND will be prepared by City staff.
- e. Planner Rees discussed a new section titled Affirmatively Furthering Fair Housing that was added to the Draft Housing Element Update. He explained that this is a new State requirement and includes selected demographic information about Blue Lake but does not result in additional programs needed to address any issues regarding fair housing.
- e. Planner Rees also discussed an issue added to the Draft Housing Element Update regarding the appropriateness of residential development in the Powers Creek District. This includes information on past industrial uses, details regarding the low levels of contamination related to past industrial uses, and notes that the majority of heavy industrial uses in the Powers Creek District have been shut down for several years.

- f. Commissioner Eddy opened the Public Hearing.
- g. Jean Lynch, Blue Lake resident, had multiple inquiries regarding the following:
 - SRO units and Transitional and Supportive Housing.
 - She requested a definition of Supporting Housing.
 - She asked whether a room could be rented to someone other than a family member.
 - She asked if the room needed its own bathroom.
 - She asked about the location of the floodplain in the City.
 - She wanted to know if the decertification of the Mad River levee limits development in the City.
 - She suggested that in the event of a failure of Matthew's Dam, instructions for emergency response should be included in the City's emergency response plans.
- h. Planner Rees responded to Ms. Lynch's comments as follows:
 - He provided the general definition of SRO units and Transitional and Supportive Housing.
 - He noted that bathrooms may be shared.
 - He responded that a flood development permit is not required for most development in the Powers Creek District since the majority of the District is in the 500-year flood zone. He explained that development proposed in the 100-year flood zone requires a flood development permit.
 - Planner Rees explained that the Mad River levee needs minor rehabilitation and will be recertified once this occurs. Planner Rees added that the update to the FEMA mapping in 2016 considered the levee to still be protective of properties in Blue Lake.
 - He stated that an emergency plan for the failure of the Matthew's Dam has been developed by the Humboldt Bay Municipal Water District. He also noted that the City has developed an emergency response plan in coordination with other local government agencies. Planner Rees stated that the draft Housing Element Update would be revised to discuss the emergency plans.
- i. Lisa Hoover, Blue Lake resident, had multiple inquiries regarding the following:
 - She was concerned whether the Planning Commission had received and reviewed the comments from the public.
 - She stated that she thought the tables and figures were inconsistent within the document.
 - She specifically called out Tables 2 and 32 and complained that they were confusing to the reader.
 - She wanted more elaboration on the condition of the stormwater system and solution to address the problems in the Housing Element.
- j. Planner Rees responded to Ms. Hoover's comments as follows:
 - He explained that City staff has provided a summary of public comments at each Planning Commission meeting.
 - He added that any clerical errors will be corrected prior to submittal of the draft update to HCD.
 - He explained that the two tables Ms. Hoover mentioned represent different in-

formation, but he will attempt to make it more understandable for the public.

- He explained that the City will be addressing the stormwater system as part of the Local Early Action Planning (LEAP) grant that the City received to update the Housing Element. He noted that the Housing Element will be revised to discuss the work that will occur under the LEAP to address the stormwater system.
 - He explained that the CEQA document that will be prepared for the Housing Element update is intended to be a programmatic level of review and would not include project-specific review of potential future development projects. He noted, future development projects will be subject to a CEQA review when complete applications have been submitted.
- k. Commissioner Eddy closed the Public Hearing and thanked the public for their comments.

5. Miscellaneous Planner Items

- a. Planner Rees reported on the Town Hall meeting on May 15th where there were approximately 30 people in attendance. The primary focus was on the Danco project and the Powers Creek District. Planner Rees provided the history of the District and discussed the vision meetings that have been held, the Opportunity zone, and the amendments to the Housing Element.
- b. Danco presented and answered questions provided to them prior to the meeting.
- c. Planner Rees noted that the public comments received prior to the meeting will be responded to in writing by City staff.

6. Upcoming Planning Commission Meetings for the next 3 months will be on June 20th, July 18th, and August 15th, 2022.

- a. Commissioner Eddy indicated that he may not be available for the June 20th meeting.
- b. Commissioner Schang indicated that he will not be available for the July 18th meeting.
- c. Commissioners Schang and Eddy indicated they may not be available for the August 15th meeting.

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

- a. Motion (Chapman, Schang) to adjourn.
- b. Motion passed unanimously (3-0).
- c. Meeting adjourned at 8:10 p.m.



