

**REGULAR MEETING MINUTES
PLACERVILLE PLANNING COMMISSION
TUESDAY, JUNE 6, 2023, 6:00 P.M.
TOWN HALL, 549 MAIN STREET, PLACERVILLE, CALIFORNIA**

CLOSED SESSION: None Scheduled

6:00 P.M. OPEN SESSION

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

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, Chair Frenn, Vice Chair Kiehne, Lepper, Smith
Members Absent: None
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 Lepper, second by Commissioner Carter, moved to approve the Agenda as amended. Motion carried 5-0.

5. CONSENT CALENDAR:

5.1. Approve the minutes of the Regular Planning Commission Meeting of May 16, 2023

In a single motion, Commissioner Lepper, seconded by Commissioner Kiehne, moved to approve the draft minutes of May 16, 2023. Motion carried 5-0.

6. ITEMS PULLED FROM CONSENT CALENDAR (if applicable): *None.*

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

8. WRITTEN COMMUNICATIONS – NON-AGENDA ITEMS: *None received.*

9. PRESENTATIONS AND EDUCATIONAL WORKSHOP SESSIONS:

9.1. Ex Parte Communications

Director Rivas provided a verbal presentation to the Commission outlining key definitions and considerations from the memorandum prepared by the City Attorney regarding ex parte

communications. Director Rivas answered questions of the Commission and informed the Commission that they can email him with any future questions.

10. ENVIRONMENTAL ASSESSMENTS/PUBLIC HEARINGS:

10.1. Site Plan Review (SPR) 90-04-R: Historic District Review. Consideration of a Site Plan Review application within the Multi-Family Residential/Historic District Zone to modify an existing single-family residence to: (1) Remove and replace nine (9) wood windows; and (2) Find the project as conditioned to be categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301 (Existing Facilities) and Section 15331 (Historical Resource Restoration/Rehabilitation). Environmental Determination: Categorically exempt from CEQA per CEQA Guidelines Section 15301 and Section 15331. Location: 3079 Cedar Ravine Road, Placerville, CA. APN: 004-011-060. Property Owner/Applicant: Mark Anthony Munoz. Staff: Kristen Hunter.

Associate Planner Hunter presented the staff report dated June 6, 2023. Director Rivas and Associate Planner Hunter answered questions of the Commission.

The Applicant, Mark Anthony and Patty Munoz, answered questions of the Commission.

In a single motion, Commissioner Kiehne, seconded by Commissioner Lepper, made a motion to approve Site Plan Review (SPR) 90-04-R as amended and recommended in the Staff Report; and to:

- I. Adopt the Staff Report as part of the Public Record.*
- II. Make the following findings in support of the SPR 90-04-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 and Section 15331, as the project includes the repair to an existing structure that will result in no expansion of the existing use and that the project would complete the maintenance and reconstruction in a manner consistent with the Secretary of Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, and Restoring, and Reconstructing Historic Buildings.*
 - 2. The project site, APN 004-011-060, 3079 Cedar Ravine Road, contains a legal non-conforming single-family residential dwelling that is located within the Cedar Ravine Historic District.*
 - 3. The project request is consistent with Placerville General Plan Community Design Element Goal C, in that the visual qualities of the proposed exterior alterations*

are compatible with the visual attributes of neighboring structures within the Historic District. Further, the project shall not alter distinctive materials, features, finishes, construction techniques, and/or examples of craftsmanship that characterize the subject property through the replacement of windows visible from Cedar Ravine Road with windows of the same material. Additionally, the project is consistent with the Goal I of the Community Design Element in that it includes the restoration and reuse of older structures which contribute to Placerville's character and sense of historical and cultural identity.

- 4. The project request is consistent with Placerville General Plan Natural, Cultural and Scenic Resources Element Goal G Policy 6 in that the project preserves the existing façade of the subject structure within the Cedar Ravine Historic District.*
 - 5. The project request is consistent with the purpose, intent and criteria of Zoning Ordinance §10-4-9: Site Plan Review, §10-4-10: Historical Buildings in the City, and the Development Guide that are intended to protect the integrity of the Residential Historic District and individual structures located therein.*
 - 6. The project request is consistent with City of Placerville Development Guide design guidelines for structures within a historic district.*
 - 7. Planning Commission finds the proposed Anderson 400 Series Tilt-Wash Double-Hung Windows a compatible substitute material as a permissible wood product.*
- III. Conditionally approve SPR 90-04-R located at 3079 Cedar Ravine Road, based on the project information, amendments, and findings included in the Staff Report, and subject to the recommended Conditions of Approval:*

