



City of Fort Bragg

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Meeting Minutes Planning Commission

Wednesday, January 29, 2025

6:00 PM Town Hall, 363 N. Main Street and Via Video Conference

SPECIAL MEETING

MEETING CALLED TO ORDER

Chair Pro Tempore called the meeting to order at 6:00 PM

PLEDGE OF ALLEGIANCE

ROLL CALL

Present 5 - Commissioner Jary Stavely, Vice Chair David Jensen, Commissioner Katie Turner, Commissioner Richard Neils, and Commissioner Ryan Bushnell

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

- (1) None
- (2) None

2. STAFF COMMENTS

Administrative Assistant Flynn gave an update on the new schedule for the Community Development Committee.

3. MATTERS FROM COMMISSIONERS

Commissioner Neils noted two upcoming community events.

4. CONSENT CALENDAR

Approval of the Consent Calendar

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

Aye: 5 - Commissioner Stavely, Vice Chair Jensen, Commissioner Turner, Commissioner Neils and Commissioner Bushnell

4A. [24-917](#) Approve Minutes of the April 24, 2024 Planning Commission Meeting

These Minutes were approved on the Consent Calendar.

4B. [24-918](#) Approve Minutes of the May 29, 2024 Planning Commission Meeting

These Minutes were approved on the Consent Calendar.

4C. [24-1139](#) Approve Minutes of the August 28, 2024 Planning Commission Meeting
 These Minutes were approved on the Consent Calendar.

4D. [24-1140](#) Approve Minutes of the December 11, 2024 Planning Commission Meeting
 These Minutes were approved on the Consent Calendar.

5. DISCLOSURE OF EX PARTE COMMUNICATIONS ON AGENDA ITEMS

None

6. PUBLIC HEARINGS

6A. [24-1065](#) Receive a Report, Hold a Public Hearing, and Consider Adoption of a Resolution of the Fort Bragg Planning Commission Recommending that the City Council:
 (1) Adopt an Ordinance Amending Division 17 of the Fort Bragg Municipal Code (LCP 1-25) to Amend Chapter 17.36 “Parking And Loading” to: 1) Eliminate Minimum Parking Requirements for Residential Uses; 2) Amend the Parking Regulation of The CLUDC to Match the Changes That Have Already been Approved for the ILUDC by City Council; and 3) Address Inconsistencies in Landscaping Requirements for Parking Lots, and
 (2) Adopt an Ordinance Amending Division 18 of the Fort Bragg Municipal Code (ILUDC 1-25) to Amend Chapter 18.36 “Parking And Loading” to: 1) to Eliminate Minimum Parking Requirements for Residential Uses; and 2) Address Inconsistencies in Landscaping Requirements for Parking Lots. CEQA Exemption 15061(b)(3)

Chair Pro Tempore Jensen opened the Public Hearing at 6:06 PM
 Consultant Jones presented the report.
 Commissioners asked clarifying questions regarding parking requirements in other jurisdictions; impact on residents; impact on past approved projects; impact on handicapped access; future code changes.

Public Comment: Paul Clark, Jenny Shattuck, Jacob Patterson, Hamid Zarrabi
 Commissioners asked clarifying questions regarding parking requirements.
 Chair Pro Tempore Jensen continued the Public Hearing to a date certain, the next regularly scheduled Planning Commission Meeting, Wednesday, February 12, 2025 at 6:00 PM

6B. [24-1066](#) Receive a Report, Hold a Public Hearing, and Consider Adoption of a Resolution of the Fort Bragg Planning Commission Recommending that the City Council Adopt an Ordinance to Amend Division 17 to the Fort Bragg Municipal Code to Amend Chapter 17.21.030(B)(C) & 17.21.050 “Zoning Districts And Allowable Land Uses”, to Repeal and Replace 17.42.170 “Accessory Dwelling Units” and to Amend Chapter 17.71.050 “Design Review” and Chapter 17.100 “Definitions” to Establish Regulations and Standards for Accessory Dwelling Units Pursuant to State Law; and
 Receive a Report, Hold a Public Hearing, and Consider Adoption of a

Resolution of the Fort Bragg Planning Commission Recommending that the City Council Adopt an Ordinance to Amend Division 18 to the Fort Bragg Municipal Code to Amend Chapter 18.21.030(B)(C) & 18.21.050 "Zoning Districts And Allowable Land Uses", to Repeal and Replace 18.42.170 "Accessory Dwelling Units" and to Amend Chapter 18.71.050 "Design Review" And Chapter 18.100 "Definitions" to Establish Regulations and Standards for Accessory Dwelling Units Pursuant to State Law.