CITY OF BLUE LAKE

Post Office Box 458, 111 Greenwood Road, Blue Lake, CA 95525
Phone 707.668.5655 Fax 707.668.5916

DATE: June 16, 2022

FROM: Garry Rees, City Planner

TO: Blue Lake Planning Commission

RE: Information Only Item: Review of residential or mixed-use development options for 301 Hatchery Road (APN 025-141-007)

Applicant and property owner Kyle Boughton has applied for an Information Only Item to present potential residential or mixed-use development options for 301 Hatchery Road. The purpose of an Information Only Item is to hear preliminary comments from the Planning Commission prior to an applicant submitting a full application for their project.

Attached to this staff report is a project description and preliminary site plans provided by the applicant. The site plans show two development scenarios, which include:

- 1) Option 1 – 16 residential units
- 2) Option 2 – 14 residential units and 2 commercial spaces

Either development scenario would ultimately require a Conditional Use Permit and Site Plan Approval from the Planning Commission. For reference, in order to grant a CUP, the following findings must be made by the Planning Commission, which are listed in Municipal Code Section 17.28.030(F).

- A. That the proposed location of the conditional use is in accord with the objectives of Section 17.28.030(A) and the purposes of the zone in which the site is located.
- B. That the proposed location of the conditional use and the conditions under which it would be operated or maintained will not be detrimental to the public health, safety, or welfare, or materially injurious to properties or improvements in the vicinity.

For reference, Municipal Code Section 17.24.250 lists the ‘principals to be followed’ for Site Plan Approval, which includes the following:

1. Review of buildings or structures for scale, mass, proportion, use of materials, relationship to adjacent elements and relationship to the community as a whole.
2. Review of proposed exterior color and material application with relationship to adjacent architectural or natural elements.

3. Review of proposed location, height, and materials of walls, fences, hedges and screen plantings to ensure harmony with adjacent development or to conceal storage area, utility installations or other unsightly development. The planting of ground cover or other surfacing to prevent dust and erosion. The unnecessary destruction of existing healthy trees and woody vegetation.
4. Review of location, color, size, height, lighting, and landscaping of outdoor advertising signs and structures, in relation to traffic hazards and the appearance and harmony with the environment.
5. Review of location, height and material of walls, fences, hedges and screen plantings.
6. Review of site layout considering the orientation and location of buildings and open spaces in relation to the physical characteristics of the site, the character of the neighborhood, the appearance and harmony of the buildings with adjacent development and the surrounding landscape.
7. Review of the effect of the site development plan on traffic conditions on abutting streets. The layout of vehicular and pedestrian entrances, exists, drives, and walkways. The adequacy of off-street parking facilities to prevent traffic congestion. The location, arrangement, and dimensions of truck loading and unloading facilities. The circulation patterns within the boundaries of the development. The surfacing and lighting of off-street parking facilities.
8. Review of the effect of the site development plan on the adequacy of storm and surface water drainage.
9. Review of the location, height, size, wattage, and shielding of outdoor lighting.
10. Nothing contained herein shall be construed as restricting or curtailing any of the powers of the Planning Commission of the City of Blue Lake.

RECOMMENDATION:

Although the preliminary site plans provided by the applicant do not contain all of the information necessary for the Planning Commission to provide detailed comments, please consider the above findings and principals when providing preliminary comments on the two development scenarios. Also consider the constraints specific to the property including creek setbacks, access, flood zone, and utilities.

Project Description

The proposed project consists of constructing a number of much needed housing options for the Blue Lake area – Option (1) would create a total of (16) housing units (no commercial spaces), Option (2), per discussions with staff, would include ‘some’ commercial spaces as well – as shown, a total of (14) housing units, and (2) commercial spaces. [The applicant is concerned with the feasibility of leasing commercial space in this location, and would urge to consider all residential as an option.]

Units 1-8, as shown on the conceptual site plan, would be a townhouse style (up to 1,280-sq. ft. living space, 2-3 bedrooms) over a 640-sq. ft. (1)-car garage, while the remainder units would be 1,280-sq. ft. 2-3 bedroom townhouses over either 640-sq. ft. studio units, or 640-sq. ft. commercial lease spaces.

Units 1-8, as shown currently, allow for a (1)-car garage, with an additional (5) spaces on site. Commercial uses would require some modification to allow for an ADA parking space, accessory the commercial use.

