



City of Fort Bragg

416 N Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

Meeting Minutes Planning Commission

Wednesday, April 10, 2024

6:00 PM

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

MEETING CALLED TO ORDER

Chair Deitz called the meeting to order at 6:00 P.M.

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) None.
- (2) None.

2. STAFF COMMENTS

Administrative Assistant Flynn gave an update on upcoming Planning Commission, Community Development Committee, and City Council agenda items.
Consultant Jones gave an update on the City Council's action regarding Outdoor Dining, Planned Development Permits, and Fire Sprinklers at their meeting on April 8, 2024.

3. MATTERS FROM COMMISSIONERS

None.

4. CONSENT CALENDAR

Commissioners approved the minutes of the January 10, 2024 Planning Commission meeting and pulled the minutes of the December, 13, 2023 Planning Commission meeting for amendment.

4B. [24-689](#) Approve Minutes of the January 10, 2024 Planning Commission Meeting

A motion was made by Vice Chair Logan, seconded by Chair Deitz, that the Minutes of the January 10, 2024 Planning Commission Meeting be approved without amendment. The motion carried by the following vote:

Aye: 5 - Vice Chair Logan, Chair Deitz, Commissioner Stavely, Commissioner Neils and Commissioner Jensen

4A. [24-686](#) Approve Minutes of the December 13, 2023 Planning Commission Meeting

A motion was made by Commissioner Stavely, seconded by Commissioner Jensen, that the Minutes of the December 13, 2023 Planning Commission Meeting be approved as amended. The motion carried by the following vote:

Aye: 5 - Vice Chair Logan, Chair Deitz, Commissioner Stavely, Commissioner Neils and Commissioner Jensen

5. DISCLOSURE OF EX PARTE COMMUNICATIONS ON AGENDA ITEMS

None.

6. PUBLIC HEARINGS

- 6A. [24-614](#)** Receive a Report, Continue a Public Hearing, and Consider Approval of 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 continued the public hearing at 6:10 PM

Consultant Jones presented the report and noted that the project may be appealed to the City Council and the Coastal Commission. Commissioners asked clarifying questions to determine if the existing building would be demolished; the Sign Permit approval process; Design Review requirements and paint colors; if the business is considered a franchise or formula business; total square footage of the store; condition of and certification status of the existing fuel tanks; quantity of fuel tanks; installation of a permanent generator; water and air machines; plans for the kitchen; and plans for the roofing.

Public Comment: Paul Clark, George Reinhardt

Chair Deitz closed the public hearing at 6:38 PM

Discussion: Commissioners discussed the proposed Variance, sign height and regulations, landscaping plans, pedestrian flow, floor plan of the convenience store, paint colors, EV charging stations, the appeal process, storm water runoff. The applicant, Ghulam Ansari, clarified the reasoning for sign height on this project.

A motion was made by Commissioner Jensen, seconded by Vice Chair Logan, that the Planning Resolution be adopted as amended. The motion carried by the following vote:

Aye: 5 - Vice Chair Logan, Chair Deitz, Commissioner Stavely, Commissioner Neils and Commissioner Jensen

Enactment No: RES PC11-2024

- 6B. [24-678](#)** Receive a Report, Continue 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, Continue 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 continued public hearing at 7:32 PM

Consultant Jones reviewed the prepared report and noted changes that had been made at the direction of the Commission when the item was first heard at the March 27, 2024 Planning Commission meeting. Commissioners asked clarifying questions regarding roof pitch, requirements for Coastal Development Permits when building Tiny Homes, voting procedure, location of Tiny Homes in certain zones, approved paving methods, Tiny Homes compared to ADUs.

Public Comment: Jay McMartin-Rosenquist, George Reinhardt

Chair Deitz closed the public hearing at 7:38 PM

Discussion: The Planning Commission discussed this item and recommended the following changes to the ordinance:

Allowable Zoning Districts: Allow a Tiny Home as a permitted use in the CN and CG zoning districts on a parcel with a single-family home or duplex. Allow a Tiny Home on the CH zoning district with a Use Permit on a parcel with a single-family home or duplex. Don't allow Tiny Homes in the CBD or the office commercial zoning districts.

Revise section 17.42.174 C1 to allow a Tiny Home before or after construction of the primary unit. Allow a Tiny home as an alternative to an ADU for a multifamily project.

Revise Section 17.42.174C2c to change the rear and side setbacks for a Tiny home to 4 feet.

Revise Section 17.42.175C2i to allow a Tiny Home in addition to an ADU. Require a minimum setback of ten feet between a Tiny Home and any other structure on a parcel.

Complete additional research to determine if it is possible to require a fire inspection prior to occupancy of the Tiny Home.

Confirm with the Building Department the requirement for conformance with Appendix Q to put a tiny home on a foundation.

Revise section 17.42.1743b. to delete b requirements regarding roof pitch.

Request that City Council consider either not changing Capacity Fees for Tiny Homes or to require a prorated capacity fee based on the square feet of the Tiny Home.

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

Aye: 5 - Vice Chair Logan, Chair Deitz, Commissioner Stavelly, Commissioner Neils and Commissioner Jensen

Enactment No: RES PC12-2024/PC13-2024

A motion was made by Vice Chair Logan, seconded by Commissioner Jensen that the Planning Resolution be recommended for approval as amended. The

motion carried by the following vote:

Aye: 5 - Vice Chair Logan, Chair Deitz, Commissioner Stavelly, Commissioner Neils and Commissioner Jensen

Enactment No: RES PC12-2024/PC13-2024

6C. [24-679](#)

Receive a Report, Continue 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, Continue 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 continued public hearing at 7:51 PM

Consultant Jones reviewed the prepared report and noted changes that had been made at the direction of the Commission when the item was first heard at the March 27, 2024 Planning Commission meeting. Commissioners asked clarifying questions regarding Public Comment: None.

Chair Deitz closed the public hearing at 7:52 PM

Discussion: The Planning Commission discussed this item and recommended the following changes to the ordinance:

Allow Tiny Home Communities with a Use Permit and Design Review in RL, RM, RH and RVH, CN, CO, CG and CH zoning districts

Include a reference in the ordinance that all Tiny Home Community projects are also subject to HCD regulations. Clarify that a manager's unit is only required, if it is required by HCD.

Allow Tiny Home Communities on any size parcel.

Eliminate the Tiny Home orientation requirement in 18.42.110A4

Clarify that Tiny Homes may be owned by a single entity, a cooperative or in a condominium type ownership.

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

Aye: 5 - Vice Chair Logan, Chair Deitz, Commissioner Stavelly, Commissioner Neils and Commissioner Jensen

Enactment No: RES PC14-2024/PC15-2024

A motion was made by Commissioner Jensen, seconded by Vice Chair Logan, that the Planning Resolution be recommended for approval as amended. The motion carried by the following vote:

Aye: 5 - Vice Chair Logan, Chair Deitz, Commissioner Stavely, Commissioner Neils and Commissioner Jensen

Enactment No: RES PC14-2024/PC15-2024

7. CONDUCT OF BUSINESS

None.

ADJOURNMENT

Chair Deitz adjourned the meeting at 7:54 P.M.