

AGENDA  
YREKA PLANNING COMMISSION  
Yreka City Council Chamber – 701 Fourth Street, Yreka, Ca.  
**August 21, 2013 at 6:30 P.M.**

Call to Order

Pledge of allegiance

Conflict of Interest Declaration – Planning Commissioners

**PUBLIC COMMENTS**

This is an opportunity for members of the public to address the Commission on subjects within its jurisdiction, whether or not on the agenda for this meeting. The Commission reserves the right to reasonably limit the length of individual comments. For items that are on this agenda, speakers may request that their comments be heard instead at the time the item is to be acted upon by the Commission. The Commission may ask questions, but may take no action during the Public Comment portion of the meeting, except to direct staff to prepare a report, or to place them on a future agenda.

**SPEAKERS:** Please state your name and mailing address so that City Staff can respond to you in regard to your comments, or provide you with information, if appropriate. You are not required to state your name and address if you do not desire to do so.

1. Consent Calendar - Discussion/Possible Action – 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. The City Manager recommends approval of the following consent calendar items:
  - a. Approval of the minutes of the special meeting held on June 26, 2013.
2. Discussion/Possible Action – Vesting Tentative Parcel Map: VTPM2013-01 (Willis). Consideration of a proposed general rule exemption and vesting tentative parcel map for a minor subdivision creating two parcels of 0.70 acres and 0.63 acres, M-1 (Light Industrial) zone, General Plan designation I (Industrial). Project Address: 1805 Ft. Jones Road (State Route 3) Yreka, California. Assessor’s Parcel No. 62-161-230. Project applicant is Best Development Group.
  - a. Public Hearing
  - b. Staff Report
  - c. Decision

Commissioner’s Statements and Comments

Adjournment

Decisions of the Planning Commission may be appealed to the City Council by filing a written notice of appeal within 10 calendar days of the decision. Appeal must be submitted to the City Clerk’s office together with the appeal fee of \$150.00 plus publication fee if required.

If you challenge any action taken pursuant to the California Environmental Quality Act, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Planning Department at, or prior to, the public hearing. (Public Resources Code Section 21177)

All documents produced by the City which are related to an open session agenda item and distributed to the Planning Commission are made available for public inspection in the City Clerk’s office during normal business hours.

In compliance with the requirements of the Brown Act, notice of this meeting has been posted in a public accessible place, 72 hours in advance of the meeting.

*In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the City Clerk 48 hours prior to the meeting at (530) 841-2324 or by notifying the Clerk at [casson@ci.yreka.ca.us](mailto:casson@ci.yreka.ca.us).*

MINUTES OF THE SPECIAL MEETING OF THE  
YREKA PLANNING COMMISSION  
STUDY SESSION-HOUSING ELEMENT UPDATE HELD  
ON THE 26<sup>TH</sup> DAY OF JUNE, 2013

On the 26<sup>th</sup> day of June, 2013 at 6:00 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 Leal and present were:

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

**PUBLIC COMMENTS** - None.

Approval of Minutes of the regular meeting held on March 20, 2013.

Following Commission discussion, Commissioner McCoy moved to approve the minutes as submitted.

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

Chair Leal thereupon declared the motion carried.

Study Session – Housing Element Update presented by Scott Friend and Amy Sinsheimer of Pacific Municipal Consultants.

The purpose of the Study Session is to receive input and respond to questions regarding requirements for updating the Housing Element of the Yreka General Plan that reflects the new State's Regional Housing Need Assessment requirements for planning period 2014-2019, and includes strategies to meet the City's current and future housing needs as required by the State of California Department of Housing and Community Development.

Amy Sinsheimer gave a power point presentation on the 2014 – 2019 Housing Element Update, which included objectives, requirements, recent Housing Element Legislation, Importance of Compliance, Housing Element Components and Regional Housing Needs Allocation (RHNA).

