

MINUTES OF THE MONTHLY MEETING OF THE
TRINIDAD PLANNING COMMISSION
WEDNESDAY, January 18, 2017

I. CALL TO ORDER/ROLL CALL (6:02pm)

Commissioners Present: Braziel, Hendrick, Johnson, Scott, Stockness
Commissioners Absent: none
Staff: Parker; Caldwell

II. APPROVAL OF MINUTES

October 19, 2016

Commissioner Johnson asked for clarification regarding the reference to a “bright line standard” on page 5. Planner Parker suggested that “quantitative standard” would be a better term. It was also noted that Commissioner Pinske seconded the motion on page 7, not Commissioner Poulton.

Motion (Scott/Stockness) to approve the minutes as corrected.
Passed unanimously (3-0).

III. APPROVAL OF AGENDA

No approval.

IV. ITEMS FROM THE FLOOR

K. Lake (435 Ocean) questions why the resolution for their appeal has not been upheld from the April 20th meeting. She feels the Planning Commission must take direct action to have the properties inspected and address the allegations of the appeal. She provides a timeline of comments made by Commissioners. The City Manager was supposed to put the licenses online for transparency. She would like a resolution to be on a future agenda. T. Davies submits a letter detailing the comments.

Do. Cox (436 Ocean) has spoken to the City Manager and Councilmember Baker about the encroachments Ocean Avenue that interfere with traffic and parking. A hedge and curb create a bottleneck in the street. She wants the condition of the street to be addressed by the City, and she will continue to bring up this issue at future meetings until it is handled. Planner Parker mentioned that the City Manager has brought it up with her, and so he is actively looking into the issue.

V. AGENDA ITEMS

1. Welcome new Commissioners and Election of new Chair and Vice Chair

Planner Parker introduces new Commissioners Braziel and Hendrick.

The Commission needs to elect a new Chair and Vice Chair. Commissioner Johnson notes that the City’s rules prohibit a Commissioner from being Chair twice, so he can’t do it. Commissioner Scott nominates herself for Chair. Commissioner Braziel asks who has the most seniority besides Johnson. That was determined to be Commissioner Stockness, and she does not want to be Chair, but she is willing to be Vice Chair. Commissioner Scott is elected as Chair (Scott/Braziel) and Commissioner Stockness is elected as Vice Chair (Scott/Stockness). All in favor.

2. Winnett 2015-05: Design Review and Coastal Development Permit to remodel and construct a 421 sq. ft. master suite addition to an existing 2-bedroom, single-family residence; a new deck and septic system will also be installed. Located at 586 Hector Street; APN: 042-041-17.

Planner Parker summarizes the Staff Report. She notes that there is a shed on the northwest property line, but a lot line adjustment is not necessary for project approval. Also, the story poles have been erected. The project conforms to City regulations.

Commissioner Stockness asks about the septic system requirements. Planner Parker notes that the system is functioning, and upgrades are not generally required until the property is for sale and improvements are made. Both of those situations apply to this property, and so the owners are being required to upgrade it to current standards for a 2-bedroom residence. The owners will have the option of replacing the old tank or adding another one to increase the holding capacity. The Health Department will permit and inspect the system and then the OWTS operating permit will be issued.

The proposed walkway from the front porch to Hector Street will be partially on the City right-of-way. There is a discussion of alternative materials that would be less permanent. Parker explains that the City Engineer will probably want the walkway paved, because dirt or gravel will just wash onto the City street otherwise. There is no sidewalk on Hector, which is classified as a minor collector street, so there are no plans for sidewalks. There could be some stormwater improvements as part of the City's second phase of stormwater improvements.

The leachlines do not go into Edwards Street. The measurements on the schematics may be misleading.

Commissioner Stockness is concerned about parking construction vehicles, but the driveway and the Church parking lot across the street will be available.

