



MINUTES
PLACERVILLE PLANNING COMMISSION
Regular Meeting
Tuesday, June 17, 2025
6:00 PM

Town Hall
549 Main Street, Placerville, CA 95667

Planning Commission Members

Kris Kiehne, Chair
Amy Lepper, Vice Chair
Alyssa Stratton
Catherine Silvester
Kirk Smith

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

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

2. ROLL CALL:

Present: Kiehne, Lepper, Stratton

Absent: Smith, Silvester

3. CLOSED SESSION REPORT: *None*

4. ADOPTION OF AGENDA

It was moved by Vice Chair Lepper and seconded by Commissioner Stratton that the Planning Commission adopt the agenda as presented. The motion passed by the following vote:

AYES: Kiehne, Lepper, Stratton

NOES: None

ABSENT: Smith, Silvester

ABSTAIN: None

5. CONSENT CALENDAR

NOTE: All matters listed under the Consent Calendar are considered routine and will be enacted by general consent, unless any Commissioner requests a roll call vote, or unless any member of the Commission or Staff or audience wishes to remove an item for discussion.

5.1. Approve the Minutes of the Regular Planning Commission Meeting of May 6, 2025

Meeting minutes were pulled from the Consent Calendar for discussion by Chair Kiehne

6. ITEMS PULLED FROM CONSENT CALENDAR

6.1. Approve the Minutes of the Regular Planning Commission Meeting of May 6, 2025

Commission and City Staff discussed Minutes protocol.

Correction to Minutes; page 7, section II, CUP 24-07 should be CUP 24-06.

It was motioned by Vice Chair Lepper and seconded by Commissioner Stratton to approve the May 6, 2025 meeting minutes as amended.

AYES: Kiehne, Lepper Stratton

NOES: None

ABSENT: Smith, Silvester

ABSTAIN: None

7. ITEMS OF INTEREST TO THE PUBLIC/PUBLIC COMMENT– NON-AGENDA ITEMS- None

This portion of the meeting is reserved for persons wishing to address the Commission on any matter not on the Agenda and the subject matter is within the jurisdiction of the Planning Commission. State law prohibits the Commission from acting on items not listed on the Agenda except by special action of the Planning Commission under specified circumstances.

8. WRITTEN COMMUNICATIONS – NON-AGENDA ITEMS -None

Written comments received on non-agenda items pertaining to business within the jurisdiction of the Planning Commission. These are not items for discussion but can be referred to staff for consideration.

9. PRESENTATIONS AND EDUCATIONAL WORKSHOP SESSIONS: -None

10. ENVIRONMENTAL ASSESSMENTS / PUBLIC HEARINGS:

10.1 Mackinaw Hotel 12-Month Extension – Site Plan Review (SPR) 21-03-E3, Variance (VAR) 21-01-E3, 3001 Jacquier Road / APN: 048-290-042 & -038. (Ms. Kendrick)

The Director of Development Services presented the item.

It was discussed by the Commission to allow for an 18-Month Extension instead of approving this 12-month and then in another 6 months, they would be requesting another 6-Month Extension.

No Public Comment was received. It was motioned by Chair Kiehne and seconded by Commissioner Stratton to continue this item to the July 15, 2025, Planning Commission meeting to give Staff time to research Entitlement Extensions, specifically the time frames of extensions that can be granted.

AYES: Kiehne, Stratton

NOES: Lepper

ABSENT: Smith, Silvester

ABSTAIN: None

10.2 Varozza Cottage Bed & Breakfast – Conditional Use Permit (CUP) 25-02 (Ms. Kendrick)

The Director of Development Services presented this item.

The Applicant, Ms. Slater answered any questions the Commissioner's had about her Application. No other Public Comment was received.

It was motioned by Commissioner Stratton, and seconded by Vice Chair Lepper, to approve the Conditional Use Permit (CUP) 25-02 for the Varozza Cottage Bed & Breakfast subject to the conditions of approvals, with the following corrections:

- *Item 9(a)(2), Two spaces shall be provided within the driveway of 791 Chamberlain Street on the property owned by the project applicant.*
- *Item 9(a)(3), Strike the entire item.*
- *Item 9(e)(f), Correct CUP 21-01 to CUP 21-02*
- *Item 11 typo 3rd line typo needs an “and” to add be added*
- *Direct Staff to prepare a Notice of Extension for the applicant to file with the El Dorado County Recorder/Clerk’s office.*
- *The Staff Report will become part of the public record for this Item 10.2*

11. CONTINUED ITEMS: *None*

12. NEW BUSINESS: *None*

13. MATTERS FROM COMMISSIONERS AND STAFF

13.1. Staff Reports:

This item is for staff to update those in attendance of the status of upcoming meetings; recent actions taken by City Council on items previously considered by the Commission; the status or completion of City and community projects; of community-wide activities and events (e.g. National Night Out, Wagon Train, etc.).

Director Kendrick discussed the staffing shortage of the Development Services Department and how this may affect business.

13.2. Planning Commission Matters:

For Commission Members this time is for updating other Members of sub-committee work (when applicable); for updating other Members of topics and issues learned at land use and planning conferences, workshops, webinars; general comments regarding planning and land use within Placerville, or other items which may be within the purview of the Planning Commission.

13.2.1 City Manager Memorandum Summarizing City Council Direction Regarding Historic Preservation.

Discussion was had about the work that is being done on the Historic Preservation of Placerville as well as the City’s Historic Districts.

Chair Kiehne discussed the location for the pick-up of Planning Commission packets. A new procedure will be created to allow for packet pickup at City Hall. The new procedure will be discussed at the July 15th Planning Commission meeting.

14. ADJOURNMENT

The Planning Commission normally ends its meetings by 10:00 pm. Items remaining on the agenda after 10:00 PM will be continued to the next Planning Commission Meeting. The Commission meets regularly on the first and third Tuesday of each month at Town Hall in the City Council Chambers; additional meetings may be scheduled as needed.

The meeting was called for adjournment by Chair Kiehne at 7:56 pm