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

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Steve Leal, Chair  
Approved by motion of the Planning  
Commission on August 21, 2013



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**CITY OF YREKA**  
**PLANNING COMMISSION AGENDA MEMORANDUM**

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To: Yreka Planning Commission  
Prepared by: Steve Baker, City Manager  
Agenda Title: **Vesting Tentative Parcel Map: VTPM2013-01 (Willis).** Consideration of a proposed general rule exemption and vesting tentative parcel map for a minor subdivision creating two parcels of 0.70 acres and 0.63 acres, M-1 (Light Industrial) zone, General Plan designation I (Industrial). Project Address: 1805 Ft. Jones Road (State Route 3) Yreka, California. Assessor's Parcel No. 62-161-230. Project applicant is Best Development Group.  
Meeting date: August 21, 2013.

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Discussion:

The City has received the attached application from Best Development Group for a proposed Vesting Tentative Parcel Map creating two parcels. City staff has reviewed the application and recommends approval subject to the attached findings and conditions of approval.

Prior to taking action on the proposed Parcel Map request, the Commission shall also consider the adoption of the General Rule exemption, finding that the proposed project is exempt from an environmental review pursuant to California Environmental Quality Act (CEQA) Section 15061(b)(3).

A public hearing notice was published in the Siskiyou Daily News and mailed to the property owners within a 300-foot radius of the proposed project to give notice of the proposed project and invite public comment.

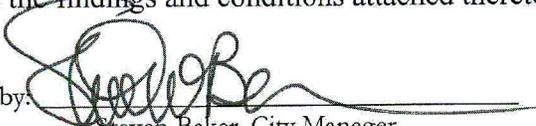
Background:

The proposed project is a request to divide an existing 1.38-acre parcel into two (2) parcels of 0.70 acres and 0.68 acres in size. The subject property is currently a vacant and unoccupied parcel of land located south of and adjacent to the Burger King fast-food restaurant, located at 1803 Ft. Jones Road. The property is zoned M-1 (Light Industrial) zone, General Plan designation I (Industrial).

The proposed project to be considered by the Planning Commission is only the request to divide the property into two (2) parcels. The Planning Commission previously approved a Conditional Use Permit and Negative Declaration with mitigation measures for this site. Best Development Group from Sacramento has submitted a Site Plan Application to construct a new 1,800 sq. ft. single story structure for the operation of a Starbucks Coffee shop with a drive through window on Parcel "A" of the proposed Parcel Map, in accordance with the previously approved Conditional Use Permit and Negative Declaration.

Recommendation:

That the Planning Commission make the finding that the proposed project is exempt from an environmental review pursuant to California Environmental Quality Act (CEQA) Section 15061(b)(3) and approve Permit No. 4177 approving the Vesting Tentative Parcel Map creating two (2) parcels subject to the findings and conditions attached thereto and made a part thereof.

Approved by:   
Steven Baker, City Manager

CITY OF YREKA  
VESTING TENTATIVE PARCEL MAP PERMIT NO. 4177

**PROPOSED** FINDINGS AND CONDITIONS OF APPROVAL

The following findings of fact have been determined by the Planning Commission.

1. The proposed map complies with the requirements of Title 15, Subdivisions, of the Yreka Municipal Code, the Subdivisions Map Act, and zoning laws of the City, and all applicable state laws.
2. The vesting tentative parcel map is consistent with the applicable general and specific plans of the City of Yreka.
3. The design and improvements of the proposed vesting tentative parcel map are consistent with the applicable general and specific plans of the City of Yreka.
4. The site is physically suitable for the proposed density of development.
5. The site is physically suitable for the type of development.
6. The design of the vesting tentative parcel map and the proposed improvement will not cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.
7. The design of the vesting tentative parcel map and the type of improvements will not conflict with easements acquired by the public at large for access through or use of property within the proposed vesting tentative parcel map.
8. The Vesting Tentative Map is exempt from an environmental review pursuant to California Environmental Quality Act (CEQA) Section 15061(b)(3).

