



**CITY OF LAKEPORT
PLANNING COMMISSION
REGULAR MEETING
July 10, 2019
MINUTES**

CALL MEETING TO ORDER AND ROLL CALL: Chairman Green called the meeting to order at 5:30 p.m. with Commissioners Froio, Wicks, and Mitchell present. Also, present were Community Development Director, Kevin Ingram, Associate Planner Daniel Chance, and Administrative Specialist, Linda Sobieraj.

ACCEPTANCE OF AGENDA: Director Ingram asked the Commission to consider switching item C and B, as item B may take a while.

Commissioner Wicks made a motion to accept the agenda as posted. Seconded by Commissioner Mitchell and unanimously carried by voice vote (4-0).

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

CONSENT AGENDA: Commissioner Wicks advised of an error on page 5 under Comments from Staff and Commissioners which should read Chair **Green** not Wicks. Commissioner Froio advised of an error also on page 5 second paragraph that should read "*Commissioner Wicks made a motion to **direct** staff...*".

A motion was made by Commissioner Wicks, to accept the minutes as corrected, seconded by Commissioner Froio and unanimously carried by voice vote (4-0). (Minutes from the Regular Planning Commission of May 8, 2019).

REGULAR AGENDA:

Lake County Tribal Health – AR 19-03 & CE 19-08

Associate Planner Chance briefed the Commission on an application for an Architectural and Design Review that allows a 680 square foot addition in the rear of the Lake County Tribal Health building at 925 Bevins Court, further described as APN 025-462-23.

Public hearing opened at 5:39 p.m. Applicant Steven Rugg spoke in favor of the project, answered questions regarding future development plans on this property and other properties in the immediate area owned by Tribal Health.

Public hearing closed at 5:45 p.m.

Categorical exemption Approval

Commissioner Froio moved that the Planning Commission find that AR 19-03 as applied for by Lake County Tribal Health is categorically exempt pursuant to Section 15303(c) of the CEQA Guidelines. Seconded by Commissioner Mitchell and carried by voice vote (4-0).

Architectural and Design Review Approval

Commissioner Froio moved that the Planning Commission find that the Architectural and Design Review applied for by Lake County Tribal Health, on property located at 925 Bevins Court 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 July 10, 2019 staff report. Seconded by Commissioner Mitchell and carried by voice vote (4-0).

City of Lakeport – Lakefront Park Grant

Director Ingram briefed the Commission on the progress of the Proposition 68 grant application and the recent public meeting findings.

Public hearing opened at 5:55 p.m. Kip Knorr Lakeport spoke regarding the project and asked questions regarding parking and the public access areas. Public hearing closed at 6:02 p.m.

Planning Commissioners discussed the promenade design, the play structures on Main Street, view corridor of the lake and the need for fencing.

City of Lakeport – ZC 19-02 & CE 19-06

Director Ingram and Associate Planner Chance presented the Commission with a slide presentation of the changes made to the Telecommunication Ordinance.

The Commissioners discussed and made the following recommended change to the ordinance:

- All references to “Where as” in the ordinance have been removed.
- Staff added subsection vii to E4 of the ordinance to page 11.
- The need for Use permits in relation to both small and large wireless facilities.
- Minimum height for a small wireless facility.
- Annual monitoring fees.
- The addition of a Zoning and Use permit requirements for Small Wireless Facilities and modifications to existing Wireless Communication Facilities.
- Moving the standard conditions of approval to a single location within the ordinance.
- Make the annual fee apply to all wireless communication facilities.
- Page 27 number 4 should also be removed.
- Under 17.41.100E first sentence should read *“The City Council may accept or reject, wholly or in part, or may modify, the **decision** made by the director or Planning Commission.”*
- Other topics discussed included the possible need for additional environmental analysis appropriateness of the use of a CEQA categorical exemption and the level of review of various wireless communication facilities.

