



A G E N D A

CITY OF LAKEPORT PLANNING COMMISSION

Wednesday, June 14, 2023

If you cannot attend in person, and would like to speak on an agenda item, you can access the Zoom meeting remotely:

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/81411354347?pwd=UjM3RlhIV1NVUmFZRkV1dUtrRjVHUT09>

Passcode: 847985

Or One tap mobile:

US: +16694449171,,81411354347#,,,,*847985# or
+13462487799,,81411354347#,,,,*847985#

Or Telephone:

Dial (for higher quality, dial a number based on your current location): US: +1 669 444 9171 or +1 346 248 7799

Webinar ID: 814 1135 4347

Passcode: 847985

International numbers available: <https://us06web.zoom.us/j/81411354347?pwd=UjM3RlhIV1NVUmFZRkV1dUtrRjVHUT09>

The City wants you to know that you can also submit your comments by email to
vfernandez@cityoflakeport.com

To give the Staff adequate time to print out your comments for consideration at the meeting, please submit your written comments prior to 4:30 p.m.

Please indicate in the email Subject Line "FOR PUBLIC COMMENT" and list the item number you wish to comment on.

Comments that you want read to the Council will be subject to the three-minute time limitation (approximately 350 words). Written comments that are only to be provided to Council and not read at the meeting will be distributed to the Council prior to the meeting.

The City of Lakeport thanks you in advance for taking all precautions to prevent spreading the COVID-19 virus.



A G E N D A

CITY OF LAKEPORT

PLANNING COMMISSION

REGULAR MEETING: Wednesday, June 17, 2023, 5:30 P.M.
City Hall Council Chambers, 225 Park Street

I. CALL MEETING TO ORDER: 5:30 p.m.

II. ROLL CALL:

III. ACCEPTANCE OF AGENDA:

Urgency Items: To add an item, the Commission is required to make a majority decision that an urgency exists (as defined in the Brown Act) and a two-thirds determination that the need to take action arose subsequent to the agenda being posted.

Move to accept the agenda as posted or move to add or delete items.

IV. COMMUNICATIONS:

A. Public Input:

Any person may speak for three minutes about any subject within the authority of the Planning Commission, provided that the subject is not already on tonight's agenda. Persons wishing to address the Planning Commission are required to complete a Citizen's Input form and submit it to the Community Development Director prior to the meeting being called to order. While not required, please state your name and address for the record.

V. CONSENT CALENDAR:

The following Consent Agenda items are expected to be routine and non-controversial. They will be acted upon by the Commission at one time without any discussion. Any Planning Commissioner may request that any item be removed from the Consent Agenda for discussion under the Regular Agenda.

A. Minutes:

Approval of the completed minutes from the Special Planning Commission meeting of February 16, 2022.

VI. REGULAR CALENDAR:

**A. Lake County Contractors
Application #2023-14**

Application for an Architectural and Design review and Categorical Exemption to allow for the construction of a 7-foot-tall, galvanized chain link fence located at 301 & 401 Industrial Avenue, further described as APNs: 005-045-46 & 005-045-49.

**B. Upward Architects –
Application #2023-08**

Application for the adoption of a Master Sign Program review and Categorical Exemption, that would include the construction of a 35-foot-tall sign as well as a 6-foot monument sign for the shopping center located at 2019 S Main Street, further described as APN: 005-045-40.

**C. Waterstone Residential –
Application #2023-01**

Application for a Tentative Parcel Map that would allow for the subdivision of the existing property into four (4) separate lots. The project is located at 1310 Craig Avenue, further known as APN: 005-030-51.

VII. Correspondence

**VIII. Comments from Staff
or Commissioners:**

IV. SCHEDULE NEXT MEETING:

Discuss and set the next meeting date (July 12, 2023).

X. ADJOURNMENT:

APPEALS:

The applicant or affected persons not satisfied with the decision of the Planning Commission may file an appeal. Affected persons include individuals who received notice of a land use application, or who attended the Planning Commission meeting and made verbal comments or submitted written comments in response to the notice. An appeal of a decision made by the Planning Commission shall be filed with the Community Development Director within five business days of the decision. Said appeal shall be filed on the prescribed form and accompanied by the fee in the amount set by Resolution of the City Council.

ACCESSIBILITY:

The City of Lakeport, in complying with the Americans with Disabilities Act (ADA), requests individuals who require special accommodations to access, attend and/or participate in the City meeting due to disability, to please contact City Clerk's Office, (707) 263-5615, 72 hours prior to the scheduled meeting to ensure reasonable accommodations are provided.



CITY OF LAKEPORT PLANNING COMMISSION REGULAR MEETING – March 8, 2023, MINUTES

CALL TO ORDER / ROLL CALL: Chair Mitchell called the meeting to order at 5:30 p.m. with Commissioners Maxman, Knorr, Barnett, and Combs present. Also present was City Manager, Kevin Ingram, Associate Planner, Victor Fernandez, and Administrative Analyst, Linda Sobieraj.

ACCEPTANCE OF AGENDA:

Commissioner Maxman made a motion to accept the agenda as posted. Seconded by Commissioner Combs. Motion carried by voice vote. (5-0).

COMMUNICATIONS: Administrative Specialist, Mel Olea introduced himself to the Planning Commissioners.

CONCENT CALENDAR:

A motion was made by Commissioner Knorr, to accept the minutes. Seconded by Commissioner Combs. (Minutes from the Regular Planning Commission February 16, 2023). Motion carried by voice vote (5-0).

REGULAR AGENDA:

Annual Election of Planning Commission Officers

City Manager, Ingram briefed the Planning Commission on the process of electing officers for the 2023 year.

Commissioner Barnett moved to nominate Commissioner Maxman as Chairperson, Commissioner Combs as Vice Chairperson of the City of Lakeport Planning Commission for calendar year 2023, and Kevin M. Ingram, Acting Community Development Director as Secretary. Seconded by Commissioner Knorr.

The vote was called and was as follows:

AYES: Commissioners Maxman, Barnett, Combs, Knorr, and Chair Mitchell. (5-0)

NOES: None

ABSENT: None

Kevin & Kenneth Romberg - Application #2023- 02 -

Associate Planner Fernandez briefed the Planning Commission on an application for a Use Permit and Categorical Exemption to allow for a short-term rental at the property located at 2432 Lakeshore Blvd., APN: 026-031-11.

Commissioners asked questions regarding parking and possible additional conditions of approval after inspections.

Public hearing opened at 5:48 p.m., Public hearing closed with no input at 5:41 p.m.

Categorical Exemption Approval

Commissioner Combs moved that the Planning Commission find that Application 2023-02 as applied for by Kevin Romberg is categorically exempt pursuant to Section 15301 and of the CEQA guidelines. Seconded by Commissioner Knorr and carried by voice vote (5-0).

Use Permit Approval

Commissioner Combs moved that the Planning Commission find that the Use Permit applied for by Kevin Romberg, on property located at 2432 Lakeshore Blvd does meet the requirements of Section 17.24.040 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 March 8, 2023, staff report. Seconded by Commissioner Mitchell and carried by voice vote (5-0).

Commissioner Barnett recused himself at 5:45 p.m. from the next item as he has a property within 500 feet of the property.

Justin Sokol – Application #2023-03 –

Associate Planner Fernandez briefed the Planning Commission on an application for a Use Permit and Categorical Exemption to allow for a short-term rental at the property located at 825 N Forbes Street, APN: 025-231-02.

Public hearing opened at 5:48 p.m., Applicant Justin Sokol spoke in favor the project. Public hearing closed with no input at 5:50 p.m.

Categorical Exemption Approval

Commissioner Knorr moved that the Planning Commission find that Application 2023-03 as applied for by Justin Sokol is categorically exempt pursuant to Section 15301 and of the CEQA guidelines. Seconded by Commissioner Combs and carried by voice vote (5-0).

Use Permit Approval

Commissioner Mitchell moved that the Planning Commission find that the Use Permit applied for by Justin Sokol, on property located at 825 N. Forbes Street does meet the requirements of Section 17.24.040 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 March 8, 2023, staff report. Seconded by Commissioner Combs and carried by voice vote (5-0).

Commissioner Barnett returned to the meeting at 5:51 p.m.

Manager Ingram briefed the Planning Commission on the Goals and Work Program from 2022/2023 and discussed the Planning Department and Planning Commission Goals for the 2023/2024 goals.

Commissioners asked questions regarding outdoor dining process, if can the speed limit on Main Street be lowered, the ability to report problems via text, the South Main Street Annexation, the demolition of the old Natural High building, repaving of Main Street, and an update on the Eleventh Street project.

2022 Reporting Year Housing Element Annual Progress Report

Associate Planner Fernandez briefed the Planning Commission on the 2022 Housing Element Annual Progress Report prior to submitting it to the Department of California Housing and Community Development.

Planning Commissioners ask questions regarding possible subsidies available to assist with building of moderate-income housing, available buildable properties in the city limits, and number of Accessory Dwelling Units in the city.

CORRESPONDENCE:

The Commission discussed the current project pending list.

COMMENTS FROM STAFF AND COMMISSIONERS:

Manager Ingram advised the Martin Street Apartments Phase III had its first hearing with City Council and the General Plan Amendment and Zone Change is scheduled for the April 4, 2023, meeting.

Ingram advised the tenant improvement plans for the old Kmart building have been received and are being processed.

Chair Maxman advised he had the opportunity to look at outdoor dining in other areas.

DISCUSS AND SET THE NEXT MEETING DATE:

It was agreed by consensus that the next regular meeting to be held on Wednesday, February 8, 2023, at 5:30 p.m. The meeting was adjourned and closed at 6:46 p.m.



CITY OF LAKEPORT COMMUNITY DEVELOPMENT DEPARTMENT STAFF REPORT

DATE: June 14, 2023

FILE NO: 2023-14

APPLICANT: Mark Mitchell
Lake County Contractors
PO Box 1622
Lakeport, CA 95453

LOCATION: 301 & 401 Industrial Avenue (005-045-46 & 005-045-49)

GENERAL PLAN: Major Retail

ZONING: I, Industrial

STAFF CONTACT: Victor Fernandez, Associate Planner

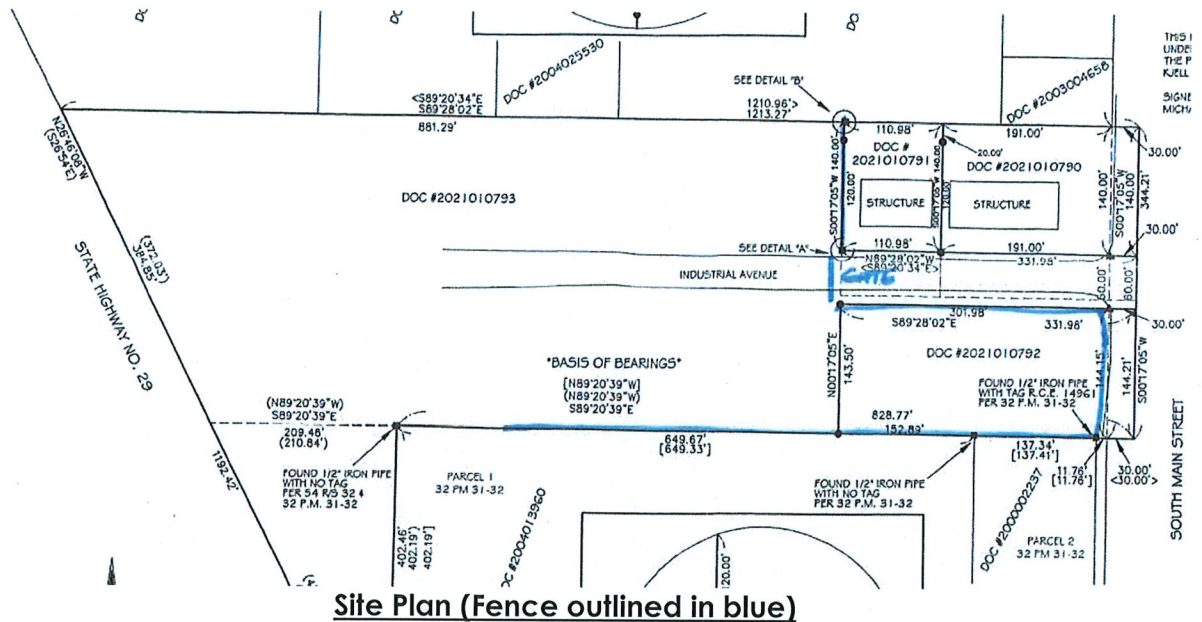
REQUESTED ACTION: The Planning Commission is being asked to review and approve an application for an Architectural and Design Permit, that would allow the construction of a 7-foot tall, galvanized chain link fence located at 301 & 401 Industrial Avenue, further described as APNs 005-045-46 and 005-045-49.

GENERAL PLAN AND ZONING DISTRICT: The subject property is designated Major Retail according to the City of Lakeport General Plan Land Use Map and is within the Industrial zoning district according to the City Zoning Map. In reference to the City of Lakeport General Plan, Major Retail is the principal retail designation for the Lakeport area that provides sufficient land for shopping centers.

PROJECT DESCRIPTION: The project involves the installation of a 7' feet tall standard galvanized chain link fence around the perimeter of the property. The proposed fence will provide a physical barrier, effectively securing the property and safeguarding the existing businesses. The fence would run along the southern and eastern property line. Additionally, a gated access point will be established on Industrial Avenue, approximately 300 feet west of South Main Street. In reference to the submitted application, this access point will offer limited entry to the existing businesses within the property. The gate will also be equipped with a Knox box, which will contain a key and gate code, providing emergency access to the Lakeport Fire Department.

Furthermore, the fence parallel to South Main Street will be constructed 5' feet behind the existing sidewalk. The proposed setback will facilitate landscaping efforts aimed at enhancing the architectural design of the fence. The applicant intends to incorporate

lavender shrubs and wisteria climbing vines to introduce a visually appealing element to the fence.



Staff reviewed all of the criteria applicable to this project and has determined that the proposed fence is in compliance with the Lakeport Municipal Code.

AGENCY REVIEW COMMENTS: The submitted plans were provided to the Building Official, City Engineer, City Public Works, Police, and the Fire District for their review. The following comments were provided:

- City Engineer: There is an existing drainage basin on this property which must be kept accessible, including the gated access on the property site. City Public Works staff shall be provided access to serve this area. The three culverts on the south side of the property shall be protected and not damaged during fencing construction.
- Public Works, Roads: No comments.
- Public Works, Utilities: There is an existing sewer line on the north side of the property where the fence is proposed. The fence installation will require coordination to ensure that it is not placed directly over the sewer main. Additionally, the applicant shall provide adequate access for repair and maintenance.
- City Police: No Police issues at this time.

Specific project conditions have been included to address agency comments received. The vicinity map (Attachment A) and Project Conditions of Approval (Attachment B) are attached.

CALIFORNIA ENVIRONMENTAL QUALITY ACT FINDINGS:

The proposed project has been determined to be categorically exempt from the provisions of the California Environmental Quality Act according to Section 15303 New Construction or Conversion of Small Structures of the CEQA guidelines. This section provides an exemption for accessory (appurtenant) structures which includes fences.

CONCLUSION, RECOMMENDATION, AND CONDITIONS: Based on the information provided by the applicant and the comments received from City staff, a finding is made that the proposed fence located at 301 & 401 Industrial Avenue is in general conformance with the Lakeport Municipal Code. The proposed project has been determined to be exempt from the provisions of the California Environmental Quality Act according to Section 15303 of the CEQA guidelines.

Staff recommends that the Planning Commission approve the Architectural and Design Review Permit application subject to the Conditions of Approval set forth in the staff report (Attachment B).

SAMPLE MOTION

Categorical Exemption Approval

I move that the Planning Commission find that Application 2023-14 as applied for by Lake County Contractors is categorically exempt pursuant to Section 15303 and of the CEQA guidelines.

Architectural and Design Review Approval

I move that the Planning Commission find that the Architectural and Design Review Permit applied for by Lake County Contractors, on property located at 301 and 401 Industrial Avenue does meet the requirements of Chapter 17.28 and Chapter 17.27 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 June 14, 2023 staff report.

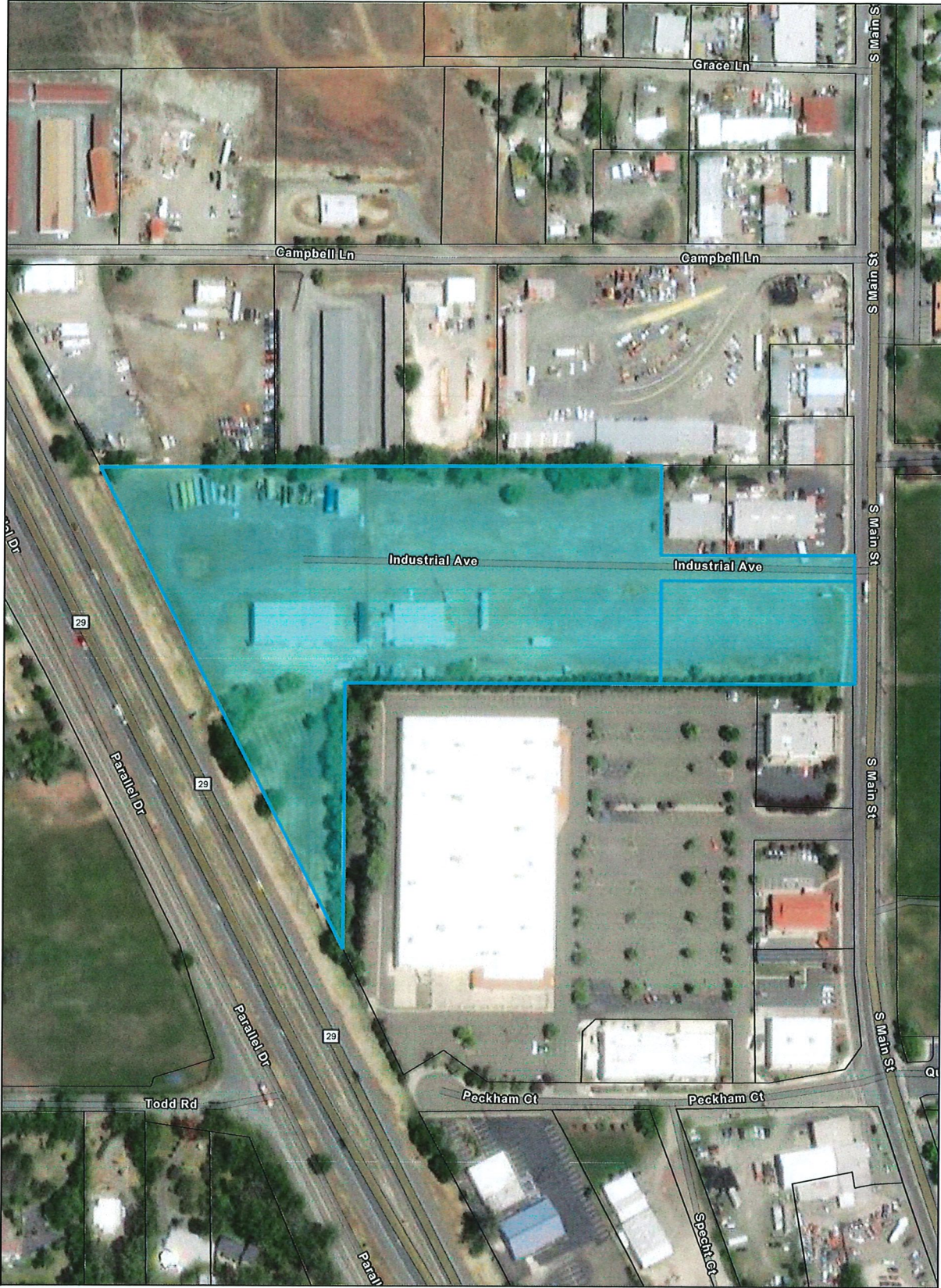
The Planning Commission's approval of the applications shall be subject to the conditions of approval specified in the staff report and/or as amended by the Planning Commission at the public hearing.