The foregoing findings are based upon the following:

The design of the vesting tentative parcel map and its proposed improvements will not cause serious public health problems or significant environment damage since the proposed project is for an M-1 zone within an existing M-1 zone neighborhood. There will be adequate street access and traffic circulation for the newly created lots in that the subject property has frontage on Fort Jones Road (State Route 3).

Conditions of approval will provide maximum land use compatibility between the proposed M-1 zone development and the existing M-1 zone neighborhood. None of the findings necessary for denial of this proposal can be found in the affirmative.

The following conditions shall be met prior to the recordation of the final parcel map except as otherwise specified in the conditions:

1. Parcels to conform to the minimum lot sizes and improvements required in an M-1 zone as set forth in Chapter 16.40 of the Yreka Municipal Code.
2. Extension of water mains, sewer mains, and storm drains along the frontage of each parcel created as determined by the Director of Public Works.
3. Construction of sewer laterals and water services to each parcel created.
4. The following statement shall be placed on the Parcel Map: "At such time as a permit or other grant of approval for development of a parcel is issued the following improvements are required: installation of curb, gutter, sidewalk, street light, and street repair and/or construction between existing pavement and gutter lip along the street frontage adjoining the parcel in accord with City standard specifications."
5. A five (5) foot utility easement along all street frontages for public utilities shall be shown on the map per Instrument # 05-0006557 of Official Records.
6. A twenty (20) foot sewer easement along all street frontages for public utilities shall be shown on the map per Document # 05-0006558 of Official Records.
7. A twenty-four (24) foot wide non-exclusive easement for the purposes of providing a secondary point of ingress/egress and for public utility purposes along the western parcel boundary per Parcel Map Book 13, page 65, shall be shown on the map.
8. A final grading plan for proposed vesting tentative parcel map shall be submitted to the Building Official and approved prior to developer being issued a grading permit by the Yreka Building Department.
9. A storm water drainage plan and detention analysis shall be submitted and approved by Building Official/Director of Public Works prior to start of construction of any on-site grading. Onsite storm water detention is required. A Storm Water Pollution & Prevention Plan (SWPPP) may be required to comply with California State Law.
10. Improvement plans for all public improvements must be approved by the Director of Public Works, prior to improvement construction. All improvement plans shall be prepared by a registered civil engineer licensed to practice in the State of California. Contractor shall obtain an Encroachment Permit from the City of Yreka Public Works Department prior to any construction in the public right of way of the City or any construction affecting any City public improvements. Public improvements include, but are not limited to water, sewer, storm drain, street, curb, gutter, sidewalk, and street lights. The street pavement structural section shall be based on "R" values with a minimum section of 2 inches asphalt concrete over 6 inches of aggregate base rock. Reference: Yreka Municipal Code, Chapter 15.32.
11. Contractor shall obtain an Encroachment Permit from Caltrans prior to any construction in the public right of way of the State (Main Street/State Route 3).

12. Construction/installation of all other necessary improvements pursuant to Yreka Municipal Code and the City's Public Works Standards.

13. Should any previously unidentified archaeological and/or paleontological resources be revealed during any excavation and construction activity, work will cease in the immediate vicinity of the discovery, and all reasonable measures will be taken to avoid or minimize harm to discovered resources until consultation with the State Historic Officer, as required by Section 106 of the NHPA is concluded.

14. Should any human remains be found during construction in the area, work shall stop immediately and be reported to the County Coroner. Construction will not proceed until the County Coroner has determined such construction will not impact further human remains.

15. All grading and construction work on the project site shall incorporate the following dust control measures:

- All active construction areas will be watered at least twice daily or as required by the Building Official.
- Soil stabilizers will be applied to inactivate construction areas as needed.
- If visible soil material is carried onto adjacent public streets, such streets will be cleaned of the debris.
- Dust-producing activities will be suspended when high winds create construction-induced visible dust plumes moving beyond the project site, in spite of dust control measures.

