

Peter O'Brien, Chair, Planning Commissioner
Amy Fernandez, Co-Chair, Planning
Commissioner
Dawnmarie Autry, Planning Commissioner
Brian Devlin, Planning Commissioner
Annie Ohlund, Planning Commissioner



Jason Ledbetter, City Manager
Rhetta Hogan, Asst. City Manager
Emily Aldrich, Finance Director
Matthew Bray, Public Works Director
John Elsnab, Human Resources Director
Mark Gilman, Police Chief
Andrew Jared, City Attorney
Jerry Lemos, Fire Chief
Juliana Lucchesi, Community Dev. Director

YREKA PLANNING COMMISSION MEETING MINUTES

September 20, 2023 - 6:00 PM

Yreka City Council Chamber, 701 Fourth Street, Yreka, CA

Phone 530-841-2386, Facsimile 530-842-4836, email: cityclerk@ci.yreka.ca.us

1. 6:00PM CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

The meeting was called to order at 6:00PM.

2. ROLL CALL

Commission Chair O'Brien called roll, Planning Commissioners Autry, Devlin, Fernandez, O'Brien were present. Planning Commissioner Ohlund was absent.

3. SPECIAL PRESENTATIONS AND/OR ANNOUNCEMENTS:

This time slot is for informational presentations, appointments, or awards to be presented by the Planning Commission or to the Planning Commission.

4. PUBLIC COMMENTS:

Public participation is welcomed and invited at all Planning Commission meetings regarding issues or matters not on the agenda but still within the jurisdiction of the Planning Commission of Yreka. If your comments concern an item noted on the Agenda, please address the Planning Commission when that item is open for public comment.

The City requests that persons addressing the Planning Commission refrain from making personal, slanderous, profane, or disruptive remarks.

Planning Commissioners, when recognized by the Chair, may ask clarifying questions of presenter but no action may be taken by the Planning Commission during the public comment section of the meeting. Under the Brown Act, the Planning Commission is prohibited from discussing or taking action on any item not listed on the posted agenda.

This time is set aside for residents to address the Planning Commission on matters listed on the Consent Agenda as well as other items not included on the Agenda. If your comments concern an item listed under the Public Hearing, Old or New Business sections of the Agenda, please address the Commission when that item is open for public comment.

- Please speak into the microphone from the podium. The podium electronically adjusts up and down to accommodate the speaker.
- Please state your name for the record prior to providing your comments.
- Please address the Commissioners as a whole.
- If you have documents to present, please provide a minimum of seven (7) copies. These become a public record.
- Please limit your remarks to three (3) minutes.
- Since the Planning Commission is unable to take action on issues not on the agenda, your matter may be referred to staff for follow-up or be placed on a future agenda.

Public comments period is **not** intended to be a “Question and Answer” period or conversations with the Planning Commissioners or City staff.

5. **CONSENT AGENDA:**

All matters listed under the consent agenda are considered routine and non-controversial and will be enacted by one motion unless any member of the Planning Commission wishes to remove an item for discussion.

- Approval of Minutes of the Regular Meeting held August 16, 2023.

Recommended Planning Commission Action: Motion to Adopt the Consent Agenda of the Planning Commission of the City of Yreka as presented.

No public comment was received.

Motion to approve the Consent Agenda as presented:

MOTIONED: Commissioner Devlin

SECONDED: Commissioner Fernandez

AYES: Commissioners Autry, Devlin, Fernandez, and O’Brien

NOES: -0-

ASTAIN: -0-

ABSENT: Ohlund

Dawnmarie Autry is recusing herself prior to the public hearing as she has commented earlier on the item under discussion at the public hearing.

6. **PUBLIC HEARING:**

- Title:** 2021-45: Yreka Travel Center and Hotel Development Planned Unit Development Amendment, Conditional Use Permit Amendment, and Variance

The Planning Commission will hold a public hearing and consider the following amendment to Planned Unit Development Planned Unit Development (“PUD”) No. 5-98 and Associated Use Permit No. 2883 and Approving Variance 2021-45 For Assessor’s Parcel Numbers 053-642-350, 053-642-360, 053-642-370, And 053-642-380 Within the City Of Yreka. The application proposes two phases, herein referred to as the “Project”: Phase I - a 12,300 square-foot building consisting of a convenience store, a food hall, and retail shop open 7 days a week, 24 hours a day; a fuel center, with eight dispensers for automobiles and RVs, a separate fuel center with four diesel dispensers for semi-trucks, and a 99-space parking lot; Phase II - a 70-room, three-story hotel, and parking.

Recommended Action: 1. Hold public hearing and accept public comment. 2. Motion to approve Resolution 2023-06 A Resolution of the Planning Commission of the City of Yreka Approving Amendment to Planned Unit Development (“PUD”) No.5-98 and Associated Use Permit No. 2883 and Approving Variance 2021-45 For Assessor’s Parcel Numbers 053-642-350, 053-642-360, 053-642-370, And 053-642-380 Within the City Of Yreka

No public comment was received.

Motion to approve the Consent Agenda as presented:

MOTIONED: Commissioner Fernandez

SECONDED: Commissioner Devlin

AYES: Commissioners Autry, Devlin, Fernandez, and O’Brien

NOES: -0-

ASTAIN: -0-

ABSENT: Ohlund

RECUSED: Commissioner Autry

7. **OLD BUSINESS: None**

8. **NEW BUSINESS: None**

9. **FUTURE PLANNING ITEMS:**

Future agenda items are action items and presentations to the Planning Commission that may occur within the next 90 days. All dates are tentative and subject to change if needed.

a. General Plan 2044 Vision Statement and Guiding Principles – October 18, 2023

10. **ADJOURNMENT: - Next meeting October 18, 2023 at 6:00PM**

Meeting was adjourned at 7:55PM.