

**MINUTES OF THE 18 JUNE 2008
TRINIDAD PLANNING COMMISSION MEETING**

I. ROLL CALL

Chairman Mike Morgan called the meeting to order. Commissioners present were Judy Lake, Bryce Kenny, and Mike Morgan. Council Liaison Kathy Bhardwaj and staff members Trever Parker, City Manager Steve Albright, and Assistant City Clerk Robin Fraser were in attendance. Commissioners Richard Johnson Carol Rowe was absent.

II. APPROVAL OF MINUTES – May 21, 2008

Motion passed unanimously.

III. APPROVAL OF AGENDA

Motion (Lake/Kenny) passed unanimously.

IV. ITEMS FROM THE FLOOR

No items were presented.

V. AGENDA ITEMS

1. Cussins 2008-05: Use Permit and Coastal Development Permit to remove a large (>12" DBH) Douglas fir tree from the property that is diseased and poses a potential hazard to adjacent structures. 64 Scenic Drive; APN: 042-151-08.

Parker presented the staff report and recommendation to approve with five standard conditions of approval.

After Commission discussion, there was no public comment.

Motion (Lake, Kenny). **Passed unanimously.**

2. Evans 2008-03: View Restoration Permit to remove, trim or otherwise alter vegetation that is alleged to have grown to unreasonably block neighbors' coastal views. The project may include the issuance of a Use Permit if removal of any of the trees over 12" DBH is proposed or approved. 855 Underwood Drive, APN: 042-031- 34. *Continued from the April and May meetings.*

Parker turned the floor over to the involved parties and clarified Commission procedural options.

Motion to approve the plan as modified (Kenny/Lake). **Passed unanimously.** Applicants will bring revised paperwork.

Kim Tays expressed concern about the method of trimming.

3. Chevron 2008-04: Design Review and Coastal Development Permit to modify a previous approval to "refresh" the gas station. Proposed improvements include install new sign faces, new canopy fascias, one with backlighting, install new pump

valances, remove the tall freeway sign, several light poles and several signs placed without approval. In addition, review of other existing signs placed without approval will occur. Trinidad Chevron Station (at the intersection of Patrick's Point Drive and Main Street); APN: 042-051-30.

Parker and Albright presented staff reports.

Brad Twoomey presented visual evidence of currently implemented design changes.

Mareva Russo questioned details of the permit and its implementation.

Kim Tays presented evidence of Chevron's signage and use of Corporate logo and color as affecting design.

Jim Cuthbertson affirmed the same.

The Commission, and staff discussed the evidence, timelines, and options for action.

Motion (Kenny) to modify prior approval to reflect the new project application that must be started within 90 days and be completed within 180 days from today's date and to approve the request to remove the large sign; to approve having the unpermitted designs permitted upon condition of removing the big sign; and deny all other portions of the amended application. **Passed unanimously.**

VI. STAFF REPORT

Parker reported on trimming related to the Views and Vegetation Ordinance and Nuisance Abatement. The Commission discussed the updated status of the Marshall project appeal and the related recusal. The Council adopted the final ICWMP.

VII. COUNCIL LIAISON

Bhardwaj presented budgetary information. The Council updated the trail ordinance. The Gateway project is on hold due to CalTrans work. The Commission discussed updates to the water system and consequential rate changes related to conformity with State regulations and to encourage conservation.

VIII. ADJOURNMENT

The meeting was adjourned at 10:15 PM.

Respectfully submitted by: Robin Fraser, Assistant City Clerk

**MINUTES OF THE 16 July 2008
TRINIDAD PLANNING COMMISSION MEETING**

7:05

I. ROLL CALL

Commissioner Judy Lake called the meeting to order. Commissioners in attendance were, Carol Rowe, Judy Lake and Richard Johnson. Commissioner Mike Morgan arrived at 7:30pm. Council Liaison Kathy Bhardwaj was present. Trever Parker and Robin Fraser represented staff in attendance.

II. APPROVAL OF MINUTES – Due to computer crash and loss of data, the minutes on June 18th must be redone.

III. APPROVAL OF AGENDA

Motion to approve (Rowe/Johnson). Agenda approved.

IV. ITEMS FROM THE FLOOR

No members of the public were present.

V. AGENDA ITEMS

**PLANNING COMMISSION DISCUSSION / ACTION / PUBLIC HEARING
ITEMS**

1. 1. General Plan Update: Review of Draft General Plan Text and Policies.

Parker brought forth the unexamined topics in the printed material including water infiltration, sound, land use, etc. The text has not been updated since 2001.

The Commission discussed the need for updated mapping and resulting coordination between the Plan and the revised mapping.

Interest was expressed in setting a timeline and list of tasks, which would be dependent on interest budget.

Johnson mentioned that the design assistance committee is the same as the design review committee, and that the Council liaison should not be a member in case that she might need to hear an appeal.

The Commission discussed road use, maintenance, and designations, traffic calming, safety, and related energy issues.

Plans for trail systems were discussed as separate from the General Plan.

A grant received from the air quality control board was discussed regarding bike racks and parking.

The Commission reviewed the entire Circulation section for content, language, consistency, clarity, repetition and detail.

