

**REGULAR MEETING MINUTES
PLACERVILLE PLANNING COMMISSION
TUESDAY, DECEMBER 5, 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

Members Absent: Smith

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 presented. Motion carried 4-0.

5. CONSENT CALENDAR:

5.1. Approve the Minutes of the Regular Planning Commission Meeting of November 7, 2023

In a single motion Commissioner Lepper, seconded by Commissioner Carter, moved to approve the Minutes as amended. Motion carried 4-0.

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: *None.*

10. ENVIRONMENTAL ASSESSMENTS/PUBLIC HEARINGS:

10.1. Temporary Mobile Home (TMH) 23-01: Jorgensen Manufactured Home. Consideration of a Temporary Mobile Home (TMH) application within the Single-Family One-Acre Residential Zone to (1) Placement of a manufactured home to be used as temporary living quarters during construction of the primary residence; and (2) Find the project categorically exempt from the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15303; Location: 3168 Airport Road, Placerville, CA. / APN: 049-250-022; Property Owner/Applicant: Arne and Lynda Jorgensen. Staff: Kristen Hunter.

Associate Planner Hunter presented the Staff Report dated December 5, 2023. Director Rivas and Associate Planner Hunter answered questions of the Commission.

Public comment was heard by the project applicant, Lynda Jorgensen.

In a single motion, Commissioner Lepper, seconded by Commissioner Carter, moved to approve Temporary Mobile Home (TMH) 23-01 as recommended; and to:

I. Adopt the Staff Report, as amended, as part of the public record.

II. Make the following findings in support of the TMH 23-01 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 15303, as the project includes the placement of a temporary structure accessory to the single-family residential use.*
- 2. The project request is consistent with the purpose, intent, and criteria of Zoning Ordinance §10-4-6: Temporary Mobile Home or Commercial Coach Use Permit and §10-5-5: R-1A/AO, Single-Family Acre Residential/Airport Overlay Zone.*
- 3. Approval is based upon the analysis provided in Staff's December 5, 2023, report to the Planning Commission, and limited to compliance with the project description and Applicant Submittal Package.*

III. Conditionally approve TMH 23-01 located at 3168 Airport Road, based on the project information and findings included in the Staff Report, and subject to the recommended Conditions of Approval, including:

- 1. Approval of TMH 23-01 to place a manufactured home on the subject parcel, located at 3168 Airport Road, APN: 049-250-022, to be used as temporary living quarters during construction of the primary residence in accordance with City Code 10-4-6.*

Approval includes the following Applicant Submittal Documents, as approved:

- i. Site Plan (October 25, 2023).*
- ii. Manufactured Home Information (October 25, 2023).*
- iii. State of California Department of Housing and Community Development Registration (October 25, 2023).*

- 2. The temporary manufactured home may be placed on the subject property for a*

period of one-year from the date of its approved occupancy. The manufactured home shall not be placed on the subject property until after the permit for the new primary residence has been issued. The manufactured home consists of a single-wide 1972 Kaufman & Broad "Predica". An extension may be granted for six months or longer upon approval of the Planning Commission.

- 3. 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.*
- 4. 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.*
- 5. A Building Permit shall be obtained prior to installation of the temporary manufactured home.*
- 6. 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 carried 4-0 on roll call vote:
Ayes: Carter, Frenn, Kiehne, Lepper
Nays: None
Absent: Smith*

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

10.2. Site Plan Review (SPR) 78-11-R2. Hangtown Village Square Exterior Lighting. Consideration of a Site Plan Review application within the Highway Commercial Zone to modify the existing exterior lighting for an existing shopping center (Hangtown Village Square), including: (1) Approval of existing unpermitted string lights along front façade of building; and (2) Find the project categorically exempt from the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301. Location: 1216-1252 Broadway, Placerville, CA. APNs: 004-261-016 & -023. Property Owner/Applicant: PUBA Properties. Agent: Fred Walker. Staff: Kristen Hunter.

Associate Planner Hunter presented the Staff Report dated December 5, 2023. Director Rivas and Associate Planner Hunter answered questions of the Commission.

Public comment was heard by the project agent, Fred Walker, and project applicant, Judy Puthuff.

