

Alturas Planning Commission
Regular Meeting

City Hall Council Chambers
May 13, 2020 at 5:30 p.m.

Pursuant to the Governor's Executive Order N-25-20 and N-29-20 dated March 12, 2020 and March 17, 2020, The Alturas Planning Commission Chair Bill Hall called the special meeting to order at 5:38 p.m. via teleconference and at the City Hall Chambers; followed by roll call and the Pledge of Allegiance. **Commissioners present:** Chris Lauppe, Marlene Hamilton, and Bill Hall. **Commissioners absent:** Thomas Romero and Robert Dolan. **Staff present:** Planning Director Jennifer Andersen, City Council Planning Department Liaison Samantha Wood, and Planning Commission Secretary Macey Binning. **Public attending:** 0.

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

Approval of February 12, 2020 Minutes

MOTION by Commissioner Hamilton, **SECONDED** by Commissioner Lauppe to approve the minutes of the February 12, 2020 meeting. **ALL AYES.**

Public Hearing Items – None

General Meeting Items – 5A - Annual General Plan Progress Report to the Planning Commission.

Planning Director Jenn Andersen informed Planning Commissioners that California Government Code Section 65400(a)(2)(A) requires that all cities and counties submit an annual report to the State on the status of the General Plan and the progress that has been made in its implementation by April 1st of each year. This report was delayed this year due to COVID-19. Recently the Housing Element was updated in November of 2019 to address requirements for State planning "Cycle 6", which spans the time from August 31, 2019 to August 31, 2024. At this time, the Housing Element is the only part of the General Plan that is required to be certified by the State. Ms. Andersen began to provide a general summary of each of the mandatory and optional elements of the City's General Plan along with a brief description of various actions taken by the City that advance specific goals and policies of each element. Ms. Andersen also identified goals and policies that have not been implemented in each element in an effort to lay the groundwork for policy and program changes in the upcoming 2020 update.

MOTION by Commissioner Lauppe, **SECONDED** by Commissioner Hamilton to approve the Planning Directors feedback and recommendations on the General Plan and provide feedback and recommendations to City Council for further review. **ALL AYES.**

General Meeting Items – 5B – County Health Services Sign.

Commissioner Bill Hall recused himself at 6:45 pm regarding the County Health Services sign.

The Planning Commissioners are unable to entertain a motion due to lack of quorum. After reviewing the sign proposal for the Modoc County Health Services building located on the Northwest corner of Main Street and West 4th Street., the Commissioners and Planning Director Andersen agreed it should be communicated to the County the concerns. The Commissioners are concerned with the height of the sign from the base to the start of the sign, they believe it should be taller than 5'2". They suggest decluttering the sign and adding large letters so it is easier to read. Also, the middle of the sign appears to be solid. Since the sign is proposed at an intersection, they suggest that the middle be open so intersection visibility is not blocked.

PLANNING DIRECTOR/COMMISONER'S REPORTS:

Commissioner Lauppe would like recommend that the Public Works Department paint the curbs only on the top of the sidewalk. This will cut down on time and paint.

Commissioner Hall inquires if the pool will be opening for the season.

City Council Planning Department Liaison Wood replies at the April City Council meeting it was decided to continue to prepare to open the pool for the season.

Commissioner Hall would also like the status of phase 2 of the Grocery Outlet project.

Ms. Andersen is unaware of the status at this time, but will research and report back at the next Planning commission meeting.

Planning Director Jenn Andersen updated Commissioners on the sign located at the intersection of N. Warner and W. 12th Street. Recently the City Council approved to waive the use permit for this sign to be replaced. Business owners have been working on updating and moving this sign to a preferred location. This sign is on off site sign, which is usually not permitted. The only time it is permitted is when business location is not visible. Which both the golf course and Sturdy Built are not. Business owners encountered an issue. Either way Ms. Andersen informed the Commissioners that either way the old sign must be removed.

Commissioner Hall inquired if the business owners could contact Caltrans and have informational signs posted.

Ms. Andersen responded that it is possible only for the golf course. The sign would say only "golf course".

With no further business to come before the Commission, **MOTION** by Commissioner Hamilton, **SECONDED** by Commissioner Lauppe to adjourn the meeting at 7:16 p.m. to return in regular session on Wednesday, June 10, 2020 at 5:30 p.m., City Hall. **ALL AYES.**

Respectfully,

Macey Binning

Macey Binning
Planning Commission Secretary