Attachment A:	Vicinity Map
Attachment B:	Draft Project Conditions Agreement
Attachment C:	Application Packet

Attachment A:

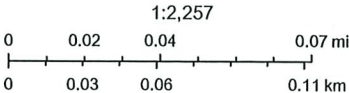
Vicinity Map

Vicinity Map



5/30/2023, 4:33:04 PM

- City Limit
- Lakeport Parcels (2023)



Esri Community Maps Contributors, Lake County, CA, California State Parks, © OpenStreetMap, Microsoft, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA

Attachment B:
Project Conditions Agreement



CITY OF LAKEPORT
Community Development Department
225 Park Street
Lakeport, Ca 95453

PROJECT CONDITIONS AGREEMENT

Land Use Application File No. 2023-14

*This Agreement is entered into by **Mark Mitchell, Lake County**
Contractors
(hereinafter Applicant/Owner).*

RECITALS

WHEREAS, Applicant/Owner applied to the City of Lakeport for an Architectural and Design Review Permit approval for the construction of a 7-foot tall fence; and

WHEREAS, the City of Lakeport Planning Commission has reviewed and approved the project in conformance with the Architectural and Design Review criteria and standards set forth in Chapter 17.27 of the Lakeport Municipal Code; and

WHEREAS, the proposed project is hereby approved subject to the following conditions:

1. The applicant/owner shall sign this standard City of Lakeport Project Conditions Agreement which lists the conditions of approval and shall agree to said conditions. A copy of this signed agreement shall be returned to the Community Development Department prior to operation.
2. The project shall be developed in accordance with the plans and specifications received by the City on March 11, 2023 and as approved by the Lakeport Planning Commission on June 14, 2023. Minor alterations may be approved in writing by the City of Lakeport Community Development Director or her designee.
3. The applicant/owner shall maintain the fencing in good condition for the life of the project. Damaged or dilapidated portions of fencing shall be repaired or replaced as necessary.
4. The applicant/owner shall provide access to the City public Works staff to serve the area with the existing drainage basin that is located on the property.

5. The fence shall not be constructed within the existing sewer line area located on the north side of the property. The applicant shall coordinate with the Public Works department to ensure the fence does not encroach on the sewer line area.

NOW, THEREFORE, IT IS AGREED:

1. That the applicant/owner has read and agrees to each and every item and condition herein.
2. That the development and use of the real property described herein shall conform to the conditions listed above and all City of Lakeport Ordinances and Resolutions where applicable.
3. That said conditions shall be binding on all owners or persons having or acquiring any right, title, or interest in said real property, or any part thereof, subject to this agreement.

APPLICANT

SIGNATURE- Mark Mitchell
Lake County Contractors

Dated:

PLEASE PRINT NAME

cc: Project File

Attachment C:
Application Packet



City of Lakeport
225 Park St – Lakeport CA 95453
Phone: (707) 263-5613 EXT. 205 FAX: (707) 263-9314
www.cityoflakeport.com

LAND USE APPLICATION WITH OR WITHOUT CATEGORICAL EXEMPTION

APPLICANT'S INFORMATION	LAND OWNER'S INFORMATION
Name <u>MARK MITCHELL</u>	Name <u>KJELL AKERSTROM</u>
Company Name <u>LAKE COUNTY CONTRACTORS</u>	Company Name <u>LAKE OLBAZ LLC</u>
Mailing Address <u>PO BOX 1622</u>	Mailing Address <u>PO BOX 550</u>
City, State, Zip <u>LAKEPORT CA</u>	City, State, Zip <u>LAKEPORT, CA 95453</u>
Phone <u>707-263-8482</u> Fax _____	Phone <u>707-489-8318</u> Fax _____
Email <u>mmk@lakecountcontractors.com</u>	Email _____

AGENT, ENGINEER, OR ARCHITECT'S INFORMATION (if any)	
Name <u>MARK MITCHELL</u>	Company Name <u>LCC</u>
Mailing Address <u>SOME</u>	Phone _____ Fax _____
City, State, Zip _____	Email _____

PROJECT INFORMATION	
Project location: <u>301 INDUSTRIAL AVE</u>	Assessor Parcel No.(s): <u>005-045-46, 49</u>
Current land use: <u>I</u>	Size of existing parcel: <u>57.7 ± 1</u>
Current Zoning: <u>I</u>	Current General Plan Designation: <u>I</u>
Subdivision tract name:	Lot and block numbers:
Description of proposed project: <u>INSTALL 7' HIGH GALVANIZED CHAINLINK FENCE</u> <u>AROUND REMAINDER OF PROPERTY NOT FENCED</u>	

ATTACH SUPPLEMENTAL INFORMATION AS REQUIRED

SIGNATURE OF APPLICANT _____ DATE _____ SIGNATURE OF LAND OWNER _____ DATE _____

LAND USE APPLICATIONS REQUIRED FOR PROPOSED PROJECT:

<input type="checkbox"/>	\$765.39	Abandonment of Right-of-Way
<input type="checkbox"/>	2,199.73*	Annexation
<input type="checkbox"/>	164.82	Archeological Review
<input type="checkbox"/>	3,125.48*	Architectural & Design Review
<input checked="" type="checkbox"/>	791.80	Arch. & Design Review (Minor)
<input type="checkbox"/>	99.12	Arch. & Design Review (Small Project)
<input type="checkbox"/>	329.62	Approved Plan Revision
<input checked="" type="checkbox"/>	148.91	Categorical Exemption
<input type="checkbox"/>	296.97	Certificate of Compliance
<input type="checkbox"/>	1,385.36	Development Agreement
<input type="checkbox"/>	939.90	Environmental Review
<input type="checkbox"/>	272.10	Fence Request
<input type="checkbox"/>	362.80	Free-Standing Sign
<input type="checkbox"/>	809.19	General Plan Amendment

<input type="checkbox"/>	\$989.39	Lot Line Adjustment
<input type="checkbox"/>	132.15	Minor Exception
<input type="checkbox"/>	518.81*	Formal Concept Plan Review
<input type="checkbox"/>	88.87 & up**	Reapportionment – Sewer Assessment
<input type="checkbox"/>	263.80	Shoreline Development
<input type="checkbox"/>	2,069.62*	Tentative Parcel Map
<input type="checkbox"/>	2,987.32*	Tentative Subdivision Map
<input type="checkbox"/>	725.59	Use Permit, Major
<input type="checkbox"/>	191.35	Use Permit, Minor
<input type="checkbox"/>	758.76	Varlance
<input type="checkbox"/>	247.22	Voluntary Merger
<input type="checkbox"/>	1,154.72	Zone Change
<input type="checkbox"/>	201.42*	Zoning Permit
<input type="checkbox"/>		Other

*Planning and Engineering Fees ** Engineering Fee

Total Fees Collected: \$ 940.71 Receipt # 208140 Initials MO Date 4/10/23

Revised 2022

SUPPLEMENTAL INFORMATION FOR VARIOUS LAND USE APPLICATIONS

Please answer questions and/or attach additional information appropriate to the type of land use(s) being applied for – see boxes checked on the bottom of the first page of this application to see which of the following applications apply

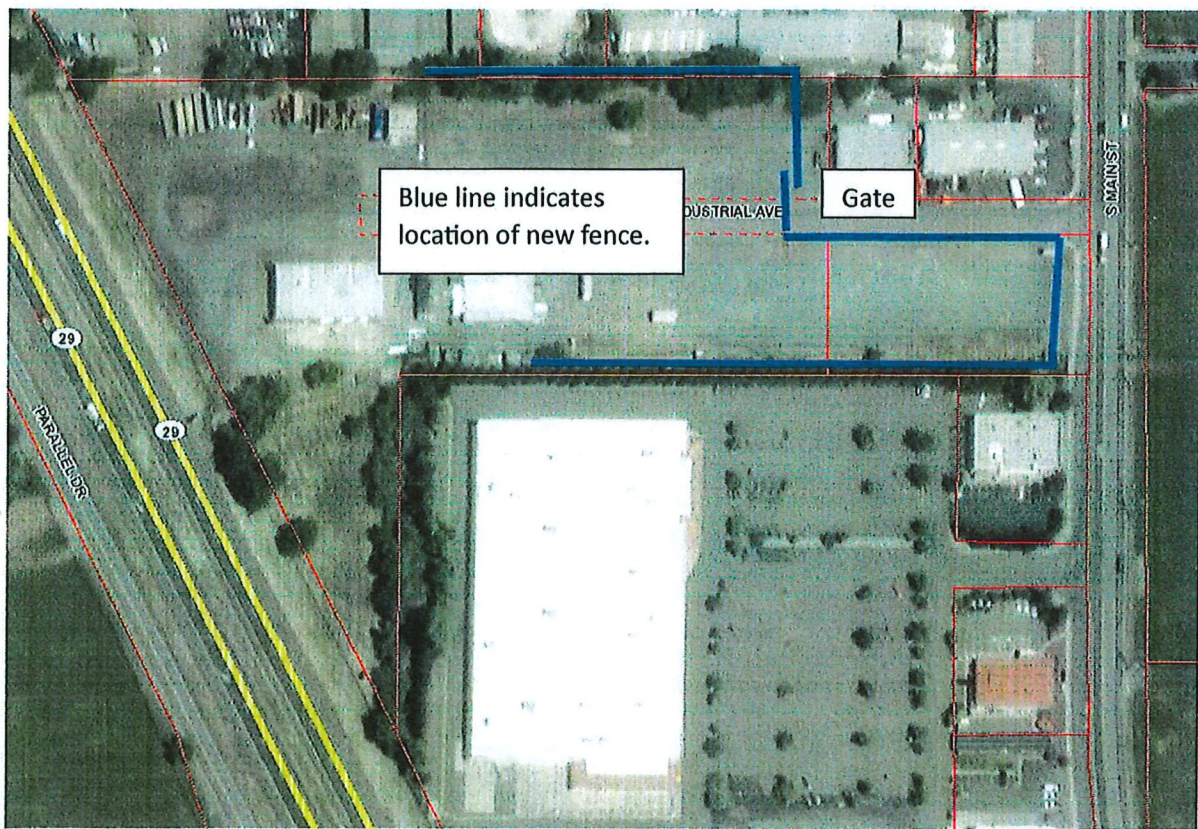
APPROVED PLAN REVISION	Description of original project <u>INSTALL CHAINLINK FENCE</u>	
	Description of revision being proposed _____	
DEVELOPMENT AGREEMENT	Floor area of proposed buildings _____ Number of parking spaces _____	
ENVIRONMENTAL REVIEW	Please complete the information requested on the next page.	
FENCE REQUEST	Cross streets <u>Industrial & S. MAIN</u> Description of proposed fence <u>7' high GALV. CHAINLINK</u> Reason for fence <u>SECURITY</u> ATTACH DETAILED SITE PLAN AND ELEVATION OF PROPOSED FENCE	
FREE-STANDING SIGN	Sign maker name, address, phone _____ Description of proposed sign _____	
GENERAL PLAN AMENDMENT	ATTACH WRITTEN STATEMENT RESPONDING TO GENERAL PLAN AMENDMENT CRITERIA – see attached information. ATTACH MAP / SITE PLAN AND LEGAL DESCRIPTION OF PROPERTY.	
LOT LINE ADJUSTMENT	Assessor's Parcel No. _____ Size of parcel _____ Present use _____ Assessor's Parcel No. _____ Size of parcel _____ Present use _____	Assessor's Parcel No. _____ Size of parcel _____ Present use _____ Signature of adjacent landowner _____ Date _____ ATTACH DETAILED MAP DRAWN TO SCALE ILLUSTRATING PROPOSED ADJUSTMENT
MINOR EXCEPTION	Section of applicable Ordinance (Code) _____ Description of proposed exception _____ ATTACH EXCEPTION JUSTIFICATION STATEMENT – see attached information	
TENTATIVE PARCEL OR SUBDIVISION MAP	Number _____ and size of parcels to be created _____ Reason for requesting division of land _____ Will easements or rights-of-way be dedicated _____ Is sewer and water service available _____	
SHORELINE DEVELOPMENT	Describe the proposed shoreline development _____ ATTACH SHORELINE DEVELOPMENT PLAN – see attached information	
USE PERMIT	ATTACH USE PERMIT JUSTIFICATION STATEMENT – see attached information	
VARIANCE	Section of Ordinance (Code) being varied _____ Description of proposed variance _____ ATTACH VARIANCE JUSTIFICATION STATEMENT – see attached instructions	
VOLUNTARY MERGER	Description of proposed merger _____ Reason for requesting merger _____	
ZONE CHANGE	ATTACH A WRITTEN EXPLANATION FOR REZONING REQUEST AND DISCUSS CONFORMANCE WITH THE GENERAL PLAN – see attached information. ATTACH MAP, SITE PLAN, AND LEGAL DESCRIPTION OF PROPERTY	

MINOR DESIGN REVIEW

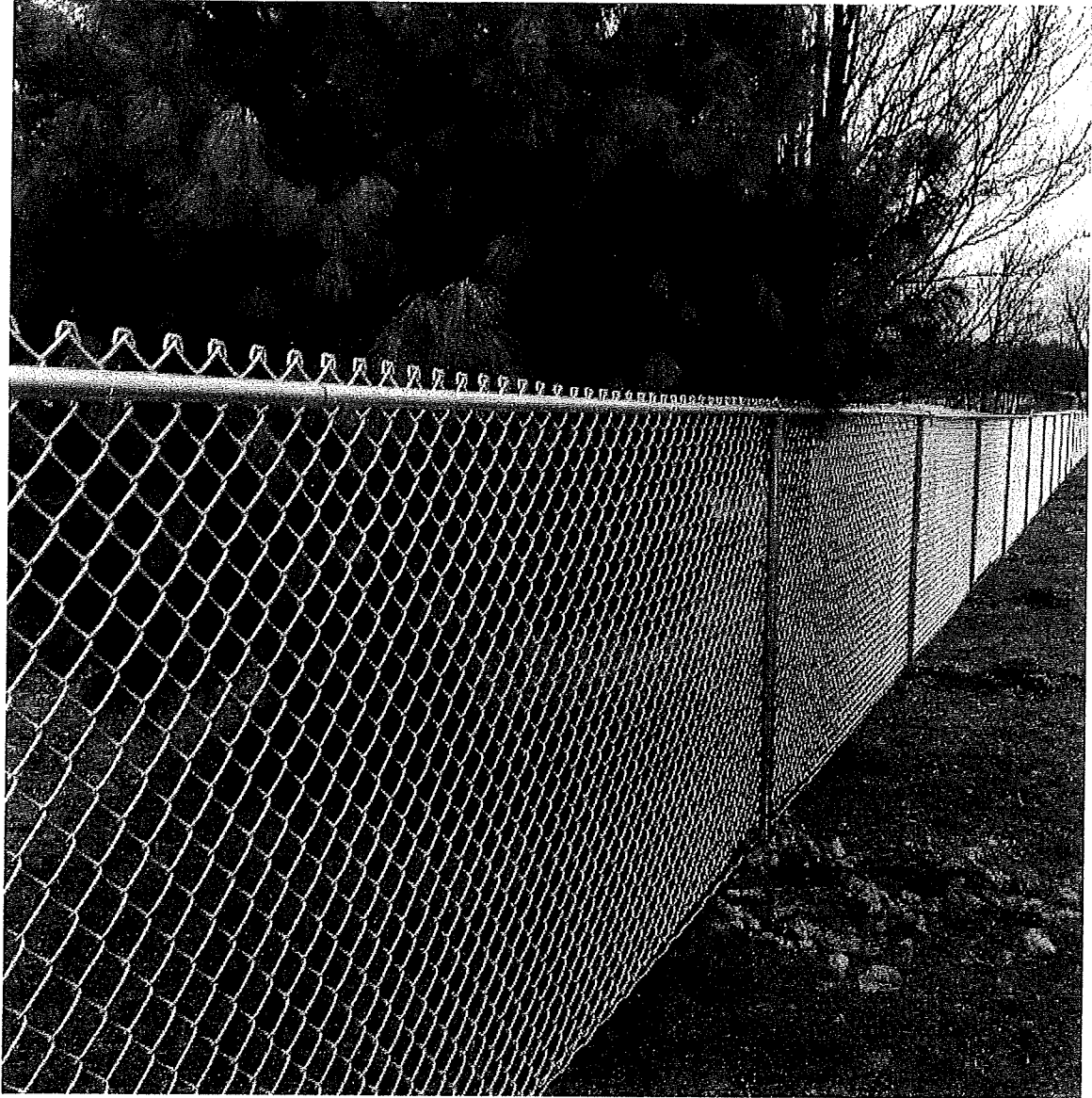
301 Industrial Ave.

The Owner proposes to construct a 7' high standard galvanized chain link fence around the perimeter of the property that currently is not fenced. The purpose of the fence is to provide security for the existing businesses and to detour all others of accessing the property during off-hours. The Owner has had issues with homeless encampments, abandoned cars and theft. The fence would greatly help in securing the property from future problems.

A gated access will be installed on Industrial Ave, approximately 300 feet West of South Main Street. The gate will provide limited access to existing businesses. A Knox box and key and gate code will be provide to the Lakeport Fire Department for emergency access. The fence parallel to South Main would be constructed 5' behind existing sidewalk.

