



City of Fort Bragg

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Meeting Minutes Community Development Committee

Thursday, September 7, 2023

4:00 PM

Town Hall, 363 N. Main Street

Special Meeting

MEETING CALLED TO ORDER

Chair Godeke called the meeting to order at 4:01 pm

ROLL CALL

Community Development Director von Hacht Cherry, Assistant Planner Peters, Administrative Assistant Flynn

Present: 2 - Bernie Norvell and Jason Godeke

1. APPROVAL OF MINUTES

1A. [23-264](#) Minutes of the July 26, 2023 Community Development Committee Meeting

Approve Minutes of the July 26, 2023 Community Development Committee Meeting

This Committee Minutes were approved for Council review

Aye: 2 - Committee Member Norvell and Committee Member Godeke

2. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Public Comment: Jacob Patterson

3. CONDUCT OF BUSINESS

3A. [23-251](#) Receive Oral Update on Central Business District Revitalization Efforts

Assistant Planner Peters presented the report and toolkit on Central Business District Revitalization Efforts. Coordinating Downtown Business conversations is ongoing, regular quarterly meetings are occurring, most recent meeting was held on July 15, 2023 and merchants were asked to participate in the Magic Market in the fall. The next meeting is scheduled for October 15, 2023.

Walking Tours, Visit Fort Bragg Committee, and Alleyway Art Project and Idea Cooperative, and Blue Zones (Adventist Health) are working together on this.

Public Works is working on improving Town Hall restrooms and they approved a contract with Calpo- building plans are anticipated for the Fall of 2024.

Alleyway Art Project continues to add murals to downtown, most recently approved Raven mural at 219 McPherson.

Visit Fort Bragg is working on improving the Business Directory and Directional signage

continuing to explore options.

Install Trees Planters and Landscaping in downtown is on hold.

Bollards are complete.

Employ Code Enforcement Actions. Chief Cervenka said they are successfully addressing quality of life and safety issues throughout the city. This is still complaint based but moving toward self initiated. The majority of cases have been resolved through courtesy notifications and education.

Regular Walking Patrol is ongoing and they continue to have presence of uniformed officers downtown. Assistant Planner Peters suggested removing updates on Walking Patrol from the report because it is ongoing.

Temporary Waiver of Water/Sewer capacity fees is complete.

Create Public Gathering Space is in process. Two improvements are in the works- Bainbridge Park and the area south of Town Hall. Currently there are no additional plans for gathering space.

Assistant Planner Peters suggested that the Downtown Parking Study be added to this report. The survey is still open and more community input was encouraged.

Public Comments: none

Discussion: Mayor Norvell agreed the Downtown Parking Study be added to this report. He also requested that the Install Trees, Planters and Landscaping item be changed from "On Hold" to "In Process" based on the work that Chair Godeke has completed. Assistant Planner Peters clarified that this report is for the Central Business District but will amend it to include citywide projects. Chair Godeke agreed to adding the Downtown Parking Study to the report.

3B. [23-253](#) Discussion about an Assessment of City Trees and Potential Resources and Strategies to Increase Tree Quantities

Chair Godeke said that Public Works Director Smith gave positive feedback on the potential of planting trees at the dog park and the north side of the skate park. Chair Godeke said that Superintendent Aldridge and school Facilities Manager both provided positive feedback about getting trees planted on school grounds. Chair Godeke said now is a matter of isolating funding sources and working with Conservation Works as a collaborator on getting and implementing grants.

Public Comment: Valerie Stanley-Tribal Historic Preservation Officer of Sherwood Valley Rancheria, Shelley Green, Paul Clark.

Discussion: none.

3C. [23-255](#) Discuss and Provide Direction to Staff on Assignment of Inclusionary Housing Trust Fund CLUDC Chapter 17.32 and ILUDC Chapter 18.32 Inclusionary Housing Requirements and its Section 18.32.090 Inclusionary Housing Trust Fund

Community Development Director von Hacht Cherry gave a summary of the memo.

Public Comment: none.

Discussion: Chair Godeke and Mayor Norvell discussed lowering the Inclusionary Housing fee percentage to encourage developers to build in Fort Bragg to have the Land Trust manage Inclusionary Housing. Chair Godeke noted that both the memo and the Housing Element

recommend lowering the percentage to potentially mitigate stalls in local development. Mayor Norvell recommended this be brought as an Action Item to the City Council and public comment be reopened.

Public Comment: Shelley Green, Paul Clark

Discussion: Community Development Director von Hacht Cherry offered clarification that the City is the trustee of the Inclusionary Housing fee funds and manages fee distribution. Director von Hacht Cherry also noted that the City will be updating Accessory Dwelling Unit regulations in the coming months. Chair Godeke and Director von Hacht Cherry discussed in lieu fees.

3D. [23-256](#) Review of Subchapters 17.71.030 and 18.71.030 Limited Term Permit, Permit Procedures, and Application Fees.

Community Development Director von Hacht Cherry presented the review, noting staff time for processing Limited Term Permits and the lack of policy on waiving fees for certain applicants.

Public Comment: none.

Discussion: Mayor Norvell clarified that this topic is on the Community Development agenda in order to bring a recommendation to City Council. He recommended that fees not be waived for non-profits and that the Council consider a multi-year fee for Limited Term Permit applications that occur annually, as they may require less staff time. Director Cherry noted that staff time does not decrease when processing LTPs for events that occur annually but recommended a minor amendment to the City's zoning code to allow for multi-year LTPs. Chair Godeke and Mayor Norvell agreed that this should be brought to City Council.

4. MATTERS FROM COMMITTEE / STAFF

Community Development Director von Hacht Cherry provided an update that the California Coastal Commission found no substantial issue with the Grocery Outlet project and the local decision to approve will be upheld. Director Cherry also noted that appeals to the Coastal Commission are between the Commission, the Appellant, and the Applicant, City staff are not required to participate on approved projects.

Director von Hacht Cherry also gave an update on the planting amendment for the Parents and Friends project at 350 Cypress St. The Director also noted that the Planning Commission will be reviewing several amendments to the ILUDC and CLUDC in coming months.

The Committee agreed to cancel the September CDC meeting and to meet on the fourth Tuesday at 4:00 pm each month moving forward.

Mayor Norvell requested that the topic of annexation of properties east of the City be added to the October 24, 2023 CDC agenda.

Director von Hacht Cherry noted that Public Works projects are subject to the same Public Hearing process as non-City projects.

Assistant Planner Peters introduced new Administrative Assistant Flynn to the Committee.

ADJOURNMENT

Chair Godeke adjourned the meeting at 4:59 P.M.