

MINUTES OF THE REGULAR MEETING OF THE  
YREKA PLANNING COMMISSION HELD  
ON THE 15<sup>th</sup> OF APRIL 2015

On the 15<sup>th</sup> day of April, 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 Chair Osborn and present were:

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

Conflict of Interest Declaration: None

**PUBLIC COMMENTS:**

Consent Calendar - Chair Osborn 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 March 18, 2015.

Following Commission discussion, Commissioner McCoy moved to approve the minutes of the regular meeting held March 18<sup>th</sup>, 2015 as submitted.

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

Chair Osborn thereupon declared the motion carried.

Discussion/Possible Action – Consideration of proposed Categorical Exemption and Conditional Use Permit for Mattole Valley Charter School’s Diamond View Learning Center to provide additional space for Science, English and Art Classes.

The Commission reviewed Resolution No. PC 2015-04 Conditional Use Permit to provide additional space for Science, English and Art Classes. Property location is 505 S. Broadway Street, Yreka, California, C2 (Commercial Downtown) Zone and GC (General Commercial) General Plan Designation. Assessor’s Parcel Number: 054-242-130.

Assistant City Manager Liz Casson presented the Commission with the staff report and the following background – The City has received an application for a Conditional Use Permit from Mattole Valley Charter School for the establishment and operation of a learning center to be located in an existing facility directly across the street from the current location of the Mattole Valley Charter School at 423 S. Broadway Street.

City Staff has reviewed the application and is recommending 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 15301 “Existing Facilities”.

Notification of the public hearing was mailed to property owners/occupants located within 300 feet of the proposed project on April 3, 2015 and a Notice of Public Hearing was published in the Siskiyou Daily News on April 3, 2015.

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

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

Applicant Debra Cunningham from Mattole Valley Charter School was present to answer questions regarding the application.

Following Commission discussion, Commissioner Ohlund moved to make the findings that the proposed project is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15301 “Existing Facilities” of the CEQA Guideline.

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

Chair Osborn thereupon declared the motion carried.

Commissioner Ohlund moved to adopt Planning Commission Resolution #PC 2015- 04 making the findings and subject to the Conditions of Approval and approve Conditional Use Permit #4244, to allow the additional space for Science, English and Art classes.

The following conditions shall be complied with at all times while the use permitted by this permit occupies the premises:

1. Permittee granted a permit for Mattole Valley Charter School’s Diamond View Learning Center to provide additional space for Science, English and Art classes located at 505 S. Broadway Street, APN: 054-242-130.
2. Adequate off-street parking facilities shall be provided as follows: one (1) space for employee including teachers, administrators, and custodians, as set forth in Section 16.54.020 (6) (a) of the Yreka Municipal Code. As submitted, the project requires a total of 5 parking spaces. A total of 15 spaces are available.
3. The off-street parking plan and facilities approved by the Planning Commission shall not be deviated from unless prior approval of the Planning Commission is secured, and all loading, customer, access drives and aisles shall be paved and striped and bumper rails or other barriers shall be provided in accordance with Section 16.54.090 of the Yreka Municipal Code.
4. Parking required for disabled persons shall be marked, posted, and maintained in accordance with provisions of the Motor Vehicles Code, California Building Code and any other law or regulation now or hereinafter enacted relating to parking for disabled persons. A minimum of one (1) accessible parking space is required for a parking lot with 1 to 25 parking spaces.

