



# City of Fort Bragg

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## Meeting Minutes Planning Commission

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Wednesday, February 12, 2025

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

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### MEETING CALLED TO ORDER

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

### PLEDGE OF ALLEGIANCE

### ROLL CALL

**Present** 4 - Commissioner Jary Stavely, Chair David Jensen, Commissioner Katie Turner, and Vice Chair Richard Neils  
**Absent** 1 - 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 4Leaf from the City Manager

### 3. MATTERS FROM COMMISSIONERS

Commissioner Turner and Vice Chair Neils gave updates on upcoming community events.

### 4. CONSENT CALENDAR

Commissioner Stavely requested item 4A. be removed from the Consent Calendar for correction.

### Approval of the Consent Calendar

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

**Aye:** 4 - Commissioner Stavely, Chair Jensen, Commissioner Turner and Vice Chair Neils

**Absent:** 1 - Commissioner Bushnell

#### 4B. [25-4](#)

Planning Commission Resolution 03-2025: Schedule for Regular Planning Commission Meetings

**This Planning Staff Report was approved on the Consent Calendar.**

- 4C. [25-5](#) Planning Commission Resolution 04-2025: Planning Commission Bylaws  
This Planning Staff Report was approved on the Consent Calendar.

**ITEMS REMOVED FROM CONSENT CALENDAR**

- 4A. [25-3](#) Approve Minutes of the January 29, 2025 Planning Commission Meeting  
Commissioner Stavelly requested Agenda Item 7B. be corrected to include Chair nomination.

A motion was made by Commissioner Neils, seconded by Commissioner Stavelly, that the Minutes be approved as amended. The motion carried by the following vote:

Aye: 4 - Commissioner Stavelly, Chair Jensen, Commissioner Turner and Vice Chair Neils

Absent: 1 - Commissioner Bushnell

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

None

**6. PUBLIC HEARINGS**

- 6A. [25-6](#) Receive a Report, Continue 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)

Marie Jones was not able to attend the meeting, therefore, the public hearing was continued to a date certain, Wednesday, February 26, 2025 at 6:00 pm

**7. CONDUCT OF BUSINESS**

- 7A. [25-13](#) Receive Report and Consider Approval of Sign Permit 2-24 (SP 2-24) for New Signage at Gulf Oil Service Station, 105 S. Main Street

Assistant Planner Peters presented the report.

Commissioners asked clarifying questions regarding setbacks, special conditions, and the original Coastal Development Permit (CDP) for the project.

Public Comment: Jacob Patterson

Discussion: Under deliberation, Commissioners discussed the special conditions and agreed to

approve the permit so long as the applicant complies with Special Conditions 1, 2, and 4. Commissioners did not wish to require Special Condition 3.

**A motion was made by Vice Chair Neils, seconded by Commissioner Turner, that the Planning Staff Report be approved as amended. The motion carried by the following vote:**

**Aye:** 4 - Commissioner Stavely, Chair Jensen, Commissioner Turner and Vice Chair Neils

**Absent:** 1 - Commissioner Bushnell

## **ADJOURNMENT**

Chair Jensen adjourned the meeting at 6:47 PM