

**MINUTES OF THE MONTHLY MEETING OF THE**  
**TRINIDAD PLANNING COMMISSION**  
**WEDNESDAY, January 22<sup>nd</sup>, 2014**

**I. CALL TO ORDER/ROLL CALL (6:03pm)**

Commissioners Present: Becker, Johnson, Pinske, Stockness, Vanderpool  
Commissioners Absent: none  
Staff: Parker, Caldwell

**II. APPROVAL OF MINUTES**

*November 20, 2013* (Commissioner Stockness abstains due to not having been in attendance at that meeting.)

***Motion to approve the minutes as submitted. (Becker/Pinske).***

***Passed unanimously (4-0).***

*December 18, 2013* (Commissioners Johnson and Becker abstain due to not having been in attendance at that meeting.)

***Motion to approve the minutes as submitted. (Pinske/Vanderpool).***

***Passed unanimously (3-0).***

**III. APPROVAL OF AGENDA**

***Motion (Becker/Pinske) to approve the agenda.***

***Passed unanimously (5-0).***

**IV. ITEMS FROM THE FLOOR**

None.

**V. AGENDA ITEMS**

1. **Trinidad Elementary 2013-10:** Design Review, Use Permit, Variance and Coastal Development Permit for a variety of renovations, improvements and repairs to Trinidad Elementary, including construction of a new 1,440 sq. ft. modular youth center building and a new 1,750 sq. ft. multipurpose room; no increase in student capacity is proposed. Located at Trinidad Elementary School, 300 Trinity Street; APN: 042-031-19

The Planning Commission addresses the fact that Commissioner Becker is within 100 feet of the project and Commissioner Pinske is within 300 feet of the project and on the oversight committee. Both Commissioners assert that there are no foreseeable financial or legal conflicts of interest for them in taking action on this project and therefore there is no need to recuse themselves.

Planner Parker explains that there was a disagreement between the City Engineer and project designer over ADA improvements to the existing driveways. However, they were able to work out a solution that would not require a lot of modifications or expense that was agreeable and would meet ADA requirements.

Geoff Proust, School Principal and Project Representative, is present and adds some details to the project description and answers Commissioner questions.

- He spoke to the architect and to be ADA compliant, a flatter sidewalk is needed across the existing swales. Taking out part of the planter is the best option in terms of cost and parking.
- There will be 3 ADA parking spaces provided in the parking lot and one on the street (these are already existing, no changes to parking are proposed or needed).
- The youth center and multiuse room will replace the trailer, increasing the footage from 1,000-1,400 square feet, decreasing the outdoor play area but increasing the indoor play area.
- The kitchen will get a new roof and paint, which will make it unusable. Repairs will also be made to the gym as well and that is estimated to be ready in July or August.
- They are anticipating an early release of the Abatement Contract so the general contractor can get started early and finish by Labor Day.

#### *Commissioner Comments*

Commissioner Pinske makes a comment that the engineer, in considering the scope of the project and variance, should have looked at the City's Zoning / Building Codes before proposing a 19ft multipurpose room. The general classroom height is 12 feet, so most of the surrounding buildings are probably 14-15 feet tall. Planner Parker states that the current gym is taller than 19 feet and doesn't feel that the Open Space (OS) zoning of the property was appropriate or justified.

Commissioner Stockness inquires as to whether the new gym will be available for rental like the current one is. G Proust states that at the moment there is no agreement because of insurance liability, but educational code says that school property is a public resource and should be made available if feasible.

Commissioner Stockness and G. Proust discuss storing construction equipment and vehicles inside the fence after hours. The project as soon as possible after school is out; regarding the Fish Festival, it will be during construction, so there will be limited availability of school facilities.

#### **The Commission makes two recommendations:**

- 1. All equipment and construction materials should be located out of the public right-of-way as much as possible, and**
- 2. A notice of the construction schedule should be sent out to organizations that use school facilities as a reminder that alternative may be necessary.**

G. Proust explains the proposed height of the multipurpose room and states that it needs the height for basketball purposes. They could have designed a flat roof, but that was never discussed.

Planner Parker explains that the current draft General Plan does away with the OS zoning on the school property so the height issue will eventually go away, and the buildings will comply with the 25ft limit in the Public and Community zone. Only a portion of the buildings are in the OS zone. The new Land Use map re-classifies the school as "Public."

G. Proust provides more details about the project. The existing bus garage is about 18-20ft tall, comparable to the gym and proposed multi-use building. The gym will have a tinted metal roof (Planner Parker notes that most metal roofs in the area have a matte finish) and repainting the exterior entire is not part of the plan, just retouching where needed.

The Commission and Planner Parker discuss the square footage of the project.

G. Proust explains that an inaccessible bathroom is defined as unavailable for people with disabilities. In response to an inquiry he also explains that, while the architect has not attended Planning Commission meetings, he has been working with the City Engineer and Planner Parker to meet City requirements. Planner Parker notes that a representative for the project is present and the architect is available by phone.

*Public Comments*

G. Proust appreciates the Commission's time. He relays that parking was an issue of concern. Initially the ADA parking requirements looked like they would hinder parking, but favorable compromises were made, no parking was lost and overall Trinidad will have a structurally nicer school inside and out.

**Motion (Pinske/Becker) to adopt and approve the project as conditioned in the staff report.**

**Passed unanimously (5-0).**

**2. General Plan Update: Community Design Element continued discussion**

Planner Parker reminds the Commission that the City Council has made the General Plan a high priority. She mentions that the Housing Element will be reviewed at the Council's February meeting.

Reminders have been sent out to the tribes about providing comments on the Cultural Element in a timely manner.

The Commission reviews the materials. Changes and discussions include:

- include Native American culture in Trinidad's heritage located in A. Purpose (paragraph 2) with mining, timber and fisheries
- Staff can decide if Historic and Cultural Preservation is included in Community Design or if it is its own separate element
- note: the Coastal Act does not protect private views
- combine policies 1.1, 1.3, 1.4
- Goal CD-1: Preserve and enhance scenic views *in existing and new development*
- please cross-reference other view policies such as in Land Use, Conservation/Open Space, etc.
- try separating view issues into new, existing, historic
- look into design review for fences
- bluff retreat setbacks should be in the glossary
- should this be a design and view protection element?
- try adding a policy to direct the City to work with State Parks to form a joint land vegetation management agreement
- include Gateway information in Public Art and Open Space
- the policy on the last page encompasses a lot of property without any mention of maintenance

Planner Parker will include the Nuisance Abatement and Views and Vegetation Ordinance in the next packet along with the Trinidad Head vegetation maintenance guidelines so the Commission can see how those policies map in.

The Planning Commission is going to pick their top five issues and devise goals for the next meeting. (Examples include size and bulk of structures, vegetation growth,

lighting/undergrounding utilities, landscaping, etc.) Planner Parker will look for lighting, and landscaping policies.

**VI. COUNCIL & STAFF REPORT**

The Housing Element will be reviewed at the February meeting, as will the VDU Ordinance before it goes to the Coastal Commission.

Historically the Chair and Vice Chair have been elected on an annual basis. The Commission should review their compliance according to the Ordinance.

The next meeting is February 19<sup>th</sup>, President’s Week.

**VII. ADJOURNMENT**

Meeting adjourned at 7:51 pm.

**Submitted by:**

**Sarah Caldwell**

Secretary to Planning Commission

**Approved by:**

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**Richard Johnson**

Planning Commission Chair