

# SHASTA COUNTY PLANNING COMMISSION MEETING

---

## MINUTES

### Meeting

Date: February 08, 2018  
Time: 2:00 p.m.  
Place: Shasta County Administration Center  
Board of Supervisors' Chambers

### Flag Salute

## ROLL CALL

### Commissioners

<b>Present:</b>	Tim MacLean	District 2
	Jim Chapin	District 1
	Steven Kerns	District 3
	Roy Ramsey	District 4
	Patrick Wallner	District 5

**Staff Present:** Richard W. Simon, Director of Resource Management  
James Ross, Assistant County Counsel  
Kim Hunter, Planning Division Manager  
Lio Salazar, Senior Planner  
Ken Henderson, Environmental Health Division  
Jimmy Zanotelli, Shasta County Fire Marshal  
Eric Wedemeyer, Public Works/Subdivision Engineer  
Jessica Cunningham-Pappas, Staff Services Analyst II/Recording Secretary

**Note:** All unanimous actions reflect a 5-0 vote.

**PUBLIC COMMENT PERIOD - OPEN TIME:** No Speakers.

**R1: APPROVAL OF MINUTES:**  
By motion made, seconded (Ramsey/Kerns) and carried unanimously, the Planning Commission approved the Minutes of January 11, 2018, as submitted.

**CONFLICT OF INTEREST DECLARATIONS:** None.

### PUBLIC HEARINGS:

**Ex-parte Communications Disclosures:** None.

**R2: Parcel Map 17-005 (Colwell):** The applicant has requested approval to divide a 9.97-acre property into two parcels of 4.53 and 4.56 acres in size for residential uses. The proposed parcels would each

contain an existing residence and accessory buildings. **Applicant:** Rocky and Peggy Colwell, and Patricia Quinn; **Assessor's Parcel Numbers:** 095-070-051-000; **Project Location:** Shingletown area on the east side of Sky Tree Lane, approximately 0.2 miles north of the intersection of Sky Tree Lane and Emigrant Trail (8137 Sky Tree Lane); **Supervisor District:** 5; **Recommended Environmental Determination:** Negative Declaration; **Planner:** Lio Salazar, Senior Planner. **Simple Majority Vote.**

Senior Planner Lio Salazar presented the staff report. Mr. Salazar referenced a memorandum Planning Commissioners received before the hearing noting revisions to recommended conditions and a letter from the applicant's representative regarding concerns about required road improvement standards.

Commissioner Wallner asked about the project site. Mr. Salazar responded. Commissioner Kerns asked about whether the road improvement concerns had been discussed with the applicant. Mr. Salazar stated road concerns were discussed with the applicant and he advised further discussion with Public Works. He noted there were still concerns by the applicant. Commissioner Chapin asked about a secondary exit due to the property being in an extreme fire hazard area. Mr. Salazar noted the flag lot driveway and discussed the dead end road length standards. He also noted possible cable access across the road near the airport property; however he did not know if it was on a public right-of-way.

Chairman MacLean opened the public hearing.

*Speaker's Name*

*Comments/Concerns/Questions*

Frank Lehmann

Mr. Lehmann stated he was the applicant's representative. He expressed concerns over the conditions of approval related to the requirement Sky Tree Lane be improved to minor road standards. Mr. Lehmann stated the road work being proposed as a condition of the map would serve 32 other parcels beyond the one being created by the map and that his client would be responsible for any costs of the associated work. Additional concerns included road speed due to paving and the cost associated with road improvements compared to the appraised value of the property. Mr. Lehman requested the road improvement standard be withdrawn and that either a reasonable test be conducted or that any construction requirements not be required until the permit or grant of approval for the parcel was issued by the lead agency.

Mr. Lehmann requested a continuation to allow further discussion with Public Works. Commissioner Chapin asked Mr. Lehmann about the offsite road improvement requirements. Mr. Lehmann responded.

Chairman MacLean called for any other speakers. There being none, the public hearing was closed.

Commissioner Kerns asked Mr. Simon about the Subdivision Map Act and how it is applied to

projects. Mr. Simon discussed how the parcel map would need to be executed and satisfied prior to recording the final map. Mr. Simon noted individual proportionality and reasonableness are generally not applicable when all similar subdivisions are subject to the same requirements.

Commissioner Chapin asked about the applicant's options working with other landowners to provide the right-of-way required. Mr. Simon responded.

Chairman MacLean noted the staff report referred to a second residence or accessory dwelling. Mr. Simon confirmed that was correct and that an application for a second residence had been previously approved with road improvement requirements under fire code standards and a deferment agreement was initiated for those improvement requirements.

Mr. Ross noted current road standards were adopted in 1986 and restated in Board of Supervisors Resolution No. 91-97. The reasons behind the road standards were stated in Shasta County code Section 15.04.010.

By motion made, seconded (Kerns/Chapin) and carried unanimously, the Planning Commission continued Parcel Map 17-005 to the March 8, 2018 Planning Commission meeting to allow additional time for the applicant and planning staff to discuss the project conditions.

**R3:** **Planning Commission Report – General Plan Mapping Update:** Mapping Specialist Kirk Kirby presented the background, methodology, benefits and current status of the work to convert the hand-drawn General Plan Land Use Designation Maps adopted in 1984, to digital, electronic format (digital maps).