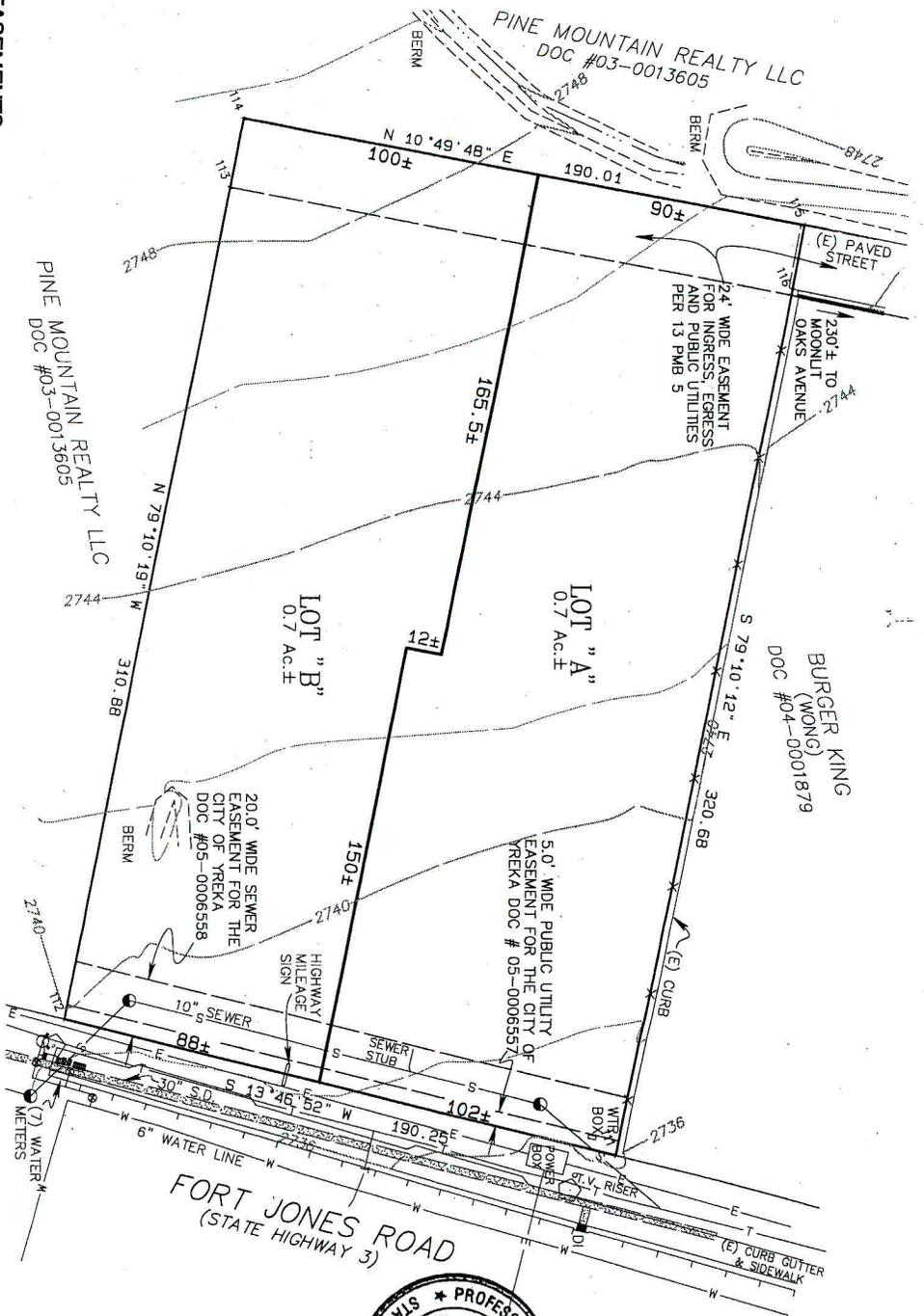
16. As required in the Noise Element of the General Plan, construction shall be limited to the hours of 7:00 a.m. to 5:00 p.m. and all internal combustion engines used in conjunction with construction activities will be muffled in accordance with equipment manufacturer requirements.

