



# City of Fort Bragg

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## Meeting Minutes - Final Planning Commission

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Wednesday, October 8, 2025

6:00 PM

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

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### MEETING CALLED TO ORDER

Chair David Jensen called the meeting to order at 6:00 p.m.

### 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

Associate Planner Sarah Peters gave an update on staffing changes in the Community Development Department, the upcoming planning projects and closures of parking at C.V.Starr. Peters also mentioned City Hall will be closed Monday, October 13. Permit Technician Maria Flynn gave an update on upcoming community events.

### 3. MATTERS FROM COMMISSIONERS

Commissioner Turner provided information on the upcoming 100 Women Strong event. Commissioner Stavely mentioned the League of Women Voters is encouraging all to vote. Vice Chair Neils brought attention to the Veterans Day celebration. Chair Jensen welcomed Maria Flynn back.

### 4. CONSENT CALENDAR

**4A.** [25-334](#) Approve Minutes of the July 9, 2025 Planning Commission Meeting

**Attachments:** [07092025 Planning Commission Minutes](#)

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

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

**Absent:** 1 - Commissioner Bushnell

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

Commissioner Stavely disclosed he volunteers at the Friends of the Library book sale.

**6. PUBLIC HEARINGS**

**6A. [25-390](#)** Receive a Report, Hold a Public Hearing, and Consider Adopting a Resolution Approving Use Permit 4-25 (UP 4-25), Design Review 7-25 (DR 7-25), and Sign Permit 5-25 (SP 5-25) to Construct a 3,348 Square Foot Library Annex with Associated Parking and Signage at 421 N. Whipple Street; Categorically Exempt from CEQA Pursuant to Section 15332 (Infill Development)

- Attachments:** [Staff Report](#)  
[Att. 1 - Resolution](#)  
[Att. 2 - Annex Plans](#)  
[Att. 3 - Colors](#)  
[Att. 4 - Lighting Plan](#)  
[Att. 5 - Entry Sign](#)  
[Att. 6 - Public Works Comments](#)

**Chair Jensen opened the public hearing at 6:08 P.M.**

Associate Planner Sarah Peters gave a report describing the Library Annex Project. Applicant Janice Marcell and Project Agent Marie Jones were available to answer questions. Commissioner Stavely asked clarifying questions about bicycle parking. Applicant Janice Marcell provided information about the project. Project Agent Marie Jones gave information about the next phases of the Annex project.

Public Comment: None.

Commissioners asked questions. Project Agent Marie Jones responded.

**Public Hearing closed at 6:38 P.M.**

Discussion: Under deliberation, Commissioners discussed parking, electric pole, and allowing for roof top solar without screening.

**This Planning Resolution was adopted as amended.**

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

**Absent:** 1 - Commissioner Bushnell

Enactment No: RES PC18-2025

**7. CONDUCT OF BUSINESS**

None.

## ADJOURNMENT

Chair Jensen adjourned the meeting at 6:45 P.M.