Chair Pro Tempore Jensen opened the Public Hearing at 7:05 PM

Consultant Jones presented the report.

Commissioners asked clarifying questions regarding parking requirements for ADUs; what zoning districts allow ADUs; short term vacation rentals.

Public Comment: Paul Clark

Chair Pro Tempore Jensen closed the Public Hearing at 7:15 PM

Discussion: Under deliberation, Commissioners discussed the topic of ADUs not being permitted as short term vacation rentals.

A motion was made by Commissioner Stavelly, seconded by Commissioner Turner, that the Planning Resolution be adopted. The motion carried by the following vote:

Aye: 5 - Commissioner Stavelly, Vice Chair Jensen, Commissioner Turner, Commissioner Neils and Commissioner Bushnell

Enactment No: RES PC01-2025

6C. [24-1109](#)

Receive a Report, Hold a Public Hearing, and Consider Adoption of a Resolution of the Fort Bragg Planning Commission Recommending that City Council Adopt Ordinances to Update the Coastal Land Use & Development Code to regulate Tiny Homes, Tiny Home Communities, Outdoor Dining and Planned Unit Developments; Statutory CEQA Exemption 15265

Chair Pro Tempore Jensen opened the Public Hearing at 7:18 PM

Consultant Jones presented the report.

Commissioners asked clarifying questions regarding past ordinance amendments; mobile homes outside of mobile home parks; existing outdoor dining establishments; and roof design standards.

Public Comment: Paul Clark, Jacob Patterson

Chair Pro Tempore Jensen closed the Public Hearing at 7:29 PM

Discussion: None

A motion was made by Commissioner Neils, seconded by Commissioner Bushnell, that the Planning Resolution be adopted. The motion carried by the following vote:

Aye: 5 - Commissioner Stavelly, Vice Chair Jensen, Commissioner Turner, Commissioner Neils and Commissioner Bushnell

Enactment No: RES PC02-2025

7. CONDUCT OF BUSINESS

7A. [24-1048](#) Perform Business Operations Established in Bylaws for 2025 Planning Year

A motion was made by Commissioner Neils, seconded by Commissioner Turner, that the Planning Resolution be adopted. The motion carried by the following vote:

Aye: 5 - Commissioner Stavely, Vice Chair Jensen, Commissioner Turner, Commissioner Neils and Commissioner Bushnell

Enactment No: RES PC03-2025/RES PC04-2025

A motion was made by Commissioner Turner, seconded by Commissioner Stavely, that the Bylaws be adopted as amended. The motion carried by the following vote:

Aye: 5 - Commissioner Stavely, Vice Chair Jensen, Commissioner Turner, Commissioner Neils and Commissioner Bushnell

Enactment No: RES PC03-2025/RES PC04-2025

7B. [24-1047](#) Select Chair and Vice-Chair of the Planning Commission (Ord. 740 §1,1992; Fort Bragg Municipal Code §2.20.050; PC Bylaws § III.D.)

Commissioner Neils nominated Chair Pro Tempore Jensen for Planning Commission Chair.

A motion was made by Commissioner Stavely, seconded by Commissioner Neils, that Commissioner Jensen be appointed Chair. The motion carried by the following vote:

Aye: 5 - Commissioner Stavely, Vice Chair Jensen, Commissioner Turner, Commissioner Neils and Commissioner Bushnell

Commissioner Stavely nominated Commissioner Neils for Planning Commission Vice Chair.

A motion was made by Commissioner Turner, seconded by Commissioner Stavely, that Commissioner Neils be appointed Vice Chair. The motion carried by the following vote:

Aye: 5 - Commissioner Stavely, Vice Chair Jensen, Commissioner Turner, Commissioner Neils and Commissioner Bushnell

ADJOURNMENT

Chair Jensen adjourned the meeting at 7:48 PM