17. Full compliance with the Subdivision Map Act and Title 15, Subdivisions, of the Yreka Municipal Code, and all other applicable city, state, and federal codes.

18. Filing of final subdivision map within twenty-four months from date of Planning Commission approval, with a copy to the Planning Department.

19. Applicant shall within one business day of initial project approval, submit to the Planning Department a check payable to the Siskiyou County Recorder'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.

DATE:



**EASEMENTS:**  
 RELINQUISHED ABUTTERS RIGHTS PER 533 O.R. 542 APPLY TO INTERSTATE 5 ONLY, AND NOT HIGHWAY 3  
 568 OR 459 COPCO UTILITY EASEMENT SHOWS UTILITIES ALONG FRONTAGE, (NO SPECIFIC LOCATION GIVEN)  
 DEEDS SHOWN AND NOTED BASED ON PRELIMINARY TITLE REPORT FROM M.T. SHASTIA TITLE & ESCROW CO. DATED JUNE 28, 2013. WE OFFER NO INTERPRETATION OR OPINION AS TO THE APPLICABILITY OF EXCEPTIONS 9, 10 AND 12 AS SHOWN ON SAID PRELIMINARY TITLE REPORT, TO THIS TENTATIVE MAP

**LEGEND:**

—	EDGE OF PAVEMENT	●	SEWER MANHOLE
—	SEWER LINE	⊙	GATE VALVE
—	WATER LINE	⊕	FIRE HYDRANT
—	U.G. POWER	⊗	WATER METER
—	U.G. COMMUNICATION (T.V., CABLE)	⊗	FENCE
—	STORM DRAIN	⊗	ROAD SIGN



**T&S**  
 Engineering & Surveying, Inc.  
 229 West Main Street  
 Yreka, California 96097  
 phone (530) 942-8813  
 fax (530) 942-8846  
 email - info@tandsurveying.com

**TENTATIVE PARCEL MAP**  
 FOR  
**BEST DEVELOPMENT GROUP**  
 SISKIYOU COUNTY  
 CALIFORNIA

**VESTING**  
 DEVELOPER:  
 BEST DEVELOPMENT GROUP, LLC  
 2580 SIERRA BLVD., SUIT E  
 SACRAMENTO, CA 95825

PROPERTY OWNERS:  
 THE TIMOTHY & REBECCA WILLIS TRUST



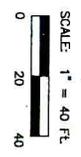
*Brian Lee Smith*  
 B.L.S. ENGINEERS & SURVEYORS, INC.  
 BRIAN LEE SMITH  
 L.S. 7979  
 DATE: 7/26/2013