The Commission discussed definitions and prohibitions on camping on public land.

PC discussed the noise impacts in various locations in town from various sources and language revision was suggested. More noise policies may be needed including airport noise and noise pollution. Lighting was brought up as included under Circ or Safety. Smell pollution may also be considered.

Motion to adjourn (Rowe/Morgan).

2. Planning Commission Ethics: Discussion of issues, procedures, requirements

PC discussed ethics issues specific to Trinidad's size and scope, including recusal guidelines.

VI. STAFF REPORT

The City received \$5 million in grant funding for ground water study. The appeal hearing on the Marshall project was continued to a closed session probably in August.

Morgan noted the lack of support for the PC at the CC meeting. He thanked Kathy for her words of support at a later meeting.

VII. COUNCIL LIAISON

Bhardwaj reported on the CC hearing on the Marshall appeal. The City Attorney is investigating the ethics accusations. The trail ordinance was passed to match the court settlement. The State accepted our water management plan. New town hall rental policies are in the works. A community garden is in the works. A CSA was proposed. Neither is allowed due to zoning, though a new ordinance to be drafted by the City Manager may allow for the community garden.

Bhardwaj mentioned the two community sales tax proposals to be discussed at the coming CC mtg.

The Commission discussed history and finances pertaining to the proposed taxes.

VIII. ADJOURNMENT

The meeting was adjourned at 9:37 PM.

Respectfully submitted by: Robin Fraser, Assistant City Clerk
A full recording of the proceedings is available upon request at City Hall.

**MINUTES OF THE 20 AUGUST 2008
TRINIDAD PLANNING COMMISSION MEETING**

I. ROLL CALL

Chairman Mike Morgan called the meeting to order. Commissioners present were Richard Johnson, Bryce Kenny, and Judy Lake. Commissioner Carol Rowe was absent at roll call, but came in a few minutes later. Council Liaison Kathy Bhardwaj was in attendance along with staff member Trever Parker.

II. APPROVAL OF MINUTES – June 18th and July 16th

There were no minutes in the packet to approve; they will be on a future agenda.

III. APPROVAL OF AGENDA

Morgan moved to have item VI – Staff report, moved to item IV so that the Planning Commission could have some dialog with three people attending the meeting to speak about changes occurring at the Chevron Station.

IV. STAFF REPORT

Parker reported that some changes have been made at the Chevron station that do not appear to be in conformance with the approvals given by the Planning Commission. B. Twoomy described the work that had been completed up to this point, mostly having to do with signage changes. He also described how most of the work took place on a Sunday to avoid any City actions. In addition, he expressed a concern that the City might have only 30 days to respond to the potentially illegal activities, which date was approaching. C. Lindgren made the point that the City should not accept the unapproved changes just because the big freeway sign had been removed and that the City should take a strong stance to enforce the Planning Commission action. K. Binnie pointed out that the Planning Commission and community members had spent a long time reviewing the various proposals and coming up with solutions and compromises and that work should not be thrown out. She suggested that a possible compromise at this point could be to lower the existing flag sign to the ground and putting the new propane sign where it says "Aztec Grill" now.

Morgan suggested that the Planning Commission should wait to get a response from the business owner prior to proceeding. Parker stated that the City Manager had mentioned that he would be meeting with P. Van Aylea in the next week. Johnson suggested getting an opinion from the City Attorney as to what power and options the City has in this instance. Rowe stated that she felt it was important to respect and enforce the Planning Commission's decision. Morgan requested that this item be put on next month's agenda so the Planning Commission could take action if they desire and requested that staff prepare a document detailing the work that has occurred in violation of the previous approvals along with the work that still remains outstanding to complete in order to comply with that decision.

In addition to the Chevron discussion, there were short discussions regarding Accessory Dwelling Units, upcoming projects, code violations, the Anderson subdivision, Marshall appeal and water rates.

V. ITEMS FROM THE FLOOR

There were no items from the floor.

VI. AGENDA ITEMS

1. Sterling: Request for time extension on application #2007-03, to remove conditions on a previous project, and to forgive planning and building fees.

This item was withdrawn from the agenda at the request of the applicant.

2. General Plan Update: Review of Draft General Plan and Policies.

Parker reported that staff had not had much time to work on the General Plan since the last meeting. She provided a list of references from the Draft General Plan that was put together by Johnson, and some of the items from that list for examples. She explained that at this point, staff had some work to do in updating the background reports and information that are on the reference list. She noted that the Planning Commission had jumped ahead to considering the policy language as part of the Prop 50 Coastal Watershed Planning Grant requirements.

The Commission requested that staff put together a list of the pages and policies that the Planning Commission had reviewed along with a list of reports that need updating. They also requested a schedule that would show specific tasks and a timeline for completing those tasks to use as a reference.

VII. COUNCIL LIAISON

Bhardwaj reported on several items that had recently been on the Council's agendas including the change in Town Hall fees, the community garden, Fire Dept., and sales tax petitions and compromise.

VIII. ADJOURNMENT

The meeting was adjourned at 9:00 PM.

Respectfully submitted by: Trever Parker, City Planner
Secretary to the Planning Commission