

**REGULAR MEETING MINUTES
PLACERVILLE PLANNING COMMISSION
TUESDAY, MARCH 19, 2024 6:00 P.M.
TOWN HALL, 549 MAIN STREET, PLACERVILLE, CALIFORNIA**

CLOSED SESSION: None Scheduled

6:00 P.M. OPEN SESSION

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE TO THE FLAG:

Vice Chair Kiehne called the meeting to order at 6:00 p.m. and the Pledge of Allegiance to the Flag was recited.

2. ROLL CALL:

Members Present: Carter, Vice Chair Kiehne, Lepper, Smith

Members Absent: Chair Frenn

Staff Present: Development Services Director Rivas, Associate Planner Hunter

3. CLOSED SESSION REPORT: *None*

4. ADOPTION OF AGENDA:

Motion: In a single motion Commissioner Lepper, seconded by Commissioner Smith, moved to approve the Agenda as amended. Motion carried 4-0.

5. CONSENT CALENDAR:

5.1. Approve the Minutes of the Regular Planning Commission Meeting of February 6, 2024

In a single motion Commissioner Carter, seconded by Commissioner Lepper, moved to approve the Minutes of February 6, 2024 as written. Motion carried 4-0.

6. ITEMS PULLED FROM CONSENT CALENDAR (if applicable): *None*

7. ITEMS OF INTEREST TO THE PUBLIC – NON-AGENDIZED ITEMS:

Public comment was heard by Michelle Ringold.

8. WRITTEN COMMUNICATIONS – NON-AGENDIZED ITEMS: *None*

9. PRESENTATIONS AND EDUCATIONAL WORKSHOP SESSIONS: *None*

10. ENVIRONMENTAL ASSESSMENTS / PUBLIC HEARINGS:

10.1. Site Plan Review (SPR) 24-01: Historic District Review – Window Replacement.

Consideration of a Site Plan Review application within the 6,000 Single-Family Residential / Historic District Zone to modify an existing single-family residence to: (1) Replace three aluminum windows and one wood window with Milgard Tuscan V400 vinyl casement windows with simulated divided light; and (2) Find the project

categorically exempt from the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301 and Section 15331; Location: 2968 Coloma Street, Placerville, CA. / APN: 001-161-014; Property Owner/Applicant: Alan Ming and Chris Kalsbeek. Staff: Kristen Hunter.

Associate Planner Hunter presented the Staff Report dated March 19, 2024. Director Rivas and Associate Planner Hunter answered questions of the Commission.

Public comment was heard by the property owner and applicant, Alan Ming.

In a single motion, Commissioner Lepper, seconded by Vice Chair Kiehne, moved to approve Site Plan Review (SPR 24-01) as amended; and to:

- I. Adopt the Staff Report as amended during the public hearing as part of the public record.*
- II. Make the following findings in support of the Site Plan Review (SPR) 24-01 request:*
 - 1. The request is exempt from environmental review, in that the project qualifies for a Categorical Exemption under the California Environmental Quality Act (CEQA) Guidelines Section 15301 and Section 15331, as the project includes the repair to an existing structure that will result in no expansion of the existing use and that the project would complete the maintenance and reconstruction in a manner consistent with the Secretary of Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, and Restoring, and Reconstructing Historic Buildings.*
 - 2. The project site, APN 001-161-014, 2968 Coloma Street, contains a single-family residential dwelling that is located within the Spring Street-Coloma Street Historic District.*
 - 3. The project request is consistent with Placerville General Plan Community Design Element Goal C, in that the visual qualities of the proposed exterior alterations are compatible with the visual attributes of neighboring structures within the Historic District. Further, the project shall not alter distinctive materials, features, finishes, construction techniques, and/or examples of craftsmanship that characterize the subject property.*
 - 4. The project request is consistent with Placerville General Plan Housing Element Goal F Policy 4 and Natural, Cultural and Scenic Resources Element Goal G Policy 6 in that the project preserves existing housing stock and would restore and maintain an existing older structure within the Spring Street-Coloma Street Historic District.*
 - 5. The project request is consistent with the purpose, intent, and criteria of Zoning Ordinance §10-4-9: Site Plan Review, §10-4-10: Historical Buildings in the City, and the Development Guide that are intended to protect the integrity of the Residential*

Historic District and individual structures located therein, as the subject windows are visible from and adjacent to the public right-of-way.

6. *The project request is consistent with City of Placerville Development Guide design guidelines for structures within a historic district.*
- III. *Conditionally approve SPR 24-01 located at 2968 Coloma Street, based on the project information and findings included in the Staff Report, and subject to the recommended Conditions of Approval, including:*

1. *Approval of SPR 24-01 to modify an existing single-family residence within the Spring Street-Coloma Street Historic District to replace three (3) aluminum windows and one (1) wood window with Milgard Tuscan V400 vinyl casement windows, with simulated divided light, at the structure located at 2968 Coloma Street, APN 001-161-014.*

Approval is based upon the analysis provided in Staff's March 19, 2024 as amended, report to the Planning Commission, and limited to compliance with the project description and Applicant Submittal Package as well as all other Conditions of Approval set forth herein.

