

05/20/2015

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MINUTES OF THE REGULAR MEETING OF THE  
YREKA PLANNING COMMISSION HELD  
ON THE 20<sup>th</sup> OF MAY 2015

On the 20<sup>th</sup> day of May, 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, Steve Leal, Matt Osborn and Richard Rolzinski.  
Absent: Paul McCoy & Barry Ohlund.

Conflict of Interest Declaration – N/A

**PUBLIC COMMENTS:** Scott Quinn - Land Manager for the Karuk Tribe introduced himself to the Planning Commissioners and spoke in regards to a future Conditional Use Permit for the casino parking lot located at the end of Sharps Road.

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 April 15, 2015.

Following Commission discussion, Commissioner Rolzinski moved to approve the minutes of the regular meeting held April 15, 2015 as submitted.

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

Chair Osborn thereupon declared the motion carried.

Discussion/Possible Action – Discussion/Possible Action – Consideration of proposed categorical exemption and Conditional Use Permit for the establishment and operation of a Personal Training Studio.

The Commission reviewed Resolution No. PC 2015-06 Condition Use Permit for the establishment and operation of a Personal Training Studio. Property location is 116 Davis Road, Yreka, California, M-1 (Light Industrial) Zone and GC (General Commercial) General Plan Designation. Assessor's Parcel Number: 062-051-550.

Assistant City Manager Liz Casson presented the Commission with the staff report and the following background – The subject property is zoned M-1 Light Industrial. Yreka Municipal Code (YMC) provides that a use such as a Personal Training Studio is a permitted use in the M-1

Zone upon approval of a conditional use permit.

The business is located in an existing facility and can be served by the existing parking lot on site if the Planning Commission agrees to continue the modified parking standards in accordance with YMC 16.54.140B, and the Parking Plan approved by the Yreka Planning Commission on November 17, 1999.

Based on the hours of operation and small cliental of the proposed project, staff believes that utilization of the existing parking plan will not create an unreasonable hardship to the neighboring businesses, and is therefore recommending approval of the continued use of the existing modified parking standards.

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 CEQA Guidelines Section 15301, Existing Facilities.

Notification of the public hearing was mailed to property owners/occupants located within 300 feet of the proposed project on May 6, 2015 and a Notice of Public Hearing was published in the Siskiyou Daily News on May 8, 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 Mykala Butts-Hord from Crossfit Northern Limits was present to answer questions regarding the application.

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

Chair Osborn thereupon declared the motion carried.

Commissioner Leal moved to adopt Planning Commission Resolution #PC 2015- 06 making the findings and subject to the Conditions of Approval and approve Conditional Use Permit #4248, to allow the establishment and operation of the Personal Training Studio.

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

1. Permittee granted a permit to operate a Personal Training Studio for fully instructed fitness and athletic coaching services at 116 Davis Road, APN: 062-051-550.
2. Pursuant to Yreka Municipal Code Section 16.54.140 B, the off-street parking spaces required for the use of the site as a Personal Training Studio is modified to 4 spaces, in accordance with the Parking Plan approved by the Planning Commission November 17, 1999.
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 116 Davis Road, as approved by the Planning Commission on May 20, 2015.
6. Permittee shall comply at all times with the zoning district regulations for a M-1, Light Industrial zone as set forth in section 16.40 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 and approval of the Building Official and Fire Marshal that structure meets building standards and fire regulations of the Uniform Building and Fire Codes prior to use of a Personal Training Studio.
9. No signs shall be placed on the premises without first obtaining a sign permit.
10. Permittee shall secure an annual City business license to carry on the business of a Personal Training Studio for fully instructed fitness and athletic coaching services.
11. 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, Leal, Osborn and Rolzinski.

Chair Osborn thereupon declared the motion carried.

The foregoing Resolution #2015-06 was adopted by the Planning Commission on the 20<sup>th</sup> day of May, 2015 by the following vote: Ayes: 5, Nays: 0

Discussion/Possible Action – Approval of one-year extension of the Site Plan approved under Conditional Use Permit # 3568 to construct, establish and operate a 6,400 sq. ft. restaurant and a 4,125 sq. ft. retail/office building with 111 parking spaces on a project site of 1.7 acres. Project location is 1515 S. Main/175 Greenhorn Road, Yreka, California, CH (Commercial Highway) Zone and GC (General Commercial) General Plan Designation.  
Assessor's Parcel Number: 062-041-050.

Assistant City Manager Liz Casson presented the Commission with the staff report and the following background – Marco Ramos has submitted an application for a one-year extension of the Site Plan approved under Conditional Use Permit No. 3568, which was originally approved on February 15, 2006 for the construction of a 6,400 sq. ft. restaurant and a 4,125 sq. ft. retail/office building. Subsequent extensions were requested and approved in 2007, 2008, 2009, 2010, 2011, 2012, 2013, and 2014.

Staff has reviewed this application and recommends approval of a one-year extension subject to the amended findings and conditions. The proposed conditions have been amended substantially to reflect changes to requirements relating to public improvement requirements that have been implemented since the permit was originally issued in 2006.

Following discussion, Commissioner Leal moved to approve a one year extension of the Site Plan approved under Permit No. 3568, subject to the amended findings and conditions of approval.

