

**DRAFT**  
**REGULAR MEETING MINUTES**  
**PLACERVILLE PLANNING COMMISSION**  
**TUESDAY, APRIL 1, 2025, 6:00 P.M.**  
**TOWN HALL, 549 MAIN STREET, PLACERVILLE, CALIFORNIA**

**CLOSED SESSION:** None Scheduled

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**6:00 P.M. OPEN SESSION**

**1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE TO THE FLAG:**

*Chair Kiehne called the meeting to order at 6:00 p.m. and the Pledge of Allegiance to the Flag was recited.*

**2. ROLL CALL:**

**Members Present:** Chair Kiehne, Vice Chair Lepper, Silvester, Smith, Stratton  
**Members Absent:** None  
**Staff Present:** Interim Development Services Director Cahill, Associate Planner Hunter

**3. CLOSED SESSION REPORT:** *None*

**4. ADOPTION OF AGENDA:**

*In a single motion Vice Chair Lepper, seconded by Commissioner Stratton, moved to approve the Agenda as amended. Motion carried 5-0 on voice vote.*

**5. CONSENT CALENDAR:**

**5.1. Approve the Minutes of the Regular Planning Commission Meeting of March 18, 2025**

*Chair Kiehne pulled the draft minutes for discussion.*

**6. ITEMS PULLED FROM CONSENT CALENDAR (if applicable):**

*In a single motion, Commissioner Silvester, seconded by Vice Chair Lepper, moved to approve the minutes of the March 18, 2025 meeting as amended. Motion carried 5-0 on a voice vote.*

**7. ITEMS OF INTEREST TO THE PUBLIC – NON-AGENDIZED ITEMS:** *None.*

**8. WRITTEN COMMUNICATIONS – NON-AGENDIZED ITEMS:** *None.*

**9. PRESENTATIONS AND EDUCATIONAL WORKSHOP SESSIONS:** *None.*

**10. ENVIRONMENTAL ASSESSMENTS / PUBLIC HEARINGS:**

- 10.1. Site Plan Review (SPR) 76-19-R: County Fair Plaza – Grocery Outlet Re-Imaging and Master Sign Plan Revision.** Consideration of a Site Plan Review (SPR) request to:  
(1) Modify the previously approved building elevations with respect to color and roofline

for the building addressed as 31 Fair Lane; (2) Amend the Master Sign Plan for 31 Fair Lane, previously Rite Aid, for Grocery Outlet; (3) Construct a new trash enclosure on the western portion of APN 325-280-017 and improve the bale enclosure behind the building in the loading zone; (4) Install new cart corrals; and to (5) Find the project categorically exempt from the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301. Location: 31 Fair Lane, Placerville, CA / APN: 325-280-017 and -018. Property Owner / Applicant: Folsom Central LLC. Representative: Grocery Outlet; Perla Castro, Glassman Planning Associates; Paul & Dawn Hubbard, Hubbard Sign Company. Staff: Kristen Hunter.

*Associate Planner Hunter presented the Staff Report. Associate Planner Hunter and Interim Director Cahill answered questions of the Commission.*

*Public comment was heard by the project representatives Daryl Lam, Bill Coyle, Doug Head, and Eric Bosley.*

*Public comment was heard by Ryan Carter.*

*In a single motion, Commissioner Silvester, seconded by Commissioner Smith, moved to approve Site Plan Review (SPR) 76-19-R as presented; and to:*

*I. Make the following findings in support of the Site Plan Review (SPR) 76-19-R request:*

- 1. The request is exempt from environmental review, in that the project qualifies for a Categorical Exemption under the California Environmental Quality Act (CEQA) Guidelines Section 15301, as the project includes the alteration of an existing private structure that involves no expansion of the existing use.*
- 2. The project site, APN 325-280-017 and -018, contains a shopping center comprised of one single-story building and two (2) restaurants (Denny's and Carl's Jr) located within the Highway Commercial Zone.*
- 3. The project request is consistent with Placerville General Plan Community Design Element in that the proposed elevations and sign package shall visually enhance County Fair Plaza and utilize a currently vacant space. Furthermore, the proposed amendment to the sign package would result in signage of professional quality, logical placement on the unit, and provide adequate signage for Grocery Outlet.*
- 4. The project request is consistent with the purpose, intent, and criteria of Zoning Ordinance §10-4-9: Site Plan Review and the Development Guide as the project includes changes that add aesthetic value and benefit the pedestrian orientation.*
- 5. Approval is based on the project information and findings included in the Staff Report, and subject to the recommended Conditions of Approval included in Attachment 1 of the Staff Report dated April 1, 2025.*

