

MINUTES OF THE REGULAR MEETING OF THE
YREKA PLANNING COMMISSION HELD
ON THE 16th OF SEPTEMBER 2015

On the 16th day of September, 2015 at 6:30 p.m., the Planning Commission of the City of Yreka met in the City Council Chamber in said City in regular session. The meeting was called to order by Vice Chair McCoy and present were:

Commissioners: Duane Kegg, Steve Leal, Paul McCoy, Barry Ohlund, and Richard Rolzinski.
Absent – Diane Knitter & Matt Osborn.

Conflict of Interest Declaration – N/A

PUBLIC COMMENTS:

Consent Calendar – Vice Chair McCoy announced that all matters listed under the consent calendar are considered routine and will be enacted by one motion unless any member of the Planning Commission wishes to remove an item for discussion or a member of the audience wishes to comment on an item:

- a. Approval of Minutes of the regular meeting held on August 19, 2015.

Following Commission discussion, Commissioner Ohlund moved to approve the minutes of the regular meeting held August 19, 2015 as submitted.

Commissioner Rolzinski seconded the motion, and upon roll call, the following voted YEA: Kegg, Leal, McCoy, Ohlund, and Rolzinski.

Vice Chair McCoy thereupon declared the motion carried.

Discussion/Possible Action – Discussion/Possible Action – Consideration of proposed categorical exemption and Conditional Use Permit to construct, establish and operate a storage yard.

The Commission reviewed Resolution No. PC 2015-08 Consideration of proposed categorical exemption and Conditional Use Permit to construct, establish and operate a storage yard. Property location 1752 S. Oregon Street, Yreka, California, CH (Commercial Highway) Zone and GC (General Commercial) General Plan Designation. Assessor's Parcel Number: 062-011-280.

Assistant City Manager Liz Casson presented the Commission with the staff report and the following background – The subject property is zoned CH – Commercial Highway. Yreka Municipal Code (YMC) provides that a use such as Storage buildings and yards is a permitted use in the CH Zone upon approval of a conditional use permit.

City staff recommends approval subject to the proposed findings and conditions of approval, which includes a determination that the proposed project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15332, Infill Development Projects, of the California Public Resources Code.

Notification of the public hearing was mailed to property owners/occupants located within 300 feet of the proposed project on September 1, 2015 and a Notice of Public Hearing was published in the Siskiyou Daily News on September 4, 2015.

Public Hearing – This being the time and date set for the public hearing, Vice Chair McCoy opened the hearing to the audience.

There being no statements or comments received, Vice Chair McCoy closed the public hearing and discussion was opened to the Commission.

Following Commission discussion, Commissioner Leal moved to make the findings that the proposed project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15332, Infill Development Projects, of the California Public Resources Code.

Commissioner Kegg seconded the motion, and upon roll call, the following voted YEA: Kegg, Leal, McCoy, Ohlund, and Rolzinski.

Vice Chair McCoy thereupon declared the motion carried.

Commissioner Leal moved to adopt Planning Commission Resolution #PC 2015- 08 making the findings and subject to the Conditions and Approval and Conditional Use Permit # 4261 to construct, establish and operate a storage yard.

The following conditions shall be complied with at all times that the conditional use permit is in effect:

1. All conditions hereinafter set forth shall be complied with by the Permittee prior to issuance of a certificate of occupancy. The premises shall not be occupied or opened to the public until all conditions hereinafter set forth have been complied with by the Permittee.
2. Permittee shall comply with all elements of the project application including site and landscape plans as approved.
3. Minor changes may be approved by the City Manager, or his designee, upon receipt of a substantiated written request by the applicant, or their respected designee, with all required fees. Prior to such approval, verification shall be made by each Department that the modification is consistent with the application, fees paid, and environmental determination as conditionally

approved. Changes deemed to be major or significant in nature shall require an application for amendment for approval by the City of Yreka with all applicable fees paid by the applicant.

