

**REGULAR MEETING MINUTES
PLACERVILLE PLANNING COMMISSION
TUESDAY, MARCH 18, 2025, 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 Kiehne called the meeting to order at 6:00 p.m. and the Pledge of Allegiance to the Flag was recited.

Following the Pledge of Allegiance, the Planning Commission held a moment of silence for Fire Marshall Lucas Shepard.

2. ROLL CALL:

Members Present: Chair Kiehne, 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 Commissioner Lepper, seconded by Commissioner Smith, 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

In a single motion, Commissioner Lepper, seconded by Commissioner Stratton, moved to approve the minutes of the February 18, 2025 meeting as presented. Motion carried 5-0 on a voice vote.

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

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

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

9. PRESENTATIONS AND EDUCATIONAL WORKSHOP SESSIONS:

9.1. Marshall – Parking Presentation

Associate Planner Hunter introduced the item.

Tak Saito, Executive Director of Marshall Facilities and Support Services, and Frederic Venter, Kimly Horn, provided a presentation on the Marshall Medical Center parking analysis.

Public comment was heard by Michael Drobesh and Sean Briggs.

10. ENVIRONMENTAL ASSESSMENTS / PUBLIC HEARINGS:

10.1. Site Plan Review (SPR) 25-01: Bellagio Salon Exterior Lighting. Consideration of a Site Plan Review (SPR) request to: (1) Approve existing unpermitted string lighting along front façade of 901 Spring Street; and (2) Find the request categorically exempt from the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301. Location: 901 Spring Street, Placerville, CA / APN: 001-082-023. Property Owner/Applicant: Reginald Rice. Representative: Larissa Lujan, Bellagio Salon. Staff: Kristen Hunter.

Associate Planner Hunter presented the Staff Report and answered questions of the Commission.

Public comment was heard by the project representative, Larissa Lujan, Bellagio Salon.

Public comment was heard by Michael Drobesh and Sean Briggs.

In a single motion, Commissioner Smith, seconded by Commissioner Silvester, moved to approve Site Plan Review (SPR) 25-01 as amended; and to:

I. Make the following findings in support of the Site Plan Review (SPR) 25-01 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 15301, as the project includes a minor alteration of an existing private structure that shall result in no expansion of the existing use.*
- 2. The project site, APN 001-082-023, 901-905 Spring Street, contains a single-story professional building located within the Business Professional (BP) 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, 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 Sections 10-4-9: Site Plan Review, 10-4-16: Exterior Lighting Regulations, and 10-5-13: BP, Business Professional Zone.*
- 5. Approval is based upon the analysis provided in Staff's March 18, 2025, report to the Planning Commission, and limited to compliance with the project description and Applicant Submittal Package.*

II. *Conditionally approve SPR 25-01 located at 901 Spring Street, based on the project information and findings included in the Staff Report, and subject to the Conditions of Approval, including:*

1. *Approval SPR 25-01 to: (1) Approval of existing unpermitted string lighting along front façade of 901 Spring Street, APN: 001-082-023.*

Approval is based upon the analysis provided in Staff's March 18, 2025, report to the Planning Commission, 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. *Site Plan (January 31, 2025).*
 - ii. *Project Description (January 31, 2025).*
 - iii. *Photograph Elevations (January 31, 2025).*
 - iv. *Light Specifications (January 31, 2025).*
2. *The applicant shall maintain the string lighting to be functional at all times. Missing or spent light bulbs shall be replaced at a minimum within a week of failure.*
3. *The exterior string lighting shall be on an automatic timer that will shut off lighting between the hours of 11:00 pm and 6:00 am.*
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. *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.*
6. *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. Revisions to the Site Plan Review include any changes to the exterior, including windows and siding.*
7. *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.*

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 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.