The approved plans are as follows:

- i. *Photo Elevations (February 13, 2024); and*
 - ii. *Window: Milgard Tuscan V400 Series Vinyl Casement Windows (February 13, 2024).*
2. *Site Plan Review Expiration. The approval of the Site Plan Review shall expire and become null and void eighteen (18) months after the date of approval unless a building permit has been obtained for any building thereon before the date of expiration. The Planning Commission may grant a one-year extension for the project if the applicant makes such a request and pays a new fee prior to the expiration date. The Planning Commission shall consider any changes to the project when granting the extension.*
 3. *Runs with the Land. The terms and Conditions of Approval of the Site Plan Review (SPR) shall run with the land; shall be binding upon and be to the benefit of heirs, legal representatives, successors, and assignees of the property owner.*
 4. *Revisions. Any proposed changes to the Project Description or conditions of approval shall be submitted to the Development Services Department, Planning Division for determination of appropriate procedures. Deviations from the above-described approval will constitute a violation of permit approval. Revisions to the Site Plan Review include any changes to the exterior, including windows and siding.*
 5. *Other Applicable Requirements. The project approval is subject to all applicable requirements of the Federal, State, City of Placerville and any other affected governmental agencies.*

6. *The Applicant is responsible for obtaining a Building Permit prior to construction.*
7. *All construction shall be limited to Monday through Friday between the hours of 7:00 am to 7:00 pm, Saturdays between the hours of 8:00 am and 5:00 pm with no construction permitted on Sundays or City or state recognized holidays.*

*Action: Motion carried 4-0 on roll call vote
Ayes: Carter, Kiehne, Lepper, Smith
Nays: None*

Absent: Frenn

Vice Chair Kiehne informed the public that there is a 10-day appeal period.

10.2. Site Plan Review (SPR) 23-08: Grandpa’s Corners Master Sign Plan. Consideration of a Master Sign Plan application within the Commercial Zone for Grandpa’s Corners commercial center for: (1) One multi-tenant V-shaped, two-faced ground sign, 46-inches tall, with a stacked stone veneer base and external illumination via solar landscape spotlights; (2) One 24 square foot wall sign on the eastern façade of 7533-A Green Valley Road; (3) Projecting signs for 7533 Green Valley Road Units B-C, 7553 Green Valley Road, and 7559 Green Valley Road not to exceed a total 37.3 square feet; and (3) Find the project categorically exempt from the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15301 and Section 15303; Location: 7533, 7553, and 7559 Green Valley Road, Placerville, CA. / APN 325-120-079, -057, & -058; Property Owner/Applicant: 7533 Green Valley, LLC, JAJ Green Valley LLC, and JAJ Industrial, LLC; Agent: Ann McQuillen, Team Commercial. Staff: Kristen Hunter.

Commissioner Smith recused himself from the item and left the dais.

Associate Planner Hunter presented the Staff Report and Memorandum dated March 19, 2024. Director Rivas and Associate Planner Hunter answered questions of the Commission.

Public comment was heard by the project agent, Ann McQuillen.

In a single motion, Commissioner Lepper, seconded by Commissioner Carter, moved to approve Site Plan Review (SPR) 23-08 as presented; and to:

- I. Adopt the Staff Report and Memorandum as part of the public record.*
- II. Find that the Site Plan Review request is exempt from environmental review, in that the project qualifies for a Categorical Exemption under the California Environmental Quality Act (CEQA) Section 15301 (Existing Facilities) and 15303 (New Construction or Conversion of Small Structures), in that the project includes the construction of an accessory sign structure and placement of on-premise signs that shall not result in an expansion of the existing use.*
- III. Make the following findings in support of the Site Plan Review (SPR) 23-08 request:*

1. *The project site, APNs 325-120-079, -057, -058, contains four (4) commercial buildings on a total of 2.13-acres, located within the Commercial (C) Zone.*
 2. *The project request is consistent with Goal I Policy 1 of the Natural, Cultural and Scenic Resources section of the General Plan in that the ground sign will be of professional quality, will have a finish that matches the existing building, and will provide adequate signage for the four (4) buildings located within Grandpa's Corners. Further, the project is consistent with Goal J Policy 1 of the Community Design section of the General Plan as the new signage is appropriate in design and scale and will provide for adequate advertisement for each unit/tenant located within the commercial complex.*
 3. *The request to deviate from the 8-foot minimum requirement for projecting sign height above the private building walkway (not public right-of-way) does not constitute a safety concern.*
 4. *The project request is consistent with Zoning Ordinance Section 10-4-17 and Placerville Development Guide as the proposed signs are well designed and will enhance the existing structure while providing adequate signage visibility for each tenant located within the building.*
 5. *The Approval is based upon the analysis provided in the March 19, 2024 Staff Report to the Planning Commission and is limited to compliance with the project description and the approved plan exhibits.*
 6. *The project request is consistent with Zoning Ordinance Section 10-4-17(I), Prohibited Locations, as the placement of the ground sign shall not result in a visual obstruction at the intersection of Green Valley Road and Easy Street.*
- IV. *Conditionally approve SPR 23-08 located at 7533, 7553, and 7559 Green Valley Road, based on the project information and findings included in the Staff Report, and subject to the recommended Conditions of Approval, including:*
1. *Approval of SPR 23-08 to install: (1) One multi-tenant V-shaped, bi-directional ground sign, 46-inches tall, with a stacked stone veneer base and external illumination via solar landscape spotlights; (2) One 24 square foot wall sign on the eastern façade of 7533-A Green Valley Road; and (3) Projecting signs for 7533 Green Valley Road Units B-C, 7553 Green Valley Road, and 7559 Green Valley Road not to exceed a total 37.3 square feet.*

