

MINUTES OF THE REGULAR MEETING OF THE  
YREKA PLANNING COMMISSION HELD  
ON THE 18<sup>th</sup> OF MARCH 2015

On the 18<sup>th</sup> day of March, 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 City Manager Steve Baker and present were:

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

City Manager Steve Baker asked for a commissioner to assume the position of Temporary Presiding Officer in the absence of the Chair and Vice-Chair from the meeting. Commissioner Ohlund nominated Commissioner Leal. Commissioner Leal nominated Commissioner Ohlund. With the consensus of the Planning Commission, Commissioner Ohlund assumed the position of Temporary Presiding Officer.

Conflict of Interest Declaration: None

**PUBLIC COMMENTS:** None

Consent Calendar - Temporary Presiding Officer Ohlund 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 January 21<sup>st</sup>, 2015.

Following Commission discussion, Commissioner Rolzinski moved to approve the minutes of the regular meeting held January 21<sup>st</sup>, 2015 as submitted.

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

Temporary Presiding Officer Ohlund thereupon declared the motion carried.

Discussion/Possible Action – Consideration of proposed Categorical Exemption and Sign Use Permit to install a LED Electronic Reader Board wall sign 3' x 6' (18 sq. ft. total).

The Commission reviewed Resolution No. PC 2015-03 Sign Use Permit to install a LED Electronic Reader Board wall sign 3' x 6' (18 sq. ft. total). Property location is 1601 S. Oregon Street, Yreka, California, CH (Commercial Highway) Zone and GC (General Commercial) General Plan Designation. Assessor's Parcel Number: 062-011-030.

Assistant City Manager Liz Casson presented the Commission with the staff report and the following background – The City has received an application for a Sign Use Permit for a reader board sign. A sign permit was administratively approved to install a LED wall sign with stationary

signage to read “Siskiyou Lanes”. The sign installed has the capability to be used as a reader board; however, the applicant was advised that before the reader board functions of the sign could be utilized, a Sign Use Permit must be approved by the Planning Commission.

Notification of the public hearing was mailed to property owners/occupants located within 300 feet of the proposed project on March 4, 2015 and a Notice of Public Hearing was published in the Siskiyou Daily News on March 6, 2015.

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 15311(a) “On-premise Signs”.

Public Hearing – This being the time and date set for the public hearing, Temporary Presiding Officer Ohlund opened the hearing to the audience.

There being no statements or comments received, Temporary Presiding Officer Ohlund closed the public hearing and discussion was opened to the Commission.

Following Commission discussion, Commissioner Rolzinski moved to make the findings that the proposed project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15311 (a), “On-premise Signs” of the CEQA Guideline.

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

Temporary Presiding Officer Ohlund thereupon declared the motion carried.

Commissioner Rolzinski moved to adopt Planning Commission Resolution #PC 2015- 03 making the findings and subject to the Conditions of Approval and approve Sign Use Permit #4242, to allow the Reader Board Sign.

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

1. The installation of an electronic reader board sign shall comply with the specifications and plans approved by the Planning Commission on March 18, 2015 and shall serve only to identify the business carried on said premises as stated in Yreka Municipal Code Section 13.12.050.
2. The sign shall be erected in accordance with the specifications and plans submitted for Siskiyou Lanes approved by the Planning Commission on March 18, 2015, and shall not be deviated from without prior review and approval of the Planning Commission.
3. The sign shall be erected in accordance with the California Building Standards Code and Title 13, Signs, of the Yreka Municipal Code. Including Section 13.080.050 (4) that provides sign illumination, where allowed by provisions of Title 13 shall be at the lowest level consistent with adequate identification and readability.

4. Permittee shall obtain a building permit and shall pay the necessary fees therefore prior to installing a LED electronic reader board wall sign.
5. The sign shall harmonize with the materials, colors, textures, sizes, shape, heights, locations, and designs of the buildings, properties, or neighborhood of which they are a part, and as approved by the Planning Commission.
6. The reader board sign shall comply with Yreka Municipal Code Section 13.12.030. The electronic reader board sign shall not flash on and off or simulate any motion through a series of rapid light changes and shall not be installed, designed or used to attract attention by any flashing on and off, or simulating any motion through a series of rapid light changes. For purposes of this permit, "flashing on and off" means blinking, flashing or fluttering lights, or a changing light intensity, brightness or color.
7. The sign shall be removed within thirty days after the business closes and is no longer in operation on the property upon which the sign is located.
8. The sign use permit shall expire and terminate if not used within one (1) year from the date of approval. Approval may be extended upon written application to the Planning Commission before expiration of the first approval.

