

# PLANNING COMMISSION MINUTES

**Date of Meeting:** Tuesday, July 28, 2009  
**Time of Meeting:** 5:15 p.m.  
**Place of Meeting:** City Council Chambers  
555 Washington Street  
Red Bluff, CA

**Commissioners Present:** Jean Moran  
Andrew Christ  
Greg Latourell  
Doug Dale

**Commissioners Absent:** Kevin Fitzpatrick (absent)

**Staff Present:** Scot Timboe, Planning Director  
Michael Bachmeyer, Fire Chief  
J. D. Ellison, Building Official/Director

Chairperson Dale called the meeting to order at 5:15 p.m.

The Pledge of Allegiance was led and the assemblage joined

in.

**CITIZEN'S COMMENT:**

Commissioner Latourell stated that he was excited about the possibility of a BMX bike park and that we should do everything possible to accommodate this project.

Scot Timboe, Planning Director, stated that TAC (Technical Advisory Committee) had met with the developers, provided information to them for possible locations, but at this time staff had not heard back from them.

## **CURRENT BUSINESS**

### **1. APPROVAL OF MINUTES**

**June 23, 2009**

M/S/C Christ, Moran to approve the minutes of June 23, 2009 as written.

AYES: Commissioners: Christ, Dale, Moran, and Latourell

NOES: Commissioners: None

ABSENT OF NOT VOTING: Fitzpatrick (absent)

### **2. PUBLIC HEARING TO CONSIDER; TENTATIVE PARCEL MAP 09-07; RESOLUTION NO. 09-004; 275 SALE LANE; TEHAMA COUNTY FARM BUREAU (OWNER)**

Scot Timboe, Planning Director, reviewed the staff report and gave staff's recommendation that the Planning Commission:

1. Conduct the Public Hearing.
2. Consider all public testimony and all other information relating to this project submitted to the Commission.
3. Adopt Resolution No. 09-004 recommending City Council approval of Tentative Parcel Map 09-07 along with the Findings and Conditions of approval as shown in Resolution No. 09-004.

Chairperson Dale requested clarification on the CEQA

Guidelines and asked that Mr. Timboe remind the Commission what those generally were and the same on Government Code 66474 a-g.

Mr. Timboe stated that what this basically says is that no hazardous materials or environmentally significant effects and that Government Code 66474 indicates that we are not creating an inaccessible or useable lot.

Chairperson Dale opened and hearing no comments closed the public hearing.

Commissioner Latourell stated that just for point of clarification that the Flood Official for the County of Tehama is the Building Department Official, he questioned if the City's Building Official had the same level of certifications for flood level certifications.

J. D. Ellison, Building Official/Director, stated that both he and Mr. Timboe had those certifications.

Mr. Timboe stated that on the Chapter 26 of the City Code states that the Planning Director is the Flood Official, but that he and Mr. Ellison both work together on this although Mr. Ellison is out in the field more often, they work in a cooperative manner.

Commissioner Latourell stated that he frequently gets questions on where to refer people, so it's basic good

knowledge, outside of that this project looks like a good build.

Chairperson Dale requested clarification on condition number 3 regarding drainage and that it shall be agreed upon by both parties; he assumes that means in writing and that it will be apparent on the deed and/or accompanying papers.

Mr. Timboe stated that the way the map shows at this time is a common driveway in the middle, so both parties will be sharing that area. He believes that is most likely where the parking lot water will be draining to, so the Commissioners could ask that prior to the recording the final map shall indicate in the reciprocal parking lot area a drainage easement also.

Chairperson Dale stated that he would like to see that in writing and that as far as he could see there never have been any flooding problems on Sale Lane.

Chairperson Dale requested clarification on how the building will be used.

Burt Bundy, Farm Bureau President, stated that the building will have their office as well as two other offices which provide similar services.

Chairperson Dale requested and received clarification how many members were on the Board of Directors and how they had come up with the number of parking spaces.

Mr. Bundy stated that they are not planning on selling Lot B.

Commissioner Christ asked that language be added to condition number 3 regarding the drainage easement.

Mr. Timboe stated that one sentence would be added that stated “a reciprocal drainage easement for parcel A & B shall be indicated on the final map prior to recording where the 30 foot access easement for ingress and egress is identified”.

M/S/C Christ, Moran to adopt Resolution No. 09-004 recommending City Council approval of Tentative Parcel Map 09-07 along with the Findings and Conditions of approval as shown in Resolution No. 09-004 with the added language .

**AYES:** Commissioners: Christ, Dale, Latourell and Moran

**NOES:** None

**ABSENT OR NOT VOTING:** Commissioner Fitzpatrick (absent)

## **STAFF ITEMS/REPORTS:**

Mr. Timboe stated that at this point he did not believe that he would have anything for the Planning Commission until August 25<sup>th</sup> at which time he will bring the Housing Element and the Negative Declaration to the Planning Commission for recommendation to the City Council. He has finished talking with the Housing and Community Development with the State and they said that the City of Red Bluff is one of two jurisdictions in the entire state that had adopted the Emergency Homeless Shelter Ordinance and comply with SB 2 and they also said that the City had a very good document and that we were one of the only agencies that they could write a letter of substantial conformance and certify it on the first draft. He stated that there was some language that he agreed to include because he thought it would make the document better, but based

on the standards they said it was a very tight document to use their words.

Commissioner Latourell questioned if PATH found a location for the shelter and stated that he hoped that when they do have a resolution this time that it works for them, as he know they have spent a lot of money on administrative fees etc.

Mr. Timboe stated that they have applied for approximately 4 or 5 Use Permits and the first 3 the City waived various fees and they were approved. The City's position is the same, if we can assist we will continue to do so, but they will have to comply with the law.

Commissioner Latourell requested clarification on when the fees, if it was because they were none profit.

Mr. Timboe stated that was correct, but now a policy has been put in to place where there is a criteria to request a fee waiver.

### **ADJOURNMENT:**

There being no further business the meeting was adjourned at 5:45 p.m. until August 11, 2009 at 5:15 p.m.

Respectfully submitted,

Scot Timboe  
Planning Director