II. *Conditionally approve SPR 76-19-R located at 31 Fair Lane, based on the project information and findings included in the Staff Report, and subject to the Conditions of Approval, including:*

1. *Approval of SPR 76-19-R to modify an existing shopping center (County Fair Shopping Center), including: (1) Modification of the previously approved building elevations with respect to color and roofline for the building addressed 31 Fair Lane; (2) Amendment of the Master Sign Plan for 31 Fair Lane, previously Rite Aid, for Grocery Outlet to include five (5) internally illuminated wall signs; (3) Construct a new trash enclosure on the western portion of APN 325-280-017 and improve the bale enclosure behind the building in the loading zone; and (4) Install new cart corrals.*

*Approval is based upon the analysis provided in Staff's report to the Planning Commission on April 1, 2025, and limited to compliance with the project description and Applicant Submittal Package as well as all other Conditions of Approval set forth herein.*

*The approved plans are as follows:*

- i. *Plans: Cover Sheet (G0-01), Site Plan (AS1-02), Floor Plan (A1-01), Exterior Elevations (A2-01) (February 5, 2025);*
- ii. *Exterior Modifications Project Description (March 5, 2025);*
- iii. *Master Sign Plan Project Description (February 4, 2025); and*
- iv. *Revised Master Sign Plan (Sheets 1-5) (February 4, 2025).*
2. *Signs shall consist of one (1) 110 square foot cabinet on the existing pylon sing, one (1) 27 ft x 8 ft wall sign (216 square feet), and four (4) smaller, individual wall signs (37.6 square feet each).*
3. *All signs shall be maintained in good condition and sign lighting shall be kept fully functioning and operational.*
4. *The property owner shall be responsible for ensuring that each tenant is made aware of and complies with the Master Sign Plan.*
5. *All signs shall conform to Sign Elevations and Location exhibit prepared by ADART within the Applicant Submittal Package. All signage shall be maintained in a safe and clear readable condition and shall not be permitted to fall into a state of disrepair. An amendment to the Master Sign Plan or Conditional Use Permit will be required to add any further signage on the parcel.*
6. *The Applicant shall submit to the Development Services Department plans (elevations, in color) for the proposed trash enclosure prior to issuance of a building permit after approval by El Dorado Disposal.*
7. *The Applicant shall submit to the Development Services Department elevations of the proposed cart corrals for Staff approval. Should the cart corrals include signage, a revision to the Master Sign Plan would be required prior to installation in the parking lot.*

8. *A revision to the sign criteria shall be required for the newly created second commercial unit.*
9. *Lighting of outdoor signage shall be reduced between 12:00 am – 6:00 am.*
10. *Site Plan Review Expiration. The approval of the Site Plan Review shall expire and become null and void eighteen (18) months after the date of approval unless a building permit has been obtained for any building thereon before the date of expiration. The Planning Commission may grant a one-year extension for the project if the applicant makes such a request and pays a new fee prior to the expiration date. The Planning Commission shall consider any changes to the project when granting the extension.*
11. *Runs with the Land. The terms and Conditions of Approval of the Site Plan Review (SPR) shall run with the land; shall be binding upon and be to the benefit of heirs, legal representatives, successors, and assignees of the property owner.*
12. *Revisions. Any proposed changes to the Project Description or conditions of approval shall be submitted to the Development Services Department, Planning Division for determination of appropriate procedures. Deviations from the above-described approval will constitute a violation of permit approval.*
13. *Other Applicable Requirements. The project approval is subject to all applicable requirements of the Federal, State, City of Placerville and any other affected governmental agencies.*
14. *The Applicant shall obtain a Building Permit prior to construction and prior to installation of signage.*
15. *All construction shall be limited to Monday through Friday between the hours of 7:00 am to 7:00 pm, Saturdays between the hours of 8:00 am and 5:00 pm with no construction permitted on Sundays or City or state recognized holidays.*