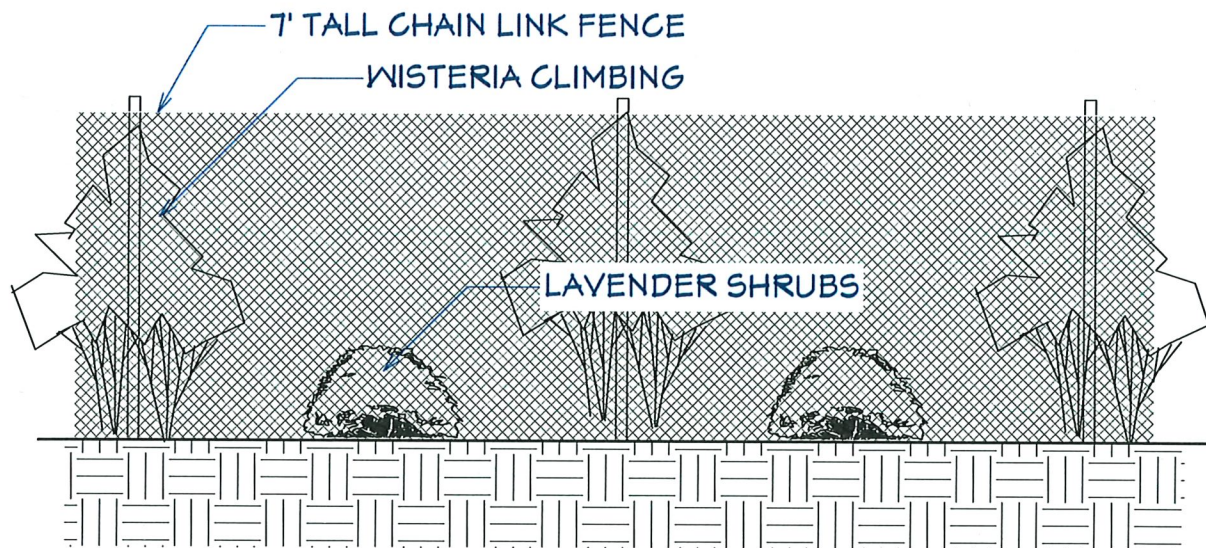


Standard Galvanized Chain Link Fence



INDUSTRIAL AVENUE FENCE PROJECT

AS PART OF THE FENCING PROJECT THE CITY HAS REQUESTED ADDITION ARCHITECTURAL ARTICULATION ALONG MAIN STREET. THE OWNER IS PROPOSING TO PROVIDE SIMPLE LANDSCAPING IN THE FORM OF GROUND SHRUBS AND CLIMBING VINES TO BREAK UP THE APPEARANCE OF CHAIN LINK FENCE.





CITY OF LAKEPORT COMMUNITY DEVELOPMENT DEPARTMENT STAFF REPORT

DATE: June 14, 2023

FILE NO: 2023-08

APPLICANT: Upward Architects
Richard Sander
1155 W. Rio Salado Parkway
Tempe, AZ 85281

LOCATION: 2019 South Main Street (005-045-40)

GENERAL PLAN: Major Retail

ZONING: C-2, Major Retail

STAFF CONTACT: Victor Fernandez, Associate Planner

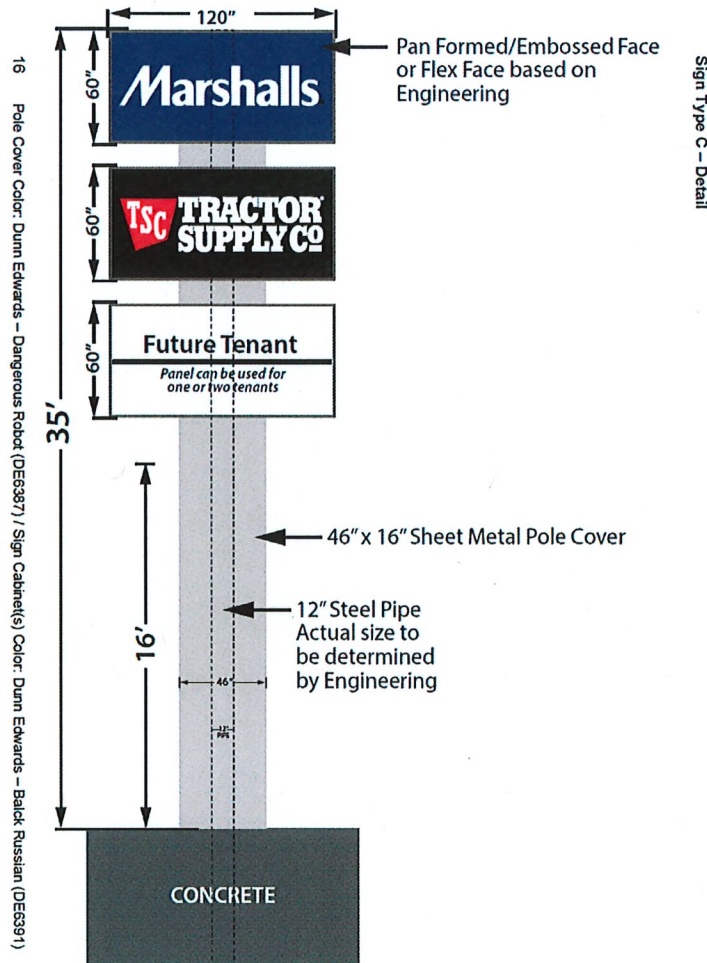
REQUESTED ACTION: The Planning Commission is being asked to review and adopt a Master Sign Program for the 2019 S Main Street Shopping Center, that would include the construction of a 35-foot tall sign as well as a 6-foot monument sign for the shopping center located at 2019 South Main Street, further described as APN 005-045-40. The signs would accommodate Tractor Supply Company, Marshalls, and future and existing tenants.

GENERAL PLAN AND ZONING DISTRICT: The subject property is designated Major Retail according to the City of Lakeport General Plan Land Use Map and is within the C-2 and, Major Retail zoning district according to the City Zoning Map. In reference to the City of Lakeport General Plan, Major Retail is the principal retail designation for the Lakeport area that provides sufficient land for shopping centers. The proposed signs requires the approval of Freestanding Sign Permit, subject to the objectives and regulations set forth in Chapter 17.52 of the Zoning Ordinance. In reference to Section 17.52.040.I. of the Lakeport Zoning Ordinance, freestanding signs shall be reviewed and approved by the Planning Commission.

PROJECT DESCRIPTION: The Planning Commission is being asked to adopt the Master Sign Program which includes the installation of a 35-foot tall pylon sign with two-sided sign cabinets that would be located near the western border of the property which fronts State Route 29. The freestanding sign will provide four individual (two-sided) LED lighted sign cabinets on the sign, and the pole supporting the sign will be equipped with a 46" wide by 16" deep sheet metal pole cover. The sign proposes four LED lighted sign cabinets that will be the following size:

- Sign One – 120" x 60" x 18" – 50 square feet
- Sign Two – 120" x 60" x 18" – 50 square feet
- Sign Three - 120" x 60" x 18" – 50 square feet
- Total: 150 square feet

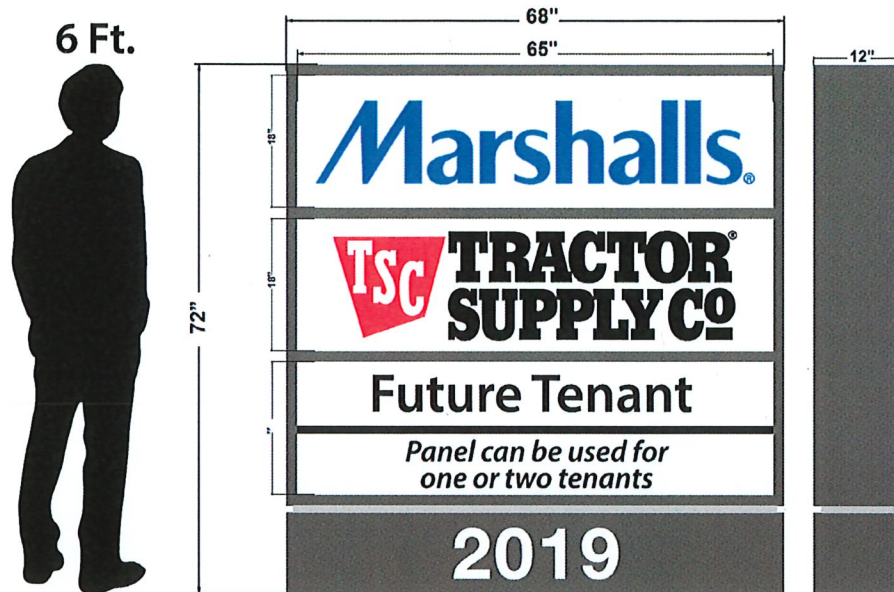
According to the submitted application, the sign faces will be pan-formed/embossed or flex faces based on the structural engineer's recommendations. The letters and logo on the sign will be digitally printed graphics, cast vinyl, or painted. The sign will provide no more than four tenant names as well. Additionally, the freestanding sign will be placed on a concrete foundation (See image below).



Freestanding Sign (35' feet tall)

The project also proposes a monument sign to be located at the entrance of the property (2019 S. Main Street). The monument sign will provide LED signage for up to four tenants. The proposed monument sign will be 6 feet tall, while the face of the sign will be 5.6 feet long, and the width of the sign is 1 foot wide (See image below for visual):

Sign Type B – Detail



Monument Sign Color: Dunn Edwards – Black Russian (DE6391)
Monument Sign Reveal Color: Dunn Edwards – Dangerous Robot (DE6387)

13

Monument sign (6' feet tall)

The monument sign will be set in concrete, and be equipped with a fabricated base. Each tenant sign will be removable and will be provided with an LED illumination feature.

Per the Lakeport Municipal Code, Chapter 17.52.050, the maximum height allowed for a freestanding sign in a Major Center is 35' feet and is limited to a maximum of 300 square feet of signage area. The proposed freestanding sign is 150 square feet per side which would result in a total of 300 square feet. Additionally, in reference to Section 17.52.040.O.7.e., additional monument signs may be allowed for the entire major shopping center subject to the approval of the Planning Commission.

On September 6, 2022, the Lakeport City Council adopted an Ordinance (Ord No. 937) that amended section 17.52.040 (Sign Ordinance) of the Lakeport Municipal Code. This ordinance amended the code to allow signs to be seen from State Route 29 for Major Centers. A Major Center is identified as a commercially zoned and developed parcel with multiple occupancy having gross leasable area in excess of 50,000 square feet. This property meets the definition as outlined in the Lakeport Municipal Code. The proposed freestanding sign will be located on the western side of the property adjacent to State Route 29.



Site Plan

Staff reviewed all of the criteria applicable to this project and has determined that the proposed improvements are in compliance with the Freestanding Sign Permit standards set forth in the Municipal Code at this location.

AGENCY REVIEW COMMENTS: The submitted plans were provided to the Building Official, Caltrans, City Engineer, City Public Works, Police, and the Fire District for their review. The following comments were provided:

- Caltrans: Caltrans appears to have a 100-foot right of way east to the highway centerline at this location. All advertising must be located outside of State right of way. If the applicant intends to conduct off-premise advertising within 660 feet of State right-of-way and visible to State Route 29, an Outdoor Advertising Act (ODA) permit will be required.
- Building Official:
 - The applicant shall submit engineered plans for the sign and obtain building permits and schedule all required inspections.
- Public Works, Roads: No comments.
- Public Works, Utilities: No comments.
- City Police: No Police issues at this time.
- Fire District: FD recommends that the address be on top of the monument sign with the address ranges.

Specific project conditions have been included to address agency comments received. The vicinity map (Attachment A) and Project Conditions of Approval (Attachment B) are attached.

GENERAL PLAN CONSISTENCY

As mentioned previously, the property's general plan designation is Major Retail. In reference to the City of Lakeport's General Plan, specifically the Land Use Element, Major Retail is the principal retail designation for the Lakeport area; the place for regional and local serving retail establishments. This designation is typically assigned to larger parcels that can provide sufficient land for a shopping center.

Policy CD 7.6: Signage: Facilitate the installation of attractive and functional signage.

The proposed project consists of maintaining the Major Retail General Plan Designation and Zoning. Additionally, the project will provide attractive and functional signage for the existing shopping center and proposed tenants.

MASTER SIGN PLAN FINDINGS:

As proposed, the proposed Master Sign Program is consistent with the following findings:

Section 17.52.040.O (Subsections 2 & 7) *The proposed Master Sign Program is designed to cater to the established shopping center situated at 2019 S. Main Street. It ensures that the sign plan remains in harmony with the existing development while also presenting an aesthetically pleasing appearance. Additionally, this provision allows for a low-profile monument sign for the entire major shopping center with the approval of the Planning Commission. The Master Sign Program is consistent with this section.*

Section 17.52.040.C *As previously mentioned, Ordinance No. 937 was adopted by the Lakeport City Council in September 2022. This ordinance introduced amendments to Section 17.52.040 of the Lakeport Municipal Code, granting permission for signs to be visible from State Route 29, specifically for Major Centers. The term "Major Centers" refers to commercially zoned and developed parcels with multiple occupancy, encompassing a gross leasable area exceeding 50,000 square feet. The property under consideration satisfies the definition provided in the Lakeport Municipal Code.*

Section 17.52.050 *According to Section 17.52.050 of the Lakeport Municipal Code, freestanding signs for major centers are required to have a maximum area of 300 square feet and a maximum height of 35 feet. In line with these specifications, the proposed freestanding sign consists of 150 square feet per side, totaling 300 square feet. Furthermore, the monument sign is designed to be 34 square feet per side, resulting in a total area of 68 square feet.*

CALIFORNIA ENVIRONMENTAL QUALITY ACT FINDINGS:

The proposed project has been determined to be categorically exempt from the provisions of the California Environmental Quality Act according to Section 15304 Minor Alterations to Land of the CEQA guidelines. This section consists of minor public or private alterations in the condition of land, water, and/or vegetation which do not involve the removal of healthy, mature, scenic trees except for forestry or agricultural purposes. The project consists of minor alterations to the existing shopping center.

CONCLUSION, RECOMMENDATION, AND CONDITIONS: Based on the information provided by the applicant and the comments received from City staff, a finding is made that the proposed sign installations located at 2019 South Main Street is in general conformance with the Lakeport Municipal Code Chapter 17.52 (Sign Ordinance). The proposed project has been determined to be exempt from the provisions of the California Environmental Quality Act according to Section 15301 of the CEQA guidelines. These sections categorically exempt projects that represent minor alterations to existing facilities.

Staff recommends that the Planning Commission approve the Use Permit application subject to the Conditions of Approval set forth in the staff report (Attachment B).

SAMPLE MOTION

Categorical Exemption Approval

I move that the Planning Commission find that Application 2023-08 as applied for by Upward Architects is categorically exempt pursuant to Section 15301 and of the CEQA guidelines.

Master Sign Program Approval

I move that the Planning Commission find that the Master Sign Program applied for by Upward Architects, on property located at 2019 South Main Street does meet the requirements of Section 17.52.040.O 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 June 14, 2023 staff report.

The Planning Commission's approval of the applications shall be subject to the conditions of approval specified in the staff report and/or as amended by the Planning Commission at the public hearing.

Attachment A:	Vicinity Map
Attachment B:	Draft Project Conditions Agreement
Attachment C:	Application; Site Plan, Elevations, & Colors

Attachment A: Vicinity Map

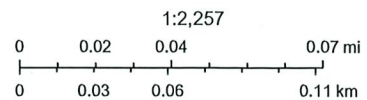
Vicinity Map



6/6/2023, 10:40:13 AM

City Limit

Lakeport Parcels (2023)



Esri Community Maps Contributors, Lake County, CA, California State Parks, © OpenStreetMap, Microsoft, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA

Attachment B:
Project Conditions Agreement



CITY OF LAKEPORT
Community Development Department
225 Park Street
Lakeport, Ca 95453

PROJECT CONDITIONS AGREEMENT

Land Use Application File No. 2023-08

*This Agreement is entered into by **Ken Simons, Lany Lakeport, LLC**
(hereinafter Applicant/Owner).*

RECITALS

WHEREAS, Applicant/Owner applied to the City of Lakeport for approval of a Master Sign Program that includes the construction of a 35-foot tall freestanding sign and a 6-foot tall monument sign to serve the existing shopping center; and

WHEREAS, the City of Lakeport Planning Commission has reviewed and approved the Master Sign Program in conformance with the Sign Ordinance criteria and standards set forth in Section 17.52.040.O of the Lakeport Municipal Code; and

WHEREAS, on September 6, 2022, the Lakeport City Council adopted an Ordinance (Ord No. 937) that amended section 17.52.040 (Sign Ordinance) of the Lakeport Municipal Code to allow signs to be seen from State Route 29 for Major Centers; and

WHEREAS, the proposed project is hereby approved subject to the following conditions:

1. The applicant/owner shall sign this standard City of Lakeport Project Conditions Agreement which lists the conditions of approval and shall agree to said conditions. A copy of this signed agreement shall be returned to the Community Development Department prior to operation.
2. The project shall be developed in accordance with the plans and specifications received by the City on March 13, 2023 and as approved by the Lakeport Planning Commission on June 14, 2023. Minor alterations may be approved in writing by the City of Lakeport Community Development Director or her designee.
3. The construction of the freestanding sign shall not encroach into the designated Caltrans right-of-way.

4. The applicant/owner/developer shall maintain the signs in good condition for the life of the project. Damaged or dilapidated portions of the sign(s) or related improvements shall be repaired or replaced as necessary.
5. If lighting or receptacles are installed, the applicant/owner shall submit an electrical permit to the City of Lakeport.
6. The applicant/owner shall conform with the color schedule identified on the approved plans.

NOW, THEREFORE, IT IS AGREED:

1. That the applicant/owner has read and agrees to each and every item and condition herein.
2. That the development and use of the real property described herein shall conform to the conditions listed above and all City of Lakeport Ordinances and Resolutions where applicable.
3. That said conditions shall be binding on all owners or persons having or acquiring any right, title, or interest in said real property, or any part thereof, subject to this agreement.

