



**CITY OF LAKEPORT
PLANNING COMMISSION
SPECIAL MEETING
December 11, 2018**

MINUTES

CALL MEETING TO ORDER AND ROLL CALL: Chairman Wicks called the meeting to order at 5:01 p.m. with Commissioners Green, Russell, Froio, and Knorr present. Also, present were Community Development Director, Kevin Ingram, Associate Planner Daniel Chance, and Administrative Specialist, Linda Sobieraj.

ACCEPTANCE OF AGENDA: Commissioner Green made a motion to accept the agenda as posted. Seconded by Commissioner Knorr and unanimously carried by voice vote (5-0).

COMMUNICATIONS: Community Development Director Ingram advised there was no citizens input.

CONSENT AGENDA: Commissioner Green advised he would like to add to the minutes from August 15, 2018, under comments from staff and Commissioners to add, "He would be following up at the next City Council Meeting regarding the public records act. Chair Wicks would like to add the reference to the time regarding Planning Commission Minutes. Commissioner Froio also would like to add after public comment for Hummingbird All Natural that he didn't agree the security plan needed to be shared.

Commissioner Green made a motion to accept the minutes of August 15, 2018, as amended. Seconded by Commissioner Knorr, and unanimously carried by voice vote (5-0).

Commissioner Green state there was a spelling error in the October minutes last page, first paragraph sentence should read "Records Act as it pertains to Staff's decision to **not** provide the security plans for commercial cannabis".

Commissioner Green made a motion to accept the minutes of October 10, 2018, as amended. Seconded by Commissioner Knorr, and unanimously carried by voice vote (5-0).

REGULAR AGENDA:

McDonald's USA, LLC – AR 18-04 and CE 18-15

Associate Planner Chance briefed the Commission on an application for Architectural and Design review that would allow an additional drive-thru lane, signage, exterior and interior remodel of an existing commercial restaurant building.

Chair Wicks asked for clarification on the response from Public Works regarding frontage improvements and if they were required. Director Ingram stated none would be required.

Chair Wicks stated the total signage allowed for the business was over the 150 square feet allowed. Chair Wicks asked what the mitigating availability would be of allowing for 190

square feet. Director Ingram stated the ordinance allowed for a 150 square foot maximum, however the site already had an existing signage of 230 square feet. Although they are asking for 190 square foot sign, they are under the existing 230 square feet.

Public hearing opened at 5:30 p.m. Project Manager, Jim Shively answered questions regarding signage, lighting, future design plans, and maintenance program for the restaurant. Public hearing closed public input at 5:21 p.m.

Categorical exemption Approval

Commissioner Green moved that the Planning Commission find that AR 18-04 as applied for by McDonald's is categorically exempt pursuant to Section 15301 (e) of the CEQA Guidelines. Seconded by Commissioner Knorr and carried by voice vote 5-0.

Architectural and Design Review Approval

Commissioner Russell moved that the Planning Commission find that the Architectural and Design Review applied for by McDonald's, on property located at 1077 Lakeport Boulevard 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 December 11, 2018 staff report. Seconded by Commissioner Froio and carried by voice vote 5-0.

Big Daddy Garden Supply – UP 18-06, ZP 18-02 and CE 18-16

Associate Planner Chance briefed the Commission on the application that included a Use Permit for outdoor sales; a Zoning Permit for commercial fence; and a Sign Permit. The project is located along the northwestern corner of South Main Street and Lakeport Boulevard (formerly Napa Auto Supply) at 1015 South Main Street.

Public hearing opened at 6:34 p.m. Architect on the project, Richard Ruff spoke in favor of the project. Mr. Ruff answered questions regarding fencing, product storage, outdoor sales, drainage, and right-of-way improvements. Closed public hearing at 6:47 p.m.

Planning Commissioners discussed product storage, the proposed fencing, the valuation that triggers the right-of-way improvements and who should be responsible for curb, gutter and sidewalk on Lakeport Blvd.

Public hearing opened at 7:21 p.m. Mr. Ruff spoke answering questions. Public hearing closed at 7:24 p.m.

Categorical exemption Approval

Commissioner Green moved that the Planning Commission find that UP 18-06 and ZP 18-02 as applied for by Big Daddy Garden Supply is categorically exempt pursuant to Section 15332 of the CEQA Guidelines. Seconded by Commissioner Knorr and carried by voice vote 5-0.

Zoning Permit Approval

Commissioner Knorr moved that the Planning Commission find that the Zoning Permit applied for by Big Daddy Garden Supply, on property located at 1015 south Main Street does meet

the requirements of Section 17.22.010 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 December 11, 2018 staff report, as amended. Seconded by Commissioner Russell and carried by voice vote 5-0.

Use Permit Approval

Commissioner Russell moved that the Planning Commission find that the Use permit applied for by Big Daddy Garden Supply, on property located at 1015 south Main 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), as amended and with the findings listed in the December 11, 2018 staff report. Seconded by Commissioner Green and carried by voice vote 5-0.

Chair Wicks called for a break at 7:37. Meeting resumed at 7:45.

City of Lakeport General Plan of Conformity – GPC 18-02

Director Ingram briefed the Commission on a General Plan Conformity report and Categorical Exemption for the proposed locations of the three (3) solar canopies above existing parking areas at City owned property located at City Hall at 75 Third Street, Corporation Yard at 591 Martin Street, and Lakeport Police Department at 2025 South Main Street.

Public hearing opened at 7:57 p.m. and closed no public input at 7:58.

CORRESPONDENCE:

Commissioner Wicks asked about West Lake Auto building permit and what the progress was.

COMMENTS FROM STAFF AND COMMISSIONERS:

Commissioner Green spoke about the California public records act as it pertains to cannabis permits.

Commissioner Russell stated she wanted to discuss the topic of

DISCUSS AND SET THE NEXT MEETING DATE:

It was agreed by consensus that the next meeting be held on Wednesday, January 9, 2018 meeting adjourned closed 8: p.m.

Respectfully submitted,

KEVIN M. INGRAM
Community Development Director

NOT OFFICIAL UNTIL APPROVED BY THE PLANNING COMMISSION

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.