***Conditions of Approval – SPR 76-19 (June 1999)***

- ~~1. This request is approved as submitted provided that the material types and colors as depicted in the application are strictly adhered to.~~
- ~~2. The pole and monument signs shall be repainted to be harmonious and compatible with the color scheme of the project.~~
3. *The parking lot light standards shall be repainted with a non-committal color scheme that is harmonious and compatible with the color scheme of the project.*

***Conditions of Approval – SPR 76-19 (April 1999)***

1. *The Building Elevations, as submitted, are approved with the conversion of the “half wing” to a chrome or stainless steel material*
2. *The wood shake roof shall be replaced with a standing metal ribbed roof, Forest Green in color.*

3. *The fascia trim color shall match the color of the roof.*
4. *The building color and trim package shall be designed to follow the Philadelphia example, as presented at the Planning Commission public hearing on April 6, 1999.*

***Conditions of Approval – SPR 76-19 (May 1997)***

- ~~1. The applicant shall submit plans and obtain a building permit for all signage changes and new construction. The building permit shall not be issued until such time that 50% of the landscaping is installed in the area between the site and Placerville Drive and 50% of the remodel of the shopping center has been completed.~~
- ~~2. The applicant shall submit a final site, size and specific Landscaping Plan to staff for review and approval. Said Landscaping Plan shall conform with the City's landscaping requirements established in the Site Plan Review Regulations.~~
- ~~3. All landscaping shall be completed within 6 months of the final of the sign permit or completion of the shopping center remodel, whichever occurs first.~~
- ~~4. The applicant shall obtain an Encroachment Permit from the City of Placerville Engineering Division and/or Caltrans prior to any grading.~~
- ~~5. The applicant shall submit a Grading Plan for review and approval of the Engineering Division before any onsite grading activity is to occur.~~
- ~~6. Upon completion of the landscaping the applicant shall enter into a Landscape Maintenance Agreement which shall be recorded on the property in conformance with the City's Site Plan Review Regulations.~~

***Conditions of Approval – SPR 76-19 (July 1993)***

- ~~1. A landscaping plan shall be submitted to City staff for review and approval by City staff and a Planning Commissioner (Patton). This landscaping plan shall consider a smooth transition between the landscaping and the native vegetation to the south.~~
- ~~2. The Placerville Drive driveway encroachment needs to be striped and a stop bar, and possibly a stop sign, installed to enhance circulation and safety in that area. The design for the striping, etc., should be discussed and approved by the Engineering Division before installation.~~

***Conditions of Approval – SPR 76-19 (November 1976)***

*None.*

*Action: Motion carried 5-0 on roll call vote:*

*Ayes: Kiehne, Lepper, Silvester, Smith, Stratton*

*Nays: None*

*Absent: None*

*Chair Kiehne informed the public that there is a 10-day appeal period.*

**11. CONTINUED ITEMS:** *None.*

**12. NEW ITEMS:** *None.*

**13. MATTERS FROM COMMISSIONERS AND STAFF**

**13.1. Staff Reports:**

*Associate Planner Hunter provided a brief update on the progress of the Mallard and Middletown Apartment projects.*

*Associate Planner Hunter informed the Commission that she would be leaving the City on April 4, and that this is the last Planning Commission meeting as Executive Secretary.*

*Interim Director Cahill informed the Commission that the next meeting is scheduled for April 15, 2025.*

*Public comment was heard by Ryan Carter.*

**13.2. Planning Commission Matters:**

**13.2.1. Discussion - City Manager Memorandum Summarizing City Council Direction Regarding Historic Preservation.**

*Vice Chair Lepper provided a brief summary of the handout included in the April 1, 2025 Packet. Vice Chair Lepper informed the Commission that she will be meeting with Councilmember Neau in the next couple of weeks.*

*Commissioner Smith informed the Commission of the El Dorado County Historical Society's 2025 House Tour on April 19, 2025.*

*Chair Kiehne provided a brief overview of the previous discussion of the City Manager's Memorandum on February 18, 2025 and requested that Commissioner's Silvester and Stratton review the information from that Planning Commission packet.*

**14. ADJOURNMENT**

*Chair Kiehne adjourned the meeting at 8:07 p.m.*



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Kristen Hunter, Executive Secretary  
Associate Planner