APPLICANT

SIGNATURE- Ken Simons
Lany Lakeport, LLC

Dated:

PLEASE PRINT NAME

cc: Project File

Attachment C:
Application; Site Plan and Floor Plan



City of Lakeport
225 Park St – Lakeport CA 95453
Phone: (707) 263-5613 EXT. 205 FAX: (707) 263-9314
www.cityoflakeport.com

LAND USE APPLICATION WITH OR WITHOUT CATEGORICAL EXEMPTION

APPLICANT'S INFORMATION	LAND OWNER'S INFORMATION
Name <u>Richard Sander</u>	Name <u>Ken Simons</u>
Company Name <u>Upward Architects</u>	Company Name <u>Simons Real Estate Group, Inc.</u>
Mailing Address <u>1155 W. Rio Salado Pkwy.</u>	Mailing Address <u>11275 Watson Drive</u>
City, State, Zip <u>Tempe, AZ 85281</u>	City, State, Zip <u>Moorpark, CA 93021</u>
Phone <u>602.753.5222</u> Fax _____	Phone <u>818.331.6755</u> Fax _____
Email <u>rick@upwardarchitects.com</u>	Email <u>ken@srgla1.com</u>

AGENT, ENGINEER, OR ARCHITECT'S INFORMATION (if any)	
Name <u>Richard Sander</u>	Company Name <u>Upward Architects</u>
Mailing Address <u>1155 W. Rio Salado Pkwy.</u>	Phone <u>602.753.5222</u> Fax _____
City, State, Zip <u>Tempe, AZ 85281</u>	Email <u>rick@upwardarchitects.com</u>

PROJECT INFORMATION	
Project location: <u>2019 S. Main St. Lakeport, CA 95453</u>	Assessor Parcel No.(s): <u>005-045-40</u>
Current land use: <u>Retail Box store and parking</u>	Size of existing parcel: <u>374,039.2 SF (8.59 Acres)</u>
Current Zoning: <u>C-1, Light Commercial</u>	Current General Plan Designation: _____
Subdivision tract name: _____	Lot and block numbers: <u>Parcel 1, Book 32, Pg. 31</u>
Description of proposed project: <u>Installation of a freestanding sign.</u>	

ATTACH SUPPLEMENTAL INFORMATION AS REQUIRED

Richard Sander

03-09-2023

SIGNATURE OF APPLICANT	DATE	SIGNATURE OF LAND OWNER	DATE
------------------------	------	-------------------------	------

LAND USE APPLICATIONS REQUIRED FOR PROPOSED PROJECT:

<input type="checkbox"/>	\$765.39	Abandonment of Right-of-Way	<input type="checkbox"/>	\$989.39	Lot Line Adjustment
<input type="checkbox"/>	2,199.73*	Annexation	<input type="checkbox"/>	132.15	Minor Exception
<input type="checkbox"/>	164.82	Archeological Review	<input type="checkbox"/>	518.81*	Formal Concept Plan Review
<input type="checkbox"/>	3,125.48*	Architectural & Design Review	<input type="checkbox"/>	88.87 & up**	Reapportionment – Sewer Assessment
<input type="checkbox"/>	791.80	Arch. & Design Review (Minor)	<input type="checkbox"/>	263.80	Shoreline Development
<input type="checkbox"/>	99.12	Arch. & Design Review (Small Project)	<input type="checkbox"/>	2,069.62*	Tentative Parcel Map
<input type="checkbox"/>	329.62	Approved Plan Revision	<input type="checkbox"/>	2,987.32*	Tentative Subdivision Map
<input checked="" type="checkbox"/>	148.91	Categorical Exemption	<input type="checkbox"/>	725.59	Use Permit, Major
<input type="checkbox"/>	296.97	Certificate of Compliance	<input type="checkbox"/>	191.35	Use Permit, Minor
<input type="checkbox"/>	1,385.36	Development Agreement	<input type="checkbox"/>	758.76	Variance
<input type="checkbox"/>	939.90	Environmental Review	<input type="checkbox"/>	247.22	Voluntary Merger
<input type="checkbox"/>	272.10	Fence Request	<input type="checkbox"/>	1,154.72	Zone Change
<input checked="" type="checkbox"/>	362.80	Free-Standing Sign	<input type="checkbox"/>	201.42*	Zoning Permit
<input type="checkbox"/>	809.19	General Plan Amendment	<input type="checkbox"/>		Other

*Planning and Engineering Fees ** Engineering Fee

Total Fees Collected: \$ 511.71 Receipt # _____ Initials _____ Date _____

Revised 2022

SUPPLEMENTAL INFORMATION FOR VARIOUS LAND USE APPLICATIONS

Please answer questions and/or attach additional information appropriate to the type of land use(s) being applied for – see boxes checked on the bottom of the first page of this application to see which of the following applications apply

APPROVED PLAN REVISION	Description of original project _____ Description of revision being proposed _____	
DEVELOPMENT AGREEMENT	Floor area of proposed buildings _____ Number of parking spaces _____	
ENVIRONMENTAL REVIEW	Please complete the information requested on the next page.	
FENCE REQUEST	Cross streets _____ Description of proposed fence _____ Reason for fence _____ ATTACH DETAILED SITE PLAN AND ELEVATION OF PROPOSED FENCE	
FREE-STANDING SIGN	Sign maker name, address, phone _____ <u>Econoline Signs, 3106 Coffey Ln., Ste. 602, Santa Rosa, CA 95403 (707) 542-3086</u> Description of proposed sign _____ <u>LED Lighted Monument Sign</u>	
GENERAL PLAN AMENDMENT	ATTACH WRITTEN STATEMENT RESPONDING TO GENERAL PLAN AMENDMENT CRITERIA – see attached information. ATTACH MAP / SITE PLAN AND LEGAL DESCRIPTION OF PROPERTY.	
LOT LINE ADJUSTMENT	Assessor's Parcel No. _____ Size of parcel _____ Present use _____ Assessor's Parcel No. _____ Size of parcel _____ Present use _____	Assessor's Parcel No. _____ Size of parcel _____ Present use _____ Signature of adjacent landowner _____ Date _____ ATTACH DETAILED MAP DRAWN TO SCALE ILLUSTRATING PROPOSED ADJUSTMENT
MINOR EXCEPTION	Section of applicable Ordinance (Code) _____ Description of proposed exception _____ ATTACH EXCEPTION JUSTIFICATION STATEMENT – see attached information	
TENTATIVE PARCEL OR SUBDIVISION MAP	Number _____ and size of parcels to be created _____ Reason for requesting division of land _____ Will easements or rights-of-way be dedicated _____ Is sewer and water service available _____	
SHORELINE DEVELOPMENT	Describe the proposed shoreline development _____ ATTACH SHORELINE DEVELOPMENT PLAN – see attached information	
USE PERMIT	ATTACH USE PERMIT JUSTIFICATION STATEMENT – see attached information	
VARIANCE	Section of Ordinance (Code) being varied _____ Description of proposed variance _____ ATTACH VARIANCE JUSTIFICATION STATEMENT – see attached instructions	
VOLUNTARY MERGER	Description of proposed merger _____ Reason for requesting merger _____	
ZONE CHANGE	ATTACH A WRITTEN EXPLANATION FOR REZONING REQUEST AND DISCUSS CONFORMANCE WITH THE GENERAL PLAN – see attached information. ATTACH MAP, SITE PLAN, AND LEGAL DESCRIPTION OF PROPERTY	



March 9, 2023

Planning Commission
City of Lakeport
225 Park Street
Lakeport, CA 95453

RE: K-mart Renovation and Signage
Project Justification

Simons Real Estate Group plans to renovate and develop the existing Kmart Building on Main St. in Lakeport, CA.. The planned project will consist of dividing the existing facility into (3) three tenants.

The Request

We are looking to provide pylon signage facing Main Street as well as the expressway to provide quality visibility.

Also, please see the attached Master Signage Plan with the main intent indicated.

Thank you for your time and consideration in reviewing this submittal.

Sincerely,
Upward Architects, LLC

A handwritten signature in blue ink that reads "Richard Sander".

Richard Sander, RA
Senior Project Manager

UPWARD ARCHITECTS

March 9, 2023

Victor Fernandez
Associate Planner
City of Lakeport
225 Park Street
Lakeport, CA 95453

RE: K-mart Renovation and Signage
Project Narrative

Dear Victor,

Simons Real Estate Group plans to renovate and develop the existing Kmart Building on Main St. in Lakeport, CA.. The planned project will consist of dividing the existing facility into (3) three tenants.

The Request

We are looking to provide pylon signage facing Main Street as well as the expressway in addition to the building mounted signage.

Also, please see the attached Master Signage Plan with the main intent indicated.

Thank you for your time and consideration in reviewing this submittal.

Sincerely,
Upward Architects, LLC



Richard Sander, RA
Senior Project Manager

MASTER SIGN PROGRAM

XXX Shopping Center

2019 S. Main Street
Lakeport, CA 95453

Prepared by:

ECONOLINE
Signs | Printing | Digital

Econoline Signs, Inc.
3106 Coffey Ln., Ste. 602
Santa Rosa, CA 95403
707-542-3086 Phone
707-542-6317 Fax
www.econolinesigns.com

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Contact Information

Property Owner / Management

Simons Real Estate Group, Inc.
Kenneth R. Simons, Director
2555 Townsgate Rd, Westlake Village CA 91361
(805) 277-4015 Office
(818) 331-6755 Cell

Econoline Signs, Inc.

3196 Coffey Ln., Ste. 602
Santa Rosa, CA 95403
(707) 542-3086 Main
(707) 542-6317 Fax
www.econolinesigns.com

Project Manager: Richard Bourns, President
dick@econolinesigns.com

Designer: Steven Bourns, Vice President
steve@econolinesigns.com

Introduction

All sign devices at 2019 S. Main St., Lakeport CA 95453 (henceforth “2019 S. Main”) are controlled by these Signage Guidelines. These Guidelines will contribute to the vitality and thematic nature of 2019 S. Main and have been carefully planned to enhance the marketing opportunities for users and respond to the Image Objectives of 2019 S. Main and the spirit of the City of Lakeport sign code.

The Sign types and allowances section reviews the types of signs allowed and their form, materials, color and placements.

Signage at 2019 S. Main must be developed within the Signage Guidelines and submitted by the tenant to the Landlord of 2019 S. Main for architectural review and approval **PRIOR** to them being submitted to the City of Lakeport Planning Department. Landlord’s written approval of Tenant’s prepared sign drawings and specifications is required.

The Landlord and the City of Lakeport are responsible for final interpretations of the Guidelines, and at their collective or individual discretion, may modify them to accommodate unforeseen circumstances (the City of Lakeport Planning Department has the final say regarding approvals and permits). The purpose of this review will be to maintain quality and consistency of signage with building design and compatibility with submittal requirements.

Submittal Requirements (City of Lakeport)

Three (3) sets of plans that show the following:

1. Site Plan, drawn to scale, depicting all structures, streets, driveways, sidewalks, and parking areas; and also showing:
 - a. For proposed freestanding sign(s): Sign location(s) on property and dimensioned relation to property line, nearest curb, adjacent driveway, or other objects to clarify exact location.
 - b. For proposed wall or projecting sign(s): Dimensioned Building frontages.
2. Elevations showing design, dimensions, colors, and materials proposed; the location of the wall sign(s) on the building; type of illumination (if any), sections(s), colors, and materials proposed (sample colors and materials may also be required).

It is to everyone’s advantage to have appropriate and complementary signage. Therefore, conformance to the intent as well as the wording of the Guidelines is critical to the success of the program.

2019 S. Main Image Objectives

The purpose of the signage program is to ensure that the integrity of the signage for 2019 S. Main is presented with diversity and creativity while maintaining standards that achieve consistency throughout the project.

These Guidelines are established by the Owner and the City of Lakeport for 2019 S. Main to provide a coordinated graphic system that communicates information in a distinctive and aesthetically pleasing manner. The visual consistency created by the criteria minimizes confusion and promotes an image of quality, which unites all the individual businesses located at 2019 S. Main.

The Guidelines establish minimum standards that are reasonable and equitable while providing sufficient flexibility to accommodate the User's need to be recognized and marketable, to reflect each retail User's graphic prototypes, and to encourage tasteful innovation.

It is the responsibility of each Tenant to submit drawings of the proposed signage to the Landlord for approval before submitting for approval to the City of Lakeport for approval and permits prior to the installation of any signage. The use of a professional sign company to determine design detailing and sign placement is highly encouraged. Deviation from these Guidelines will only be considered if the overall purpose is to exceed the quality standards set forth herein. Conformity to this criterion will be enforced by the Landlord. The sign code will be enforced by the City of Lakeport. Any non-conforming or unapproved sign will be brought into conformity at the expense of the Tenant or removed by the Landlord at the Tenant's expense.

- A. Portray a Unique Visual Business Retail Atmosphere.
- B. Provide Effective and Safe Vehicular Circulation.
- C. Provide Strong Identity for Vehicular and Pedestrian Traffic.
- D. Identify 2019 S. Main Road as a Single Unit by Use of Consistent Color and Material Palettes.
- E. Enhance the Property through Quality Fabrication and Installation of All Sign Devices.

Prohibited Signage


1. All conductors, transformers, and fasteners shall be concealed.
2. No temporary sign, window signs, placards, flags, pennants or banners of any type, except those approved by the Landlord and if required, by the City of Lakeport prior to installation.
3. No paper, cardboard, or Styrofoam signs hung around, on or behind storefronts.
4. No exposed neon within the letterset or mounted on the fascia.
5. Flashing, moving, or audible displays such as inflatable sidewalk displays, rooftop balloons, or flashing window displays are prohibited.
6. No signs located above the fascia or on the roof. Roof mounted signs are prohibited.
7. No signs located in the public right of way.
8. No signs located within a vision triangle.
9. Any sign that has not been specifically approved by the Landlord.

Additional Guidelines

1. In order to achieve a degree of uniformity, all building-mounted tenant identification signs, if illuminated, shall be illuminated using the same type of lighting.
2. In the event that a tenant occupies multiple units, the tenant may utilize the sign types specified in this sign program for any or all of their units.
3. Building-mounted tenant identification signage is limited to the type of signs identified in this sign program only. Logos may incorporate multiple lines of text, but the entire logo must conform to the specified sign types as spelled out in this document.
4. The maximum sign sized called out in this program are spelled out on the included Sign Type identification pages in this document.
5. Under no circumstances is illuminated signage allowed on the rear of the building (other than by using the existing building lighting).
6. A building-mounted address shall be mounted on the building prior to the issuance of any permits allowing the installation of signage on the site. Address numerals shall be 12" tall and illuminated during the hours of darkness.
7. Tenant shall pay all costs for its signs, including design, manufacture, installation, maintenance, and City permits/certificates.
8. Tenant shall be responsible for and repair of any damage to the sign fascia or any other building or property surface caused by the signage or its installation or removal.
9. In the event that a business occupying space within 2019 S. Main is closed for more than 60 days, the related on-building and window signage shall be removed by the Property Owner and *the prior tenant/business shall be liable for any and all costs incurred.*

[illegible]

NORTH



CEMENT BOARD SIDING
NICHHA
VINTAGE WOOD *SPRUCE

STUCCO
DUNN EDWARDS DE6387
"DANGEROUS ROBOT"

STUCCO
DUNN EDWARDS DEW382
"FADED GREY"

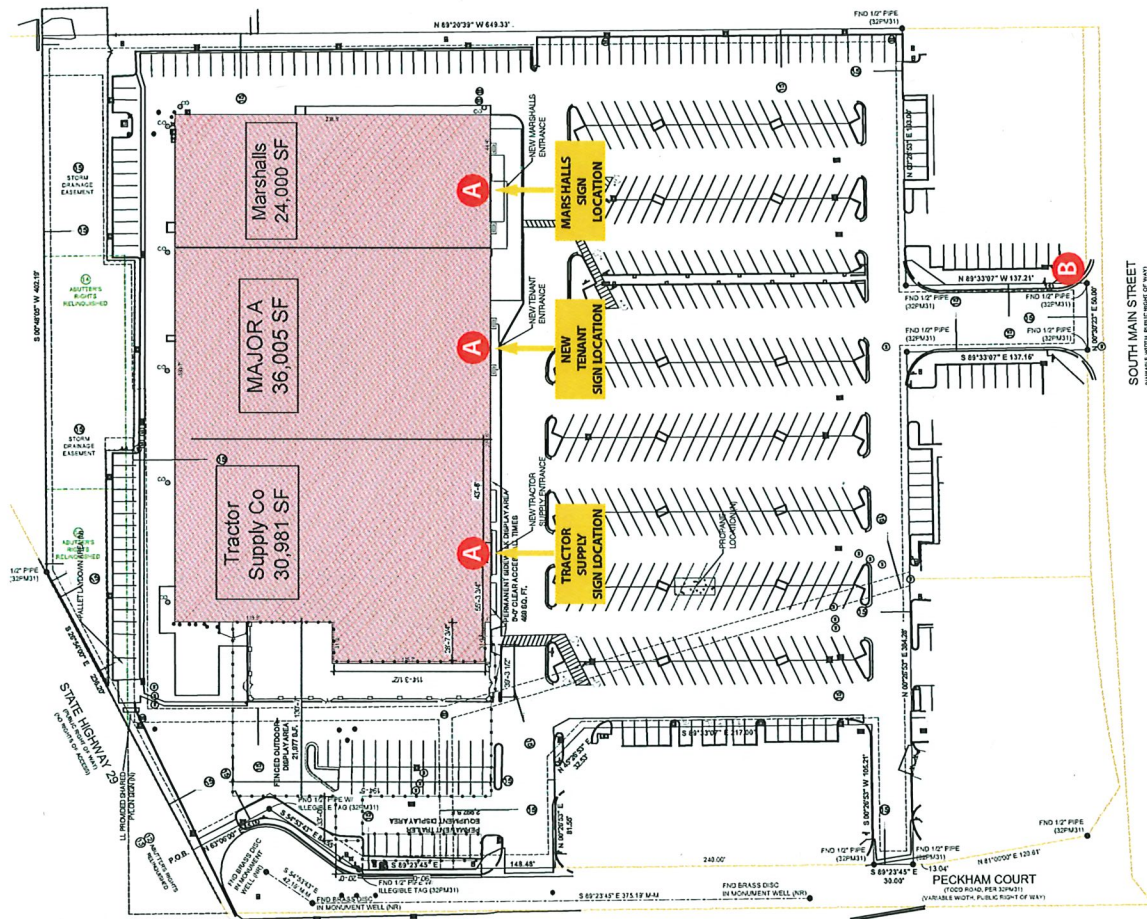
**STEEL
DUNN EDWARDS DE6390
"CHOCOLATE PUDDING"**

**BLOCK
DUNN EDWARDS DE6391
"BLACK RUSSIAN"**

**STOREFRONT
CLEAR ANODIZED
ALUMINUM**

100 SqFt Sign Allowance per Tenant Space

Site Plan/Overview



SITE PLAN
SCALE 1" = 50'-0"

LOCATION MAP
SCALE 1" = 1/4"

Sign Types and Allowances

Sign Type A – LED Lighted Channel Letters & Logo – Parking Lot / S. Main Street Side of Building

1. Each tenant will be allowed one main identification sign to be placed on their primary frontage as detailed on Sign Type A – Detail sheet.
2. The sign design format is specific to the construction of 2019 S. Main. Each tenant will design a sign as specified in the construction details on the Sign Type A – Detail sheet
3. The total sign area of the fascia signage for the front Parking Lot / S. Main St. elevation for each Tenant shall not exceed 100 square feet of signage.
4. Letters will be LED lighted channel letters which must have Underwriters Laboratory label on each letter.
5. Signs shall be limited to the store/business name and logo.
6. Letter and logo face, color(s), and font are subject to Landlord approval and design review.
7. Letters and logo may be mounted directly to the face of the building, on wireways/raceways, or on panels mounted to the face of the building
8. The tenants will be responsible for the maintenance of their LED Lighted Channel Letter signs.

