



**CITY OF LAKEPORT
PLANNING COMMISSION
October 12, 2016**

MINUTES

CALL MEETING TO ORDER AND ROLL CALL: Chairman Wicks called the meeting to order at 5:00 p.m. with Commissioners Gayner, Russell, and Spurr present. Commissioner Taylor was absent. Also present were Community Development Director, Kevin Ingram; Associate Planner, Dan Chance, Tom Carlton; Building Official and Administrative Specialist, Linda Sobieraj.

ACCEPTANCE OF AGENDA: A motion was made by Commissioner Gayner, to accept the agenda as posted; second by Commissioner Spurr and carried by voice vote (4-0) 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 (4-0) (Minutes from the regular Planning Commission meeting of August 10, 2016).

REGULAR AGENDA:

Jamie Young Child Care – UP 16-02 / CE 16-11

The proposed project consists of expanding an existing small family day care to a large family day facility within an existing single family dwelling at 1097 North Tunis Street along with a request for amended hours of operation to allow drop offs at 4:00 a.m. A letter objecting to the project was submitted to staff and provided to the Planning Commission together with a petition with neighbor's signatures supporting the project provided by the applicant.

Public hearing open at 5:21 p.m.; Jamie Young applicant spoke in favor of the project. She provide a copy of the flyer she intended to provide to parents as indicated in Project Condition #8.

Public hearing closed at 5:41 p.m.

Planning Commission discussed the request for expanded hours of operation, circulation, and sight distance at Eleventh Street.

Project Condition Agreement #10 was amended to read: The applicant shall remove all vegetation at the corner of eleventh Street and North Tunis Street to provide adequate sight

distance and maintain that driver's vision is not obstructed by vegetation, consistent with the provisions outlined in LMC 17.28.010.Y., **and shall be maintained.**

Categorical Exemption Approval

Commissioner Gayner moved that the Planning Commission find that AR 16-11 as applied for by Jamie R. Young is categorically exempt pursuant to Section 15274(a) of the CEQA Guidelines. Seconded by Commissioner Russell and carried by voice vote. (4-0)

Architectural and Design Review Approval

Commissioner Russell moved that the Planning Commission find that the Use Permit applied for by Jamie R. Young, on property located at 1097 North Tunis Street meet the requirements of Sections 17.05.050.D and 17.24.110.F 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 October 12, 2016 staff report as amended. Seconded by Commissioner Spurr.

The vote was called and was as follows:

AYES: Commissioner Gayner, Spurr, Russell, and Chair Wicks (4-0)

NOES: None

ABSENT: None

Westlake Auto – AR 15-06 / CE 15-06

Associate Planner Chance briefed the Commission on a continuation of an application from August 10, 2016, 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.

Building Official Tom Carlton provided the Planning Commission with an overview of the inspection process for structures built without permits.

Public hearing opened at 6:03 p.m.; applicant Heath Fifield, spoke regarding the project. Public hearing closed at 6:14 p.m.

Planning Commission discussed assessment valuations and compliance options with applicant.

Project Condition Agreement #6 and #7 the date for bringing the building into compliance was changed from August 10, 2017, to April 10, 2017, on both.

Categorical Exemption Approval

Commissioner Gayner moved that the Planning Commission find that AR 15-06 as applied for by West Lake Auto Sales is categorically exempt pursuant to Section 15303(c) of the CEQA Guidelines. Seconded by Commissioner Russell and carried by voice vote. (4-0)

Architectural and Design Review Approval

Commissioner Spurr moved that the Planning Commission find that the Architectural and Design Review applied for by West Lake Auto Sales on property located at 2195 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), and with the findings listed in the August 10, 2016 staff report as amended. Seconded by Commissioner Gayner.

The vote was called and was as follows:

AYES: Commissioner Gayner, Spurr, Russell, and Chair Wicks (4-0)

NOES: None

ABSENT: None

Donald & Mary Einarsson – AR 16-07 / CE 16-12

Application for Minor Architectural and Design Review (Small Project) for a new two-story single family dwelling located in the Victorian Village Subdivision located at 2024 Hampton Park, further described as APN 005-038-28.

The Planning Commission was presented with a letter from an adjacent property owner stating they did not believe the proposed architectural style reflected the Victorian Village design.

Public hearing open at 6:38 p.m.; Bob Ore, representative for the applicants spoke in favor of the project stating that the one-story design was tailored to meet the needs of his elderly parents. Ray Somberg, President of the Homeowners Association also spoke regarding the project and stated the Homeowners Association believes the proposed design is consistent with the required Victorian Style.

Public hearing closed at 6:47 p.m.

Planning Commission discussed the proposed architectural designs consistency with surrounding development.

Categorical Exemption Approval

Commissioner Russell moved that the Planning Commission find that AR 16-07 as applied for by Donald and Mary Einarsson is categorically exempt pursuant to Section 15303(a) of the CEQA Guidelines. Seconded by Commissioner Russell and carried by voice vote. (4-0)

Architectural and Design Review Approval

Commissioner Gayner moved that the Planning Commission find that the Architectural and Design Review applied for by Donald and Mary Einarsson, on property located at 2024 Hampton Park 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), and with the findings listed in the October 12, 2016 staff report. Seconded by Commissioner Russell.

The vote was called and was as follows:

AYES: Commissioner Gayner, Spurr, Russell, and Chair Wicks (4-0)

NOES: None

ABSENT: None

CORRESPONDENCE:

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

COMMENTS FROM STAFF AND COMMISSIONERS:

Commissioner Russell asked about options regarding studies for traffic issues on Eleventh St. Community Development Director Ingram stated he believed the best solution moving forward is getting an Engineer's report on what options are available.

Ingram updated the Commissioners on the Lakeport Lakeshore Revitalization Plan.

DISCUSS AND SET THE NEXT MEETING DATE: It was agreed by consensus that the next meeting be held on Wednesday, November 9, 2016.

There being no further business, the meeting adjourned at 7:23 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.