



CITY OF LAKEPORT PLANNING COMMISSION SPECIAL MEETING – July 27, 2022, MINUTES

CALL TO ORDER / ROLL CALL: Chair Mitchell called the meeting to order at 5:30 p.m. with Commissioners Maxman, Barnett, and Combs present. Commissioner Warrenburg was absent. Also present was Community Development Director, Jenni Byers, Associate Planner, Victor Fernandez, Public Works Superintendent Jim Kennedy, and Administrative Analyst, Linda Sobieraj.

ACCEPTANCE OF AGENDA:

Commissioner Combs made a motion to accept the agenda as posted. Seconded by Commissioner Maxman. Motion carried by voice vote. (4-0).

COMMUNICATIONS: Director Byers advised there was no public input.

CONCENT CALENDAR:

A motion was made by Commissioner Maxman, to accept the minutes. Seconded by Commissioner Combs. (Minutes from the Regular Planning Commission April 13, 2022). Motion carried by voice vote (4-0).

REGULAR AGENDA:

Jan Cody – Application #2022-20 -

Associate Planner Fernandez briefed the Planning Commission on an application for a Fence Variance that would allow an existing wooden fence in excess of the three (3) foot limitation within the street front setback area located at 450 Sixth Street.

Commissioners asked questions regarding neighbors' complaints and how the city became aware of the over height fence.

Public hearing opened at 5:39 p.m. and closed with no input at 5:40 p.m.

Categorical exemption Approval

Commissioner Combs moved that the Planning Commission find that Application 2022-20 as applied for by Jan Cody is categorically exempt pursuant to Section 15303(E) of the 2022 CEQA guidelines. Seconded by Commissioner Maxman and carried by voice vote (4-0).

Fence Variance Approval

Commissioner Combs moved that the Planning Commission find that the Fence Variance applied for by Jan Cody, on property located at 450 Sixth Street does meet the requirements of Section 17.27.010.O.2 of the Lakeport Zoning Ordinance; consistent with the objectives and policies of the Lakeport General Plan; and subject to the project conditions of approval (Attachment B), and with the findings listed in the July 13, 2022, staff report. Seconded by Commissioner Maxman and carried by voice vote (4-0).

Lake County Tribal Health- Application #2022-18 -

Associate Planner Fernandez briefed the Planning Commission on an application for an Architectural and Design Review that would allow the construction of a concrete patio, a new sidewalk, and a shade structure to be located at 925 Bevins Court.

Chair Mitchell asked why the applicant had to pay the Stormwater Mitigation Fee for the project, as it was most likely paid when the building was built. Staff advised the fees were based off of the City Engineer's comments and would clarify with him on the payment of the fees.

Public hearing opened at 6:24 p.m. Applicant Steven Rugg spoke in favor of the project. Public hearing closed at 6:28 p.m.

Categorical exemption Approval

Commissioner Maxman moved that the Planning Commission find that Application 2021-23 as applied for by Lake County Tribal Health is categorically exempt pursuant to Section 15303(E) and of the CEQA guidelines. Seconded by Commissioner Combs and carried by voice vote (4-0).

Architectural and Design Review Approval

Commissioner Maxman moved that the Planning Commission find that the Architectural and Design Review applied for by Lake County Tribal Health, on property located at 925 Bevins Court does meet the requirements of Section 17.27.080 of the Lakeport Zoning Ordinance; consistent with the objectives and policies of the Lakeport General Plan; and subject to the Project Conditions of Approval, and with the findings listed in the July 13, 2022, staff report. Seconded by Commissioner Combs and carried by voice vote (4-0).

City of Lakeport Outdoor Dining Parklets – Application #2022-17 –

Director Byers briefed the Planning Commission on the results from the Outdoor Dining and Design Options Survey for the Lakeport, residents, business owners, and visitors. The survey was active from May 25, 2022, to June 1, 2022.

Public hearing opened at 6:24 p.m. Deanne and Rod Padel, local businesses owners, spoke providing their choices and the asked about the possibility of a grant to help with the cost. Public hearing closed at 6:28 p.m.

Commissioners asked questions regarding sidewalk dining, ADA pathway on Main Street, design consistency, grants or funding to pay for the designs, leasing the use of public space and everyone getting the same square footage to work with.

Director Byers advised staff will put together a proposal incorporating the top three design options and bring it back to the Planning Commission possibly by the September Planning Commission meeting.

City of Lakeport Draft Text Amendment (Sign Ordinance) – Application #2022-16 -

Director Byers briefed the Planning Commission on a request to consider an amendment to the Lakeport Municipal Code (Chapter 17.52) to allow signs to be seen from State Route 29 for Major Centers, as well as clarify the maximum height requirements for signage.

Planning Commissioners asked questions regarding signage added to the back of a business' building along the highway, why it was limited to only major centers, and if the rest of the signing ordinance would be updated.

CEQA Exemption

Commissioner Barnett moved that the Planning Commission find that Text Amendment 2022-16, pertaining to the amendment of the Lakeport Municipal Code, has been determined to be exempt from the California Environmental Quality Act as it meets the criteria established in Section 15061.b.3 of the CEQA Guidelines based on the evidence presented in the Environmental Determination. Seconded by Commissioner Maxman and carried by voice vote (4-0).

Text Amendment to the Municipal Code Recommendation to the City Council

Commissioner Barnett moved that the Planning Commission forward a recommendation to the City Council to Adopt the ordinance that modifies language in the Lakeport Municipal Code relating to signs. Seconded by Commissioner Maxman and carrier by voice vote (4-0).

CORRESPONDENCE:

The Commission discussed the current project pending list.

COMMENTS FROM STAFF AND COMMISSIONERS:

Director Byers advised the Planning Commission of an upcoming Planning Commissioner Training in Arcata on October 14, 2022, if any of the Commissioners were interested in attending. Commissioners Maxman and Combs expressed interest in attending the training.

Commissioner Maxman advised he judged a Helen Putnam Award for League of Cities.

DISCUSS AND SET THE NEXT MEETING DATE:

It was agreed by consensus that the next regular meeting to be held on Wednesday, August 10, 2022, at 5:30 p.m. Meeting was adjourned and closed at 7:15 p.m.

Jennifer M. Byers, Community Development Director