

**Alturas Planning Commission**  
**Regular Meeting**

City Hall Council Chambers  
December 11, 2019 5:30 p.m.

The meeting was called to order by Vice Chairman Chris Lauppe at 5:30 p.m.; followed by roll call and the Pledge of Allegiance. **Commissioners present:** Chris Lauppe, Marlene Hamilton, Tom Romero and later joined Bill Hall. **Commissioners absent:** Robert Dolan. **Staff present:** Planning Director Jennifer Andersen, Mayor Pro-Tem Mark Steffek, and City Clerk Macey Binning. **Public attending:** 0.

**Public Forum** - No one is present under the public forum.

**Approval of November 13, 2019 Minutes**

**MOTION** by Commissioner Romero, **SECONDED** by Commissioner Hamilton to approve the minutes of the November 13, 2019 meeting. **ALL AYES.**

**Public Hearing Items** - None

**General Meeting Items - VAC-S 2019-02 Maple Street Summary Road Vacation**

**MOTION** by Commissioner Hall, **SECONDED** by Commissioner Hamilton to confirm staff findings presented, including the finding that the request is in compliance with the City's General Plan, and to recommend City Council approve the requested vacation as proposed by the Applicant. **ALL AYES.**

**PLANNING DIRECTOR/COMMISSIONER'S REPORTS:**

Planning Director Andersen informs the Planning Commissioners she may need to call a special meeting regarding the recommended amendments to the Housing Element that was recently submitted to the State.

Commissioner Hall had a few items he would like to discuss. Mr. Hall inquired on the time frame for Phase 2 of Grocery Outlet project, and if their permits have a time limit. Commissioner Hall would also like the City to acknowledge a violation on Main Street. Currently, there is a blow-up sign that is blocking a fire sign.

Planning Director Andersen responds that the permits do not have a time frame. However, use permits can have time restrictions. Ms. Andersen will check on this matter.

Ms. Binning will inform the Fire Marshal of the sign violation.

Commissioner Lauppe inquires if the Modoc County Public Health building will be installing a new sign.

Mr. Hall also informs Ms. Andersen Modoc County Public Health will be contacting her regarding installing a new sign.

With no further business to come before the Commission, **MOTION** by Commissioner Romero, **SECONDED** by Commissioner Hamilton to adjourn the meeting at 6:08 p.m. **ALL AYES.**

Respectfully,

*Macey Binning*

Macey Binning  
Planning Commission Secretary