Approval is based upon the analysis provided in Staff's March 19, 2024, report to the Planning Commission, and limited to compliance with the project description and Applicant Submittal Package as well as all other Conditions of Approval set forth herein.

The approved plans are as follows:

- i. *Sign Criteria Narrative that includes wall sign, projecting sign, and ground sign elevations (June 2, 2023);*
 - ii. *Ground Sign Site Plan (February 5, 2024) ; and*
 - iii. *Solar Landscaping Spotlight Specifications (February 23, 2024).*
2. *All signs shall be maintained in good condition and sign lighting shall be kept fully functioning and operational. Faulty lighting shall be addressed within fourteen (14) days.*
3. *The property owner shall be responsible for ensuring that each tenant is made aware of and complies with the Master Sign Plan.*
4. *Site Plan Review Expiration. The approval of the Site Plan Review shall expire and become null and void eighteen (18) months after the date of approval unless a building permit has been obtained for any building thereon before the date of expiration. The Planning Commission may grant a one-year extension for the project if the applicant makes such a request and pays a new fee prior to the expiration date. The Planning Commission shall consider any changes to the project when granting the extension.*
5. *Runs with the Land. The terms and Conditions of Approval of the Site Plan Review (SPR) shall run with the land; shall be binding upon and be to the benefit of heirs, legal representatives, successors, and assignees of the property owner.*
6. *Revisions. Any proposed changes to the Project Description or conditions of approval shall be submitted to the Development Services Department, Planning Division for determination of appropriate procedures. Deviations from the above-described approval will constitute a violation of permit approval. Revisions to the Site Plan Review include any changes to the exterior, including windows and siding.*
7. *Other Applicable Requirements. The project approval is subject to all applicable requirements of the Federal, State, City of Placerville and any other affected governmental agencies.*
8. *The Applicant is responsible for obtaining a Building Permit prior to construction.*
9. *All construction shall be limited to Monday through Friday between the hours of 7:00 am to 7:00 pm, Saturdays between the hours of 8:00 am and 5:00 pm with no construction permitted on Sundays or City or state recognized holidays.*
10. *The request is subject to the provisions and requirements of City Code Title 8, Chapter 3: Encroachment Onto City Streets. The Applicant shall obtain an Encroachment Permit from the Engineering Department prior to all work within the City right-of-way.*
11. *The Applicant shall enter into an agreement with the City for the placement of the ground sign within the City right-of-way. Said agreement shall be approved by the City Council and recorded prior to issuance of a building permit for the ground sign.*

12. *The proposed directional signage described on page 2 of Attachment 2 of the Staff Report shall be submitted to the Development Services Department to determine compliance with Zoning Ordinance Section 10-4-17(C)6.*

*Action: Motion carried 3-0 on roll call vote
Ayes: Carter, Kiehne, Lepper
Nays: None*

*Absent: Frenn
Recused: Smith*

Vice Chair Kiehne informed the public that there is a 10-day appeal period.

11. CONTINUED ITEMS: *None*

12. NEW ITEMS: *None*

13. MATTERS FROM COMMISSIONERS AND STAFF

13.1. Staff Reports:

Associate Planner Hunter informed the Commission that there will be a meeting on April 2, 2024.

Director Rivas provided an update to the Commission on the Middletown and Mallard Affordable Housing Projects.

Director Rivas informed the Commission that Staff has been in contact with DR Horton regarding the upper parcel of the Ridge at Orchard Hill. They are interested in a rezone and amendment to the approved Planned Development to allow for a single-family residential subdivision.

13.2. Planning Commission Matters:


Commissioner Carter inquired about the status of the Bylaws and asked for them to be brought back to the Commission.

13.2.1. Special Committee Report(s):

Commissioner Carter indicated that the memorandum will be on the next meeting agenda.

14. ADJOURNMENT

Vice Chair Kiehne adjourned the meeting at 7:59 p.m.



Pierre Rivas, Executive Secretary
Development Services Director