

SHASTA COUNTY PLANNING COMMISSION MEETING

MINUTES

Meeting

Date: April 12, 2018
Time: 2:00 p.m.
Place: Shasta County Administration Center
Board of Supervisors' Chambers

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ROLL CALL

Commissioners

Present:	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
Bill Walker, Senior Planner
Lio Salazar, Senior Planner
Luis Topete, Associate Planner
Tara Petti, Assistant Planner
Ken Henderson, Environmental Health Division
Jimmy Zanolli, Shasta County Fire Marshal
Jessica Cunningham-Pappas, Staff Services Analyst II/Recording Secretary

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

PUBLIC COMMENT PERIOD - OPEN TIME: Director Richard Simon acknowledged Resource Management's Senior Planner, Bill Walker, on the occasion of his upcoming retirement and his over twenty-nine years of service to the County of Shasta. Mr. Simon provided an overview of Mr. Walker's prior experience and his role developing and managing the Surface Mining and Reclamation Act Program. Mr. Simon noted Mr. Walker's role with complex projects; including the Hatchet Ridge Wind Project and coordinating CEQA implementation and his role as a mentor within the department.

Senior Planner Bill Walker expressed his appreciation of Mr. Simon's commendation and that it has been an honor and privilege to serve the County.

Commissioner's expressed their appreciation of Mr. Walker's professionalism and for his expertise on projects, presentations and assistance at Planning Commission meetings and his cooperative working relationship over the years.

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

- R1:** **APPROVAL OF MINUTES:**
By motion made, seconded (Kerns/Ramsey) and carried unanimously, the Planning Commission approved the Minutes of March 8, 2018, as submitted.

CONFLICT OF INTEREST DECLARATIONS: None.

PUBLIC HEARINGS:

Ex-parte Communications Disclosures: None.

- R2:** **Parcel Map 17-005 (Colwell) continued from March 8, 2018 and February 8, 2018:** 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 Number(s): 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 provided an update on Parcel Map 17-005. Mr. Salazar stated the applicant's representative continues to work on road improvement concerns related to the project. He noted planning staff recommends that the project be continued to a date uncertain.

Chairman MacLean opened the public hearing. There being no speakers, the public hearing was closed.

By motion made, seconded (Ramsey/Kerns) and carried unanimously, the Planning Commission continued Parcel Map 17-005 to a date uncertain, to allow additional time for the applicant and planning staff to discuss the project conditions.

Ex-parte Communications Disclosures: None.

- R3** **Zone Amendment 16-003 and Parcel Map 16-004 (Roach-Carr):** The applicant has requested a rezoning from the Unclassified (U) zone district to the Limited Residential (R-L) and Limited Residential combined with the 10-Acre Minimum Lot Area (R-L-BA-10) zone district and a parcel map for a two-parcel residential land division. Applicant: John Carr and Mary Roach; Assessor's Parcel Number(s): 060-730-011-000; Project Location: Millville area on a 28.92-acre parcel situated on the north side of Oak Run Road, at the Rim Rock Lane/Oak Run Road intersection which is approximately 3.4 miles north of the intersection of Oak Run Road and Old 44 Drive; Supervisor District: 5; Recommended Environmental Determination: Mitigated Negative Declaration; Planner:

Lio Salazar, Senior Planner. Simple Majority Vote.

Senior Planner Lio Salazar referred to the Planning Commission memorandum which recommended continuation of the application to allow additional time to respond to comments received by the Department of Fish and Wildlife regarding the proposed Initial Study/Mitigated Negative Declaration.

Commissioner Kerns asked about the project and what concerns the Department of Fish and Wildlife had over mitigation measures. Mr. Salazar responded. Commissioner Chapin asked if the applicant was in favor of the continuance. Mr. Salazar noted he had been in contact with the applicant and the applicant was not opposed to a continuation.

Chairman MacLean opened the public hearing. There being no speakers, the public hearing was closed.

By motion made, seconded (Chapin/Wallner) and carried unanimously, the Planning Commission continued Zone Amendment 16-003 and Parcel Map 16-004 to the May 10, 2018 Planning Commission Meeting.

R4: **Identify and Authorize Planning Commissioners to Attend the 2018 California County Planning Commissioners Association Conference on May 4-5, 2018:** Identify Planning Commissioners who want to attend the 88th CCPA Conference in Redding on Friday, May 4th and Saturday, May 5th at the Sheraton Hotel.

Director Richard Simon discussed the County Planning Commissioners Conference, which will be held in Redding this year. Mr. Simon stated paid registration would be provided for any Commissioner interested in attending.

Commissioner Wallner, President of the Association, provided an update on the conference schedule and available workshops and thanked planning staff for assistance with speakers at the event. Planning Commissioners discussed days they were available to attend the conference.

By motion made, seconded (Kerns/Chapin) and carried unanimously, the Planning Commission approved Planning Commissioners Chapin, Kerns, Wallner, Ramsey, and MacLean to attend the 2018 California County Planning Commissioners Association Conference on May 4th and 5th.

R5: **Planning Director's Report:** Director Richard Simon provided an update on progress of the Housing Element's General Plan and Zoning Ordinance. Mr. Simon recommended scheduling a workshop at the May 10, 2018 Planning Commission meeting and providing a progress report. He noted this would allow for additional public comment. Mr. Simon anticipated bringing the ordinance to the Planning Commission at a special meeting in May or to the regularly scheduled June 14th Planning Commission meeting.

Planning Manager Kim Hunter introduced new staff members Luis Topete, Associate Planner and Tara Petti, Assistant Planner with the Planning Department.

Director Richard Simon provided an update on transitioning from the permit and projects tracking

software program Permits Plus to TRAKiT. Mr. Simon described the advantages of the new system, including efficiency. Mr. Simon noted the program went live March 23, 2018 and a portal will be available to contractors as well as the public within the following weeks. It is anticipated a live demonstration would be provided to the Board of Supervisors in the near future.

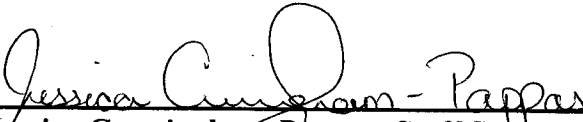
Commissioner Chapin asked about accessibility of TRAKiT on a personal computer. Commissioner Wallner asked about the use of the public portal. Mr. Simon responded and noted the ability individuals would have to submit some permits online. Commissioner Wallner asked if Mr. Simon was satisfied with the progress being made. Mr. Simon noted he was satisfied with implementation of the new system.

NON-HEARING ITEMS: None.

CONSENT ITEMS: None.

ADJOURNMENT: The Planning Commission adjourned at 2:48p.m.

Submitted by:



Jessica Cunningham-Pappas, Staff Services Analyst II
Recording Secretary