



**CITY OF LAKEPORT
PLANNING COMMISSION
SPECIAL MEETING
March 21, 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, Knorr and Froio present. Also present were Community Development Director, Kevin Ingram, Associate Planner, Dan Chance, Administrative Services Director, Kelly Buendia, City Manager, Silveira and Administrative Specialist, Linda Sobieraj.

ACCEPTANCE OF AGENDA: A motion was made by Commissioner Russell, to accept the agenda as posted; seconded by Commissioner Knorr and unanimously carried by voice vote (5-0).

COMMUNICATIONS: Suzanne Lyons spoke to the Commission regarding LAFCO and the South Main Street annexation. Community Development Director Ingram advised that staff is actively working on annexation for the South Main Street area and it remains a high priority for City Council.

CONSENT AGENDA: A motion was made by Commissioner Green, to accept the minutes, seconded by Commissioner Froio, and unanimously carried by voice vote (5-0). (Minutes from the Planning Commission meeting February 21, 2018).

REGULAR AGENDA:

Brown Act Workshop

Administrative Services Director Buendia provided a slide show outlining the Brown Act.

California Environmental Quality Act Workshop

Community Development Director Ingram provided a slide show outlining the California Environmental Quality Act.

Rules of Conduct Review

Director Ingram reviewed and outlined the Rules of Conduct for the Commissioners.

General Plan Land Use Element Review

Director Ingram stated in previous Planning Commission meetings it was discussed that one of the on-going goals was to complete the annual progress report and review the General Plan. Ingram advised rather than reviewing all the elements at once, it would be done one element at a time starting with the Land Use Element.

Chair Wicks called a recess at 6:33 p.m. Meeting called to order at 6:37 p.m.

Ingram advised the focus of the review would be on the objectives policies and programs. Staff has provided the text of all policies and programs along with information made on the progress associated with its implementation.

Ingram advised if the Commission identifies areas that need to be looked at again they will note those and then they could make those notations when they put together the full annual report following the review of all the General Plan Elements and summarized for review by the City Council. Ingram noted that it is clear from its review that a comprehensive update of the Zoning Ordinance is needed to implement many of the referenced General Plan policies staff intends to start this process next year.

Commissioner Green advised he was not feeling well and left the meeting at 6:43 p.m.

Chair Wicks asked about the strike out of Policy LU 1.8 on page three. Director Ingram advised that this policy was removed with the General Plan update and Sphere of Influence amendment in 2014.

Commissioner Froio asked for an example of a mixed-use development as referenced in Policy LU 1.5. Ingram advised that a good example would be a development downtown where a residential use is present above a business on the ground floor.

Commissioner Russell stated in Program LU 2.1-b it notes "*The City is contracting with Zoom Prospector to update and maintain a listing of all available vacant commercial and industrial properties and buildings*" and asked for more clarification. Ingram advised that Zoom Prospector is a site selector electronic platform that utilizes GIS specific site information and other demographic data to help potential businesses find available property in Lakeport. The platform would be sponsored by the Lake County Economic Development Commission and be available to the general public.

Chair Wicks asked if staff could explain what their interpretation was of Policy LU 2.3 11th Street and Lakeport Boulevard corridors. Ingram stated there are no doubt there are certain corridors within Lakeport that are the primary gateways in and out of the City, the biggest ones being Eleventh Street and Lakeport Boulevard. Ingram noted that the development of specialized plans for these areas along the South Main Street similar to the pier developed for the waterfront area would be a good idea.

Commissioner Knorr asked for an explanation of shopping convenience in regards to Program LU 2.2-b. Ingram advised goes back to the smart growth principles in that you should be within a five-minute walk to the services you regularly use on a daily basis and not have to drive.

Chair Wicks asked for a consensus to put a time limit for discussion of this item of either 7:30 or 7:45 p.m. and then continue the discussion to the next meeting. Consensus to limit item discussion to 7:30 p.m. (4-0).

Chair Wicks stated regarding Policy LU 4.1 that he had some concerns with staff's recommendations to allow infill development projects to utilize density bonus allowances similar to that of affordable housing.

Commissioner Knorr stated regarding Policy LU 5.1 he would like to see more discussion regarding using lake water to irrigate parks to reduce use of potable water.

Chair Wicks stated it was now 7:45 and suggested to stop and continue at the next meeting beginning with Objective LU 5.

CORRESPONDENCE:

Director Ingram informed the Commission that the project at 1255 Martin St. did not look like they would be successful in obtaining the CDBG grant for off site improvements and it may come back to the Commission with some amendments.

Associate Planner Chance advised the Verizon project located on the courthouse was approved at the administrative level pursuant to federal law, which allows colocation of cell antennas.

COMMENTS FROM STAFF AND COMMISSIONERS:

Commissioner Knorr asked staff about the status of the sea wall repairs at Library Park. Knorr would like to also discuss the irrigation options to reduce the overall usage of potable water at Westside Park.

Commissioner Froio wanted to add for discussion at a future meeting sidewalks and lighting in the City.

Wicks wanted to get an answer to changing the start time of the Planning Commission meeting so 6:00 p.m. to increase citizen participation. Ingram stated the City Manager did not want to change the start time do to overtime budget issues. Ingram advised some jurisdictions have timed items for a later start so the public can plan accordingly.

DISCUSS AND SET THE NEXT MEETING DATE:

It was agreed by consensus that the next meeting be held on Wednesday, April 11, 2018, meeting adjourned closed 7:50 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.