Mr. Kirby noted digital mapping is easier to interpret, analyze, share and update. Commissioner Chapin asked if the maps would be available to the public on the internet. Mr. Kirby confirmed it would. Commissioner Chapin expressed concern about loss of the old maps if the digital maps were adopted. Mr. Kirby noted the original scanned copies are available as backup.

By motion made, seconded (Wallner/Chapin) and carried unanimously, the Planning Commission directed planning staff to prepare a resolution for Planning Commission consideration recommending that the Board of Supervisors approve the use of the digital maps as the Shasta County General Plan Land Use Maps.

**R4:** **Planning Commission Workshop: GP18-001 and Z17-003 Housing Element General Plan and Zoning Plan Text Amendments:** Director Richard Simon provided a staff presentation summarizing proposed changes to the Shasta County General Plan and Zoning Plan made necessary by State housing law and the Shasta County Housing Element, primarily related to emergency shelters and high density residential zoning.

Mr. Simon noted the Commission had been introduced to the process of adopting a new 2014-2019 Housing Element which was prepared early in the summer and sent to the Department of Housing & Community Development (HCD). The current draft was considered inadequate and the 2009 – 2014 Housing Element has requirements that must be fulfilled before the 2014-2019 Housing Element cycle can be approved.

Mr. Simon noted that the Housing Element is one of seven required elements in the General Plan. He referred to adopted policies and programs that must be met to accommodate the County's Regional Housing Needs Allocation (RHNA) which are assigned by the state and critical to a successful Housing Element.

Mr. Simon addressed high density residential zoning and appropriate development standards to accommodate the RHNA, noting the unaccommodated RHNA need from the 2009-2014 Housing Element of approximately 800 housing units in the low and very low income bracket. Currently, the Shasta County General Plan allows a maximum of 16-units per acre, which is less than the 20 required in the County's assigned default density of 20-units per acre. He discussed the difference between emergency shelters, transitional housing and supportive housing.

Mr. Simon addressed residential land use designations and the addition of objectives and policies in land use and public facilities elements. He further highlighted proposed amendments, definitions, and/or subsections to residential and high density zone districts, emergency shelters, supportive housing, target population, transitional housing, family and housing, permitted uses, and site development standards.

Chairman MacLean asked whether the 800 housing units in the prior 2009-2014 cycle must be met in addition to the 300 housing units in the 2014-2019 cycle. Mr. Simon confirmed that was correct. Commissioner Ramsey asked what the preference was on referencing definitions in the ordinance or referencing state definitions. Mr. Ross recommended referencing the government code section and noting 'as amended from time to time' due to the fact that the legislature can modify and amend statutes.

Commissioner Kerns asked if the definition changes was language coming from the state. Mr. Simon confirmed it was. Chairman MacLean asked if there was enough flexibility for viable high density projects if site development standards remained the same. Mr. Simon noted it was worth taking another look at. Commissioner Chapin asked if there were places in the County that could support high density housing of 20-units per acre and zoning. Mr. Simon acknowledged the balance it required and that there were a number of property owners that had expressed interest in high density development.

Commissioner Wallner discussed the possibility of other incentives beyond the density bonus and noted the challenge of areas that could meet the density building requirements. Commissioner Kerns discussed approaches to how developers would be able to move forward given CEQA requirements. Mr. Simon discussed approaches to the amendments to the zoning code and the CEQA process.

Mr. Simon will revisit development standards for the R3 Zone and have the definitions in the document noted 'as proposed' or 'as otherwise revised by state law' or have general language in the document with an appendices that can be referenced directly while changing the appendices as needed.

Chairman MacLean opened the public hearing.

Speaker's Name

Comments/Concerns/Questions

Lauren Sanchez

Ms. Sanchez stated she was managing attorney at Legal Services of Northern California. She noted the organization serves 23 counties total, five in the northstate. Ms. Sanchez noted the organization's assistance to low income individuals and seniors, including civil legal issues which addressed accessing and maintaining affordable housing. Ms. Sanchez stated she was pleased to see the County making progress and noted the County's obligation to engage the public from all economic segments in the community. She expressed her hope to see more outreach in the community to get their input.

Chairman MacLean called for any other speakers. There being none, the public hearing was closed.

**ACTION:** By motion made, seconded (Wallner/Ramsey), and carried unanimously the Planning Commission directed planning staff to make necessary revisions to the proposed changes and prepare a draft Ordinance for consideration and recommendation to the Board of Supervisors.

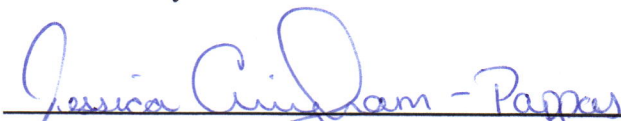
**NON-HEARING ITEMS:** None.

**CONSENT ITEMS:** None.

**R5:** **Planning Director's Report:** None.

**ADJOURNMENT:** The Planning Commission adjourned at 4:18p.m.

**Submitted by:**

  
\_\_\_\_\_  
Jessica Cunningham-Pappas, Staff Services Analyst II  
Recording Secretary