



City of Fort Bragg

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Meeting Minutes Planning Commission

Wednesday, June 8, 2022

6:00 PM

Town Hall, 363 N.Main Street
and via Video Conference

MEETING CALLED TO ORDER

Acting Chair Roberts called the meeting to order at 6:00 PM.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present 4 - Vice Chair Michelle Roberts, Commissioner Stan Miklose, Commissioner Andrew Jordan, and Commissioner Sharon Davis
Absent 1 - Chair Jeremy Logan

1. PUBLIC COMMENTS ON: (1) NON-AGENDA & (2) CONSENT CALENDAR ITEMS

None.

2. STAFF COMMENTS

Assistant Director O'Neal announced that, per Mayor Norvell, as of June 1, meetings will no longer be held in a hybrid format. The resolutions authorizing remote participation will continue to be placed on agendas to allow Commissioners remote participation in the event of an urgent situation, but the Zoom link will not be published. Acting Chair Roberts asked if that applies to all meetings, and O'Neal replied that it applies to City Council and Planning Commission meetings only.

3. MATTERS FROM COMMISSIONERS

None.

4. CONSENT CALENDAR

Approval of the Consent Calendar

A motion was made by Commissioner Miklose, seconded by Commissioner Jordan, to approve the Consent Calendar. The motion carried by the following vote:

Aye: 4 - Vice Chair Roberts, Commissioner Miklose, Commissioner Jordan and Commissioner Davis

Absent: 1 - Chair Logan

4A. [22-255](#) Minutes of the May 25, 2022 Planning Commission Meeting

These Minutes were approved on the Consent Calendar.

4B. [22-256](#) Resolution Authorizing Continuing Remote Meetings

This Resolution was adopted on the Consent Calendar.

Enactment No: RES PC14-2022

5. DISCLOSURE OF EX PARTE COMMUNICATIONS ON AGENDA ITEMS

None.

6. PUBLIC HEARINGS

7. CONDUCT OF BUSINESS

7A. [22-253](#) Receive Report and Make Recommendations on Code Enforcement Activity and Goals for the Code Enforcement Program Implementation

Code Enforcement Officer Stump presented the prepared report and responded to Commissioners' clarifying questions. Questions and discussion included program strengths; discrepancy between guidelines and current practice related to anonymous complaints; citation appeal process; landlord retaliation; potential backlash; suggestions for wording of guidelines; violation monitoring; source and allocation of fees; Franchise Tax Board program and funding for property improvements; additional grant opportunities; scope of program; health and safety emphasis; need for informing public of available resources; and the need for clear guidelines that are consistent with actual practice.

Commissioners' recommended staff move forward with plans to hire a consultant; revise the guidelines; provide educational resources; implement mechanisms for rewarding those who benefit the community with good code compliance; and pursue additional funding sources, including funding for low to moderate income property owners to make repairs. Staff will come back in a couple of months with an update.

ADJOURNMENT

Acting Chair Roberts adjourned the meeting at 6:55 PM.

Jeremy Logan, Chair

Sarah Peters, Administrative Assistant

IMAGED (_____)