Sign Type A – Detail



SPECIFICATIONS FOR FABRICATION AND INSTALLATION

LED Lighted Channel Letters - UL Labeled
Aluminum Construction with 5" Deep Returns

White Trim Cap

White Returns

Mounting Method: Individual (remote power supply/wiring)

Primary electrical requirements: 120 volt

*Installed within six feet of sign by others
with no obstructions

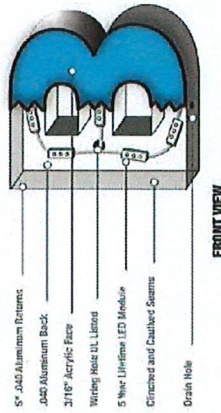
Marshalls

272.7" x 52.5" x 5"

White Trim Cap with White Returns

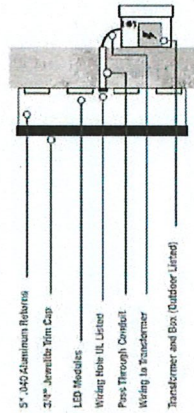
Total Square Footage: 99.4

Standard Front Lit Channel Letter

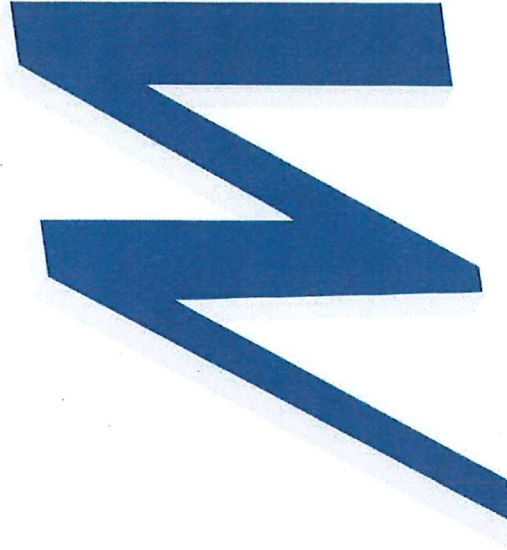


FRONT VIEW

Standard Front Lit Channel Letter



SIDE VIEW



Sign Types and Allowances

Sign Type B – Two Sided Monument Sign – LED Lighted – Main Entrance – South Main Street

1. Up to four major tenants will be allowed one identification sign panel per side on the LED Lighted Monument Sign located at the entrance to the 2019 S. Main property as detailed on Sign Type B – Detail sheet.
2. The sign design format is specific to the design and construction of 2019 S. Main. Landlord will have built a sign as specified in the construction details on the Sign Type B – Detail sheet
3. The sign shall be manufactured using industry standard techniques to meet local codes and UL listed.
4. The total sign Square Footage of one side of the monument sign is 29.28
5. Letters and/or logo shall be manufactured from high-quality cast vinyl (may be translucent printed and cut to shape).
6. Signs shall be limited to the store/business name and logo.
7. Panel background color shall be white acrylic #7328 in color
8. Letter and logo face, color(s), and font are subject to Landlord approval and design review.
9. Each tenant will be responsible for the maintenance of their sign panels.
10. Landlord will be responsible for maintaining the monument sign, keeping clean and operational.

Sign Type B – Detail

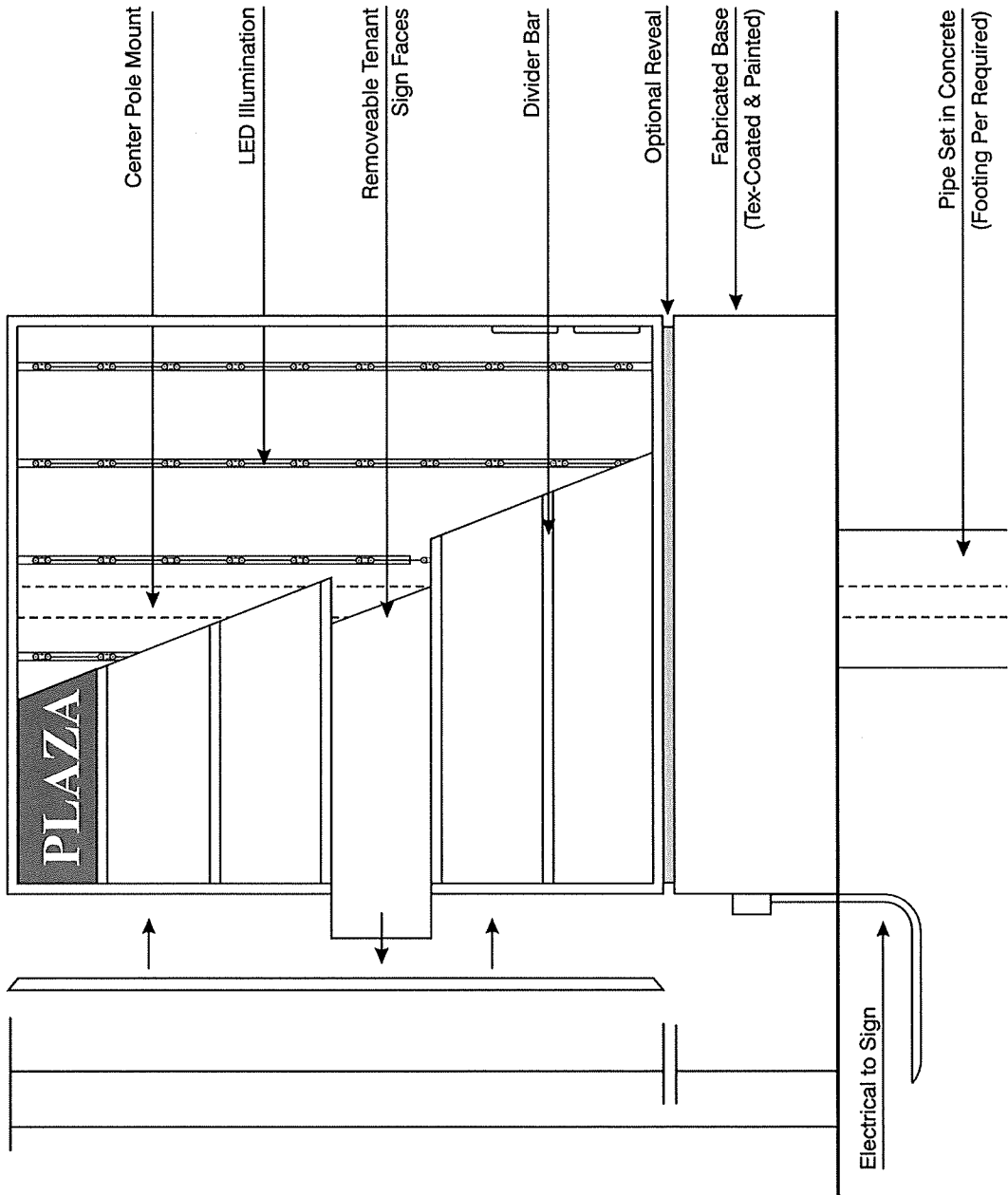
6 Ft.



Monument Sign Color: Dunn Edwards – Black Russian (DE6391)
 Monument Sign Reveal Color: Dunn Edwards – Dangerous Robot (DE6387)

Sign Type B - Sample Fabrication

Changeable Tenant Panels

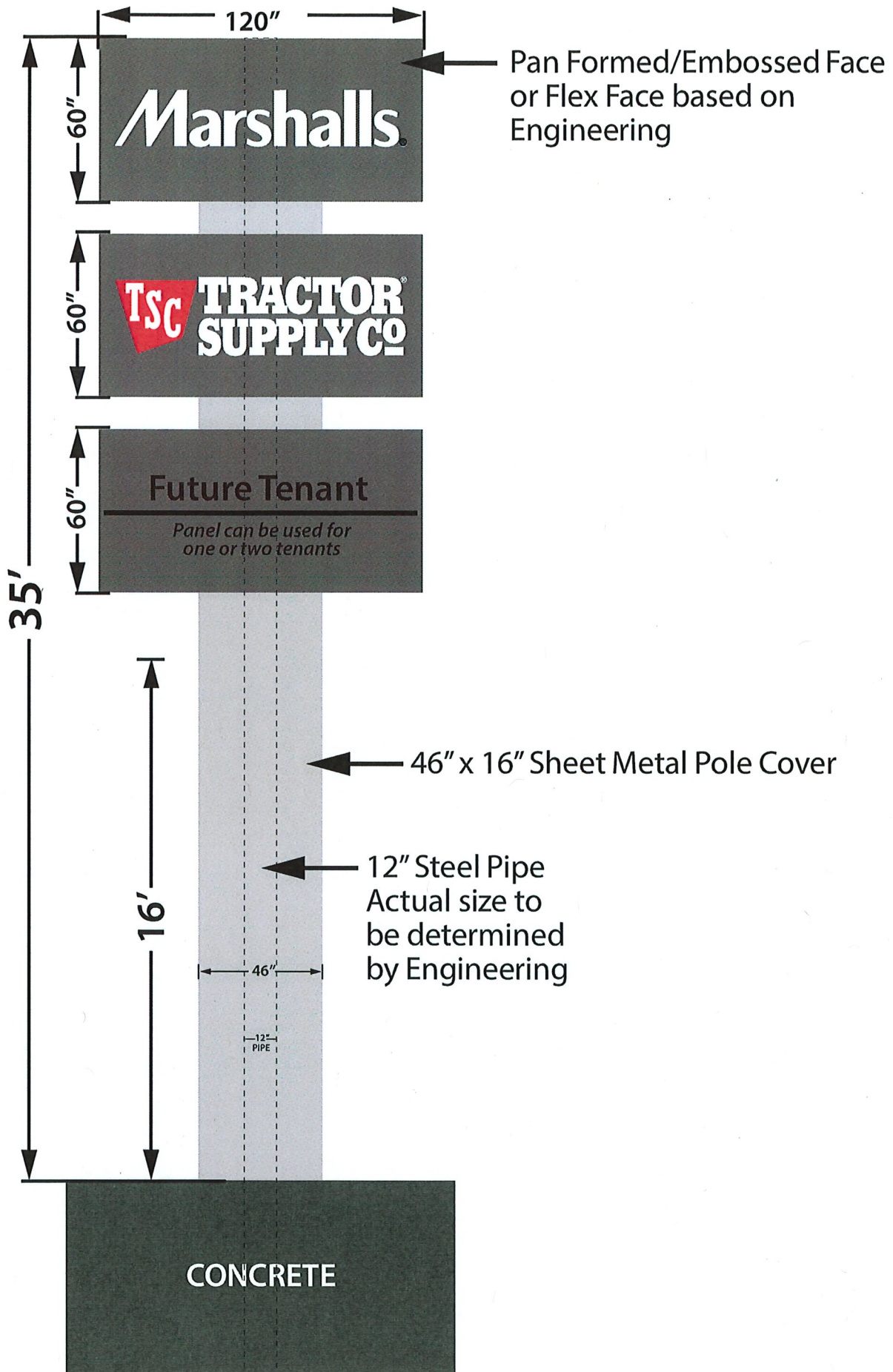


Sign Types and Allowances

Sign Type C – Pylon Signs – Two Sided – LED Lighted – Rear of Property – State Route 29 Frontage

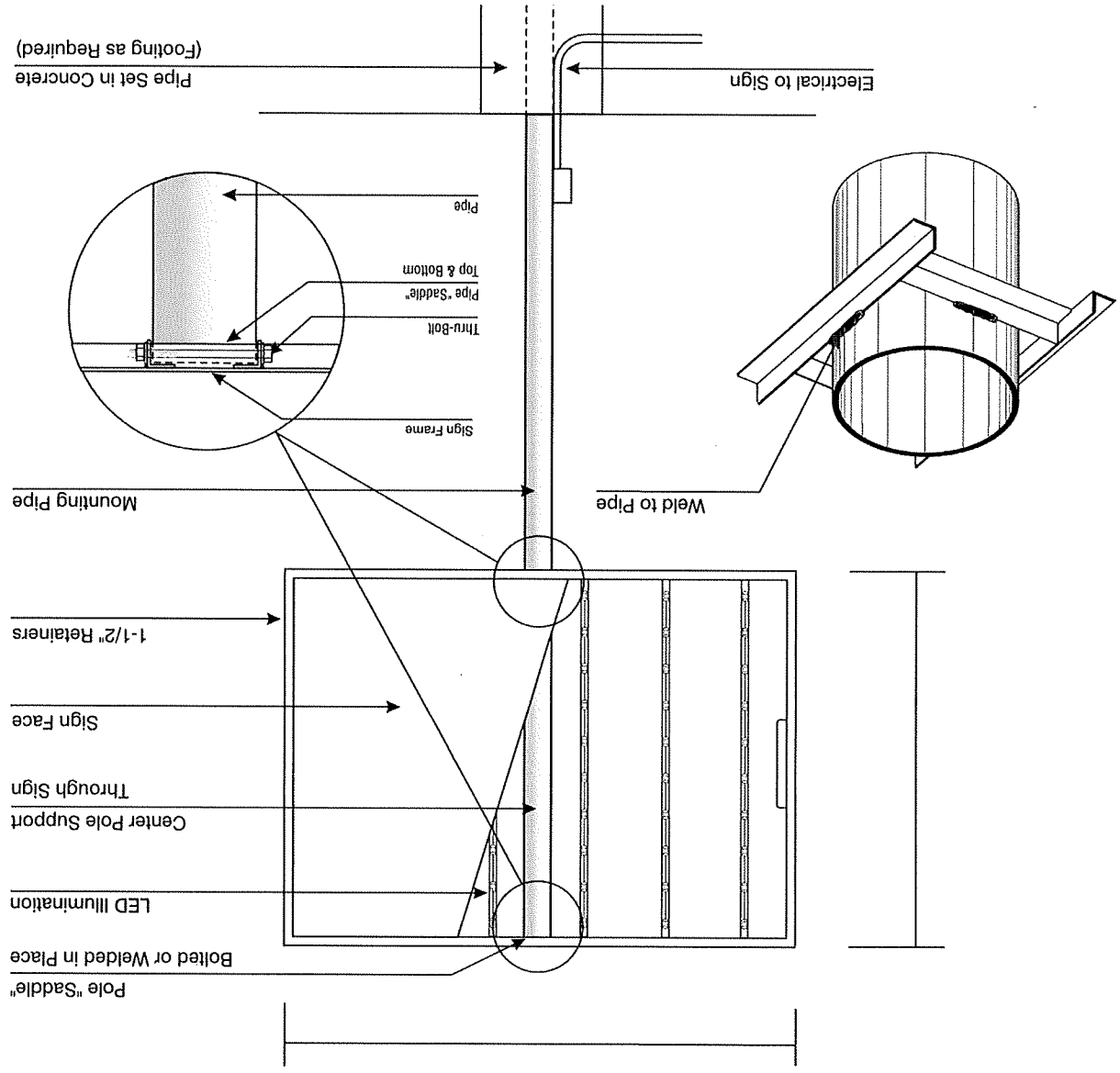
1. One Pylon Sign with Two-Sided Sign Cabinets to be placed at the rear of the property which frontage on State Route 29 as detailed on Sign Type C – Detail sheet.
2. The sign design format is specific to the construction of 2019 S. Main. The pole sign shall be 35' tall in overall height. There will be four individual two-sided LED lighted sign cabinets on the sign and the pole will be covered with a 46" wide by 16" deep sheet metal pole cover.
3. The four LED lighted sign cabinets will be sized as follows:
 - a. Sign One – 120" x 60" x 18" – 50 SqFt per side
 - b. Sign Two – 120" x 60" x 18" – 50 SqFt per side
 - c. Sign Three – 120" x 60" x 18" – 50 SqFt per side
 - d. *Total Square Footage per side of sign: 150*
4. The sign shall be manufactured using industry standard techniques to meet local codes and UL listed.
5. The sign faces for these cabinets will be pan formed/embossed or flex faces based on the structural engineer's recommendation.
6. Construction detail and concrete footing to be determined by a licensed structural engineer prior to the sign being manufactured and installed.
7. Letters and/or logo on the shall sign shall be a flat with digitally printed graphics, cast vinyl, or painted as needed.
8. Signs shall be limited to the store/business name and logo.
9. Letter and logo face, color(s), and font are subject to Landlord approval and design review.
10. No more than four tenant names will be allowed on this sign (shall be the same names on both sides of the sign).
11. The tenants will be responsible for the cost of manufacturing their sign panels and the installation. Tenant will also be responsible for maintaining the sign faces in good condition and may be required to replace or repair them based on appearance.
12. The tenants will be responsible for the removal of their sign face and all associated costs should they vacate the premises.
13. The landlord will be responsible for maintaining the pole sign and all its electrical components in good working order.

Sign Type C – Detail

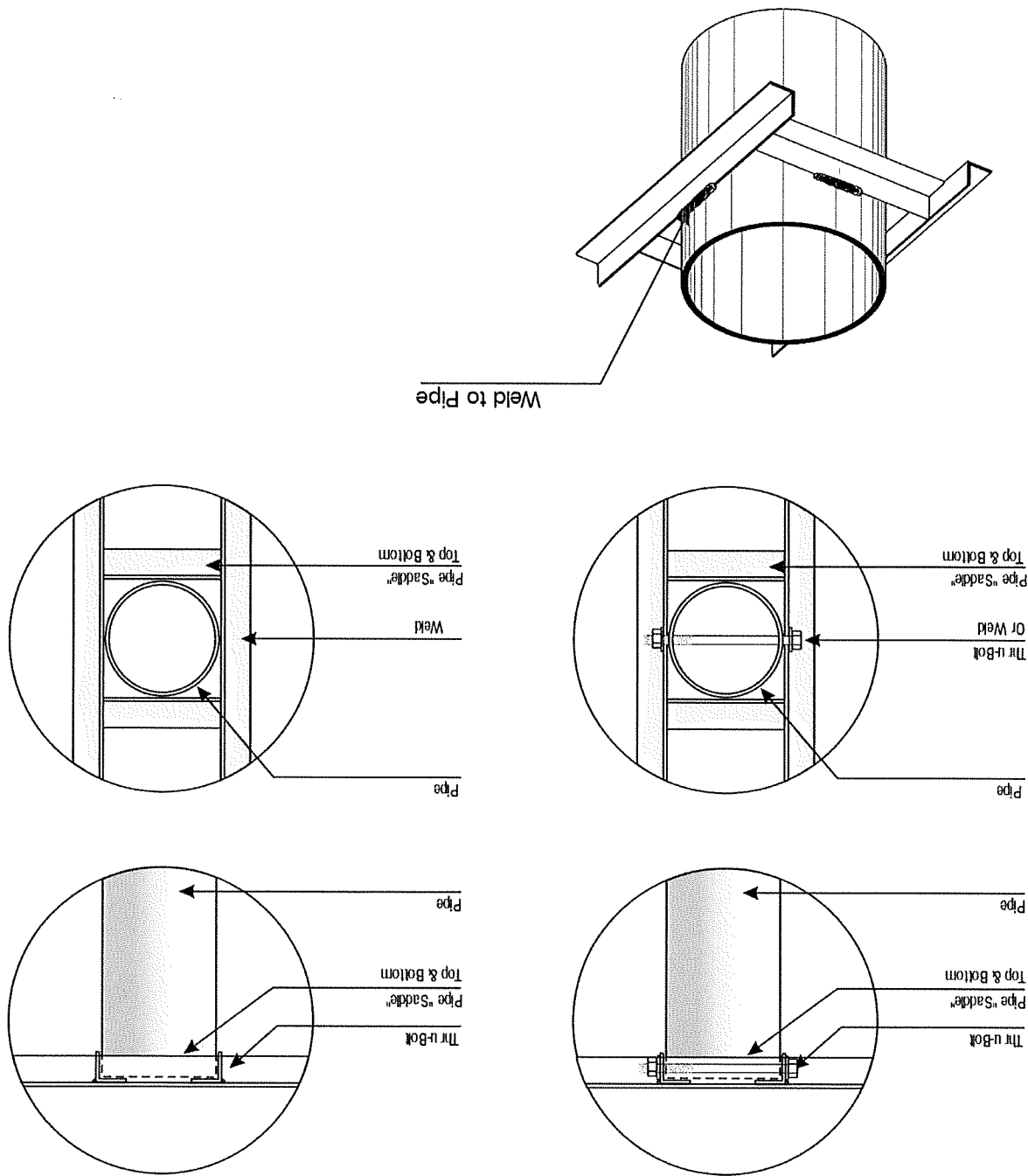


16 Pole Cover Color: Dunn Edwards – Dangerous Robot (DE6387) / Sign Cabinet(s) Color: Dunn Edwards – Balck Russian (DE6391)

Sign Type C – Sample Fabrication – Sheet One



Sign Type C – Sample Fabrication – Sheet Two



SCHEDULE

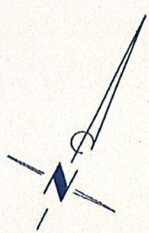
CASE	GRANTOR	GRANTEE	INSTRUMENT	DATE	RECORD	REMARKS
5815	G.M. KENDRICK	STATE OF CALIFORNIA	GRANT DEED	8-10-85	500-505 CR. PAGE 500	
6180	W. HANSON	"	"	8-10-85	"	
6181	ORLE B. VINSON	STATE OF CALIFORNIA	GRANT DEED	8-16-86	"	
6182	RICHARD WHITEKER	"	"	8-23-87	"	
6183	FRANK W. STEINBERG	"	"	8-11-86	"	
6184	DAVID B. CONSTRUCTION, INC.	"	"	8-11-86	"	
6185	DAVID B. CONSTRUCTION, INC.	"	"	8-11-86	"	
6186	JAMES G. CAIN	"	"	8-11-86	"	
6187	J.C. LATFIELD	"	"	8-11-86	"	
937	STATE OF CALIFORNIA	R. WHITEKER	DIRECTOR'S DEED	10-24-87	"	
6189	W.A. D. TURNER	STATE OF CALIFORNIA	TEMP. EASE	4-8-89	"	TEMP. EASE. EXPIRES 8-31-92
6190	STATE OF CALIFORNIA	LARGE BAGS CONST.	DIRECTOR'S DEED	2-10-91	"	
1117	"	CO. OF LAKE	Relinquishment	9-25-92	"	
2071	Bank of America	State of California	Relinquishment	12-21-92	"	
2072	Bank of America	State of California	Relinquishment	12-21-92	"	
1121	State of California	County of Lake	Relinquishment	10-25-93	"	

T. 14 N., R. 10 W., M.D.B. & M.

SECTION 36

SECTION 25

Approx: 1/4 SEC. LINE



FD SPACE EIM
PER 1/4 SEC.