4. Site development and grading shall be designed to provide access to all entrances and exterior ground-floor exits and to normal paths of travel and shall incorporate pedestrian ramps, curb ramps, etc. Access shall be provided within the boundary of the site from public transportation stops, accessible parking spaces, passenger-loading zones if provided, and public streets or sidewalks. When more than 1 building or facility is located on a site, accessible routes of travel shall be provided between buildings and accessible site facilities, accessible element, and accessible spaces that are on the same site. The accessible route of travel shall be the most practical direct route between accessible building entrances, accessible site facilities, and the accessible entrance to the site.

5. Sewer lines, waterlines, electric-service facilities, and other utilities; drainage facilities; necessary electric- and public-service easements; and street dedications are to be provided in accordance with the Yreka Municipal Code and as specified by the Engineering Division.

6. New utilities within the project, including, but not limited to, electric, cable television, and phone, shall be installed underground.

7. All commercial developments shall have backflow prevention devices on domestic and fire services as required by the City of Yreka Construction Standards.

8. Applicant shall note that the California Green Building Code Section 5.304.2 requires a separate water meter and water service for irrigation of landscape areas when a commercial project includes more than 1,000 square feet of irrigated landscape. All utility and landscape plans shall depict the proposed location of the water meter and identify the total area of landscape proposed with the project.

9. On-site and street-side fire hydrants are to be installed in accordance with the California Fire Code in locations approved by the City Fire Marshal. Fire hydrants shall have a fire flow meeting Appendix III-B of the California Fire Code. In no case shall the water mains be less than 6 inches in diameter. If a hydrant is located on private property, adequate access shall be provided to and around the hydrant as determined by the Fire Marshal.

10. Storm-drain facilities shall be designed consistent with the requirements of City Construction Standards. Project design shall incorporate Best Management Practices (BMPs) to minimize the polluting of stormwater, both during construction and long-term. Should the maintenance costs of the long-term pollution control measures exceed typical storm-drain-system costs, such costs shall be borne by the project by way of a landscape maintenance district, escrow account, or other such financing mechanism.

11. Prior to improvement-plan approval, the developer must obtain approval for proper management of stormwater peak flows in accordance with Technical Memorandum Storm drain

system design & Evaluation Criteria for City of Yreka, dated July 14, 2006 and the specifications of the City Engineer. Such measures shall address impacts from the 10-, 25-, and 100-year-storm events. Projects shall address peak flows to maintain predevelopment levels at all locations downstream of the project. A drainage report shall be prepared to the format outlined by the Engineering Division, stamped and signed by a qualified engineer, and provided to the Engineering Division with submittal of project improvement plans.

12. Permittee shall obtain approval of all required public improvements through the Department of Public Works and its encroachment permit process for construction of and/or connection to any City sewer, water, or storm drain. Plans prepared by a registered civil engineer may be required for the Department of Public Works, in addition to the plans prepared for the Building Department, for any public infrastructure improvements that need to be constructed. Site plan approval does not include approval of any public improvements.

13. Streetlights will be installed in accordance with City Construction Standards as need.

14. An encroachment permit shall be obtained prior to any work, including curb, gutter, sidewalk, and driveway approach, in the public right-of-way, or affecting public improvements.

15. Permittee shall submit a grading plan for review and approval prior to construction or any on-site grading. The plans for public improvements and for grading are to be submitted to and approved by the Department of Public Works and the Building Official, respectively.

16. The site and landscape plans submitted by Hunter Communications and approved by the City shall not be deviated from unless prior written approval is secured.

17. Off-street parking facilities are not required for this Use Permit, however, parking facilities would be required if an office was built on site. At such time, Permittee will be required to comply with Yreka Municipal Code Section 16.54.090 (Standards for off-street parking facilities), including but not limited to: The parking area, aisles and access drives shall be constructed with a minimum six-inch base and double chip seal so as to provide a durable, dustless surface and shall be so graded and drained to dispose of surface water, with the design and specifications of such work subject to the approval of the City Engineer and Building Official.

18. Aesthetics

- a. Storage area to be improved with compacted ¾" – (4" deep) porous base rock over prepared subgrade with filter fabric in accordance with approved site plan. Permittee shall implement regular weed control of the storage area to prevent weeds from growing up through the gravel.
- b. Landscaping shall be installed to screen the property.

