

**MINUTES OF THE MONTHLY MEETING OF THE**  
**TRINIDAD PLANNING COMMISSION**  
**WEDNESDAY, June 21, 2017**

**I. CALL TO ORDER/ROLL CALL (6:08pm)**

Commissioners Present: Johnson (acting Chair), Braziel, Hedrick, Stockness (arrived 7:11pm)

Commissioners Absent: Scott

Staff: Parker, Caldwell

**II. APPROVAL OF MINUTES**

*May 17, 2017*

Commissioner Johnson makes a statement about the number of action items in these minutes and asks for a process to follow up on those. He would like to be able to track suggested actions following the discussion. Planner Parker suggests that this can be regularly be discussed as part of the Staff Report, or as an additional agenda item.

*No quorum of those present to approve the minutes.*

**III. APPROVAL OF AGENDA**

*Motion (Hedrick/Braziel) to approve the agenda.*

*Passed unanimously (3-0).*

**IV. ITEMS FROM THE FLOOR**

None.

**V. AGENDA ITEMS**

- 1. General Plan Update:** Continued discussion regarding the current draft (July 2012) of the Circulation Element. Discussion of the Noise and Public Safety Element (Dec 2012) and possibly the Housing Element (Dec 2013) if time allows. *The document is available on the City's website at the following address:*

<http://www.trinidad.ca.gov/documents-library/category/21-general-plan-update.html>

*Commissioner Comments*

There is no Staff Report for the continued General Plan update discussion. Noise and Public Safety is the last regular element. Planner Parker is currently working on adding new information and incorporating Commission and public comments into the other Elements. They will come back to the Commission in a few months for final review.

Commissioners Braziel and Hedrick do not have any additional comments on the Circulation Element that was discussed at the last meeting.

Page 2:

Commissioner Johnson has a general comment that he was happy with the policies, goals,

and programs overall. But he did have some comments and concerns about the descriptive text. In the interest of time, he will provide Planner Parker with a copy of his notes rather than going through all of them at the meeting. He also notes that references should be consistent, and references to documents should include "most recent version" rather than a specific date or version.

- Traffic in town is no longer "minimal."
- There is superfluous information in this section.
- Add "...and the intent of the residents is to minimize traffic and noise pollution."
- The reference to 50-60 dbh disturbing sleep needs a reference.

Page 3:

Commissioner Braziel gets validation that the 2012 data is recent enough noise data for the General Plan.

- Consider a timeline to review for data updates.
- Planner Parker notes that the noise readings presented in the General Plan are a reference for relative noise levels and to give perspective; they are not to be used for Ordinances or enforcement.
- Delete second paragraph under 'Stationary Noise Sources' (it is a duplicate).

Page 4:

- Note that there is no longer a recycling center.

Page 5:

- NO-1.3 and 1.5 - reference to "Table NO-1" and "chart" should both be "Table NO-2."
- Commissioner Johnson would like clarification on NO-1.7 and 1.8.

Page 6:

There was a brief discussion that much development was prior to the Alquist-Priolo Act, but that it doesn't apply to single-family residences anyway.

Page 7:

The "Ground Shaking" section needs a rewrite.

Page 8:

The Commission discusses earthquakes and geology. Planner Parker will verify some of the information presented.

Page 9:

- Add definition of tsunami.
- Delete "seiches" from the section name, since they are not an issue in Trinidad.
- The tide discussion is out of place.
- The second paragraph under "Fire Hazards" is confusing.

Planner Parker notes that she will probably add a sea level rise section here.

Page 10:

- Revise the discussion of the City's water system to include recent upgrades.

Page 11:

- Leave the idea that the City is always looking to improve the existing water system.
- Verify that WCSD still has enough water; Commissioner Johnson thinks they may have run short in recent years.
- Update the description of the Trinidad pier.
- Fuel spills in the harbor should be indirectly addressed, but whether under Hazardous Materials or cross-reference to the Land Use Element?

Page 12:

- The City Emergency Plan is outdated, still referring to the police department.
- Check whether the tsunami signs have evacuation route arrows.
- Update that the Azalea project was completed, but Wagner is still an issue for emergency access.