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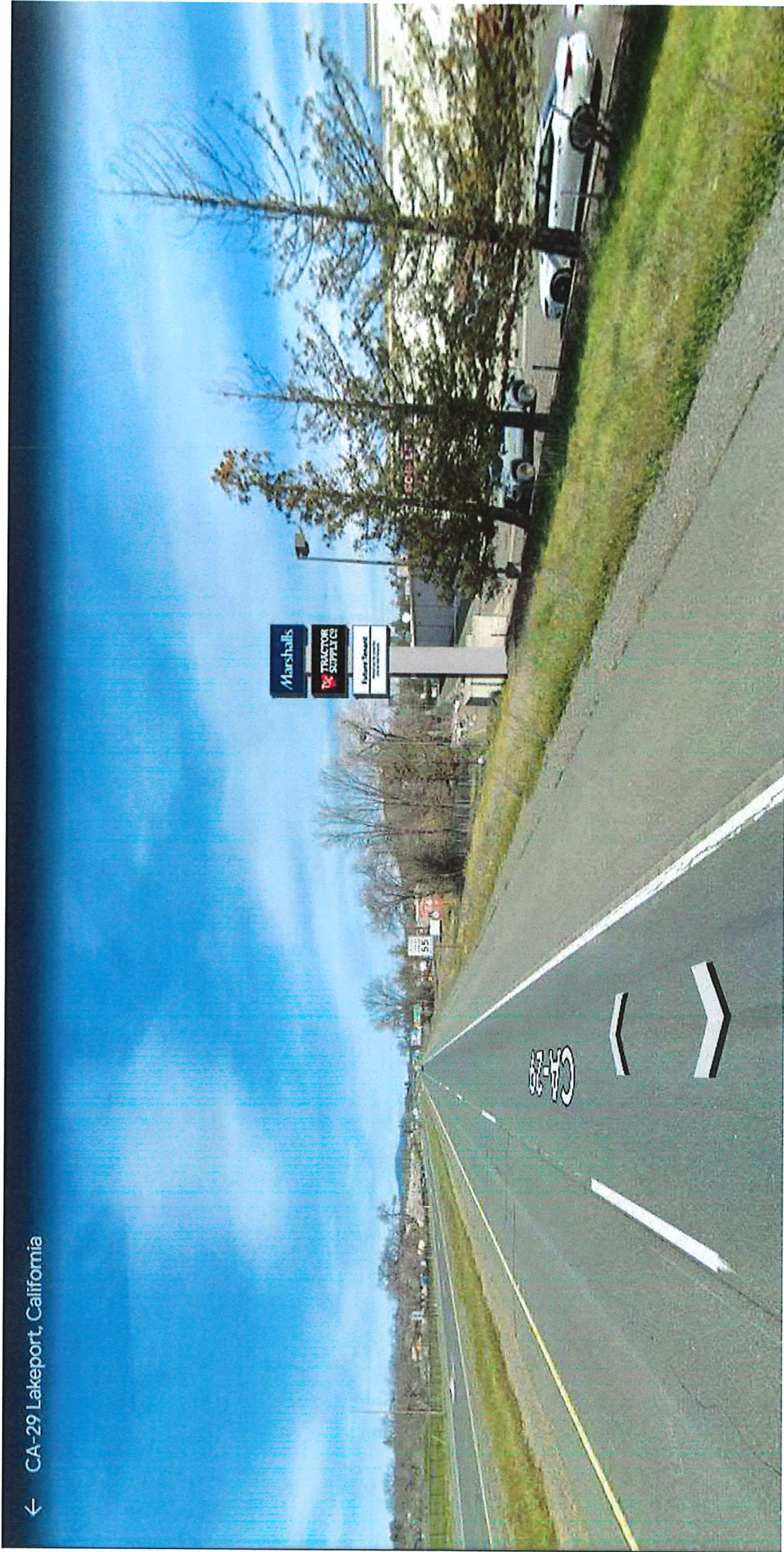
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← CA-29 Lakeport, California



← CA-29 Lakeport, California





CITY OF LAKEPORT COMMUNITY DEVELOPMENT DEPARTMENT STAFF REPORT

DATE: June 14, 2023

FILE NO: 2023-01

APPLICANT: Peter Schellinger
Waterstone Residential
1270 Airport Blvd
Santa Rosa, CA 95403

LOCATION: 1310 Craig Avenue

GENERAL PLAN: Residential/High-Density Residential

ZONING: R-1/R-3, Residential and High-Density Residential

STAFF CONTACT: Victor Fernandez, Associate Planner

REQUESTED ACTION: The Planning Commission is being asked to review and approve an application for a Tentative Parcel Map, that would allow for the subdivision of the existing property into four (4) separate lots. The project is located at 1310 Craig Avenue, further described as APN 005-030-51.

PROJECT SETTING: The project site is a 15.16± acre residential parcel located on the western side of State Route 29 in the City of Lakeport. The site is currently vacant, and is adjacent to an existing subdivision of single-family homes. The following surrounding uses are identified in the table below:

	Existing Uses	General Plan	Zoning
Project Site	Vacant	Low-Density Residential and High-Density Residential	Low-Density Residential and High-Density Residential
North	Commercial Storage Units and Single-Family Residential	Major Retail and Residential	Low-Density Residential and Major Retail
South	Single-family Residences and	Residential and Open Space	Low-density Residential and

	Westside Park		Open Space
West	Vacant Parkland	Open Space	Open Space
East	Lakeport Post Acute Nursing Home and Commercial Businesses	High Density Residential and Major Retail	High Density Residential and Service Commercial



Vicinity Map

GENERAL PLAN AND ZONING DISTRICT: The subject property is designated as Residential, with a portion being High-Density Residential according to the City of Lakeport General Plan Land Use Map and is within the R-1 (Residential) and R-3 (High-Density Residential) zoning district according to the City Zoning Map. In December, 2022, the project provided a General Plan Amendment and Zone Change to reflect the current zoning and general plan designations. A General Plan map is provided below:

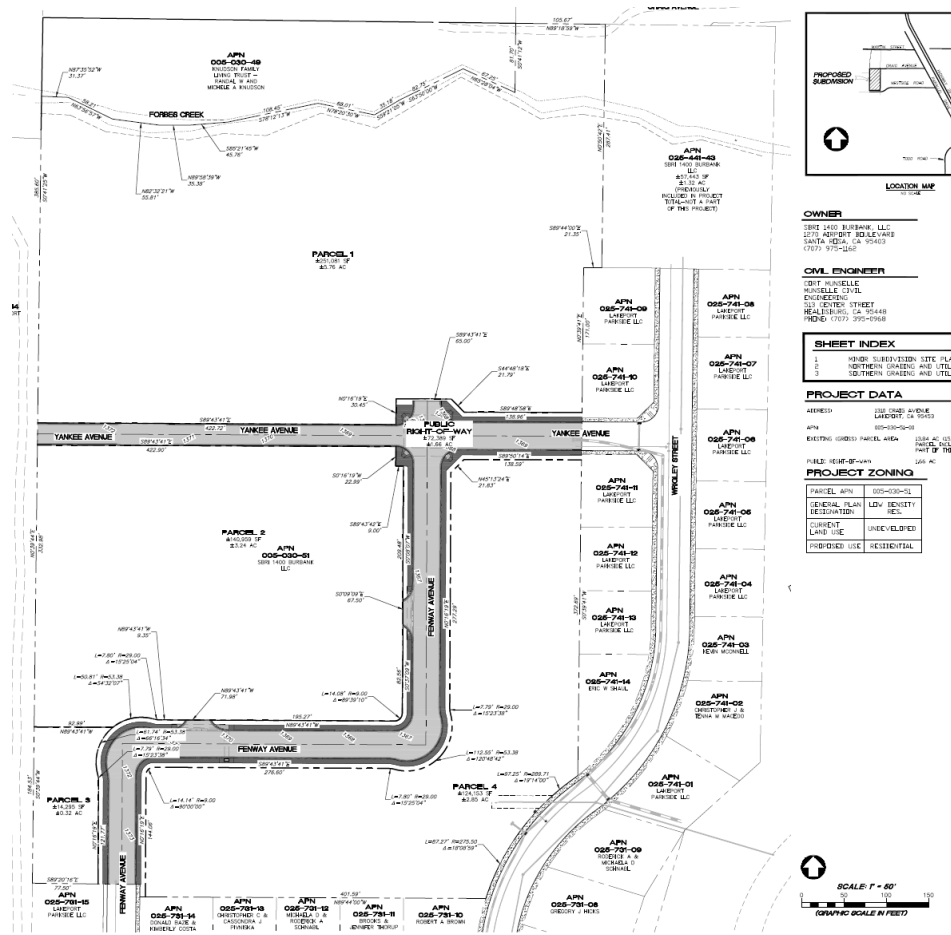


Current General Plan Designation

TENTATIVE PARCEL MAP: In accordance with the provisions of the City of Lakeport Subdivision Ordinance, the applicant has submitted a tentative parcel map (TPM) application for the purpose of subdividing a 15.16± into four (4) parcels. The proposed parcel map would include the following parcels:

- **Parcel 1** – The proposed parcel, measuring approximately 5.76 acres, is located north of Yankee Avenue. It falls under the zoning designation of high-density residential and low-density residential. Access to this parcel in future construction would be provided by the proposed extension of Yankee Avenue and Fenway Avenue.
- **Parcel 2** – The proposed parcel, measuring approximately 3.24 acres, is located south of Yankee Avenue and west of Fenway Avenue. It is designated as high-density residential zoning. Access to this parcel in future construction would be facilitated by the proposed extension of Yankee Avenue and Fenway Avenue.
- **Parcel 3** – The proposed parcel, measuring approximately 0.32 acres, is located east of Fenway Avenue. It is designated as low-density residential. Access to this parcel in future construction would be provided by Fenway Avenue.
- **Parcel 4** – The proposed parcel, measuring approximately 2.85 acres, is located east of Fenway Avenue. It is designated as low-density residential zoning.

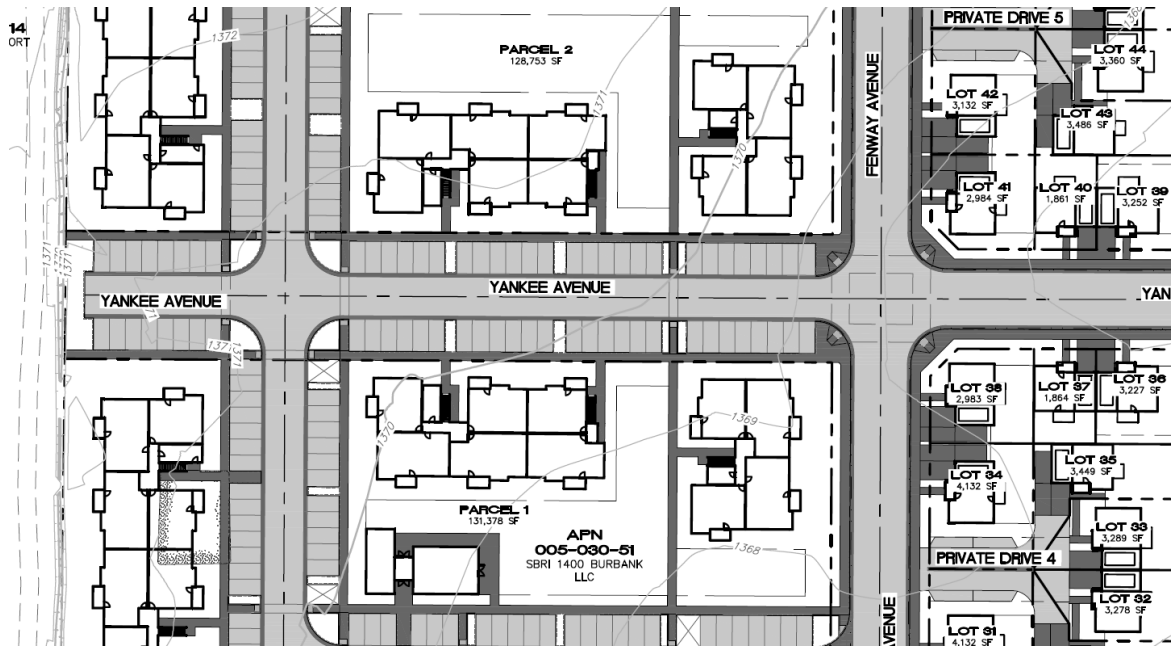
Access to this parcel in future construction would be provided by Fenway Avenue.



Tentative Parcel Map

Additionally, 1.66 acres will be dedicated for the Public Right-of-Way to extend Yankee and Fenway Avenue (Please refer to Attachment A).

The applicant has submitted a request for a deviation in accordance with Section 16.12.020.L of the Lakeport Municipal Code. This section requires the subdivider to specify any deviations from the city standards. Specifically, the western section of Yankee Avenue is proposing perpendicular parking directly accessible from Yankee Avenue. It should be noted that a sidewalk is present behind the parking spaces (as depicted in the image below). This arrangement serves as an internal roadway and serves the purpose of traffic calming, given the proximity of parking to the street. Additionally, the City Engineer has reviewed the proposed street improvements and has indicated that the street is consistent with the standard plans for minor residential streets. However, a condition of approval has been added that requires the roadway standard for this section to be developed and provided to the City for review and shall be incorporated into the City of Lakeports Engineering Design Standards.



Proposed Roadway and Parking

Staff reviewed all of the criteria applicable to this project and has determined that the proposed Tentative Parcel Map is in compliance with the Subdivision Ordinance and the Lakeport Municipal Code at this location.

CONFORMANCE WITH THE SUBDIVISION MAP ACT AND TITLE 16 OF THE LAKEPORT MUNICIPAL CODE / SUBDIVISION ORDINANCE:

The project as submitted is consistent with the requirements as set forth in the California Subdivision Map Act and the Lakeport Subdivision Ordinance, for a subdivision of four or fewer parcels. The plans have been prepared in accordance with the provisions of the Lakeport Subdivision Ordinance and suitable for recordation with the Lake County Recorder.

The proposed lots demonstrate suitability for their intended use as a residential and high-density residential subdivision. The location of the subdivision aligns with the predominantly residential nature of the surrounding area, ensuring consistency with neighboring properties. The size and shape of the lots are appropriate, considering the flat topography of the site. Moreover, the proposed lot sizes comply the minimum requirements specified in the applicable Zoning Ordinance for both the R-3 District and the R-1 District. Consequently, the proposed lots are well-suited for their intended purpose, accommodating two high-density parcels and two residential parcels. The high-density residential lots adequately allocate land area for parking, landscaping, utilities, and other present and future site improvements.

The project entails the inclusion of an interior road and right-of-way, which would commence at Fenway Avenue and connect with Yankee Avenue, while also extending Yankee Avenue to the western boundary of the property. The allocated right-of-way would be a width of 56 feet, occupying a total area of 1.66 acres or 72,389 square feet. The proposal has been reviewed by the City Engineer, which has confirmed that the proposed streets align with the established residential standards.

Furthermore, the right-of-way improvements harmonize with the existing construction found in the surrounding neighborhood.

Under Section 16.12.120 of the Lakeport Municipal Code, if the Tentative Parcel Map is approved or conditionally approved, the applicant will be required to file a Final Parcel Map, in which the City of Lakeport City Council will review and take action upon.

AGENCY REVIEW COMMENTS: The submitted plans were provided to the Building Official, City Engineer, City Public Works, Police, and Fire District for their review.

- Building Official: No comments
- City Engineer: No comments.
- Public Works, Roads/Utilities: The water main and sewer system shall extend on Yankee Avenue to the western property line for future development.
- City Police: No Police issues at this time.
- Fire District: Project requires Wildland Fuel Modification Plan.

Specific project conditions have been included to address agency comments received. The vicinity map (Attachment A) and Project Conditions of Approval (Attachment B) are attached.

GENERAL PLAN CONSISTENCY

The proposed project is consistent with the following goals, objectives, policies, and specific actions:

- **Goal 1:** Conserve and Improve Lakeport's Existing Neighborhoods and Housing Supply
- **Policy 1A** – The City shall encourage the maintenance and improvement of residential areas.
- **Objective LU 1:** To preserve and enhance existing residential neighborhoods and promote the development of new residential development that compliments the existing character and rural nature of Lakeport.
- **Policy LU 1.2 Neighborhood Orientation** – Encourage new residential areas to have a “neighborhood” orientation.
- **Policy ED 8.3 Neighborhood Compatibility.** The location, size, scale, and design of neighborhood commercial uses shall complement and meet the needs of the surrounding neighborhood.

The project, encompassing the subdivision of the existing 15.16+ acre parcel into four individual parcels, aligns with the aforementioned goals and policies stipulated in the Lakeport General Plan. Its primary purpose is to enable the development of an affordable housing project that has already received thorough review and approval by the Lakeport City Council.

By subdividing the parcel, the project aims to contribute to the conservation and improvement of Lakeport's existing neighborhoods and housing supply, as outlined in Goal 1. The City's policy of encouraging the maintenance and enhancement of residential areas (Policy 1A) is effectively addressed through this project. Furthermore, the project aligns with Objective LU 1, as it seeks to preserve and enhance existing residential neighborhoods while complementing the unique rural character of Lakeport.