Categorical Exemption Adoption

Commissioner Wicks moved that the Planning Commission find that ZC 19-02 as applied for by City of Lakeport for a telecommunication ordinance and zoning text amendment categorically exempt pursuant to Sections 15061(b)(3) and 15378(b)(5) of the 2018 CEQA Guidelines. Seconded by Commissioner Froio.

The vote was called and was as follows:

AYES: Commissioners Wicks, Froio and Mitchell (3-1)

NOES: Chair Green

ABSENT: None

Zone Change Approval

Commissioner Wicks moved that the Planning Commission recommend that the City Council approve revisions to the Telecommunication Urgency Ordinance 921 (2019) and zoning text amendment, as amended, applied for by City of Lakeport for the all properties in the City (ZC 19-02), subject to the findings listed in the staff report dated July 10, 2019. Seconded by Commissioner Froio.

The vote was called and was as follows:

AYES: Commissioners Wicks, Froio and Mitchell (3-1)

NOES: Chair Green

ABSENT: None

CORRESPONDENCE:

Chair Green asked for clarification on the location of the Wells Fargo ATM.

Commissioner Froio asked staff about the increase in "Sandwich Board" frame signs in front of businesses. Director Ingram advised per the City's Zoning Ordinance these types of signs are not permitted, however staff is looking into developing a better sign ordinance to balance the needs of businesses while maintaining a quality aesthetic in the downtown area.

COMMENTS FROM STAFF AND COMMISSIONERS:

Commissioner Wicks asked about when the Allen's Furniture store truck will be moved from the Shoreline shopping center since the business has been closed.

Commissioner Froio stated he would like the Commission to discuss sidewalks being put in on the main arteries of Lakeport to increase safety and ADA requirements for pedestrians. Director Ingram stated staff could put the subject of sidewalks on a future agenda for the Planning Commission and staff to discuss it.

Chair Green asked about the walkway next to the Big Daddy store. Associate Planner Chance advise the owner put up a bond for the improvements and is working with staff on getting it completed.

Chair Green asked if there was an update on when the street light will be put in at Kimberly Lane and South Main Street. Director Ingram advised the light and the drainage are still outstanding, however permanent occupancy will not be given until these are complete.

Commissioner Wicks asked staff for an update on the General Plan Element workshops. Director Ingram advised staff still intends to move forward with the review of the remaining elements at future Planning Commission.

Commissioner Wicks stated he would like City Council look into starting a conversation on the technology element. Director Ingram stated staff had already noted that request from a previous discussion.

Commissioner Wicks stated he was looking at the Lakeshore Blvd. paving project that was just completed and noted seams in the paving. Wicks asked if the City has a warranty with the paving company to repair it if it fails. Director Ingram advised he that he would discuss the issue with the Public Works Director.

Chair Green mentioned the recent deregulation of hemp by the federal government and state we may be seeing more hemp crops in the surrounding agricultural land in Lake County with no requirement for public noticing.

Director Ingram advised the Planning Commission, staff will be bringing the Hartley Street Project before them for review at a special meeting in August due to a 30-day review period.

DISCUSS AND SET THE NEXT MEETING DATE:

It was agreed by consensus that the next meeting be held on Wednesday, August 14, 2019, meeting adjourned closed 8:45 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.



**CITY OF LAKEPORT
PLANNING COMMISSION
REGULAR MEETING
August 14, 2019**

MINUTES

CALL MEETING TO ORDER AND ROLL CALL: Chairman Green called the meeting to order at 5:32 p.m. with Commissioners Froio, and Wicks present. Commissioner Mitchell was absent. Also, present were Community Development Director, Kevin Ingram, Associate Planner Daniel Chance, and Administrative Specialist, Linda Sobieraj.

ACCEPTANCE OF AGENDA: Commissioner Wicks made a motion to accept the agenda as posted. Seconded by Commissioner Froio and unanimously carried by voice vote (3-0).

