

MINUTES OF THE REGULAR MEETING OF THE
YREKA PLANNING COMMISSION HELD
ON THE 19th DAY OF APRIL 2017

On the 19th day of April 2017 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 Chair McCoy and present were:

Commissioners: Diane Knitter, Paul McCoy, Craig Mommer, Barry Ohlund, Matt Osborn and Richard Rolzinski. Absent: Steve Leal.

PUBLIC COMMENTS – None.

Consent Calendar: 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 February 15, 2017.

Following Commission discussion, Commissioner Rolzinski moved to approve the minutes of the regular meeting held February 15, 2017.

Commissioner Knitter seconded the motion, and upon roll call, the following voted YEA: Knitter, McCoy, Mommer, Ohlund, Osborn and Rolzinski.

Chair McCoy thereupon declared the motion carried.

Discussion/Possible Action – Consideration of proposed categorical exemption and Conditional Use Permit to construct, establish, and operate a new gas station and convenience store. Property Location – 1801 Fort Jones Road, Yreka, California.

The Planning Commission reviewed Resolution No. PC 2017-2 Consideration of proposed categorical exemption and Conditional Use Permit to construct, establish and operate a new gas station and convenience store. Property Location – 1801 Fort Jones Road, Yreka, California, CT (Commercial Tourist) Zone, GC (General Commercial) General Plan Designation. Assessor's Parcel Number 062-161-070.

Assistant City Manager Liz Casson presented commissioners with staff report and the following background. The City has received an application for a Conditional Use Permit from SK Yreka Inc. to construct, establish and operate a gas station facility and convenience store on a previously developed lot approximately 0.85 acres. All service station uses in the CT, Commercial Tourist zoning district require a Conditional Use Permit pursuant to Yreka Municipal Code (YMC 16.38.060).

Notification of the public hearing was mailed to property owners/occupants located within 300 feet of the proposed project on April 5, 2017 and a Notice of Public Hearing was published in the Siskiyou Daily News on April 7, 2017.

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, In-Fill Development Project of the CEQA Guidelines.

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

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

Kevin Butler from Butler Engineering, representative for the applicant was present to answer commissioners questions.

Following Commission discussion, Commissioner Ohlund moved to make the finding that the proposed project is categorically exempt from further environmental review pursuant to California Environmental Quality Act (CEQA) pursuant to Section 15332, In-Fill Development Project of the CEQA Guidelines.

Commissioner Osborn seconded the motion, and upon roll call, the following voted YEA: Knitter, McCoy, Mommer, Ohlund, Osborn and Rolzinski.

Chair McCoy thereupon declared the motion carried.

Commissioner Ohlund moved to adopt Resolution No. 2017-2 making the findings and subject to the Conditions of Approval and approve Conditional Use Permit # 2016-54, to allow the construction of a gas station facility at 1801 Fort Jones Road (062-161-070).

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

1. The proposal will not be materially detrimental to the health, safety, peace, morals, comfort and general welfare of persons residing or working in the vicinity of the proposed use.

The proposal to construct, establish and operate a gas station facility with two 15,000 gallon fuel storage tanks and a 3,600 square foot convenience store building would not be materially detrimental to the health, safety, peace, morals, comfort and general welfare of persons residing or working in the vicinity. Implementation of the project would not generate significant noise, and lighting would utilize cut-off or hooded fixtures to prevent glare on adjacent properties. The proposed use of the site is consistent with the intent of the General Plan designation and zone district. As such, the project will not be detrimental to the health, safety or general welfare of persons residing or working in the neighborhood.

2. The use is compatible with the policies and objectives of the zoning ordinance for the C-T, Commercial Tourist zone. The use is consistent with the existing uses of the surrounding area and is consistent with the City of Yreka General Plan.

3. The project meets the requirements for an Exemption from further review under the provisions of the California Environmental Quality Act pursuant to Section 15332, In-fill Development Projects, of the California Public Resources Code:

- The project is an allowable use pursuant to the City of Yreka General Plan and Zoning Ordinance.
- The proposed development occurs within the city limits on a project site of approximately 0.85 acres that has been previously developed and is substantially surrounded by urban uses.
- The project site has no known value as habitat for endangered, rare or threatened species.
- The project is located on Fort Jones Road/Main Street (State Route 3), which is considered an Arterial Street, designed to carry heavy traffic volumes. The proposed project is not anticipated to create significant additional traffic or result in significant effects relating to noise, air quality, or water quality.
- The site can be adequately served by all required utilities and public services.

Conditions of Approval:

The Permit approving the site and landscape plan for a gas station facility and convenience store for the property located at 1801 Fort Jones Road., Assessor's Parcel No. 062-161-070 **is subject to full compliance with the following conditions:**

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 storm water, 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 storm water 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. 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.
14. Permittee shall construct sidewalk along the Fort Jones Road/Main Street (State Route 3)

to meet current ADA standards, development of the lot will require full ADA compliance. An encroachment permit shall be obtained from **Caltrans** prior to any work, including curb, gutter, sidewalk, driveway approach, and utility connections, in the Fort Jones Road/Main Street (State Route 3) right-of-way.