In terms of neighborhood orientation (Policy LU 1.2), the proposed project adheres to the principles of creating a cohesive and harmonious neighborhood environment. Additionally, in accordance with Policy ED 8.3, the location, size, scale, and design of the proposed project are designed to complement and meet the needs of the surrounding neighborhood.

Overall, the project demonstrates compliance with the designated goals, objectives, policies, and specific actions defined in the Lakeport General Plan. Its intention to subdivide the parcel into four individual parcels is aimed at facilitating the development of an affordable housing project that has been reviewed and approved by the Lakeport City Council.

CALIFORNIA ENVIRONMENTAL QUALITY ACT: According to Section 16.12.030 of the Lakeport Municipal Code, it is a requirement to conduct an environmental review in compliance with the California Environmental Quality Act (CEQA). On December 6, 2022, the property in question received approval for a General Plan Amendment, Zone Change, and the adoption of a mitigated negative declaration (CEQA) for the Parkside Residential Project. The Environmental Review encompassed various studies, including an Air Quality Study, Biological/Botanical Assessment, Archaeological Study, and Traffic Study. All mitigations established for the Parkside Residential Project focused solely on construction activities. Since the Tentative Parcel Map falls within the scope of the previously conducted Environmental Review for the Parkside Residential Project, the property division is not anticipated to have a significant environmental impact.

CONCLUSION, RECOMMENDATION, AND CONDITIONS: Based on the information provided by the applicant and the comments received from City staff, a finding is made that the proposed Tentative Parcel Map located at 1310 Craig Avenue is in general conformance with the Subdivision Map Act and Lakeport Municipal Code Section 16.12 (Subdivision Ordinance). The proposed project has been determined to be within the purview of the previously adopted mitigated negative declaration (CEQA) for the Parkside Residential Project and is not anticipated to have a significant impact on the environment.

Staff recommends that the Planning Commission approve the Tentative Parcel Map application subject to the Conditions of Approval set forth in the staff report (Attachment B).

SAMPLE MOTION

Tentative Parcel Map Approval

I move that the Planning Commission find that the Tentative Parcel Map applied for by Waterstone Residential, on property located at 1310 Craig Avenue does meet the requirements of Section 16.12 of the Lakeport Municipal Code and the Subdivision Map Act; 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 June 14, 2023, staff report.

Resolution Approval

I move that the Planning Commission approve the resolution of the City of Lakeport Planning Commission for the tentative parcel map (App# 2023-01) to allow for the subdivision of 1310 Craig Avenue, into four lots.

The Planning Commission's approval of the applications shall be subject to the conditions of approval specified in the staff report and/or as amended by the Planning Commission at the public hearing.

Attachment A:	Vicinity Map
Attachment B:	Draft Project Conditions Agreement
Attachment C:	Application; Tentative Parcel Map
Attachment D :	Draft Resolution



Attachment A:

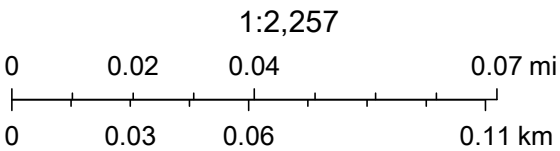
Vicinity Map

Vicinity Map



5/30/2023, 3:16:00 PM

-  City Limit
-  Lakeport Parcels (2023)



Esri Community Maps Contributors, Lake County, CA, California State Parks, © OpenStreetMap, Microsoft, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, US Census Bureau, USDA

Attachment B:
Project Conditions Agreement



CITY OF LAKEPORT
Community Development Department
225 Park Street
Lakeport, Ca 95453

PROJECT CONDITIONS AGREEMENT

Land Use Application File No. 2023-01

*This Agreement is entered into by **Waterstone Residential**
(hereinafter Applicant/Owner).*

RECITALS

WHEREAS, Applicant/Owner applied to the City of Lakeport for a Tentative Parcel Map approval for the division of an existing parcel into four parcels; and

WHEREAS, the City of Lakeport Planning Commission has reviewed and approved the project in conformance with the Lakeport Subdivision Ordinance, Subdivision Map Act, and Lakeport Municipal Code; and

WHEREAS, the City of Lakeport Planning Commission has reviewed and approved the deviation of the City of Lakeport Roadway Standards consistent with Section 16.12.020.L of the Lakeport Municipal Code for the portion of Yankee Avenue west of the intersection with Fenway Avenue; and

WHEREAS, the proposed project is hereby approved subject to the following conditions:

1. The applicant/owner shall sign this standard City of Lakeport Project Conditions Agreement which lists the conditions of approval and shall agree to said conditions. A copy of this signed agreement shall be returned to the Community Development Department prior to operation.
2. The project shall be developed in accordance with the plans and specifications received by the City on April 26, 2023 and as approved by the Lakeport Planning Commission on June 14, 2023. Minor alterations may be approved in writing by the City of Lakeport Community Development Director or his/her designee.
3. The applicant/owner/developer shall prepare a Final Parcel Map in accordance with the provisions of the City of Lakeport Subdivision Ordinance and California Subdivision Map Act. Said map shall be recorded in accordance with the time frames as set forth in the City Subdivision Ordinance.
4. The applicant/owner/developer shall cause the parcel map to be prepared by a licensed land surveyor. Said map shall be submitted with all data required by

the City Subdivision Ordinance, including traverse sheets, guarantee of title, tax statements, and other required data. The developer shall pay the required review checking and filing fees.

5. The applicant/owner shall provide updated Title Reports (not older than six months at the time of submittal) for each affected property. If necessary, the applicant/owner shall obtain the consent of lienholders prior to the recordation of the Parcel Map.
6. Prior to construction of the Right-of-Way improvements, the applicant/owner/developer shall comply with the Lakeport Municipal Code Chapter 8.40 (Stormwater Management), the Lake County Clean Water Program Storm Water Management Plan and the requirements of the California Water Resources Control Board (NPDES Phase II/Construction Activities Storm Water General Permit requirements) during the construction of improvements, if applicable. Copies of the Central Valley Regional Water Quality Control Board Notice of Intent (NOI), Stormwater Management Plan (SWMP), and Storm Water Pollution Prevention Plan (SWPPP) shall be provided to the City prior to any construction activities. All erosion control measures and construction activities shall be completed in accordance with the project's Storm Water Pollution Prevention Plan.
7. Prior to construction of the Right-of-way improvements, the applicant/owner/developer shall provide the City Engineer with a detailed roadway standard for the portion of Yankee Avenue west of the intersection with Fenway Avenue that does not currently meet the City of Lakeport's Road Design and Construction Standards. This roadway standard shall be reviewed and approved by the City Engineer prior to the submittal of improvement plans and construction of right-of-way improvements.
8. Prior to the recordation of the final map, the applicant/owner/developer shall dedicate area within the parcel map as needed for drainage, public utility easements, and other easements. All easements shall also be depicted on the final map.
9. Prior to the recordation of the final map, the applicant/owner/developer shall comply with all requirements related to the project's sewer system, including the payment of the standard CLMSD sewer expansion fee. (Sewer expansion fees are indexed annually to the CPI index and adjusted for inflation each July in accordance with Resolution 2271 (2006).)
10. Prior to the recordation of the final map, a note shall be placed on the final map indicating: The applicant/owner/developer shall pay the required water expansion fee. (Water expansion fees are indexed annually to the CPI index and adjusted for inflation each July.)

11. Durable survey monuments shall be installed at the following locations:
 - a. Boundary corners
 - b. At the beginning and ending of property line curves and points of intersection
 - c. Lot corners or at any other location at the discretion of the City Engineer.
12. A note shall be placed on the final map indicating that a Wildland Fuel Modification Plan, in compliance with the Lakeport Fire Department's requirement, shall be established prior to the issuance of a building permit for future development.
13. The Tentative Parcel Map shall expire twenty-four months from its approval by the Planning Commission, unless the expiration date is extended in accordance with the provisions of Section 16.08.120, which shall be reviewed and approved by the Planning Commission.

NOW, THEREFORE, IT IS AGREED:

1. That the applicant/owner has read and agrees to each and every item and condition herein.
2. That the development and use of the real property described herein shall conform to the conditions listed above and all City of Lakeport Ordinances and Resolutions where applicable.
3. That said conditions shall be binding on all owners or persons having or acquiring any right, title, or interest in said real property, or any part thereof, subject to this agreement.

APPLICANT

SIGNATURE- Peter Schellinger
Waterstone Residential

Dated:

PLEASE PRINT NAME

cc: Project File

Attachment C:
Application; Site Plan and Floor Plan

LEGEND

---	RECORD BOUNDARY LINE
- - -	ADJACENT RECORD BOUNDARY LINE
---	PROPOSED LOT BOUNDARY
	FINISH GRADE SURFACE SLOPE AND DIRECTION
	PROPOSED STORM DRAIN DROP INLET (D.I.)
	PROPOSED STORM DRAIN MANHOLE (SDMH) PER CITY STD.
	PROPOSED HDPE STORM DRAIN PIPE
	PROPOSED 48" SEWER MANHOLE PER CITY STD.
	PROPOSED SANITARY SEWER CLEANOUT PER CITY STD.
	PROPOSED 6" SEWER MAIN PER CITY STD.
	PROPOSED 8" WATER MAIN PER CITY STD.
	PROPOSED EART SWALE
	PROPOSED FIRE HYDRANT PER CITY STD.
	PROPOSED GATE VALVE PER CITY STD.
	PROPOSED STREET LIGHT PER CITY STD.
	CURB RAMP TYPE C PER CITY STD.
	CURB RAMP TYPE D PER CITY STD.
	CURB RAMP TYPE G PER CITY STD.
	PROPOSED CONCRETE
	PROPOSED ASPHALT
	LID TREATMENT AREA

ABBREVIATIONS

AB	AGGREGATE BASE	S=	SLOPE
AC	ASPHALT CONCRETE	SD	STORM DRAIN
ADU	ACCESSORY DWELLING UNIT	SDMH	STORM DRAIN MANHOLE
BSW	BACK OF SIDEWALK	SFD	SINGLE FAMILY DENSITY
BW	BOTTOM OF WALL	SS	SANITARY SEWER
C	CONTRACT	SSCO	SANITARY SEWER CLEANOUT
CB	CATCH BASIN	SSFM	SANITARY SEWER FORCE MAIN
CCNG	CONCRETE	SSMH	SANITARY SEWER MANHOLE
DI	DROP INLET	STD	STANDARD
DWY	DRIVEWAY	SW	SIDEWALK
EG	EXISTING GROUND	TB	TOP OF BANK
ELEV	ELEVATION	TC	TOP OF CURB
EP	EDGE OF PAVEMENT	TG	TOP OF GRATE
ESMT	EASEMENT	TW	TOP OF WALL
(E), EX.	EXISTING	TYP	TYPICAL
FC	FACE OF CURB	W	WATER
FG	FINISH GRADE	WL	WATER LINE
FIRE	FIRE SERVICE MAIN	WM	WATER METER
GB	GRADE BREAK	WS	WATER SERVICE
HDA	HOME OWNER'S ASSOCIATION		
HT	HEIGHT		
IFO	IN FAVOR OF		
MFD	MULTIFAMILY DENSITY		
MH	MIDDLE INCOME HOUSING UNIT		
PCC	PORTLAND CEMENT CONCRETE		
PVT	PRIVATE		
PUE	PUBLIC UTILITY EASEMENT		
R	RESERVED		
R/W	RIGHT OF WAY		

UTILITIES

SEWER SERVICE:	CITY OF LAKEPORT
WATER SERVICE:	CITY OF LAKEPORT
GAS/ELECTRIC:	PG&E/PG&E
CABLE/TELEPHONE:	COMCAST/AT&T
FIRE PROTECTION:	CITY OF LAKEPORT

ALL UTILITIES ARE PUBLIC UNLESS OTHERWISE NOTED

SURVEY NOTES

- TOPOGRAPHIC INFORMATION SHOWN HERE IS BASED UPON A FIELD SURVEY PREPARED BY MICHAEL FORD LAND SURVEYING DATED AUGUST 2004.
- THE LOCATION OF UNDERGROUND STRUCTURES AND UTILITIES SHOWN HEREIN HAS BEEN DETERMINED FROM SURFACE EVIDENCE OF THEIR EXISTENCE AND/OR FROM INFORMATION OBTAINED FROM PUBLIC AND/OR UTILITY AGENCIES. THE SURVEYOR ACCEPTS NO LIABILITY FOR THE LOCATION, EXISTENCE OR NON-EXISTENCE OF THOSE UNDERGROUND STRUCTURES, UTILITY LINES AND RELATED APPURTENANCES, ANY INDIVIDUAL, COMPANY OR AGENCY USING THIS MAP MUST CONFIRM THE LOCATION OF ALL UNDERGROUND LINES OR STRUCTURES PRIOR TO COMMENCING ANY EXCAVATION.
- THE CONTENT OF THIS MAP WAS DEFINED BY CONTRACT AT THE SPECIFIC REQUEST OF THE CLIENT(S) AND/OR THEIR CONSULTANT(S). THE SURVEYOR ACCEPTS NO LIABILITY FOR USE OF THIS MAP BY ANY ONE OTHER THAN THE CLIENT(S) AND/OR CONSULTANTS FOR WHOM IT WAS PREPARED.
- BOUNDARY INFORMATION SHOWN HEREIN TAKEN FROM RECORD DATA AND SHOULD NOT BE CONSIDERED AS FINAL OR ALL INCLUSIVE. ENCROACHMENTS, AMBIGUITIES AND INCONSISTENCIES (IF ANY) BETWEEN THE RECORD DATA AND ACTUAL FIELD CONDITIONS WERE NOT CONSIDERED OR RESOLVED.

BENCHMARK

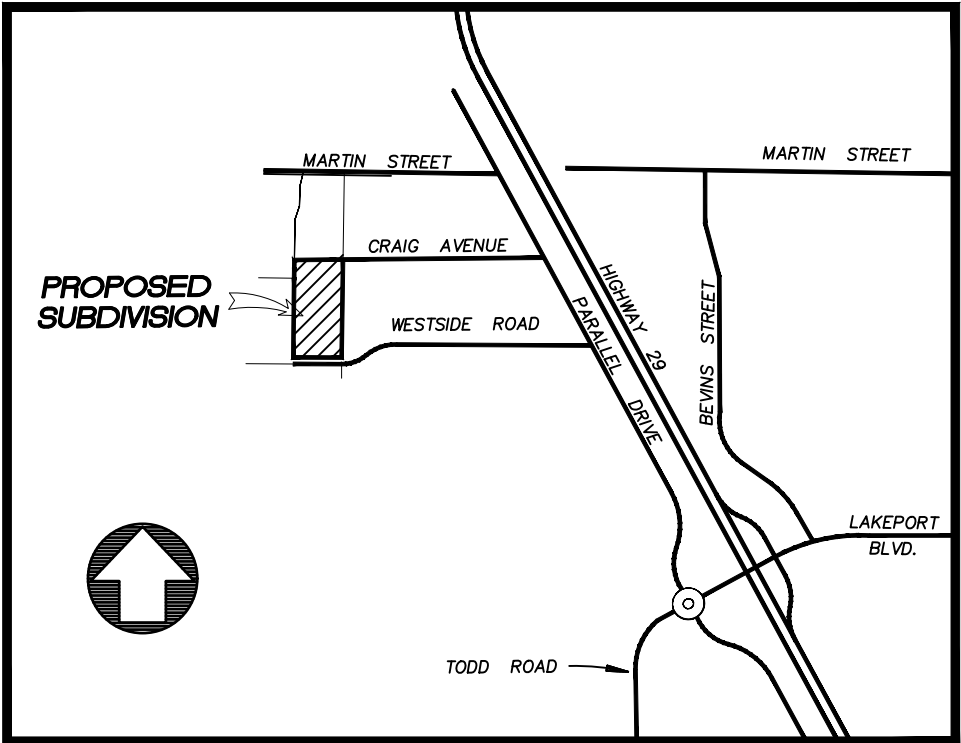
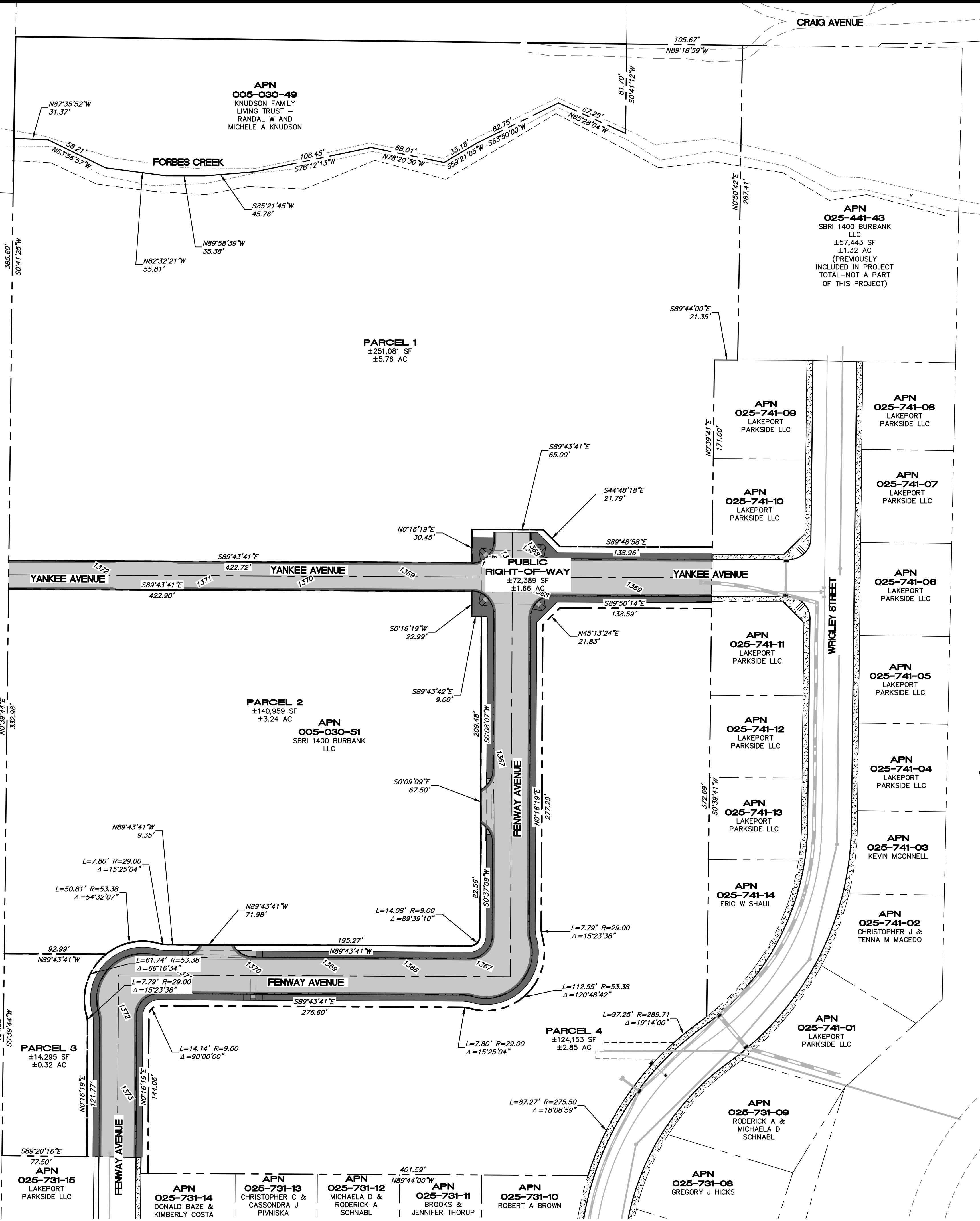
TOP OF EXISTING CATCH BASIN LOCATED ON THE SOUTH SIDE OF WESTSIDE ROAD AND PARALLEL DRIVE - ELEV. 1359.40

BASIS OF BEARINGS

BASIS OF BEARINGS: S16°30'00"W BETWEEN FOUND IRON PIPES AS PER RECORD OF SURVEY FILED IN BOOK 60, PAGE 45, LAKE COUNTY RECORDS.