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

CONSENT AGENDA: NONE

REGULAR AGENDA:

Jonathan Bridges – AR 19-06 & CE 19-12

Associate Planner Chance briefed the Commission on an application for an Architectural and Design Review that allows the redesign of a 10,720 square foot; two story building significantly impacted by fire damage. The redesign would include changing the roof pitch, roof material, front façade, siding material and color of an existing building at 1125 north Main Street.

Commissioner Wicks asked about a landscape plan and if there would be updates to the curb, gutter and sidewalks. Commissioner Wicks asked if the historical design would be preserved and if so, did General Plan PR 1.10-B (page 85) apply to the building. Director Ingram advised regarding the right-of-way improvements, the damage to the curb and sidewalk would be replacing like for like. Director Ingram stated the landscaping would be updated with drought resistant plants; however, this is an existing project site.

Commissioner Wicks stated Project Condition Agreement #6 reads: "The applicant/owner/developer shall prepare and submit a detailed final landscaping plan, including irrigation plan, prior to the issuance of a building permit." Wicks asked if the landscape plan when submitted, would it come back before the Planning Commission for approval. Ingram stated as currently written, the landscape plan would be reviewed by staff and would not be brought back to the Planning Commission.

Commissioner Froio asked if fire sprinklers would be required. Associate Planner Chance advised the Building Official advised they were not required.

Public hearing opened at 5:55 p.m. Applicant's representative, Doug Bridges, spoke regarding the project advising the Commissioners about ongoing problems with vandalism

and homeless people breaking into the building. Mr. Bridges answered questions regarding design, parking landscaping, and historical features.

Resident George Smith spoke about the project asking about parking lot upgrades. Resident George Spurr spoke and suggested a plaque detailing the historical value of the property.

Public hearing closed at 6:14 p.m.

Chair Green advised without knowing if the building was on a historical registry and no landscape plan, he would deem the project incomplete. Director Ingram stated the General Plan talks about the need to adopt a cultural resource management ordinance to identify, recognize, protect and preserve areas that preserves the element of Lakeport's cultural, social, esthetic, architectural or natural heritage. Director Ingram stated the city had not completed that step to be able to analyze any individual building's historical significance.

The Planning Commission requested the following information prior to being able to take action on the proposed project:

- Review of building by a certified architectural historian
- Landscape Plan
- Address safety issues related to existing carports

Chair Green asked for consensus for rescheduling the application to September 11, 2019, at 5:30 p.m. to bring back further information regarding landscaping plan and design. Carried by voice vote 3-0.

City of Lakeport Eleventh Street Corridor Update - OA 19-01

Director Ingram and Associate Planner Chance presented the Commission with a slide presentation outlining the Lakeport Eleventh Street Corridor project, including project priorities to improve pedestrian and bike access and address public safety concerns specifically upon the segment between Pool and N. Main Streets.

Public hearing opened at 6:55 p.m. Resident Stan Jones, Lakeport resident, spoke regarding the project. Public hearing closed at 6:59 p.m.

CORRESPONDENCE:

Chair Green asked about the Element 7 project. Director Ingram stated staff is waiting to hear back from the application on further items requested to make the project complete.

COMMENTS FROM STAFF AND COMMISSIONERS:

Director Ingram updated the Commissioners on the submittal of the Proposition 68 parks grant, the South Lakeport Annexation project, the Housing Element, and the Hazard Mitigation Plan.

Commissioner Froio asked for an update on the seawall at Library Park. Director Ingram advised staff just receive engineering drawings for the seawall designs and it is still on track to start this winter.

Commissioner Froio asked if there was an update for the Planning Commissioner position. Director Ingram advised the position was posted; however, he has not heard about any submitted applications.

Commissioner Wicks advised he was approached by a citizen at the National Night Out event who was concerned about no ADA access on South Main Street near Lily Cove Avenue. Director Ingram advised the county wide pedestrian facilities reporting which includes the identification of priority areas in the City of Lakeport that need pedestrian improvements including ADA access. Ingram stated it identified 10 projects that they are supposed to provide cost estimates and designs for the connectivity and improving access along South Main Street corridor was one of those projects.

