

Jackson Planning Commission

Minutes

Regular Meeting of September 19, 2011

COMMISSION MEMBERS PRESENT:

Joe Assereto
Kathryn Devlin Vice-Chairman
Dave Butow
Walt Hoeser, Chairman

CITY STAFF PRESENT:

Susan Peters, City Planner
Sherry Lane, Deputy City Clerk

COMMISSION MEMBERS ABSENT:

Darek Selman

Note: The Staff Report Packet prepared for the Planning Commission is hereby incorporated into these minutes by reference as though set forth in full. Any Staff Report, recommended findings, mitigation measures, conditions, or recommendations which are referred to by Commissioners in their action motions on project decisions, which are contained in the Staff Reports, are part of these minutes. Any written materials, petitions, packets or comments received at the hearing also become part of these minutes. The recording tapes of this meeting are hereby incorporated into these minutes by reference and are stored in the City of Jackson Planning Department.

Chairman Hoeser called the meeting to order at 6:30 p.m.

1. Public Matters Not on the Agenda.

Thornton Consolo, Jackson, requested the Planning Commission support the County's effort to save the locomotive replica housed at the Amador County Museum. He also thanked the Planning Commission for updating the sign ordinance.

2. Approval of Minutes. Minutes from the August 15, 2011 Meeting.

Moved by Vice-Chairman Devlin, seconded by Commissioner Butow, and unanimously carried to approve the Minutes of the August 15, 2011 meeting as presented.

3. Historic Design Review Requesting Replacement of Existing Awning at 33 Main Street, Richard and Sherry Small.

City Planner Peters reported the applicants are requesting to replace the canvas on their existing canvas awning at 33 Main Street with standing seam metal. The existing awning is difficult to keep clean and frequently needs replacing. The proposed awning will be a permanent structure that would be easier to keep clean. The metal awning is proposed to be painted the same color of the door and trim on the building.

Development Code, Article IV, Chapter 17.77 Historic Design Review requires any project in the Historic Commercial Zone requiring a building permit to be reviewed and approved by the Design Review Committee. In the event there is no Design Review Committee, the Planning Commission has the authority to review the project (Article IV, Section 17.70.020). The proposed project is zoned Historic Commercial and does require a building permit.

The Planning Commission reviewed this application at the August 15, 2011 meeting and directed staff to obtain more information regarding the proposed design. Specifically, the Planning Commission had the following questions:

1. What is the roof material? If the roof is metal, will it be non-reflective?
2. How will the roof be supported and with what materials?
3. Has the property owner been advised of the proposed project?

The applicant's designer provided, via email, the following information:

1. The awning roof material is standing seam metal.
2. The existing canvas awning frame is sufficient to hold the materials.
3. The roof will be painted burgundy to match the existing trim on the building.
4. The property owner has received a copy of the proposal. He verbally has offered his consent to the tenant.

In accordance with Development Code Section 17.77.040 – Findings and Decision for Certificate of Appropriateness, the following findings must be made for approval of the requested design:

1. The project, including its character, scale and quality of design, is consistent with the purpose of the Development Code, and all applicable development standards and historic design guidelines;
2. With regard to a designated historic resource, the proposed work will neither adversely affect the significant architectural features of the designated historic resource nor adversely affect the character of historical, architectural, or aesthetic interest or value of the designated resource and its site;
3. With regard to any property located within the Historic Commercial Zone, the proposed work conforms to the Historic Design Guidelines for the district and does not adversely affect the character of the district;
4. The proposed project is consistent with the General Plan.

Chairman Hoeser opened the public discussion. Thornton Consolo spoke his concerns regarding the Historic Design Review Requesting Replacement of Existing Awning at 33 Main Street. Hearing no further comments from the public, Chairman Hoeser closed the public discussion.

After considerable discussion among the Planning Commission and staff the following motion was made:

Moved by Vice-Chairman Devlin, seconded by Chairman Hoeser, to approve the Design for Improvements at 33 Main Street and adopt a Resolution approving the design to replace the canvas awning at 33 Main Street with standing seam metal based on the findings in this report.

4. Public Hearing – Tentative Parcel Map 2834, Unauk Corporation, 201 Clinton Road, APN# 020-410-030.

City Planner Peters reported the applicants are proposing to divide one 113,544 square foot parcel into two parcels. Parcel 1, which is improved with a professional building, would be 61,545 square feet and Parcel 2, which is improved with a medical building, would be 51,999 square feet. The site is currently fully developed thus no further improvements are proposed.