ADDITIONAL PROJECT DATA

NEAREST FAULT ZONE: WEST MARGIN FAULT ZONE
LANDSLIDES: NO KNOWN LANDSLIDES ON SITE.
FLOOD ZONE: FEMA FLOOD HAZARD MAP INDICATES THE PROJECT PORTION OF THE SITE IS ZONE X, OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN. THE REMAINDER PARCEL TO THE NORTH HAS A PORTION THAT IS ZONE AE



LOCATION MAP
NO SCALE

OWNER

SBRI 1400 BURBANK, LLC
1270 AIRPORT BOULEVARD
SANTA ROSA, CA 95403
(707) 975-1162

CIVIL ENGINEER

CORT MUNSSELLE
MUNSSELLE CIVIL
ENGINEERING
513 CENTER STREET
HEALDSBURG, CA 95448
PHONE: (707) 395-0968

SHEET INDEX

1	MINOR SUBDIVISION SITE PLAN
2	NORTHERN GRADING AND UTILITY PLAN
3	SOUTHERN GRADING AND UTILITY PLAN

PROJECT DATA

ADDRESS: 1310 CRAIG AVENUE
LAKEPORT, CA 95453

APN: 005-030-51-00

EXISTING (GROSS) PARCEL AREA: 13.84 AC (15.16 AC WITH PREVIOUS PARCEL INCLUSION, PARCEL IS NOT A PART OF THIS PROJECT)

PUBLIC RIGHT-OF-WAY: 166 AC

PROJECT ZONING

PARCEL APN	005-030-51
GENERAL PLAN DESIGNATION	LOW DENSITY RES.
CURRENT LAND USE	UNDEVELOPED
PROPOSED USE	RESIDENTIAL



SCALE: 1" = 50'
0 50 100 150
(GRAPHIC SCALE IN FEET)

REVISION	DESCRIPTION	BY	DATE

MUNSSELLE CIVIL ENGINEERING
CIVIL ENGINEERING & SURVEYING
PLANNING & CONST. MANAGEMENT
513 CENTER STREET
HEALDSBURG, CA 95448
(707) 395-0968



CORT L. MUNSSELLE
No. 69941
REGISTERED PROFESSIONAL ENGINEER - CIVIL
STATE OF CALIFORNIA

CORT L. MUNSSELLE
PCE 68841
DATE

PARKSIDE TENTATIVE MAP
MINOR SUBDIVISION SITE PLAN
APN 005-030-51
1310 CRAIG AVENUE
LAKEPORT, CA 95453

DECEMBER 8, 2022

JOB NO.

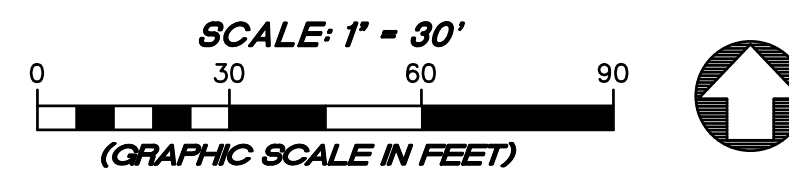
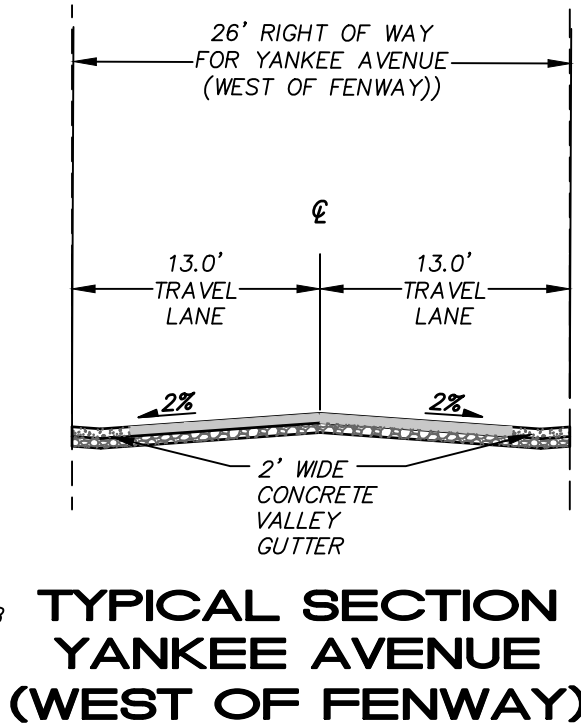
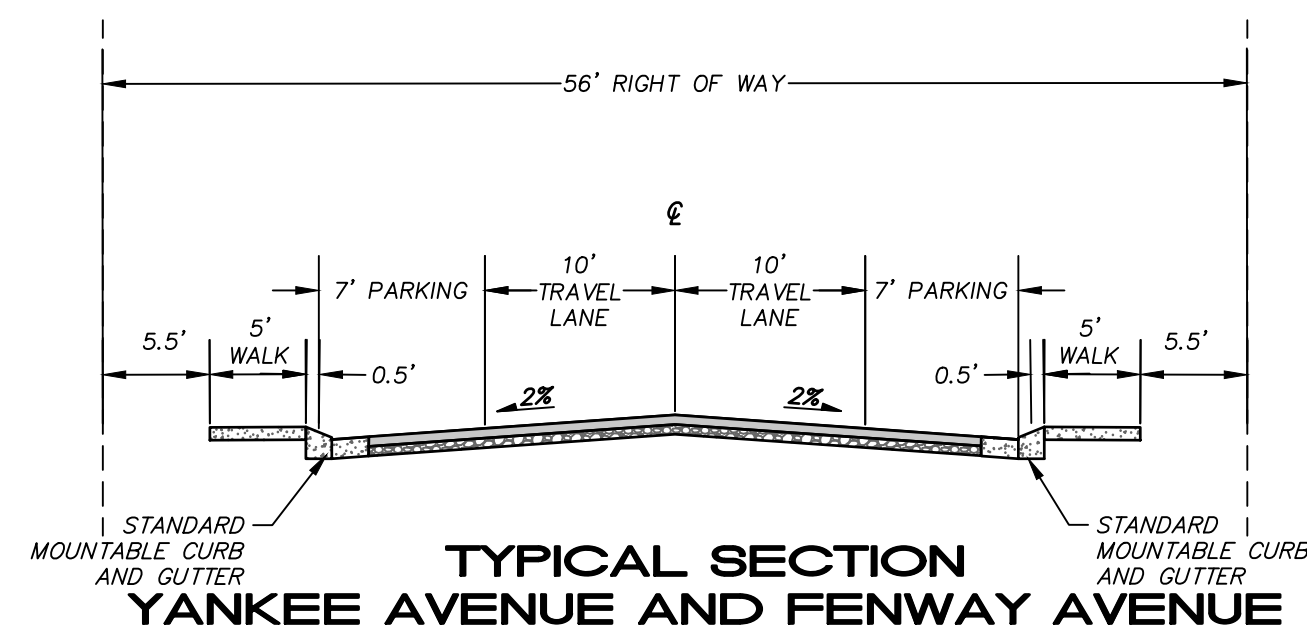
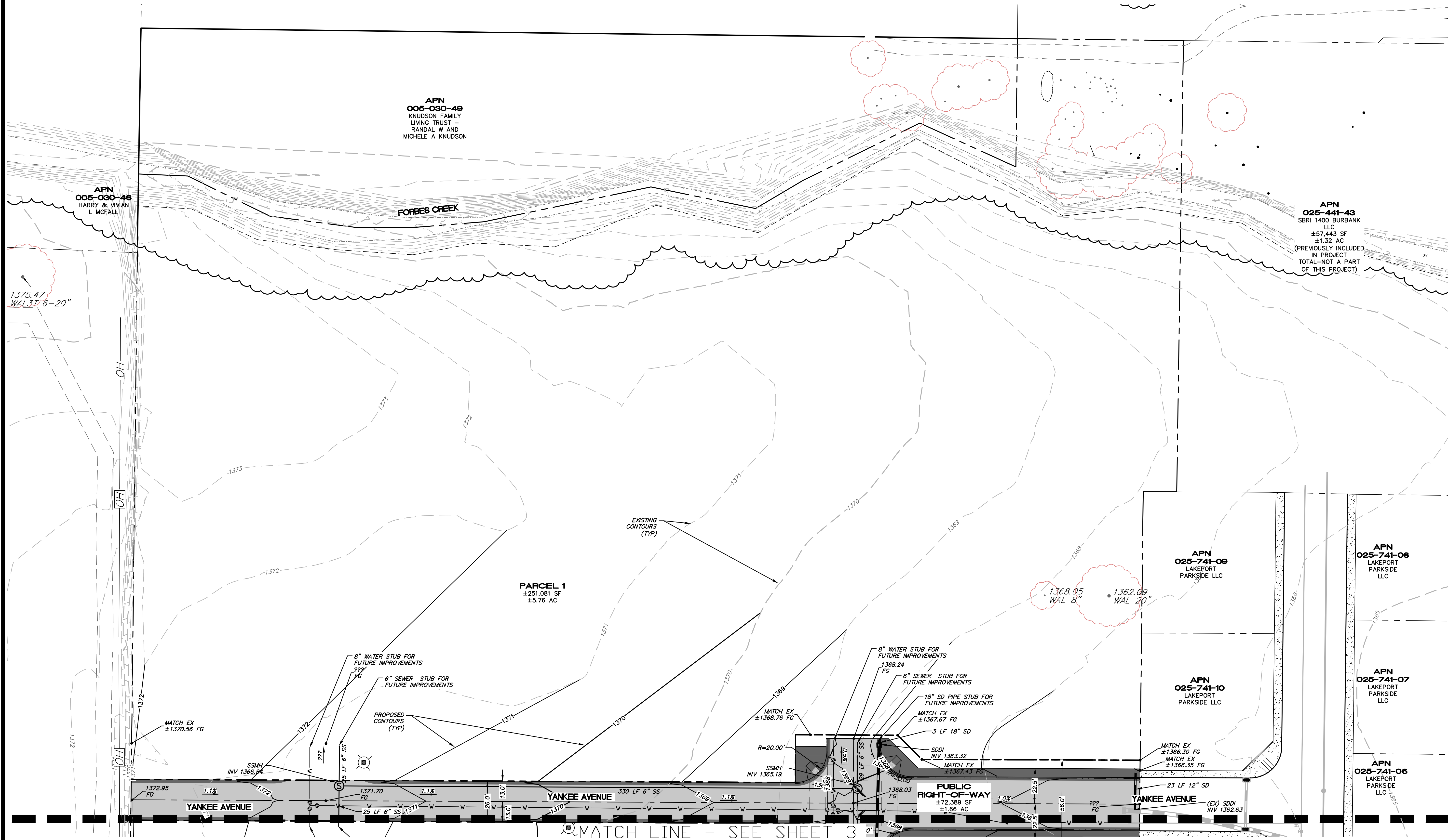
130-21

SHEET NO.

1

OF 3 SHEET

P:\MCE JOBS\2021\130-21 LAKEPORT-WATERSTONE\DWGS\130-21 TENTATIVE PARCEL MAP.DWG 12/7/2022 1:25 PM SA



PARKSIDE TENTATIVE MAP
NORTHERN GRADING AND UTILITY PLAN

APN 005-030-51
190 CRAIG AVENUE
LAKEPORT, CA 95453

DECEMBER 8, 2022

JOB NO.

130-21

SHEET NO.

2

OF 3 SHEETS

REVISION	DESCRIPTION	BY	DATE

MUNSELLE CIVIL ENGINEERING
CIVIL ENGINEERING & SURVEYING
PLANNING & CONST. MANAGEMENT
513 CENTER STREET
HEALDSBURG, CA 95448
(707) 395-0868



CORT L. MUNSELLE
No. 69941
CIVIL ENGINEER

CORT L. MUNSELLE
No. 69941
DATE



**Attachment D:
Draft Resolution**

RESOLUTION NO. ** (2023)**

**A RESOLUTION OF THE CITY OF LAKEPORT PLANNING COMMISSION
APPROVING THE TENTATIVE PARCEL MAP (APP# 2023-01) TO ALLOW
FOR THE SUBDIVISION OF 15.16± ACRES INTO FOUR LOTS, LOCATED AT
1310 CRAIG AVENUE (APN:005-030-51)**

WHEREAS, the City of Lakeport received an application from Waterstone Residential for approval of an Tentative Parcel Map allowing a subdivision of 4 lots located at 1310 Craig Avenue (APN 005-030-51); and

WHEREAS, an application for the above-described Tentative Parcel Map has been filed pursuant to Chapter 16.12 of the Lakeport Municipal Code; and

WHEREAS, staff has conducted the necessary investigations to ensure the proposed division of land would be consistent with the purpose of the City's Subdivision Ordinance, the Subdivision Map Act, and the regulations of the Lakeport Municipal Code; and

WHEREAS, public notice was published and given as required by law, and a public hearing was held on June 14, 2023; and

WHEREAS, the Planning Commission, after considering all evidence presented, approved the Applicant's requested Tentative Parcel Map; and

WHEREAS, under Section 16.12.120 of the Lakeport Municipal Code, the Applicant shall prepare a Final Parcel Map for the review and approval of the Lakeport City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF LAKEPORT THAT:

- A. That the foregoing Recitals are true, correct and a substantive part of this Resolution.
- B. The Tentative Parcel Map is in compliance with the following findings:
 - 1. The form and content requirements, accompanying data, and report requirements of the TPM generally complies with the Lakeport Subdivision Ordinance.
 - 2. The proposed parcels are suitable for the purpose for which they are intended within the Residential and High-Density Residential Zoning Districts.
 - 3. The proposed parcels are of sufficient dimension to facilitate future residential and high-density residential land development.

4. All of the proposed new parcels will be served by City water and sewer.
5. Storm water runoff will be collected and conveyed to an engineered storm drain system.
6. The project's new parcels will be provided with the full range of utilities.
7. The project has adequate access for residential development, which includes the construction of street improvements, curbs, gutters, driveways, and other facilities within the street right-of way will be provided.
8. The project will not result in any significant adverse environmental impacts as this project has been reviewed under the California Environmental Quality Act, under the previously approved Parkside Residential Project (App# 2021-31).

This Resolution was passed and adopted by the City of Lakeport Planning Commission at a regular meeting held on the 14th day of June, 2023.

AYES:

NOES:

ABSENT:

ABSTAIN:

Nathan Maxman, Commission Chair
City of Lakeport

ATTEST:

Victor Fernandez, Planning Commission Secretary

PLANNING PROJECTS PENDING

as of
June 8, 2023

No.	Staff Assigned	File No./Name	Date Received	Progress	Next Action	PC / Staff Level
1.		GPA & Zoning Inconsistencies	6/2/2016	Staff currently preparing required exhibit maps and ordinance language for recommended General Plan and Zone changes.	C.C. review (May / June)	P.C. Approved 8/15/2018
2.		Microenterprise Home Kitchen – AB626 Application# 2020-25		Consideration of the recent Lake County ordinance permitting Microenterprise Home Kitchens in accordance with AB 626.		
3.		Martin Street Phase III – Application #2022-25 – 519 S Smith Street		Application for an Environmental Review and Zone Change for the development of a 40-unit affordable multi-family housing project.		CC 1st Reading 3/7/2023
4.		Metro Investment Group – Application #2022-04 – 366 Third Street	2/8/2022	Application for a Use Permit for a Short-term rental that would allow the use of an existing single-family dwelling as an Airbnb.	Waiting on amended submittal.	PC Review
5.		Amirrea Hajimohammad – Application# 2022-19 1095 N Main St.	5/16/2022	Application for an Architectural and Design Review and Categorical Exemption to construct a new 1,958 sf commercial building.	Waiting on further information from applicant.	PC Review
6.		Waterstone Residential – Application# 2023-01 1310 Craig Ave.	1/23/2023	Application for a Tentative Parcel Map	PC Approval	PC Review 6/14/2023
7.		Sandra J Lashly – Application#2023-04 2301 Beach Lane	2/1/2023	Application for a Use Permit to allow the addition of 4 RV unit spaces for a total of 15 spaces. (RV Park was previously approved for 11 Spaces)	PC Approval	PC Review TBD
8.		Upward Architects – Application# 2023-08		Application for a free-standing sign permit to install a 35' tall free standing sign	PC Approval	PC Review 6/14/2023

9.		Lakeport Boat Rentals – Application#2023-09		Application for a Tentative Parcel Map to divide APN: 026-031-29 into four parcels.	PC Approval	PC Review
10.		Pure Organic Medicinals – Application# 2023-10		Application for a Use Permit to allow Cannabis Distribution, Indoor cultivation, and mobile retail.	PC Approval	PC Review
11.		Gaslight Grill – Application# 2023-11		Application for an Architectural & Design Review, Use Permit, Zoning Permit and Categorical Exemption to allow for an outdoor dining parklet.	Waiting on further submittal.	PC Review
12.		Angelina's Bakery – Application# 2023-12		Application for an Architectural & Design Review, Use Permit, Zoning Permit and Categorical Exemption to allow for an outdoor dining parklet.	Waiting on further submittal.	PC Review
13.		Park Place – Application# 2023-13		Application for an Architectural & Design Review, Use Permit, Zoning Permit and Categorical Exemption to allow for an outdoor dining parklet.	Waiting on further submittal.	PC Review
14.		Lake County Contractors – Application# 2023-14		Application for an Architectural and Design Review & Categorical Exemption for a 7-foot-tall fence.	PC Approval	PC Review 6/14/2023
15.		Lake County Tribal Health – Application#2023-15		Application to revise the previously approved patio area and cover to include two bathrooms a utility room, outdoor kitchen and solid patio cover.	PC Approval	PC Review
16.		Pogo's Pizza – Application# 2023-16		Application for an Architectural & Design Review, Use Permit, Zoning Permit and Categorical Exemption to allow for an outdoor dining parklet.	Waiting on further submittal.	PC Review
17.		New Vista Developers – Application# 2023-17		Application for a tentative subdivision map to divide into eight parcels.		
18.		Ali's Kitchen – Application# 2023-19		Application for an Architectural & Design Review, Use Permit, Zoning Permit and	Waiting on further submittal	PC Review

				Categorical Exemption to allow for an outdoor dining parklet.		
19.		On the Waterfront		Application for an Architectural & Design Review, Use Permit, Zoning Permit and Categorical Exemption to allow for an outdoor dining parklet.	Waiting on further submittal.	PC Review