In a single motion, Commissioner Kiehne, seconded by Commissioner Lepper, moved to approve Site Plan Review (SPR) 78-11-R2 as recommended; and to:

- I. Adopt the Staff Report as part of the public record.*

- II. *Make the following findings in support of the modified SPR 78-11-R2 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 minor alteration of an existing private structure that shall result in no expansion of the existing use.*
 - 2. The project site, APN 004-261-016 and -023, 1216-1252 Broadway, contains a single-story shopping center and fast-food business located within the Highway Commercial zone.*
 - 3. The project request is consistent with Placerville General Plan Community Design Element Goal B, in that the revision of the existing exterior lighting on the subject parcel will be consistent with Zoning Ordinance Section 10-4-16, Exterior Lighting Regulations, shall be energy efficient, non-glaring, and under photocell control.*
 - 4. The project request is consistent with the purpose, intent, and criteria of Zoning Ordinance §10-4-9: Site Plan Review, §10-4-16: Exterior Lighting Regulations, and §10-5-17: HWC, Highway Commercial.*
 - 5. Staff has reviewed all Conditions of Approval from prior Planning approvals and has found that all conditions are being met.*
 - 6. Approval is based upon the analysis provided in Staff's December 5, 2023, report to the Planning Commission, and limited to compliance with the project description and Applicant Submittal Package.*
- III. *Conditionally approve SPR 78-11-R2 located at 1216-1252 Broadway, based on the project information and findings included in the Staff Report, and subject to the recommended Conditions of Approval, including:*

Site Plan Review (SPR) 78-11-R2

- 1. Approval of SPR 78-11-R2 to: (1) Approval of existing string lights along front façade of the building located at 1216-1252 Broadway, APN: 004-261-016 and -023.*
- 2. The applicant shall maintain the string lighting to be functional at all times. Missing or spent light bulbs shall be replaced within a week of failure.*
- 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. 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.

- 5. 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.*
- 6. 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.*
- 7. The Applicant is responsible for obtaining a Building Permit prior to exterior lighting installation, if required.*
- 8. 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)).*
- 9. 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.*
- 10. All Conditions of Approval shall be in addition to those established under SPR 78-11 and SPR 78-11-R, and shall be incorporated as the Conditions of Approval for SPR 78-11-R2 by reference.*
- 11. Lighting shall be operational from dusk until dawn for safety purposes pursuant to Zoning Ordinance Section 10-4-16(E)5.*

Site Plan Review (SPR) 78-11-R (Approved by Planning Commission September 3, 2019)

- 1. Site Plan Review shall be granted for the use as approved and conditioned by the Planning Commission. The project shall be in substantial conformance to the Applicant Submittal Package submitted on August 15, 2019 by Wendy Thomas, unless otherwise modified by the Planning Commission. Any proposed future change to the site or modification to the application beyond what is authorized under this permit shall be submitted to the Development Services Department for a determination of appropriate procedures.*
- 2. The permit shall run with the land, i.e. shall apply only to the Hangtown Village Square project site with addresses of 1216, 1220, 1224, 1234, 1242, 1248 and 1252 Broadway, APN 004-261-023; it may not be transferred to another parcel.*
- 3. A construction permit is required for the metal roofing installation. Three copies of plans, completed application, and fees shall be submitted to the Development Services Department, Building Division for permit review.*
- 4. The project approval is subject to all applicable requirements of the Federal, State,*

City of Placerville and any other affected governmental agencies.

5. *All Conditions of Approval shall be in addition to those established under SPR78-11, and shall be incorporated as the Conditions of Approval for SPR 78-11-R by reference.*
6. *All construction shall be limited to the hours between 7:00 a.m. and 7:00 p.m., Monday through Saturday. No construction shall be allowed on Sunday, unless approved by the City's Development Services Department.*
7. *SPR 78-11-R shall expire and become null and void eighteen (18) months from Planning Commission action, unless a construction permit for the improvements described in the SPR 78-11-R has been obtained prior to the date of expiration. Should the building permit expire for any building thereon, then the site plan review approval shall also simultaneously expire. The 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 Commission shall consider any changes to this code or to the project when granting the extension.*

Action: Motion carried 4-0 on roll call vote:

Ayes: Carter, Frenn, Kiehne, Lepper, Smith

Nays: None

Absent: Smith

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

10.3. Site Plan Review (SPR) 23-16. Exterior Lighting. Consideration of a Site Plan Review application within the Highway Commercial Zone to modify the existing exterior lighting for an existing retail business (Smoke Shop), including: (1) Approval of existing unpermitted string lights along front façade of building; and (2) Find the project categorically exempt from the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301. Location: 1245 Broadway, Placerville, CA. APN: 002-244-016. Property Owner/Applicant: Arshdeep and Jagdeep Khinda. Agent: George Kamilos, George's Construction. Staff: Kristen Hunter.