- 1. Approval of SPR 90-04-R to: 1. Replace five (5) windows visible from Cedar Ravine Road with the proposed Anderson 400 Series wood clad windows at the existing primary dwelling located at 3079 Cedar Ravine Road, APN 004-011-060.*

Approval is based upon the analysis provided in Staff's June 6, 2023 report to the Planning Commission, and limited to compliance with the project description and Applicant Submittal Package listed below (i - iv) as well as all other Conditions of Approval set forth herein.

- i. Historical District Review Application (April 14, 2023);*
- ii. Site Plan (April 14, 2023);*
- iii. Site Photographs (April 14, 2023); and*
- iv. Proposed Anderson Window, 400 Series Tilt-Wash Double-Hung Windows Specifications (April 14, 2023).*

- 2. 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.

3. *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.*
4. *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.*
5. *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.*
6. *The Applicant is responsible for obtaining a Building Permit prior to construction.*
7. *Except as otherwise specified or provided for in the project plans in these Conditions, the Project shall conform to the development standards and design requirements adopted by the City of Placerville, specifically including but not limited to the Site Plan Review Criteria (City Code Section 10-4-9(G)).*
8. *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.*

*Action: Motion approved 5-0 on roll call vote:
Ayes: Carter, Frenn, Kiehne, Lepper, Smith
Nays: None
Absent: None*

Chair Frenn informed the public that there is a 10 day appeal period.

10.2. Tentative Subdivision Map (TSM) 05-01-E5 (Cottonwood Park Phases 4 & 6): Architectural Elevation Review. Consideration of typical elevations of single-family residences, noting exterior color, materials and finishes in accordance with Condition No. 109 of the approved tentative map; and find the project to be categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) by the general rule that there is no possibility of a significant effect on the environment.

Environmental Determination: Categorically exempt from CEQA per CEQA Guidelines Section 15061(b)(3). Location: Generally north of Clay Street, north end of Constellation Ave, and south of Roddan Court and Poverty Hill Drive, Placerville, CA. / APN: 002-051-027, 002-071-033 and 002-071-034. Applicant: Doug Veerkamp. Agent: Eric Wunschel. Staff: Pierre Rivas.

Director Rivas presented the staff report dated June 6, 2023 and answered questions of the Commission.

Public comment was heard by the Applicant's Representative, Mike Von Quilich from Williams Homes.

In a single motion, Commissioner Lepper, seconded by Commissioner Frenn, made a motion to approve the proposed architectural elevations for TSM 05-01-E5 as submitted with an amendment that any plan allowing a third car garage option shall require an offset from the front façade to be determined by the builder.

*Action: Motion approved 5-0 on roll call vote:
Ayes: Carter, Frenn, Kiehne, Lepper, Smith
Nays: None
Absent: None*

Chair Frenn informed the public that there is a 10 day appeal period.

11. CONTINUED ITEMS: *None.*

12. NEW BUSINESS: *None.*

13. MATTERS FROM COMMISSIONERS AND STAFF:

13.1. Staff Reports:

Director Rivas informed the Commission that Arts & Culture El Dorado is working on a public art plan for the City of Placerville. A consultant has been selected to prepare the public art plan for the City. The draft plan shall come before the Commission for consideration.

The Commission was informed that the Wagon Train would be coming through the City on June 10th.

Staff informed the Commission that the next Planning Commission meeting will be held on June 20, 2023 and that there would be no meeting on July 4, 2023.

13.2. Planning Commission Matters:

Commissioner Carter recognized and provided an overview of D-Day.

13.2.1. Special Committee Report(s): Report by the Historic Review Special Committee

to the Planning Commission.

Commissioner Smith provided an update to the Commission on activities of the Special Committee.

Commissioner Carter indicated that the top priorities of the Special Committee are: (1) to coordinate inventory update; and (2) to engage in groups previously involved with the Historic Advisory Committee.

Commissioner Carter has met with the El Dorado County Association of Realtors (EDCAR) regarding disclosures. Update to be provided at a future meeting.

14. ADJOURNMENT

Chair Frenn adjourned the meeting at 8:59 p.m.



Pierre Rivas, Executive Secretary
Development Services Director