Commissioner Wicks stated he was interested in finding out if there was a "performance clause" in the contract with the construction company that put in the right-a-way improvements on Main Street and what they are responsible for when it comes to maintaining and repairing the work. Director Ingram stated he did log in that complaint with the Traffic Safety Advisory Committee and distributed it to Public Works and the contract engineer, however he has not heard anything yet.

Chair Green asked about the street light on the corner South Main and Kimberly Lane that Dollar General has not yet put in and what recourse the city had in getting it completed. Director Ingram stated the building official has the ability to revoke the temporary occupancy and has been in contact with them on a timeline for getting it taken care of.

Commissioner Wicks stated it had been mentioned before the Commission come up with a specific dead line for these types of conditions to come back to the Planning Commission for review if not completed in that time frame.

Chair Wicks asked for an update on the sidewalk area to be put in on Lakeport Blvd. next to Big Daddy. Associate Planner Chance stated the applicant was going put that in, and currently have a bond with the City to get this completed.

Chair Green complemented staff on the annexation presentation and the project moving forward to the next stage.

DISCUSS AND SET THE NEXT MEETING DATE:

It was agreed by consensus that the next meeting be held on Wednesday, August 28, 2019, meeting adjourned closed 7:27 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.



**CITY OF LAKEPORT
PLANNING COMMISSION
SPECIAL MEETING
August 28, 2019
MINUTES**

CALL MEETING TO ORDER AND ROLL CALL: Chairman Green called the meeting to order at 5:32 p.m. with Commissioners Froio, Mitchell and Wicks present. Also, present were Community Development Director, Kevin Ingram, Associate Planner Daniel Chance, and Administrative Specialist, Linda Sobieraj.

ACCEPTANCE OF AGENDA: Commissioner Wicks made a motion to accept the agenda as posted. Seconded by Commissioner Froio and unanimously carried by voice vote (4-0).

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

CONSENT AGENDA: NONE

REGULAR AGENDA:

Jonathan Bridges – AR 19-06 & CE 19-12

Director Ingram advised at the last meeting, the project was continued to September 11, 2019, at 5:30 p.m. Ingram stated after talking with the applicant, he advised there was a scheduling conflict and asked if he could be placed on a sooner agenda. Ingram advised the project was properly noticed to hold a public hearing this meeting.

Associate Planner Chance briefed the Commission on an application for an Architectural and Design Review that allows the redesign of a 10,720 square foot; two story building significantly impacted by fire damage. The redesign would include changing the roof pitch, roof material, front façade, siding material and color of an existing building at 1125 North Main Street. This revised design incorporates more existing historical features of the building as compared to the design reviewed on August 14, 2019.

Public hearing opened at 5:39 p.m. Applicant Jonathan Bridges spoke regarding the project. Mr. Bridges answered questions regarding cost of an art historian, increase in law enforcement calls, and design.

Director Ingram stated, based on the information received from the applicant, staff reached out to Lakeport Police to get further information on what kind of activities they've had to deal with. Ingram advised there had been a significant increase in law enforcement calls for the building since the damage to the building in November 2018.

Public hearing closed at 5:49 p.m.

Chair Green proposed changing Project Condition Agreement #7 to read: *"The applicant/owner shall provide site access to the Community Development Director for a photographic record of the existing interior and exterior architectural design elements of the building at 1125 North Main Street. The photographs and electronic record shall be incorporated into the file AR 19-06."*

Director Ingram advised, prior to the City Council's goal planning session for setting priorities for the City, staff does a report in January on what progress has been made on the current priorities and makes recommendations for the next coming fiscal year's priorities. The Planning Commission can direct staff to prepare more information of historical significance of buildings in the City and staff can take it to City Council.

Public hearing reopened at 6:10 p.m. Applicant Jonathan Bridges spoke, answering questions regarding the cost differences between a flat and pitched roof. Melissa Fulton, CEO of the Lake County Chamber of Commerce and Lakeport resident spoke in favor of the project. Chuck Sberna, Lakeport resident and employee of Servpro spoke in favor of the project.