The City of Jackson General Plan designation and zoning of this site is Commercial (C). While tentative parcel maps are typically subject to the California Environmental Quality Act (CEQA), projects which have no possibility of causing an environmental impact can be categorically exempted from CEQA review in accordance with Section 15061(b)(3). Because the applicants are proposing to divide property that is already fully built out with no further improvements planned, the proposed project is not anticipated to have any environmental impact.

Should the Planning Commission choose to approve this project, the following findings should be made in accordance with Development Code, Article V, Chapter 17.96.060:

1. The proposed subdivision, together with the provisions for its design and improvement, is consistent with all applicable provisions of the Subdivision Map Act, the General Plan, any applicable Specific Plan, the Development Code, the Amador County Transportation Commission Pedestrian and Bicycle Plan, and the City's Improvement Standards;
2. The site is physically suitable for type and density/intensity of development being proposed;
3. There are adequate provisions for public and emergency vehicle access, sanitation, water, and public utilities and services to ensure that the proposed development would not be detrimental to the public health and safety. Adequate provisions shall mean;
 - a. There is available capacity in community sewer and/or water systems serving the subdivision;
 - b. Distribution and collection facilities for sewer and water and other infrastructure are installed to lot boundaries; and
 - c. Recreation development fees are paid at time of Building Permit.
4. The tentative map approval is in compliance with the requirements of the California Environmental Quality Act (CEQA) and there would be no potential significant adverse effects upon environmental quality and natural resources, including fish, wildlife, and their habitat, that would not be properly mitigated and monitored, unless a Statement of Overriding Considerations is adopted;
5. The subdivision will not be detrimental to the public health, safety, or welfare of the City, or injurious to the property or improvements in the vicinity in which the property is located;
6. The proposed subdivision, together with the provisions for its design and improvement, will not conflict with easements, acquired by the public at large for access through or use of, property within the proposed subdivision unless alternate easements for access or use will be provided and the alternate easements will be substantially equivalent to ones previously acquired by the public;
7. The discharge of sewage from the proposed subdivision into the community sewer system will comply with the requirements prescribed by the Regional Water Quality Control Board.

City Planner Peters reported should the Planning Commission choose to approve this project, the City Engineer recommends the following Conditions of Approval:

1. Provide City staff a map clearly the location of drainage, sewer, water, and dry utility facilities that benefit entire parcel.
2. Detail location of proposed common lot line in relation to existing improvements consistent with California Building Code and requirements of Senior Building Inspector.
3. Dedicated private access easement over Parcel 1 to serve Parcel 2 from Vukovich Way and Clinton at locations approved by City Planner and Fire Chief.

4. Dedicate private drainage and utility easements as determined by City Engineer and Senior Building Inspector necessary to insure utility facilities to each parcel lie within dedicated easements or on the parcel served.
5. Obtain Fire Chief Approval for emergency response access and fire lane designations.

Chairman Hoeser opened the public hearing. The following individuals provided public comment: Lana Vukovich and Tanya Whittman. Hearing no further comments from the public, Chairman Hoeser closed the public hearing.

After considerable discussion among the Planning Commission and staff the following motion was made:

Moved by Commissioner Butow, seconded by Commissioner Assereto, and unanimously carried to approve:

1. **Instruct Staff to file a Categorical Exemption; and**
2. **Adopt a Resolution approving Tentative Parcel map 2834 for the Unauk Corporation based on the Findings and Subject to the Conditions of Approval in the report with the additional of the following COA:**
 6. **Replace trees were removed from Medical Center parking lot and shall be implemented to the satisfaction of the City Planner.**

City Planner Susan Peters stated the action is appealable to the City Council with a written request and a \$200.00 fee to the City Clerk within 10 calendar days.

5. Consideration of Sign Ordinance Amendments and Review of Draft Brochure.

City Planner Peters reported that the brochure is coming along; Police Chief Scott Morrison is designing the cover of brochure. The Planning Commission would like to revisit and review the brochure further.

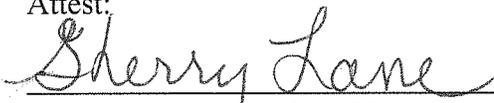
6. Administration Reports.

City Planner Peter reported the City Council will be appointing the Design Review Committee at the September 26 meeting, to date seven applicants have submitted an application. Jacqueline Harrison did not appeal the Planning Commission's decision to deny Conditional Use Permit 2011-02 to relocate the Pioneer Rex, DBA The Fargo from its current location at 2 Main Street to 160 Main Street.

Vice-Chairman Devlin requested a status updated on the Amador-Tuolumne Community Action Agency Regarding "Sutter Family Homes" Project on Argonaut Drive near Sutter Street. City Planner Peters stated she does not have any additional information at this time.

Adjourn: 7:35 p.m.

Attest:



Sherry Lane, Dupty City Clerk

Date Approved: October 17, 2011