

**REGULAR MEETING MINUTES  
PLACERVILLE PLANNING COMMISSION  
TUESDAY, April 18, 2023, 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:**

Vice Chair Frenn 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:** Carter, Vice Chair Frenn, Kiehne, Smith

**Members Absent:** Lepper

**Staff Present:** Development Services Director Rivas, Associate Planner Hunter, Senior Management Analyst McCargar,

**3. CLOSED SESSION REPORT:**

*None scheduled.*

**4. ADOPTION OF AGENDA:**

*Motion: In a single motion Commissioner Carter, second by Commissioner Kiehne, moved to approve the Agenda, continuing Item 12.1 and 12.2 to the next regularly scheduled meeting. Motion carried 4-0.*

**5. CONSENT CALENDAR:**

**5.1. Approve the minutes of the Regular Planning Commission Meeting of April 4, 2023**

*Commissioner Carter pulled the draft April 4, 2023 minutes of the Regular Planning Commission Meeting.*

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

*Commissioner Carter asked questions of Staff regarding SPR 97-04-R Condition of Approval III.2, pulled from prior approval for SPR 97-04 and CUP 97-03, and III.12.E, regarding the painting of the existing railing white.*

*Public comment was received by Michael Drobesh.*

*In a single motion, Commissioner Smith, seconded by Commissioner Frenn, made a motion to table the minutes of April 4, 2023 with a request to Staff to re-watch the recording of the meeting to confirm language for SPR 97-04-R Condition of Approval No. 2.*

*Action: Motion approved 3-0-1 on roll call vote:*

*Ayes: Carter, Frenn, Smith*

*Nays: None*

*Abstained: Kiehne*

*Absent: Lepper*

**7. ITEMS OF INTEREST TO THE PUBLIC – NON-AGENDA ITEMS:**

*Public comment was heard by Michael Drobesh.*

**8. WRITTEN COMMUNICATIONS – NON-AGENDA ITEMS:**

*None received.*

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

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

**10.1. Site Plan Review (SPR) 23-05: Window Replacement (Historic District Review in a Single-Family Residential – 6,000 / Historic District Zone).** Consideration of a Site Plan Review application within the Single-Family Residential/Historic District Zone to modify an existing single-family home to: (1) Replace wood windows with vinyl; (2) Paint the exterior façade, trim, gutters, and door; and (3) Find the project subject to the California Environmental Quality Act (CEQA) as the project does not comply with the Secretary of Interior Standards and Guidelines; Environmental Determination: Subject to the California Environmental Quality Act (CEQA) as the project does not comply with the Secretary of Interior Standards and Guidelines; Location: 3176 Cedar Ravine Road, Placerville, CA. APN: 003-252-004; Applicant/Property Owner: Paul Coggiola; Agent: Danelle Giusti, Halls Window Center. Staff: Kristen Hunter.

*Associate Planner Hunter presented the staff report dated April 18, 2023. Director Rivas and Associate Planner Hunter answered questions of the Commission.*

*The Applicant, Paul Coggiola, answered questions of the Commission.*

*Public Comment was heard by Michael Drobesh.*

*In a single motion, Commissioner Kiehne, seconded by Commissioner Carter, made a motion to continue the item to the Regularly Scheduled Planning Commission Meeting of June 20, 2023 to provide the applicant time to acquire and provide to Staff three (3) bids for window alternatives in order to support economic infeasibility of wood windows rather than vinyl:*

*Action: Motion approved 3-1 on roll call vote:*

*Ayes: Carter, Frenn, Kiehne*

*Nays: Smith*

*Absent: Lepper*

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

**12. NEW BUSINESS:**

**12.1. Election of Officers for 2023 (Chair and Vice Chair)** Per Article 5 (b) of the Planning Commission Bylaws, at the first regular meeting on or after March 1<sup>st</sup>, the Commissioners shall elect the officers of Chair and Vice Chair for one-year terms. The Chair and Vice Chair shall take office at the following meeting.

Per Article 7 (g) of the Commission Bylaws, there must be five members present at the meeting to elect officers otherwise the matter will be continued.

*Item 12.1 was continued to a future meeting.*

**12.2. Review/Amendment of Planning Commission Bylaws:** Opportunity for the Planning Commissioners to review and recommend amendments to the Bylaws. Per Article 7(g) of the Planning Commission Bylaws, all five members must be present at the time of the meeting to repeal, amend, or add to the Bylaws.

*Item 12.2 was continued to a future meeting.*

**13. MATTERS FROM COMMISSIONERS AND STAFF:**

**13.1. Staff Reports:**

*Staff informed the Commission there are three (3) projects that have been submitted and will be coming before the Commission in the near future, including one for Hangtown Range and two (2) projects within historic districts.*

**13.2. Planning Commission Matters:**

*Commissioner Smith expressed interest in forming subcommittee for historic districts. Commissioner Smith provided recommendations for City Staff to provide resources for property owners, potential buyers, and realtors on regulations for the City's historic districts.*

*Development Services Director Rivas informed the Commission that the City Council set aside funds to be used for a joint workshop with City Council and Planning Commission regarding historic resources. Staff will work to schedule that workshop in the near future.*

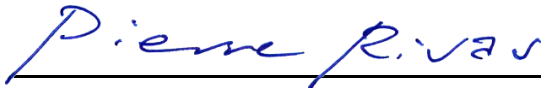
*Commissioner Carter requested that Resolution 2019-01 as well as subcommittee formation for historic districts be placed on the next agenda for Planning Commission discussion and action. Commissioner Carter informed the Commission that he will contact EDCAR regarding current levels of disclosures provided to potential buyers within historic districts and report back to the Commission at a future meeting.*

*Commissioner Kiehne requested that Associate Planner Hunter forward to the*

*Commissioners links to the webinar series hosted by the California Preservation Foundation in 2022.*

**14. ADJOURNMENT**

*Vice Chair Frenn adjourned the meeting at 8:09 p.m.*



Pierre Rivas, Executive Secretary  
Development Services Director