



**CITY OF LAKEPORT  
PLANNING COMMISSION  
June 8, 2016  
MINUTES**

**CALL MEETING TO ORDER AND ROLL CALL:** Chairman Wicks called the meeting to order at 5:00 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:** A motion was made by Commissioner Russell, to accept the minutes as posted; second by Commissioner Gayner and carried by voice vote (5-0) to accept the agenda.

**COMMUNICATIONS:** No citizen input.

**CONSENT AGENDA:** Chair Wicks requested that staff include pertinent language to the written minutes where necessary.

A motion was made by Commissioner Taylor, to accept the minutes as posted; seconded by Commissioner Spurr, and unanimously carried by voice vote (5-0) to accept consent agenda item A (Minutes from the regular Planning Commission meeting of April 13, 2016).

**REGULAR AGENDA:**

**Twisted Sisters Eatery & Events – AR 16-02, CE 16-05 & ZP 16-02**

Associate Planner Chance briefed the Commission on the proposed commercial project to be located at 350 N. Main Street. The project included an Architectural and Design Review, Categorical Exempt and Zoning Permit for outdoor dining and live entertainment.

Chance advised at the time the staff report was written Staff was under the assumption the deck would be covered with just shade cloth material. Staff recommends to change the wording to condition #8 from: "shade cloth in good condition" to "shade material in good condition" to ensure that the shade material, pergola and deck structure stays in good condition.

Commissioner Taylor stated that he believed that the corrugated material submitted for the top of the pergola was more of a "roofing material" not a shade material and he believes it should be changed to "roofing material".

Chair Wicks asked if #15 of the Projects Conditions Agreement pertains to both the outside and indoor live entertainment or was it just for indoor live entertainment? Chance advised it was for indoor live entertainment only. Wicks request that language be added to condition #15 to specify it's for indoor live entertainment.

Public hearing was opened at 5:27 p.m., applicants Carrie Caron & Carma Jordan spoke in favor of the project; closed at 6:03 p.m.

Ingram requested to clarify the early two changes to the Project Conditions Agreement with the Planning Commission. Regarding #8 to change "shade cloth" to "roofing material" and regarding #15 have it begin with "For indoor live entertainment, all doors ...". Commissioners unanimously concurred and requested the proposed changes be incorporated.

#### Categorical exemption Approval

Commissioner Gayner moved that the Planning Commission find that AR 16-02 and ZP 16-02 as applied for by Carrie Caron and Carma Jordan is categorically exempt pursuant to Section 15303(c) of the CEQA Guidelines. Seconded by Commissioner Russell.

The vote was called and was as follows:

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

NOES: None

ABSENT: None

#### Architectoral and Design Review Approval

Commissioner Spurr moved that the Planning Commission find that the Architectural and Design Review applied for by Carrie Caron and Carma Jordan, on property located at 350 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), and with the findings listed in the June 8, 2016 staff report as amended. 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

Zoning Permit Approval

Commissioner Gayner moved that the Planning Commission find that the Zoning Permit for outdoor seating and dining and live entertainment applied for by Carrie Caron and Carma Jordan, on property located at 350 North 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 June 8, 2016 staff report as amended. 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

**General Plan & Zoning Mapping Inconsistencies and review.**

Associate Planner Chance presented the memorandum introducing a summary of the General Plan Designation and Zoning Inconsistencies and the potential ways of addressing those Inconsistencies.

Commissioner Wicks advised that he visited every address on Zoning Inconsistencies table and made notes as to what the building's historical surrounding uses and has made notes. Wicks asks that the other Commissioners do the same and provide their notes to staff to make this task easier. Commissioner Spurr asked how property owners and the public would be notified. Community Development Director Ingram stated that California Planning Law does not require individual notification for General Plan designation or Zone Change actions that would require mailing to more than 1000 persons which these changes would likely require. Instead an 1/8 page notice in the newspaper of record would be required. Staff would follow the required notification requirements but also provide at minimum direct mailing to those property owners with proposed changes.

Public hearing was opened at 6:56 p.m.; closed with no public input at 6:57 p.m.

Ingram advised the Commission that Staff would next begin to review individual inconsistencies and make recommendations to be reviewed at a future public hearing.

**CORRESPONDENCE:**

Commissioner Russell asked about the status of AutoZone. Russell also asked about the Lake County Cars submittal.

Chair Wicks regarding Lake County Cars he cited 17.27.020 which states, "No building permit or other entitlement for a parking lot, a new structure, or the remodel, alteration, or enlargement of an existing structure, shall be issued until the site plan, the architectural elevations, landscape plan, and related plans have been reviewed and approved by the planning commission or community development director as provided for in this chapter." They have not.

Commissioner Taylor asked staff what is getting taken care of the application process of the Shuell project. Associate Planner Chance gave the Commission a brief update on what has been submitted and what the progress has been so far.

**COMMENTS FROM STAFF AND COMMISSIONERS:**

Ingram gave the Commissioners an update on the Downtown Improvement Project.

Dan updated the Planning Commission on the Lakeport Lakefront Revitalization Project. He advised they will be using the Lunas building on the corner of N. Main St. and Third St. as a window display for the project.

**DISCUSS AND SET THE NEXT MEETING DATE:** It was agreed by consensus that the next meeting be held on Wednesday, July 13, 2016.

There being no further business, the meeting adjourned at 7:25 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.