



**CITY OF LAKEPORT
PLANNING COMMISSION
April 13, 2016
MINUTES**

CALL MEETING TO ORDER AND ROLL CALL: Chairman Wicks called the meeting to order at 5:02 p.m. with Commissioners Gayner, Russell, Spurr, and Taylor present. Also present were Community Development Director, Kevin Ingram; Associate Planner, Dan Chance; and Administrative Specialist, Linda Sobieraj.

ACCEPTANCE OF AGENDA: Chair Wicks advised that Commissioner Russell was requesting to add an item to the agenda for discussion only. Wicks stated that it was not an action item and it would be added at the end of the agenda.

Commissioner Russell formally requested to discuss the sign ordinance. Wicks stated so ordered with no objection to add the sign order discussion to the Agenda.

A motion was made by Commissioner Taylor, seconded by Commissioner Gayner and unanimously carried by voice vote (5-0) to approve the agenda as posted with the additional discussion item.

COMMUNICATIONS: No citizen input. Public comment was reopened at 6:42 p.m., Ann Blue spoke regarding parking lot circulation issues. Public input closed at 6:50 p.m.

CONSENT AGENDA: A motion was made by Commissioner Gayner, to accept the minutes as posted; seconded by Commissioner Russell, and unanimously carried by voice vote (5-0) to accept consent agenda item A (Minutes from the regular Planning Commission meeting of February 10, 2016).

REGULAR AGENDA:

Fence Variance – Arnold & Denise Pomeroy

Associate Planner Chance spoke briefly regarding the project.

Public hearing was opened at 5:16 p.m., applicant Arnold Pomeroy spoke in favor of the project; closed at 5:18 p.m.

Categorical Exemption Approval

Commissioner Russell moved that the Planning Commission find that the Fence Variance application F 16-01 as applied for by Arnold and Denise Pomeroy is categorically exempt from the California Environmental Quality Act pursuant to Section 15303(c) of the CEQA Guidelines. Commissioner Gayner seconded the motion.

Fence Variance Approval

Commissioner Russell moved that the Planning Commission find that the Fence Variance application as applied for by Arnold and Denise Pomeroy, on property located at 410 Fairview Way does meet the requirements of Section 17.28.010.O.2; consistent with the objectives and policies of the Lakeport General Plan; and grant the approval of F 16-01, subject to the project conditions of approval and with the findings listed in the April 13, 2016 staff report. Commissioner Gayner seconded the motion.

The vote was called and was as follows:

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

NOES: None

ABSENT: None

Lot Line Adjustment- Ruzicka & Assoc.

Associate Planner Chance spoke briefly regarding the project.

Public hearing was opened at 5:29 p.m.; closed with no public input at 5:30 p.m.

Categorical Exemption Approval

Commissioner Spurr moved that the Planning Commission find that the Lot Line Adjustment application LL 16-01 as applied for by George J. Nystrom, Ruzika Associates and Warren Brackett, Shoreline Center LTD is categorically exempt from the California Environmental Quality Act pursuant to Section 15305(a) of the CEQA Guidelines. Motion seconded by Commissioner Taylor.

The vote was called and was as follows:

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

NOES: None

ABSENT: None

Lot Line Adjustment Approval

Commissioner Gayner moved that the Planning Commission find that the Lot Line Adjustment application as applied for by George J. Nystrom, Ruzika Associates and Warren Brackett, Shoreline Center LTD, on property located at 1405 South Main Street and 100 Kimberly Lane does meet the requirements of Section 16.23.040 of the Subdivision Ordinance; the requirements of Section 17.10.060 A and 17.13.050 A of the Zoning Ordinance; consistent with the objectives and policies of the Lakeport General Plan; and grant the approval of LL 16-01, subject to the project conditions of approval and with the findings listed in the April 13, 2016 staff report. Motion was seconded by Commissioner Spurr.

The vote was called and was as follows:

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

NOES: None

ABSENT: None

Annual Housing Report

Associate Planner Chance presented the memorandum introducing the Annual Report on Housing Division Activities/Annual Housing Element Progress Report for 2014 and 2015.

Public hearing was opened at 5:52 p.m.; closed with no public input at 5:53 p.m.

Commissioner Taylor moved that the Planning Commission direct staff to forward the Annual Housing Report for 2014 and 2015 to the City Council for their review. Motion was seconded by Commissioner Gayner.

The vote was called and was as follows:

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

NOES: None

ABSENT: None

Sign Ordinance Discussion

Commissioner Russell spoke, requesting a discussion regarding the sign ordinance, specifically real estate sign size and number.

Public hearing opened at 6:30 p.m.; Ann Blue spoke regarding this subject. Closed public input at 6:35 p.m.

Community Development Director Ingram noted that staff would perform a citywide review of existing over-sized real estate signage in accordance with current Zoning Ordinance standards. Suggested ordinance revisions will be placed in the file and addressed as part of a larger sign ordinance revision in the near future.

CORRESPONDENCE:

Community Development Director Ingram briefed the Commission on planning projects that are pending.

Commissioner Taylor asked about the Kathy Fowler project amendment that was approved. Ingram advised of another amendment that may be coming before the Planning Commission soon.

Commissioner Wicks asked the time limitation for projects once they are approved.

COMMENTS FROM STAFF AND COMMISSIONERS:

Commissioner Spurr asked what the status of the construction of the Lunas building at the corner of N. Main and Third Streets.

DISCUSS AND SET THE NEXT MEETING DATE: It was agreed by consensus that the next meeting be held on Wednesday, May 11, 2016.

There being no further business, the meeting adjourned at 6:32 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.