



# City of Fort Bragg

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## Meeting Minutes Planning Commission

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Wednesday, March 27, 2024

6:00 PM

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

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### Special Meeting

#### MEETING CALLED TO ORDER

Chair Deitz called the meeting to order at 6:00 PM

#### PLEDGE OF ALLEGIANCE

#### ROLL CALL

**Present** 5 - Vice Chair Jeremy Logan, Chair Scott Deitz, Commissioner Jary Stavely,  
Commissioner Richard Neils, and Commissioner David Jensen

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

- (1) Jacob Patterson
- (2) None

#### **2. STAFF COMMENTS**

Assistant Planner Peters gave an update on the Community Development Committee's discussion on updating the Mobile Vending Vehicle Ordinance at their meeting on March 26, 2024.

#### **3. MATTERS FROM COMMISSIONERS**

Commissioner Neils gave an update on the County Board of Supervisors meeting and noted that the American Legion would be hosting an upcoming pancake breakfast. Chair Deitz inquired about the status of previous Planning Commission meeting minutes.

#### **4. CONSENT CALENDAR**

None.

#### **5. DISCLOSURE OF EX PARTE COMMUNICATIONS ON AGENDA ITEMS**

Commissioner Jensen noted that he received a call from a member of the public regarding Tiny Homes and ADUs. Chair Deitz asked for clarification on what constitutes Ex Parte Communication. Consultant Jones and Vice Chair Logan noted that is when individual Commissioners receive information from an applicant about an agenda item that may inform or influence their decision.

## **6. PUBLIC HEARINGS**

- 6A.** [24-664](#) Continue a Public Hearing on Coastal Development Permit 2-23 (CDP 2-23), Design Review 3-24 (DR 3-24), Sign Permit 2-24 (SP 2-24), and Variance 1-24 (VAR 1-24), proposing to remodel an existing 1,536 SF convenience store with an addition of 447 SF into a 1,809 SF convenience store; install 660 SF of new landscaped area; replace and expand an existing gas station canopy; replace gas dispensing units; and replace existing canopy signs and monument sign face located at 105 South Main Street.

Chair Deitz opened the public hearing at 6:08 PM.

Staff requested this item be continued.

Public Comments: Jacob Patterson

Discussion: None.

Chair Deitz continued the public hearing to a date certain, the next regularly scheduled Planning Commission meeting, Wednesday, April 10, 2024 at 6 PM.

- 6B.** [23-259](#) Receive a Report, Hold a Public Hearing, and Consider Adoption of a Resolution of the Fort Bragg Planning Commission Recommending that the City Council Amend Chapter 18.42.175 - "Tiny Homes", of Division 18 of the Fort Bragg Municipal Code to Modify Regulations and Standards for Tiny Homes; Approve Mitigated Negative Declaration

Receive a Report, Hold a Public Hearing, and Consider Adoption of a Resolution of the Fort Bragg Planning Commission Recommending that the City Council Submit an LCP Amendment Application to the Coastal Commission to Amend Chapter 17.42.175 - "Tiny Homes", of Division 17 of the Fort Bragg Municipal Code, to Modify Regulations and Standards for Tiny Homes; Approve Mitigated Negative Declaration

Chair Deitz opened the public hearing at 6:33 PM

Consultant Jones presented the report. Commissioners asked clarifying questions regarding foundations; roof pitch; tax assessment on improvements; length of Coastal Commission application process; fire inspection requirements; the difference between mobile homes, RVs, and manufactured homes; how the ordinance affects existing mobile homes; homeowners and renters insurance; California building code; how Senate Bill 9 (SB-9) affects Tiny Homes; Tiny Homes in relation to ADUs, JADUs, and duplexes.

Public Comment: Chris Davis, Carolyn Wheeler, Jacob Patterson

Discussion: Commissioners discussed the following topics: if the ordinance should apply to park model RVs in addition to Tiny Homes; if they should be allowed in commercial zoning districts; visual impacts of Tiny Homes; setbacks; quantity of units allowable on each parcel; allowing a Tiny Home on the same parcel as an ADU and setbacks between buildings; design standards; capacity fees; and how to address parcels with Tiny Homes that go through a lot split.

Chair Deitz continued the public hearing to a date certain, the next regularly scheduled Planning Commission meeting, Wednesday, April 10, 2024 at 6:00 PM

**6C. [23-261](#)** Receive a Report, Hold a Public Hearing, and Consider Adoption of a Resolution of the Fort Bragg Planning Commission Recommending that the City Council Repeal Chapter 18.42.110 "Mobile Home Parks" of Division 18 of the Fort Bragg Municipal Code and Replace it with Chapter 18.42.110 "Tiny Home Communities" to Establish Standards for Tiny Home Communities; Approve Mitigated Negative Declaration.

Receive a Report, Hold a Public Hearing, and Consider Adoption of a Resolution of the Fort Bragg Planning Commission Recommending that the City Council Submit an LCP Amendment Application to the Coastal Commission to Repeal Chapter 17.42.110 "Mobile Home Parks" of Division 17 of the Fort Bragg Municipal Code and Replace it with Chapter 17.42.110 "Tiny Home Communities" to Establish Standards for Tiny Home Communities; Statutory Exemption.

Chair Deitz opened the public hearing at 7:40 PM

Consultant Jones presented the report. Commissioners asked clarifying questions regarding how this ordinance would affect existing Tiny Home communities; Housing and Community Development (HCD) oversight of mobile home parks and Tiny Home communities; minimum lot size; quantity of vacant parcels currently available for a Tiny Home community; capacity fees; and planning entitlement requirements.

Public Comment: Carolyn Wheeler, Jacob Patterson, Jenny Shattuck

Discussion: Commissioners discussed the following topics: zoning districts where Tiny Home communities would be allowable; ownership structure; the requirement of on site management quarters/office; allowable amenities, size, orientation, design, landscaping, setbacks, internal streets, and walkways; and maximum percentage of manufactured homes allowed.

Chair Deitz continued the public hearing to a date certain, the next regularly scheduled Planning Commission meeting, Wednesday, April 10, 2024 at 6:00 PM

**7. CONDUCT OF BUSINESS**

**7A. [24-667](#)** Receive Report and Provide Code Interpretation Guidance Regarding the Appropriate Level of Design Review for Solar Canopies (Photovoltaic above Parking).

Consultant Jones presented the report. Commissioners asked clarifying questions regarding maximum allowable ground mounted solar arrays on each parcel; types of solar arrays allowed in each zoning district; and current procedure for solar permits.

Public Comment: Jacob Patterson

Discussion: Commissioners gave direction to staff that ground mounted solar be subject to Administrative Design Review unless the Director wishes to escalate the review to the Planning Commission.

**ADJOURNMENT**

Chair Deitz adjourned the meeting at 8:20 PM