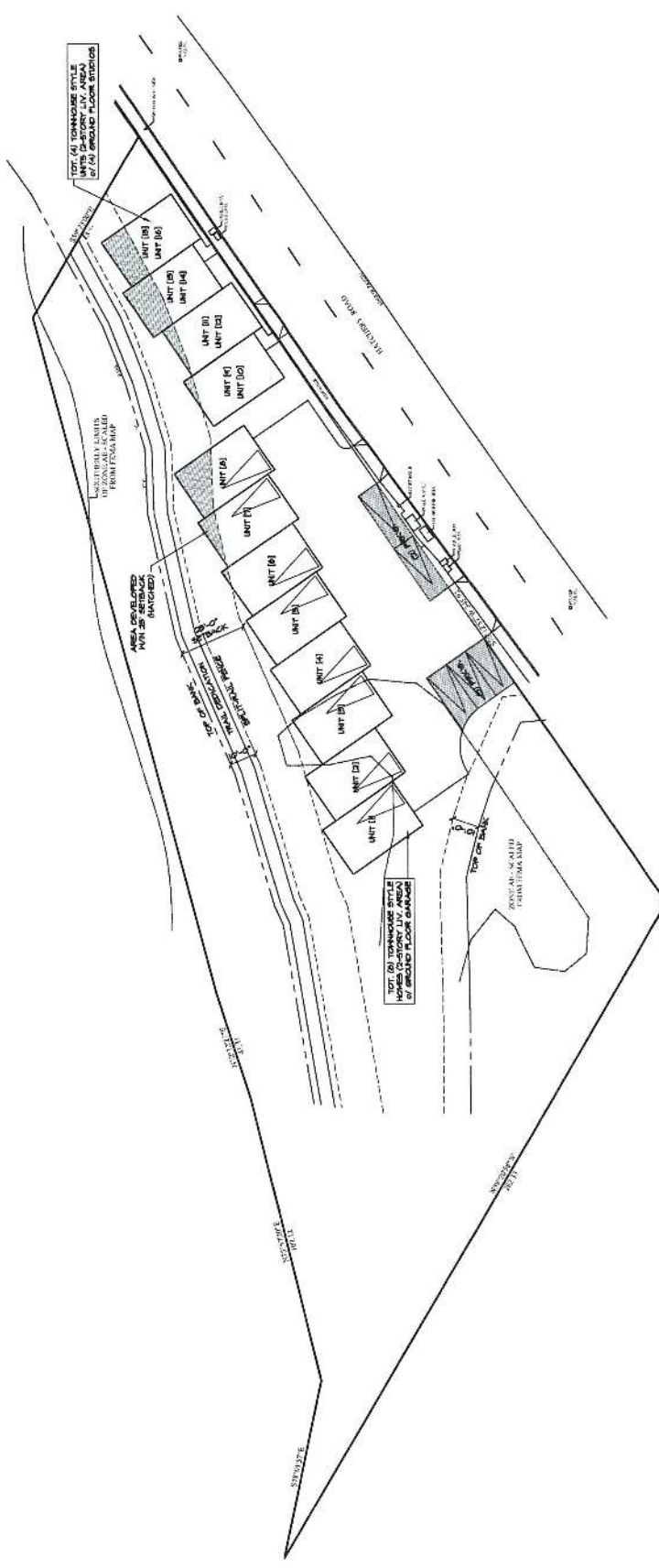
While all structures are located outside of the mapped AE flood zone, we have designed the southern units (1-8) with non livable space on the first floor (garage and accessory only).

The site is currently developed with two driveways accessing Hatchery Road. While we would re-utilize the centrally most located driveway, we would relocate the northern most driveway to the South of the development, reducing traffic hazards along the northeastern corner of the property /intersection.

The project would be connected to City services (both sewer and water).

In addition, we have proposed a 10’ trail dedication along Powers Creek, to the benefit of the City.

Option 1: 16 residential units



SITE PLAN
 1-20-C
 North

REVISIONS BY	DATE	DESCRIPTION

Atkins Planning - Sarah J. Atkins
 2020 06 01
 14-17073 030-0372
 BEREA, CA 94702
 510-885-4444

PROPOSED DEVELOPMENT
 PRELIMINARY SITE PLAN
 025-141-007
 301 HATFIELD RD. BAILEY LAKE, CA
 FOR: KYLE BOHLEN

Date	JUNE 01, '22
Scale	AS NOTED
Design	SAK
Drawn	SAK
Job	
Sheet	1

