



City of Fort Bragg

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Meeting Minutes Planning Commission

Wednesday, December 14, 2022

6:00 PM

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

MEETING CALLED TO ORDER

Chair Logan called the meeting to order at 6:01 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present 5 - Chair Jeremy Logan, Vice Chair Scott Deitz, Commissioner Stan Miklose,
Commissioner Jary Stavely, and Commissioner David Jensen

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

Public Comment on Non-Agenda items was received from Jay McMartin Rosenquist and Annemarie Weibel.

2. STAFF COMMENTS

Assistant Director McCormick summarized the history and purpose of the informal workshop held this evening before the Planning Commission meeting. McCormick also welcomed the two new Commissioners. She said we will be recognizing outgoing Commissioners Roberts and Jordan at the first meeting in January to thank them for their service to the City of Fort Bragg.

3. MATTERS FROM COMMISSIONERS

Commissioner Deitz spoke about the housing shortage in Fort Bragg, particularly affordable housing, and outlined some programs that are being implemented to address it. He suggested a marketing program to spread word of these programs and hopefully encourage building. He said the City also needs larger homes on larger parcels, and suggested two approaches - property annexation and Millsite zoning. Commissioner Deitz requested an Ad Hoc committee be formed to begin looking at Millsite zoning. Chair Logan agreed to agendize this discussion for a meeting in January.

Commissioners Stavely and Jensen introduced themselves and summarized their backgrounds. Both were welcomed to the Commission.

Chair Logan asked that staff look into the new Baymont sign to ensure it meets the conditions of its permit.

4. CONSENT CALENDAR

Approval of the Consent Calendar

A motion was made by Commissioner Miklose, seconded by Commissioner Stavely, that the Consent Calendar be approved. The motion carried by the following vote:

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

4A. [22-609](#) Adopt Resolution Making the Legally Required Findings to Continue to Authorize the Conduct of Remote "Telephonic" Meetings During the State of Emergency

adopted on the Consent Calendar

4B. [22-610](#) Approve Minutes of the November 30, 2022 Planning Commission Meeting

approved on the Consent Calendar

5. DISCLOSURE OF EX PARTE COMMUNICATIONS ON AGENDA ITEMS

Commissioner Miklose and Commissioner Deitz stated that they met with City staff about the Cypress Street signal collection points and lack of sidewalks. Commissioner Deitz stated that he met with Tiffany Ferris and Jenny Shattuck at the Cypress Street intersection to discuss the inability to use the crossing button from a wheelchair and potential solutions. He said he was also at the pre-meeting workshop with CalTrans.

Commissioner Jensen said that he spoke on the phone with Jenny Shattuck about whether or not there would be an open house this evening.

6. PUBLIC HEARINGS

6A. [22-612](#) Ministerial Approval to Convert an Existing Residential Accessory Structure located at 645 E. Redwood Avenue to an Accessory Dwelling Unit

Assistant City Manager McCormick summarized the history of the proposed Accessory Dwelling Unit (ADU) project application. It was originally rejected, but upon further review, was determined to be eligible for a Variance requiring a public hearing. However after a subsequent review of the recently updated State ADU handbook, it was determined that the project could be decided over the counter, as these projects are permitted by right. McCormick then responded to Commissioners' clarifying questions related to City ordinance updates, Variance requirements, and water and sewer connection and capacity fees.

6B. [22-585](#) Continue Public Hearing and Consider Adoption of a Resolution Approving Coastal Development Permit 6-22, Design Review 18-22, and Ratifying the CEQA Determination for the CalTrans ADA Upgrades to Highway One.

At 6:33 p.m., Chair Logan reintroduced the Public Hearing that had been continued from the November 30, 2022 Planning Commission meeting. City Consultant Jones provided a recap of the proposed project and special conditions. City Attorney Collins then asked that the two new Commissioners state whether or not they had reviewed the record of the hearing item that was continued from the November 30 meeting, which was held before their appointments to the Commission. Commissioners Jensen and Stavely both stated that they had reviewed the record from the continued hearing.

Commissioners' clarifying questions for staff and applicant included access and sidewalk work scheduling, sidewalk width, other sidewalk projects in the area, detectable warning surface colors, push button at the Cypress Street intersection, signage, right-of-way status, future projects, pedestrian traffic between projects, removal of No Parking signs downtown along west side of street, removal or relocation of trees at Rite Aid, and project schedule and timeline.

Public Comment was received from Jenny Shattuck, Jacob Patterson, and Annemarie Weibel. Chair Logan closed the Public Hearing at 7:22 p.m.

Under deliberation, Commissioners discussed art on retaining walls, panel design, sidewalks, handrail design and purpose of rail on top of retaining wall.

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

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

7. CONDUCT OF BUSINESS

ADJOURNMENT

Chair Logan adjourned the meeting at 7:37 p.m.

Jeremy Logan, Chair

Sarah Peters, Assistant Planner

IMAGED (_____)