19. Landscaping shall be installed in accordance with the landscape plan submitted and approved by the Planning Commission, and shall be completed prior to issuance of a certificate of occupancy or until security is posted in the amount of one hundred fifty percent (150%) to cover the costs of the unfinished work.

20. The installation and maintenance of the landscaping shall be per the approved Landscape plan. As necessary, replacement of landscaping is required to match the approved plan. Water efficient irrigation system shall be installed for the landscaping in accordance with Yreka Municipal Code Section 16.52.030 (E).
21. Permittee shall obtain a building permit and shall pay the necessary fees including Utility Services, Impact and Connection fees prior to starting construction. Public infrastructure improvements such as curb, gutter, sidewalk, streetlights, curb ramps, driveway approaches and asphalt concrete street pavement may be required upon issuance of a building permit in accordance with Yreka Municipal Code Section 11.24.030. If such improvements already exist, damaged public improvements shall be repaired and/or replaced to restore the improvements to a condition satisfactory to the Director of Public Works in accordance with Yreka Municipal Code Section 11.24.030.
22. Exterior lighting shall be directed inward to reduce off-site light impacts. Exterior lighting shall be limited to a maximum off-site light escape of one-foot candle at the property line.
23. Exterior Mechanical equipment and/or HVAC units must be screened. Trash enclosure must contain opaque gates to screen visibility of the trash dumpster.
24. Permittee shall comply at all times with the zoning district regulations for the *CH Commercial Highway zone* as set forth in section 16.36 of the Yreka Municipal Code.
25. Permittee shall secure a Certificate of Occupancy and approval of the Building Official and Fire Marshal that structure meets building standards and the fire regulations of the Uniform Building and Fire Codes prior to use.
26. Permittee shall comply with Yreka Municipal Code Section 11.01.075 - It shall be the responsibility of anyone engaging in construction or demolition work to restrict the hours of work activity on the site as follows: No construction equipment shall be operated nor any outdoor construction or repair work shall be permitted within five hundred feet from any occupied residence except during the hours of seven a.m. to seven p.m., Monday through Saturday, and eight a.m. to five p.m., on Sunday. Interior work which would not create noise or disturbance noticeable to a reasonable person of normal sensitivity in the surrounding neighborhood shall not be subject to these restrictions.
27. All grading and construction work on the project site shall incorporate the following debris and dust control measures:
- The project shall apply for and receive approval of all necessary permits from the Siskiyou County Air Pollution Control District.
 - If visible soil material is carried onto adjacent public streets, such streets will be cleaned of the debris.


- 28. Permittee shall obtain a Sign Permit from the Planning Department prior to placing signs on the premises.
- 29. The site plan approval shall expire and the City may set hearings and take action to terminate if not used within one (1) year from the date of approval unless, prior to the expiration of one year, a building permit is issued and construction is commenced. Approval may be extended upon written application to the Planning Commission before expiration of the first approval.
- 30. The applicant shall submit a signed copy of the Conditions of Approval to the City of Yreka Planning Division within ten (10) days of approval.
- 31. Within ten (10) days following the date of the decision of the Planning Commission, the decision may be appealed to the Yreka City Council. The appeal shall be filed with the Yreka City Clerk.
- 32. Applicant shall within one business day of initial project approval, submit to the Planning Department a check payable to the Siskiyou County Clerk's Office in the amount of \$50.00 (or fee as may be modified by Fish and Game) to cover posting cost in order to allow the project's Notice of Exemption to be filed within the statutorily required timeframes. Failure to file the Notice of Exemption extends the statute of limitations for legal challenges to the categorical exemption from 35 days to 180 days. The applicant has the sole responsibility to ensure timely compliance with this condition.

Commissioner Keggs seconded the motion, and upon roll call, the following voted YEA: Keggs, Leal, Ohlund, McCoy, and Rolzinski.

Vice Chair McCoy thereupon declared the motion carried.

The foregoing Resolution #2015-08 was adopted by the Planning Commission on the 16th day of September, 2015 by the following vote: Ayes: 5, Nays: 0

There being no further business before the Commission, the meeting was adjourned.



Matt Osborn
Approved by motion of the Planning
Commission on November 18, 2015