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

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. All elements of the project application including the site plan shall be complied with as approved. The permissions granted with this approval shall not be expanded or modified beyond the approvals detailed in this Conditional Use Permit and without approval by the Planning Department.
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 stormwater, 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 stormwater 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 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.

15. 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.

16. Permittee shall construct driveway approach and sidewalks to meet current ADA standards. An encroachment permit shall be obtained from Caltrans prior to any work, including curb, gutter, sidewalk, driveway approach, and utility connections, in the South Main Street (State Route 3) right-of-way.

17. Any work or traffic control that would encroach onto the State Right of Way requires an encroachment permit issued by Caltrans.

18. 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.

19. 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.

20. Permittee shall install a backwater valve on the sewer lateral as required by the California Plumbing Code.

21. The site and landscape plans submitted for Casa Ramos by Marco Ramos and approved by the City shall not be deviated from unless prior written approval is secured.

22. 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, and employee parking areas, access drives and aisles shall be paved and striped and bumper rails or other barriers shall be provided, as determined by the Director of Public Works and in accordance with Section 16.54.090 of the Yreka Municipal Code.

23. Adequate off-street parking facilities shall be provided as determined by the Planning Department as follows: Restaurant - One (1) space for each three seats plus one space for each employee of the maximum working shift for the restaurant use and one space for each two hundred square feet of floor area for retail/office use as set forth in Section 16.54.020.A.5 (a) and 16.54.020.A.2(a) of the Yreka Municipal Code. As submitted, the project requires one hundred and nine (109) parking spaces.

24. 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. Minimum required number of accessible parking spaces for this project is five (5).

25. Use shall be conducted in accordance with the site plan as submitted for the property located at 1515 S. Main Street/ 175 Greenhorn Road, as approved by the Planning Commission on February 15, 2006, and the site plan shall not be changed or deviated from without approval of the Planning Commission; provided, however, upon request of the Permittee and showing of good cause, the City Manager is authorized to permit minor modifications of the site plan without resubmission to the Planning Commission.

26. All landscaping shall be installed, maintained, and replaced as necessary as depicted on the approved landscape plan, 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.

27. Prior to any building plan submittal, a landscape plan shall be submitted and approved by the City Manager in accordance with Section 16.52.030 of the Yreka Municipal Code, the following is required:

- a. Five percent of the parking area shall be planted with trees, shrubs, and ground cover.
  - b. A minimum of one 5-gallon sized tree is required per ten (10) parking spaces.
  - c. Parking areas provided adjacent to the street shall be separated from the street by landscaping within the required building setback area. One 15-gallon sized tree for each one hundred (100) feet of street frontage and one-gallon sized shrub for each five (5) feet of street frontage is required. This landscape area does not qualify for the five percent requirement in subsection (a.).
28. 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 system shall be installed for the landscaping in accordance with Yreka Municipal Code Section 16.52.030 (E).
29. 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.
30. Permittee shall install a grease interceptor in accordance with the California Plumbing Code and shall comply at all times with the requirements for the Fats, Oils and Grease (FOG) Source Control Program.
31. 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.
32. Exterior Mechanical equipment and/or HVAC units must be screened. Trash enclosure must contain opaque gates to screen visibility of the trash dumpster.
33. Permittee shall comply at all times with the zoning district regulations for the CH, *Commercial Highway zone* as set forth in section 16.36 of the Yreka Municipal Code.
34. Permittee shall secure a Certificate of Occupancy and approval of the Building Official and Fire Marshal that structure meets building standards and the fire regulations of the Uniform Building and Fire Codes prior to use.
35. 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.

36. 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.

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

38. Permittee shall secure an annual City business license to carry on the business of a restaurant and/or retail sales within the City of Yreka.

39. In accordance with Yreka Municipal Code Section 16.44.050, the conditional use permit granted may be revoked and terminated if any of the 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.

40. This extension of the Site Plan approval shall expire May 20, 2016, unless a building permit is issued. If a building permit has not been issued by May 20, 2016, no further extensions will be issued. At such time as the applicant desires to proceed with the project, applicant shall submit a full "Site Plan Application" to the planning department.

41. These Amended Findings and Conditions supersede all other Findings and Conditions issued pursuant to Permit No. 3568.

42. The applicant shall submit a signed copy of the Conditions of Approval to the City of Yreka Planning Division within ten (10) days of approval.

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

Chair Osborn thereupon declared the motion carried.

City Manager Report – City Manager Steve Baker reported to the Planning Commission that letters have been sent to two residents regarding YMC# 16.46.090 (b) Yard sale/garage sales - Frequency and Duration of Sale. It is unlawful for any person or persons to conduct, cause or permit to be conducted, at the same address, more than two yard sales during any calendar year.

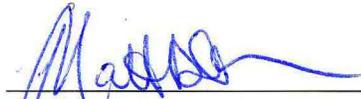
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No single yard sale shall continue for more than two (2) consecutive days.

City Manager Steve Baker presented the Planning Commission with the 20<sup>th</sup> Annual Scott Valley Bank Summer Concerts in the parks schedules.

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 August 19, 2015