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

Temporary Presiding Officer Ohlund thereupon declared the motion carried.

The foregoing Resolution #2015-03 was adopted by the Planning Commission on the 18<sup>th</sup> day of March, 2015 by the following vote: Ayes: 5, Nays: 0

Discussion/Possible Action – Consideration of proposed Categorical Exemption and Sign Use Permit to install a double-sided pole sign 6.25' x 12' (150 sq. ft. total), 45' high, sign copy will be "Auto Zone".

The Commission reviewed Resolution No. PC 2015-02 Sign Use Permit to install a double-sided pole sign 6.25' x 12' (150 sq. ft. total), 45' high, sign copy will be "Auto Zone". Property location 1809 Ft. Jones Road, Yreka, California, M-1 (Light Industrial) zone and General Plan designation I (Industrial). Assessor's Parcel No. 62-161-260.

Assistant City Manager Liz Casson presented the Commission with the staff report and the following background – The City has received an application for a Sign Use Permit to install a double-sided pole sign 6.25' x 12' (150 sq. ft. total), 45' high. Yreka Municipal Code (YMC) Section 13.08.040 (b) states that Sign Use Permit requests are discretionary applications and shall require planning commission approval pursuant to the requirements of Chapter 16.44 of the Zoning Ordinance. YMC 13.08.050 gives additional criteria for sign approval applicable only to use permits.

Notification of the public hearing was mailed to property owners/occupants located within 300 feet of the proposed project on March 4, 2015 and a Notice of Public Hearing was published in the Siskiyou Daily News on March 6, 2015.

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 15311(a) "On-premise Signs".

Public Hearing – This being the time and date set for the public hearing, Temporary Presiding Officer Ohlund opened the hearing to the audience.

There being no statements or comments received, Temporary Presiding Officer Ohlund 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 15311 (a), "On-premise Signs" of the CEQA Guideline.

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

Temporary Presiding Officer Ohlund thereupon declared the motion carried.

Commissioner Leal moved to adopt Planning Commission Resolution #PC 2015- 02 making the findings and subject to the Conditions of Approval and approve Sign Use Permit #4239, to allow the Pole Sign as amended.

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

1. The installation of a double sided pylon pole sign 6.25' x 12' (150 sq. ft. total), 45 feet high, shall comply with the specifications and plans approved by the Planning Commission on March 18, 2015 and shall serve only to identify the business carried on said premises as stated in Yreka Municipal Code Section 13.12.050.
2. The sign shall be erected in accordance with the specifications and plans submitted for AutoZone approved by the Planning Commission on March 18, 2015, and shall not be deviated from without prior review and approval of the Planning Commission.
3. The sign shall be erected in accordance with the California Building Standards Code and Title 13, Signs, of the Yreka Municipal Code. Including Section 13.080.050 (4) that provides sign illumination, where allowed by provisions of Title 13 shall be at the lowest level consistent with adequate identification and readability.
4. Permittee shall obtain a building permit and shall pay the necessary fees therefore prior to installing a pole sign.

5. The sign shall harmonize with the materials, color, textures, sizes, shape, heights, locations, and designs of the buildings, properties, or neighborhood of which they are a part, and as approved by the Planning Commission.
6. The sign shall be removed within thirty days after the business closes and is no longer in operation on the property upon which the sign is located.
7. The sign use permit shall expire and terminate if not used within one (1) year from the date of approval. Approval may be extended upon written application to the Planning Commission before expiration of the first approval.

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

Temporary Presiding Officer Ohlund thereupon declared the motion carried.

The foregoing Resolution #2015-02 was adopted by the Planning Commission on the 18<sup>th</sup> day of March, 2015 by the following vote: Ayes: 5, Nays: 0

#### City Manager's Report

City Manager Steve Baker reported that two applications will be reviewed by the City Council for Miner Street Grant Updates for the following projects: Liberty Arts – 108 W. Miner Street to install awning & Old Town Yreka Merchants – Miner Street – replace parking signs with Historic Directional Signs.

City Manager Baker announced the City Council will be holding a Public Meeting on the future of Miner Street Park, Thursday, April 16, 2015 at 5:30 pm in the City Council Chambers.

City Manager Baker gave a brief update on the Karuk casino project to be located at the end of Sharps Road and a brief update on Code Enforcement issues.

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

  
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Matt Osborn, Chair  
Approved by motion of the Planning  
Commission on April 15, 2015