The Commission discusses the measurements of the roof height. Parker explains that she scaled the heights off the submitted elevations, because the existing height was not listed. The architect/agent, B. Oliver, explains that the roofline indicated on the east elevation is an interior elevation, so not the actual peak. It is determined that the height increase is only 3'-3" and the proposed maximum height of the roof is approximately 22' as measured from the average ground elevation.

Commissioner Braziel questions why a standard for vacant lots is mentioned in the Staff Report. Planner Parker explains that that regulation is in there as a baseline to illustrate that vacant properties are allowed at least 1,500 sq. ft. of structure even if views are blocked. She adds that it could have been useful if the project became controversial over view blockage or the size of the structure; even though the lot is not vacant, the Planning Commission could use the same standard in their design review findings. Commissioner Braziel also notes that the code sections referenced in the staff report for UR zone regulations are actually PD zone sections.

Commissioner Scott clarifies that the Health Department verifies that the septic system is up to code. Planner Parker responds affirmatively. She spoke to staff at the Health Department and left the specific design up to the Health Department. Commissioner Scott verifies that the tank volume will have to be at least 1,200 gallons. SDS stands for "sewage disposal system."

The Commission clarifies with the applicants that upgrades to the shed are not necessary or proposed.

The exterior of the residence will have a grey cottage appearance with white trim.

Public Comment

T. Davies (436 Ocean) thinks the design and scale of the remodel is appropriate for the site and thinks B. Oliver does thoughtful work. He proposes the Commission accept it as planned but asks if there were concerns from the neighbors. Planner Parker responds that she provided notices to all the neighbors, and no one has made any objections.

**Motion (Stockness/Johnson) to make the required findings and approve the project as submitted and conditioned in the staff report.
Passed unanimously (5-0).**

3. General Plan Update: Discussion regarding the current draft (all elements) and next steps.

Planner Parker summarizes her memo. She explains that two elements have not been fully reviewed by the Planning Commission: Community Design, and Cultural and Historic Resources. She notes that the other five elements and introduction chapter have been discussed in detail and voted on by the Planning Commission to recommend approval to the City Council. However, because of the age of some of the draft elements, the fact that they will be updated with new information, and because it is important to look at the entire General Plan as a whole, these elements have come back to the Planning Commission. Parker also explains that there are several reasons to get the General Plan update done and suggests special meetings or workshops in between regular meetings to be able to adhere to the proposed timeline.

Commissioner Hendricks is interested in hearing from and working with the Tribes and Planner Parker explains the consultation process, both informal and formal.

Commissioner Stockness is missing the Conservation and Housing Elements; Parker will make sure she gets copies of those.

Commissioner Johnson clarifies that the proposed schedule is driven by a grant. He is concerned about taking the time to go back over the elements that have already been approved by the Commission. Planner Parker responds that because of the reasons mentioned above (e.g. age and new information) and that this is a new Commission and City Council it makes sense to have another look at the whole thing. She notes that is happy to take written comments to expedite the process. Because most of the elements were previously approved, she would like the Commission to focus on major issues, internal consistency, changed information, etc. rather than wordsmithing individual policies.

Commissioner Scott would like to thoroughly review the entire General Plan and not feel rushed. She understands none of it has been approved. Planner Parker clarifies that the Introduction, Land Use, Conservation and Open Space, Circulation, Noise and Public Safety, and Housing elements have not been adopted by the City Council, they have been voted on and recommended for approval by past Planning Commissions.

Commissioner Johnson wants to be mindful of the timeline and has felt the pressure from the City Council, which wants to get the update done. Planner Parker stresses that the intent now is to review the already approved elements for internal consistency and look at the General Plan as a whole as well as adding any new information as needed.

Commissioner Stockness wants to review it chapter by chapter and Commissioner Braziel suggests forming subcommittees to review each element. Planner Parker again stresses that it should now be looked at holistically because most of the elements have already been reviewed in detail. Commissioner Stockness wants regular meetings rather than subcommittees.