Public hearing closed at 6:26 p.m.

Commissioner Froio stated he did not feel the inclusion of pitched roof versus maintaining a flat roof consistent with the historical look of the building was necessary.

Chair Green asked for consensus to change Project Condition Agreement #7 to read: *"The applicant/owner shall provide site access to the Community Development Director for a photographic record of the existing interior and exterior architectural design elements of the building at 1125 North Main Street. The photographs and electronic record shall be incorporated into the file AR 19-06."* Approved by consensus (4-0).

Commissioner Wicks stated the Project Condition Agreement should have language added stating the applicant shall provide color paint samples shall be provided for staff approval. Associate Planner Chance advised that staff could had an agreement to submit color samples for approval.

Chair Green asked for consensus to add Project Condition Agreement #8 to read: *"Prior to the issuance of a Building Permit, the applicant shall provide to the Community Development Director for review and approval all color samples for the body, trim, medallions and all other architectural features."* Approved by consensus (4-0).

Chair Green asked for consensus to direct staff to prepare more information of historical significance of buildings in the City and bring it before the City Council. Approved by consensus (4-0).

Categorical exemption Approval

Commissioner Wicks moved that the Planning Commission find that AR 19-06 as applied for by Jonathan Bridges is categorically exempt pursuant to Section 15301(a) of the CEQA Guidelines. Seconded by Commissioner Mitchell and carried by voice vote (3-1), Commissioner Froio advised no.

Architectural and Design Review Approval

Commissioner Wicks moved that the Planning Commission find that the Architectural and Design Review applied for by Jonathan Bridges, on property located at 1125 North 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 14, 2019 and the August 28, 2019, staff report as amended. Seconded by Commissioner Mitchell and carried by voice vote (3-1) Commissioner Froio voted no.

Chair Green called for a break at 6:45 p.m. Reconvened at 6:51 p.m.

City of Lakeport Hartley Street ATP Project - OA 19-03 & ER 19-01

Associate Planner Chance briefed the Planning Commission outlining the details of the Hartley Street ATP Project and associated CEQA environmental documentation.

Public hearing opened at 7:09 p.m. Public hearing closed with no comments at 7:10 p.m.

Mitigated Negative Declaration adoption

Commissioner Wicks Moved that the Planning Commission find that on the basis of the Initial Study ER 19-01 prepared by the LACO Associates for the City of Lakeport that the construction of the Hartley Street Pedestrian improvement project along the City's right-of-way as applied for by City of Lakeport will not have a significant effect on the environment and, therefore, adopt a Mitigated Negative Declaration for the project as provided for in the California Environmental Quality Act. Seconded by Commissioner Froio and carried by voice vote (4-0).

General Plan of Conformity

Commissioner Wicks that the Planning Commission report that the construction of the Hartley Street Pedestrian improvement project along the City's right-of-way is in conformity with the Lakeport General Plan as noted in the staff report dated August 28, 2019. Seconded by Commissioner Froio and carried by voice vote (4-0).

O'Meara Bros. Brewery / Fossa's Backhoe Service – AR 19-07, ZP 19-03, and OA 19-02 –

Associate Planner Chance requested this application for a Minor Architectural and Design Review and Zoning Permit, that allows a 648 square foot outdoor dining area for the O'Meara Brothers Brewery and Restaurant at 901 Bevins Street be continued until the September 11, 2019, Planning Commission agenda to accommodate the appropriate additional project modifications.

Public Hearing opened at 7:12 p.m. Public hearing closed with no comments at 7:13 p.m.

Commissioner Froio moved to continue the item to the September 11, 2019, regular meeting of the Planning Commission. Seconded by Commissioner Mitchell and carried by voice vote (4-0).

DISCUSS AND SET THE NEXT MEETING DATE:

It was agreed by consensus that the next meeting be held on Wednesday, September 11, 2019, meeting adjourned closed 7:15 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.