Page 13:

- Look for the reference that a 7.7 magnitude is in the building criteria.

Page 14:

- There was a discussion regarding SAF-1.2, which deals with sea level rise/bluff erosion and development. This standard is required under the Coastal Act, but Planner Parker can specify that it pertains to new development, which will generally not be allowed to build shoreline protection structures.

Page 15:

- SAF 2.1.3 - define a critical, high-priority building; possibly include a reference.
- SAF-2.7 - is 20 ft above MLLW still a valid standard?

Page 16:

- SAF 2.8.2 - has a tsunami response plan been prepared?

Page 17:

- SAF-5.4 - add a reference to a fuel station in the harbor?

Figure 16.

- Check the table and descriptions of the locations and readings for consistency.

Figure 17.

- The hash marks delineate the Alquist-Priolo fault zone, but that is not the name of the fault.
- Divide this into two figures: City inset v. large scale; City needs more detail.
- Is there a fault that goes through the harbor?

Figure 18.

- This could also possibly be two maps.
- Update the lines for the tsunami zone and use a larger scale map.

### *Housing Element*

Planner Parker notes that the Housing Element has been reviewed extensively by the Planning Commission. She warns that the data may look off, but it just has to be accepted as the best we have. The 2010 census relied on ACS statistical data for a lot of the information, and that data is not reliable for a town the size of Trinidad. She also points out that the Housing Element is supposed to be updated every 5 years and it is almost time for the update, though the data should not have changed much. The Housing Element will likely not be part of the LCP, though some policies may need to be included. Parker explains that Housing Elements are supposed to be certified by HCD. Trinidad's approach was to get as close as possible but not to worry about certification. The City could miss out on grant funding, but Trinidad generally doesn't qualify for those types of grants based on income within the City. There is also a minimal risk of getting sued.

The text and policies of the Housing Element are still important and need review. The Commission should not spend a lot of time going through the actual data but focus on the goals and policies. The data itself is useful for showing general trends. For example, the 1980-2000 census data show a trend of decreasing population and household size along with increasing age. Those trends reversed in the 2010 census data.

There was a brief discussion about water supply availability and options.

Commissioner Stockness arrives late due to road delays. She brings extra handouts from the last meeting for Commissioners Braziel and Hedrick. Planner Parker can make copies and distribute them.

## **VI. CITY COUNCIL REPORT**

The Council meeting was rescheduled.

The LCP grant is on their next agenda. The three tasks the grant is addressing are the lighthouse slide/Edwards Street planning, a water supply assessment, and an implementation plan update. The City Council will be adopting the resolution.

Commissioner Hedrick would like a copy of the Municipal Code. Planner Parker states that the best place to get them is online, because the hard copy is from 1990. She suggests that he talk to Gabe about the best way of getting copies.

## **VII. STAFF REPORT**

Planner Parker hasn't worked on the LCP grant much; she's been working on the OWTS permits. She is setting up a flow chart for permits so she can give some responsibility to Becky.

The STR Ordinance was certified by the CA Coastal Commission and is now in effect. The City has extended the current VDU licenses through the summer to avoid things like occupancy changes during the high season. However, most of the new rules will be implemented immediately, such as the limits on transferability and new enforcement provisions. The review period for the new Ordinance will be in 2 years.

Commissioner Hedrick would like to see 3 speed bumps on Scenic Drive for safety.

Future Planning Commission agenda items likely include 2-4 permits next month. The Commission discusses meetings times and Planner Parker will send out an email to schedule a special meeting.

Commissioner Stockness notes that she spoke to City Manager Berman about the Circulation Element and parking signs to not park on the right side of Edwards and time limit and trailer parking signs. City Manager Berman agreed that the City needs more parking signs.

#### **VIII. ADJOURNMENT**

Meeting adjourned at 7:35 p.m.

**Submitted by:**

**Sarah Caldwell**

Secretary to Planning Commission

**Approved by:**

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**Laura Scott**

Planning Commission Chair