10.2. Site Plan Review (SPR) 25-02: Market on Main Exterior Lighting. Consideration of a Site Plan Review (SPR) request to: (1) Approve existing unpermitted string lighting along front façade and fence line of 585 Main Street; and (2) Find the request categorically exempt from the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301. Location: 585 Main Street, Placerville, CA / APN: 002-151-013. Property Owner/Applicant: Siri & Beau Cleveland. Representative: Charissa Dunlap, Market on Main. Staff: Kristen Hunter.

Associate Planner Hunter presented the Staff Report and answered questions of the Commission.

In a single motion Commissioner Silvester, seconded by Commissioner Stratton, moved to continue Site Plan Review (SPR) 25-02 to a date certain, April 15, 2025 to allow the Commission the opportunity to ask questions of the applicant and/or representative.

*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:

12.1. Election of Officers for 2025 (Chair and Vice Chair): Per Article 5(b) of the Planning Commission Bylaws, at the first regular meeting on or after March 1, 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 to the next regular meeting.

Commissioner Lepper nominated Chair Kiehne to continue serving as Chair for 2025. The nomination was seconded by Commissioner Silvester. Chair Kiehne accepted the nomination.

*Action: Motion carried 5-0 on roll call vote:
Ayes: Kiehne, Lepper, Silvester, Smith, Stratton
Nays: None*

Absent: None

Chair Kiehne nominated Commissioner Lepper to serve as Vice Chair. The nomination was seconded by Commissioner Stratton. Commissioner Lepper accepted the nomination.

*Action: Motion carried 5-0 on roll call vote:
Ayes: Kiehne, Lepper, Silvester, Smith, Stratton
Nays: None*

Absent: None

12.2. Review / Amendment of Planning Commission Bylaws: Opportunity for 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 to vote to repeal, amend or add to the Bylaws.

Associate Planner Hunter provided a brief overview of the Item.

The Planning Commission discussed the previous proposed modifications, the City Attorney's recommendations, and additional changes.

Public comment was heard by Michael Drobesh.

In a single motion Chair Kiehne, seconded by Commissioner Lepper, moved to continue the review and amendment of the Planning Commission Bylaws to be brought back to the Commission by no later than May 20, 2025. Staff is directed to incorporate the changes and direction provided by the Commission during their discussion, and to seek City Attorney review, prior to May 20, 2025.

*Action: Motion carried 5-0 on roll call vote:
Ayes: Kiehne, Lepper, Silvester, Smith, Stratton
Nays: None*

Absent: None

12.3. 2024 Housing Element Annual Progress Report, Cycle 6. Receive and file the 2024 Annual Housing Element Progress Report and provide Staff with any comments, if any, to be forwarded to the City Council.

Associate Planner Hunter presented the Staff Report dated March 18, 2025 and answered questions of the Commission.

In a single motion Commissioner Smith, seconded by Chair Kiehne, moved to direct staff to forward the 2024 Housing Element Annual Progress Report, Cycle 6 to the City Council as amended. Motion carried 5-0 on voice vote.

13. MATTERS FROM COMMISSIONERS AND STAFF

13.1. Staff Reports:

Associate Planner Hunter informed the Commission that the next scheduled Planning Commission meeting is April 1, 2025.

13.2. Planning Commission Matters:

Chair Kiehne briefly informed the new Commissioners of the recent efforts of the Commission regarding guidelines for historic preservation / historic districts within the City of Placerville, and the intention to continue moving forward with progress. Chair Kiehne requested that Commissioners Silvester and Stratton review previous discussions and actions of the Commission.

Commissioner Lepper informed the Commission that she has been working with Councilmember Neau on the City's website.

Chair Kiehne requested that Item 13.2.1, Discussion of the City Manager Memorandum Summarizing City Council Direction Regarding Historic Preservation, be included on the April 1, 2025 Agenda.

Commissioners Lepper and Smith informed the Commission and Staff that they intend to submit for future discussion information.

14. ADJOURNMENT

Chair Kiehne adjourned the meeting at 8:39 p.m.



Kristen Hunter, Executive Secretary
Associate Planner