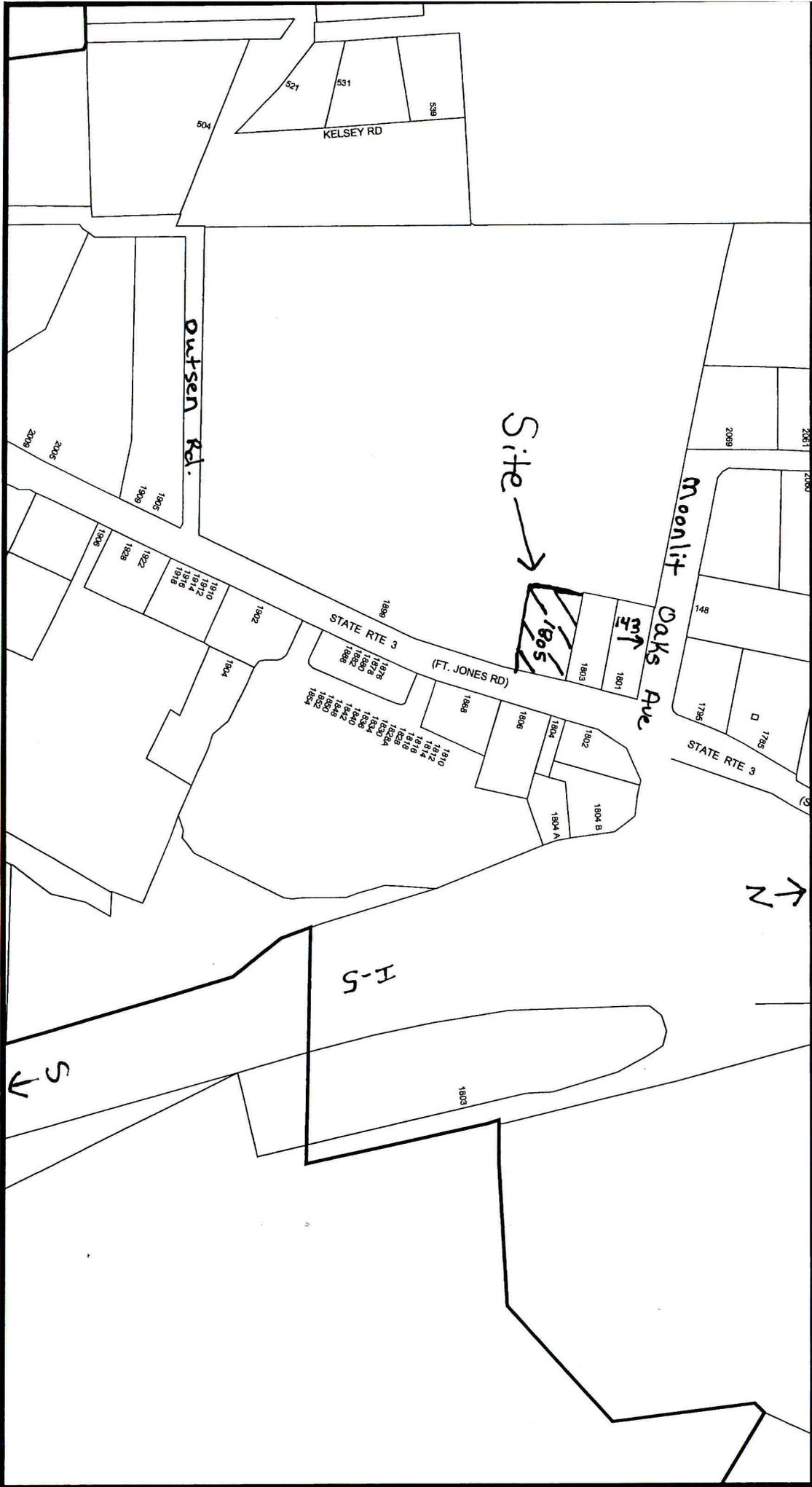
**GENERAL NOTES:**

REVISED 7-26-2013 TO SHOW UNDERGROUND POWER, COMMUNICATION, AND STORMDRAIN VICINITY MAP BOUND SEPARATELY ASSASSOR PARCEL #: 062-161-230 ZONING: M-1 EXISTING LAND USE: UNDEVELOPED, VACANT PROPOSED WATER AND SEWER: CITY OF YREKA

BEARINGS AND DISTANCES SHOWN ARE GRID (CGCS NAD 27, ZONE 11), BASED ON PMB 1'S PAGE 5. MULTIPLE DISTANCES SHOWN TO 1.000011 TO OBTAIN GROUND LEVEL DISTANCES.

CONTOUR INTERVAL = 2 FT. CONTOURS SHOWN BASED ON FIELD SURVEY PERFORMED ON 7/11/2013 ELEVATIONS BASED ON NGS BM ON GREENHORN DAM PID: 4F8384, ELEV.=2757.41, NAVD88.