Associate Planner Hunter presented the Staff Report dated December 5, 2023. Director Rivas and Associate Planner Hunter answered questions of the Commission.

Public comment was heard by the project applicant's agent, George Kamilos.

In a single motion, Commissioner Lepper, seconded by Commissioner Carter, moved to approve Site Plan Review (SPR) 23-16 as recommended; and to:

IV. Adopt the Staff Report as part of the public record.

V. Make the following findings in support of the modified SPR 23-16 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 minor alteration of an existing private structure that shall result in no expansion of the existing use.

2. *The project site, APN 002-244-016, 1245 Broadway, contains a single-story retail business located within the Highway Commercial zone.*
 3. *The project request is consistent with Placerville General Plan Community Design Element Goal B, in that the revision of the existing exterior lighting on the subject parcel will be consistent with Zoning Ordinance Section 10-4-16, Exterior Lighting Regulations, shall be energy efficient, non-glaring, and will provide an element of safety to the sidewalk for pedestrians and customers.*
 4. *The project request is consistent with the purpose, intent, and criteria of Zoning Ordinance §10-4-9: Site Plan Review, §10-4-16: Exterior Lighting Regulations, and §10-5-17: HWC, Highway Commercial.*
 5. *Approval is based upon the analysis provided in Staff's December 5, 2023, report to the Planning Commission, and limited to compliance with the project description and Applicant Submittal Package.*
- VI. *Conditionally approve SPR 23-16 located at 1245 Broadway, based on the project information and findings included in the Staff Report, and subject to the recommended Conditions of Approval, including:*
1. *Approval of SPR 23-16 for: (1) Existing string lights along front and side façade of the building located at 1245 Broadway, APN: 002-244-016.*

Approval includes the following Applicant Submittal Documents:

 - i. *Site Plan (October 3, 2023).*
 - ii. *Elevation (October 3, 2023).*
 - iii. *Site Photos (October 3, 2023).*
 - iv. *Light Specifications (October 3, 2023).*
 2. *The applicant shall maintain the string lighting to be functional at all times. Missing or spent light bulbs shall be replaced within a week of failure.*
 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. *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.*

5. *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.*
6. *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.*
7. *The Applicant is responsible for obtaining a Building Permit prior to installation of the exterior lighting, if required.*
8. *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)).*
9. *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.*
10. *Proposed lights shall operate during normal business hours and be turned off at close of business.*

Action: Motion carried 4-0 on roll call vote:

Ayes: Carter, Frenn, Kiehne, Lepper

Nays: None

Absent: Smith

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:

Associate Planner Hunter informed the Commission that the next meeting will be held on December 19, 2023.

13.2. Planning Commission Matters:

Commissioner Kiehne provided an overview of the recent California Preservation Foundation SOI Bootcamp training program.

Chair Frenn provided an overview of the Placerville Christmas parade and safety concerns.

Chair Frenn informed the Commission and public that the next Public Art meeting will be held on December 11, 2023 at Town Hall beginning at 5:30 pm. Further, Chair Frenn discussed the decorated outdoor mall in Grass Valley and the proposal by the Placer County Board of Supervisors for murals on Cal Trans bridges. Director Rivas discussed his visit to the Mill Street Mall in Grass Valley and the street closure on Commercial Street in Nevada City.

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

Commissioner Carter provided a brief update that the Memorandum identifying the list of priorities is still in progress.

14. ADJOURNMENT

Chair Frenn adjourned the meeting at 7:42 p.m.

A handwritten signature in blue ink that reads "Pierre Rivas". The signature is written in a cursive style and is positioned above a solid horizontal line.

Pierre Rivas, Executive Secretary
Development Services Director