



**CITY OF LAKEPORT  
PLANNING COMMISSION  
August 10, 2016  
MINUTES**

**CALL MEETING TO ORDER AND ROLL CALL:** Chairman Wicks called the meeting to order at 5:08 p.m. with Commissioners Gayner, Russell, Spurr, and Taylor present. Also present were Community Development Director, Kevin Ingram; Associate Planner, and Dan Chance.

**ACCEPTANCE OF AGENDA:** A motion was made by Commissioner Gayner, to accept the agenda as posted; second by Commissioner Taylor and carried by voice vote (5-0) to accept the agenda.

**COMMUNICATIONS:** No citizen input.

**CONSENT AGENDA:** A motion was made by Commissioner Spurr, to accept the minutes as amended; seconded by Commissioner Gayner, and unanimously carried by voice vote (5-0) (Minutes from the regular Planning Commission meeting of July 13, 2016).

**REGULAR AGENDA:**

**Lakeport Napa Auto Parts – AR 16-05 / CE 16-09**

Associate Planner Chance briefed the Commission on the proposed Application for Minor Architectural and Design Review (Small Project) to legalize an existing metal structural addition to the existing commercial building at 1015 s. Main St..

Chair Wicks expressed his concerns regarding the incompleteness of the submitted application.

Public hearing was opened at 5:31 p.m., applicant DeeAnn Padel spoke regarding the project. Public hearing closed at 5:48 p.m.

Planning Commission discussed issues concerning: construction without permits, building design, color landscaping, and permitting and use of cargo container on the north side of the property.

Public hearing was re-opened at 5:58 p.m. Public hearing closed at 6:30 p.m. By consensus of the Planning Commission, Project Condition Agreement #4 was to read: "The applicant/owner shall maintain a similar color pattern for the building addition that matches the existing building."

By consensus of the Planning Commission, Project Condition Agreement #5 was changed to read: "The applicant/owner shall prepare a landscape plan for the southwest corner of the property (corner of South Forbes Street and Lakeport Boulevard) to provide screening of the addition. The landscape plan shall be reviewed and approved by the Community Development Director and Public Works Director. The landscaping shall be in place no later than 6-months from this date or February 10, 2017."

By consensus of the Planning Commission, Project Condition Agreement #6 was changed to read: "The temporary storage container shall be removed on or before February 10, 2017."

By consensus of the Planning Commission, Project Condition Agreement #7 was changed to read: "The applicant/owner shall submit a Building Permit for the addition by February 10, 2017. The cost of the Building permit shall require double-fees for construction without permits."

By consensus of the Planning Commission, Project Condition Agreement #8 was changed to read: "If the temporary storage container, Building Permit or landscaping are not addressed by February 10, 2017, the project will be scheduled for additional Planning Commission Public Hearing review and possible abatement action of the addition and the storage container."

#### Categorical Exemption Approval

Commissioner Gayner moved that the Planning Commission find that AR 16-05 as applied for by Lakeport Napa Auto Parts is categorically exempt pursuant to Section 15301(e) of the CEQA Guidelines. Seconded by Commissioner Spurr and carried by voice vote 5-0.

#### Architectural and Design Review Approval

Commissioner Spurr moved that the Planning Commission find that the Architectural and Design Review applied for by Lakeport Napa Auto Parts on property located at 1015 South Main Street does meet the requirements of Section 17.27.080 of the Lakeport Zoning Ordinance; consistent with the objectives and policies of the Lakeport General Plan; and subject to the project conditions of approval (Attachment B) as amended, and with the findings listed in the August 10, 2016 staff report. Seconded by Commissioner Taylor.

The vote was called and was as follows:

AYES: Commissioner Gayner, Spurr, Taylor, and Russell (4-1)

NOES: Chair Wicks

ABSENT: None

#### **Westlake Auto – AR 15-04 / CE 15-06**

Associate Planner Chance briefed the Commission on an application for Minor Architectural and Design Review (Small Project) to legalize a commercial building (sales office) and a garage building (West Lake Auto). The structures were constructed without required planning and building permits.

Public hearing opened at 7:19 p.m.; applicant Heath Fifield, spoke regarding the project. Public hearing closed at 7:50 p.m.

Planning Commission sought clarification on when the sales office building was constructed and what the valuation is in order to determine whether or not the project would trigger the requirement to construct frontage improvements.

Commissioner Russell motioned that the application for Architectural and Design Review for Westlake Auto be continued to the October 12, 2016, Planning Commission meeting in order to: get an inspection to determine if the structure meets building code regulations, determine when the sales offices were constructed, and clarification of the valuation of the structures. Seconded by Commission Gayner.

The vote was called and was as follows:

AYES: Commissioner Gayner, Spurr, Russell, Taylor and Russell (5-0)

NOES: None

ABSENT: None

**CORRESPONDENCE:**

Ingram updated the Commission on the projects on the July Planning Project Pending list.

**COMMENTS FROM STAFF AND COMMISSIONERS:**

Ingram updated the Commissioners on the Downtown Improvement Project and Lakefront Planning Grant.

**DISCUSS AND SET THE NEXT MEETING DATE:** It was agreed by consensus that the next meeting be held on Wednesday, September 14, 2016.

There being no further business, the meeting adjourned at 8:14 p.m.

Respectfully submitted,

KEVIN M. INGRAM  
Community Development Director

These are the summary Minutes of the Planning Commission meeting. A recorded tape of the meeting is available at the Community Development Department at Lakeport City Hall, 225 Park Street, Lakeport, California for a period of 30 days after the approval of these Minutes.