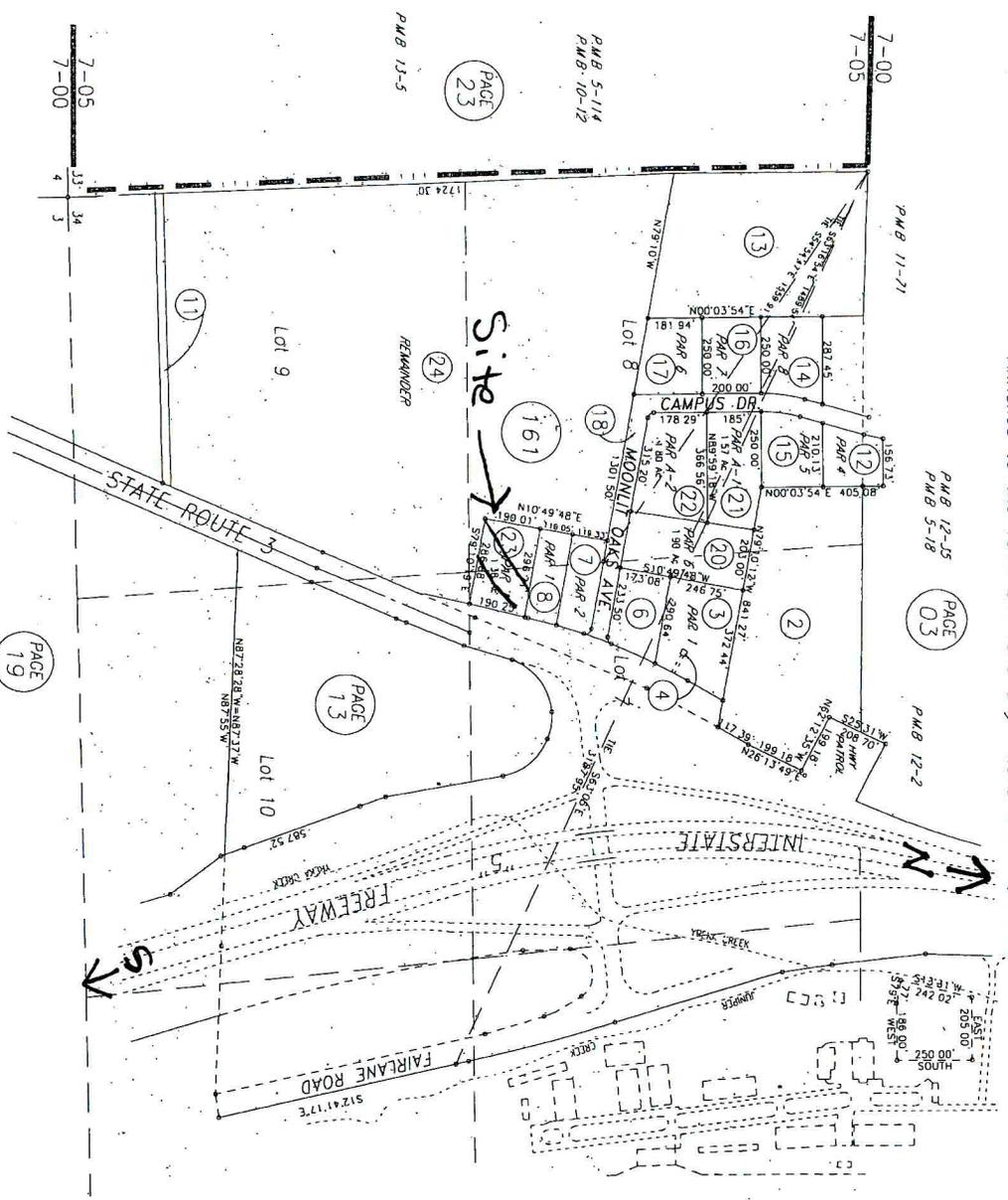
Portion of the SW1/4 of Section 34 T45N R7W

Annexed to the Town of Yreka City November 15, 1960

Tax Area Code

62-16

7-00



NOTE: This map is for assessment purposes only and is not for the intent of interpreting legal boundary rights, zoning regulations and/or legality of land division laws.

Siskiyou County Assessor's Office  
 RENUMBERED FOR 1998 ROLL  
 AUC/CAO 2009

CAD/joc