



**CITY OF LAKEPORT
PLANNING COMMISSION
December 14, 2016**

MINUTES

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

ACCEPTANCE OF AGENDA: A motion was made by Commissioner Russell, 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 Gayner, to accept the minutes as amended; seconded by Commissioner Spurr, and unanimously carried by voice vote (5-0) (Minutes from the regular Planning Commission meeting of October 12, 2016).

REGULAR AGENDA:

Award Presentation – Planning Commissioner Thomas Gayner

Chairman Wicks presented Commissioner Gayner with a plaque for his years of dedication as a Planning Commissioner for the City of Lakeport.

General Plan & Zoning Inconsistencies

Community Development Director Ingram advised that this meeting is just the next step in a long process. Pending Planning Commission direction, staff can start opening the more formal areas process including completing an initial study and the notification of property owners.

Associate Planner Chance presented the staff recommendations for addressing existing land use mapping inconsistencies between the General Plan and Zoning Ordinance. He advised that the list contained approximately 90 parcels. Staff was looking at modifying the Zoning Ordinance, one of the ways of dealing with some areas is to amend the Zoning area identified as the Eleventh Street Professional Overlay to Professional Overlay, which will give more flexibility in the Downtown areas such as Forbes St., Tunis, and Brush St.

Chance stated that extending the Professional Overlay to some of the properties in the Forbes, Tunis, and Brush Streets will maintain the Residential use but will also provide a wide variety of uses and creates a larger inventory for potential office and mix uses.

Commissioner Russell questioned the Zoning for trailer parks. Ingram stated the City has to maintain a certain amount of High Density housing to satisfy our regional allocation. The City of Lakeport is currently has a large surplus of available lands to meet regional housing allocation needs.

Regarding Item #2: Planning Commission noted that the historical use of the area had been resort oriented, however single family dwelling conversion over the past several decades no long allow for viable resort use in this area.

Regarding Item #4: Chair Wicks advised that the address 1150 Eleventh St. on the table was not listed under Item #4 on the staff report. The address was added to item number 4.

Commissioner Taylor advised he was concerned regarding notification to owners. Specifically the 2301 Beach Ln. address in Item #2 of the staff report and how it may affect the sale that is pending for the RV Park since the owner lives out of county. Chance stated this was why it was a discussion only item to get information out before we take the next step.

Ingram stated the law requires that when we have a General Plan Amendment or Re-zone that is affecting more than 1,000 people we only have to put a 1/3 of a page notification in the local paper and we don't even have to notify individual owners. Ingram advised he doesn't believe that is adequate notification.

Commissioner Spurr advised that the second address in item #5 should be 801 not 810.

The Planning Commission agreed with all other staff recommendations as outlined in the December 14, 2016, staff report.

Regarding Item #8: Commissioner Spurr asked if someone in the area of Forbes St. wanted to open a business would they be allowed to do so and would the neighbors be notified. Ingram advised that there is a legal obligation to notify adjacent property owners so they are aware of the type of business. Ingram also stated that the Professional Office overlay requires some residential setbacks.

Chance advised item #10 should be changed to R2 – Medium Residential.

Ingram stated that the next step in the process would be to go through the formal application process of soliciting other agencies for comment, start preparing the Initial Study, put 1/3 page notice in the paper as required, and individually notify those property owners affected.

Chair Wicks suggested that a small notice with a reference to our website be added to the monthly water bills.

Public hearing opened at 6:51 p.m.; Closed with no public input 6:52 p.m.

Commissioner Taylor moved to direct staff to begin notifying affected property owners and the general public of proposed General Plan land use designation and Zone Changes to correct existing land use mapping inconsistencies citywide. Motion was seconded by Commissioner Russell.

The vote was called and was as follows:

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

NOES: None

ABSENT: None

CORRESPONDENCE:

Chair Wicks requested an update on the AutoZone project. Ingram stated he was advised by AutoZone that the project went out to bid and the estimate came in 4 to 5 times higher than they had expected, therefore they have decided to withdraw their project. Ingram was unsure if the land owner will be pursuing the Parcel Map and Lot Line adjustment portion.

COMMENTS FROM STAFF AND COMMISSIONERS:

Chair Wicks asked who is accountable and who assures the conditions are met when an applicant does not complete the conditions agreed to at the time of approval. Wicks gave the example of the number of boats at McAtee Marine. Commissioner Gayner also advised of the excessive vehicles parked at Jones Towing.

Community Development Director Ingram advised that a lot of communities have a commercial property maintenance ordinance to fall back on, the City of Lakeport does not have one.

Ingram stated he would have to look at original Project Condition Agreements of the individual projects to clarify what was originally agreed to and if they are in compliance.

DISCUSS AND SET THE NEXT MEETING DATE: It was agreed by consensus that the next meeting be held on Wednesday, January 11, 2017.

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.