The Commission discusses having a special meeting and opts for January 31 as the date.

Commissioner Johnson notes that the most current versions of the General Plan are online on the City website. Planner Parker confirms that the most versions, which have already been voted on during Planning Commission meetings and sent to the City Council, are what is available online. She asks for the Planning Commission to start reviewing the draft General Plan for gaps, errors or omissions.

Commissioner Braziel notes that some of the maps are not clear and are missing. Commissioner Stockness suggests that she can get the missing maps from, though Commissioner Scott cautioned that it could take a while. Parked added that City Hall does not have a color printer, and Commissioner Braziel can also get copies from her. Planner Parker will get Commissioners Braziel and Hendricks the Community Design Element for the special meeting.

Public Comment

Do. Cox (436 Ocean) would like a copy of the most recent elements.

K. Lake (435 Ocean) doesn't want to rush through this. She hasn't found the most updated versions online. She would like meetings to be scheduled when the public can attend. She wants the public noticed for each meeting. She thinks copies should be at City Hall and at the library for review and check out.

S. Laos (Trinidad Rancheria) has reviewed the General Plan. There has been government to government Tribal consultation with the City Council. The Tribe is very interested in the update since they own the Harbor, are part of the Cultural and Historic Element and have overlaps with transportation and roads. She has written up reports on each element for the Tribal Council and has met with Dan Berman and Dwight Miller and Planner Parker to discuss them. She appreciates not wanting to rush but understands that there is a timeline. She would like to make sure there is adequate public input. The Trinidad Rancheria has put funds toward roads (Scenic Drive) and the City water system. She wants the Plan to meet the entire community's need. The Trinidad Rancheria looks forward to working with the City. She will get Planner Parker her notes and has a meeting scheduled to review it with the City Manager.

Z. Brown (Vice Chair of the Trinidad Rancheria) introduces himself.

Do. Cox (436 Ocean) wants to follow up on an Item from the Floor. Planner Parker explains that this is not possible since it is not an agenda item but the Planning Commission can make a request. The Mayor and City Manager set the agenda.

Commissioner Johnson likes the idea of the draft General Plan being available at the library. Planner Parker suggests having one for check-out and one for reference. She will talk to Gabe about getting that done.

VI. CITY COUNCIL REPORT

Planner Parker has not been to any recent Council meetings and so does not have much to report.

Commissioner Hendricks describes the accident where two people died on Scenic Drive. Planner Parker notes that street improvements are in the Council's realm. The Planning Commission can discuss it and make a recommendation to the Council. Commissioner Stockness talks about City streets and dangers.

Commissioner Johnson would like to get a work plan for the General Plan to the City Council. Planner Parker notes that the memo in the Commission's packet was originally written for the City Council and will be included in their packet.

Commissioner Scott states that there are two new City Council members: S. Rotwein and S. Ladwig.

Parker notes that due to controversy over the proposed Van Wycke Trail repair, the City is asking CalTrans for a project scope change under the grant that will be used to pay for it.

VII. STAFF REPORT

Planner Parker submitted the STR Ordinance to the Coastal Commission.

She is working on getting an extension on the grant for the General Plan update.

The Clean Beaches grant has inspection time scheduled during the wet season. She discusses septic system outreach.

Commissioner Johnson would like an update on the water supply analysis. Planner Parker explains that it is important for the Land Use and Circulation Elements. The CalFire water station is not in the service area and expanding the service area requires County and LCP amendments. She has some data and it needs to be put in a report.

Shirley Laos (Trinidad Rancheria) notes that there was an upgrade to the water plant last year and the Trinidad Rancheria contributed \$100,000. She attended the grand opening and the tour of the plant was eye-opening.

VIII. ADJOURNMENT

Meeting adjourned at 7:57 p.m.

Submitted by:

Sarah Caldwell

Secretary to Planning Commission

Approved by:

Laura Scott

Planning Commission Chair