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. Permittee shall submit a stormwater detention analysis and drainage plan for review and approval by Director of Public Works and Building Official Works prior to start of construction or any on site grading specifically related to the needs of the proposed project. Onsite detention or storm drain extension may be required. Low Impact Development (LID) techniques and facilities shall be used to the maximum extent possible. A Storm Water Pollution & Prevention Plan (SWPPP) may be required to comply with California State Law.

17. Project shall submit a Project Drainage Report meeting Caltrans standard accurately analyzing the proposed drainage conditions and shall include detailed drainage calculations for anticipated rainfall intensities, time of concentration, composite runoff coefficient(s), runoff discharge at any discharge location, the capacity of any retention basin, basin overflow locations etcetera. The analysis should be provided for both the pre- and post- construction site conditions to show the post construction runoff discharges do not exceed pre-construction runoff discharges. Caltrans must review and approve the Project Drainage Report before a building permit for the project is issued.

18. No increase in runoff discharge from the post-project site may be discharged to the State Highway System right-of-way above the historic discharge from the site under the pre-construction site conditions.

19. The site and landscape plans submitted by SK Yreka Inc. and approved by the City shall not be deviated from unless prior written approval is secured. Landscaping must comply with the standards established in YMC Section 16.52.030.

20. Landscaping shall be installed in accordance with the landscape plan submitted and approved by the City Manager, 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.

21. 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 systems shall be installed for the landscaping in accordance with Yreka Municipal Code Section 16.52.030 (E).

22. 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.

23. Adequate off-street parking facilities shall be provided as follows: One (1) space for each two hundred (200) square feet of "floor area" to be used for service to the public as customers and One (1) space for each employee of the maximum working shift as set forth in Section 16.54.020(A) of the Yreka Municipal Code.

24. 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.

25. Exterior Mechanical equipment and/or HVAC units must be screened. Trash enclosure must contain opaque gates to screen visibility of the trash dumpster.

26. Permittee shall comply at all times with the zoning district regulations for the *C-T Commercial Tourist zone* as set forth in section 16.38 of the Yreka Municipal Code.

27. Permittee shall secure a Certificate of Occupancy and approval of the Building Official and Fire Marshal that the proposed project meets building standards and the fire regulations of the Uniform Building and Fire Codes prior to use.

28. 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.

29. 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.

30. Permittee shall obtain a Sign Permit from the Planning Department prior to placing signs on the premises.

31. Permittee shall obtain an Authority to Construct Permit from the Siskiyou County Air Pollution Control District. The Permit must be approved and issued before beginning construction of the gas dispensing facility.

32. The storage of hazardous materials exceeding 55 gallons of a liquid, 500 pounds of a solid, and/or 200 cubic feet of a compressed gas requires the submittal of a hazardous Materials Business Plan (HMBP). A facility which stores hazardous materials in excess of these minimum quantities noted or which generates hazardous waste is subject to periodic inspections, an annual fee and all

applicable laws and regulations in regards to the storage of hazardous materials or the generation of hazardous waste. The business is required to submit to the Siskiyou County Community Development Department for review and approval a HMBP prior to the import and storage of hazardous materials on site and associated with this operation.

33. The approved site plan 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.

34. The applicant shall submit a signed copy of the Conditions of Approval to the City of Yreka Planning Division.

35. 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 costs in order to allow the project's Notice of Exemption to be filed within the statutorily required timeframes. The applicant has the sole responsibility to ensure timely compliance with this condition.

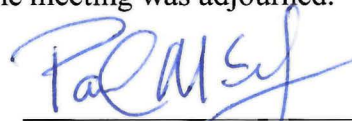
Commissioner Osborn seconded the motion, and upon roll call, the following voted YEA: Knitter, McCoy, Mommer, Ohlund, Osborn and Rolzinski.

Chair McCoy thereupon declared the motion carried.

City Manager's Report – Steve Baker announced a special joint workshop has been scheduled for Tuesday, April 25, 2017 at 5:30 pm in the council chambers regarding California Proposition 64, Marijuana Legalization.

Steve Baker reported on a code enforcement case that city staff had been working on since 2014. In February of 2017, property was foreclosed on and voluntary compliance accord. Pursuant to Yreka Municipal Code # 9.47 – Condition of Property Nuisances when property owners fail to voluntarily abate a nuisance issue a Public Hearing will be scheduled before the Planning Commission. City staff will be scheduling a training for the Planning Commissioners regarding Notice of Public Hearing to determine existence of public nuisance and to abate property.

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



Paul McCoy, Chair

Approved by motion of the Planning
Commission on May 17, 2017