5. Use shall be conducted in accordance with the application as submitted for the property located at 505 S. Broadway Street, as approved by the Planning Commission on April 15, 2015.
6. Permittee shall comply at all times with the zoning district regulations for a C2, *Commercial Downtown* zone as set forth in section 16.34 of the Yreka Municipal Code.
7. Permittee shall obtain a building permit and shall pay the necessary fees prior to making any building, electrical, mechanical, or plumbing installations and/or improvements to the structure. Public infrastructure improvements such as curb, gutter, sidewalk, curb ramps, driveway approaches, streetlights 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.
8. Permittee shall secure a Certificate of Occupancy from the Division of State Architect and State Fire Marshall that the structure meets building standards and fire regulations of California Building Code and Fire Codes prior to use of subject structure as a school site for a charter school.
9. No signs shall be placed on the premises without first obtaining a sign permit.
10. The use permit granted in accordance with the terms of this title may be revoked if any of the conditions or terms of such permit are violated or if any law or ordinance is violated in connection therewith, or if the Planning Commission finds, with the concurrence of the City Council, that the continuance of the use permit will endanger the public health, safety, or welfare.

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

Chair Osborn thereupon declared the motion carried.

The foregoing Resolution #2015-04 was adopted by the Planning Commission on the 15<sup>th</sup> day of April, 2015 by the following vote: Ayes: 6, Nays: 0

Discussion/Possible Action – Consideration of proposed Categorical Exemption and Sign Use Permit to install three (3) illuminated wall signs, one 40” x 20’1” (67 sq. ft.) and two 30’ x 15’, sign copies will be “Auto Zone”.

The Commission reviewed Resolution No. PC 2015-05 Sign Use Permit to install three (3) illuminated wall signs with a total advertising surface of 143 sq. ft. 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. Project applicant AutoZone.

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 erect three (3) illuminated wall signs with a total advertising surface of 143 sq. ft.

City Staff has reviewed the application and is recommending 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".

Notification of the public hearing was mailed to property owners/occupants located within 300 feet of the proposed project on April 3, 2015 and a Notice of Public Hearing was published in the Siskiyou Daily News on April 3, 2015.

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

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

Following Commission discussion, Commissioner McCoy 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 Ohlund seconded the motion, and upon roll call, the following voted YEA: Kegg, Knitter, McCoy, Ohlund, Osborn and Rolzinski.

Chair Osborn thereupon declared the motion carried.

Commissioner Kegg moved to adopt Planning Commission Resolution #PC 2015- 05 making the findings and subject to the Conditions of Approval and approve Sign Use Permit #4243, to allow three (3) illuminated wall signs.

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

1. The installation of three (3) illuminated wall signs; one 40" x 20'1" (67 sq. ft.) and two 30" x 15'1" = 38 sq. ft. each (76 sq. ft.), for a total of 143 sq. ft. of illuminated wall signage, shall comply with the specifications and plans approved by the Planning Commission on April 15, 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 signs shall be erected in accordance with the specifications and plans submitted for AutoZone approved by the Planning Commission on April 15, 2015, and shall not be deviated from without prior review and approval of the Planning Commission.
3. The signs 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 illuminated signs.
5. The signs 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 signs 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 Ohlund seconded the motion, and upon roll call, the following voted YEA:  
Kegg, Knitter, McCoy, Ohlund, Osborn and Rolzinski.

Chair Osborn thereupon declared the motion carried.

The foregoing Resolution #2015-05 was adopted by the Planning Commission on the 15<sup>th</sup> day of April, 2015 by the following vote: Ayes: 6, Nays: 0

### **City Manager's Report**

City Manager Steve Baker reported to the Planning Commission that on February 5<sup>th</sup>, the City Council adopted the 2015 Economic Stimulus Program with guidelines for exemption of development impact fees (DIF) for the first five SFD building permits issued in the next 12 months. Prior to approval of the 2015 Economic Stimulus Program the city was assessing new single family dwellings at 50 percent of the total impact fee of approximately \$13,009 which amounts to \$6,505 per dwelling. Building permit inspection and plan check fees, as well as any fees required by outside agencies, including the Yreka High School District shall not be waived.

City Manager Baker presented the Planning Commission with the General Plan Housing Element 2014 Annual Report.

City Manager Baker stated that the purpose of this report is to comply with Section 65400(b) of the Government Code which requires each City to report annually on the status of the implementation of their Housing Elements.

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



Matt Osborn, Chair

Approved by motion of the Planning  
Commission on May 20, 2015