



Commissioner Chairmen Jeramy Chapdelaine

Commissioner Christine Alcocer

Commissioner Vice-Chair Tyler Eccles

Commissioner Elizabeth Cervantes

Commissioner Donald Albers

Commissioner Aaron Eller

Commissioner Luis Hernandez

May 1, 2018

7:00 PM

A. CALL TO ORDER

B. ROLL CALL

Commissioners Albers, Alcocer, Cervantes, Chair Chapdelaine, Vice-Chair Eccles, Eller, and Hernandez

C. PLEDGE OF ALLEGIANCE

D. APPEARANCE OF INTERESTED CITIZENS*

The public is permitted to address the Planning Commission on non-agendized items. To address the Commission please step to the podium and state your name and address. COMMENTS SHOULD NOT EXCEED THREE (3) MINUTES. In accordance with State Law, however, no action or discussion may take place on any item not appearing on the posted agenda.

E. APPROVAL OF MINUTES

1. Approval of Regular Meeting Minutes from March 20, 2018.

F. COMMISSION CONSIDERATION

1. Council requests the Live Oak Planning Commission appoint two Ad-hoc Committee members and one alternate for the re-valuation process of the City's Employment Zone District.

G. ADJOURNMENT

Persons dissatisfied with any decision of the Planning Commission may appeal such action to the City Council. Appeals, accompanied by a fee of \$733, must be filed with the City Clerk, 9955 Live Oak Blvd., Live Oak, CA 95953, within 10 days of such action. If no appeal is filed within this time limit, the Commission action becomes final. The exception to this is rezonings – please check with the Planning Department, 9955 Live Oak Blvd., Live Oak, CA 95953, for the

procedure. Mailed notices of the Council hearings will be accomplished in the same manner as the Planning Commission hearings unless additional notice is deemed necessary.

If you require auxiliary aids or services (e.g., signing services) to make a presentation to the Planning Commission, the City will be glad to assist you. Please contact the City offices (530) 695-2112 at least 72 hours in advance so such aids or services can be arranged.

*Members of the public may address the Planning Commission on items of interest that are within the City's jurisdiction whether or not such items of interest are on the agenda for this meeting. Members of the Commission will respond as best as they can to public comments but cannot take action or enter into a discussion on items not contained on the agenda. Public comment on public hearing agenda items will be permitted during the hearing.



LIVE OAK PLANNING COMMISSION MINUTES
REGULAR MEETING OF March 20, 2018
City Hall – 9955 Live Oak Boulevard, Live Oak, CA 7:00 PM

A. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

B. ROLL CALL

Commissioners D. Albers, C. Alcocer, E. Cervantez, J. Chapdelaine, T. Eccles, A. Eller, and L. Hernandez were present.

C. PLEDGE OF ALLEGIANCE

Commissioner L. Hernandez led the Pledge of Allegiance.

D. APPEARANCE OF INTERESTED CITIZENS

None.

E. APPROVAL OF MINUTES

1. Approval of Minutes from the November 17, 2017 Planning Commission meeting.

Motion: J. Chapdelaine

2nd: T. Eccles

Ayes: 4-0

No: 0

Abstain: 3

F. NEW BUSINESS

1. Oath of Office – New Commissioners E. Cervantes and L. Hernandez
2. Appoint a Planning Commission Chair
Commissioner T. Eccles nominated J. Chapdelaine, seconded by D. Albers, 7-0
3. Appoint a Planning Commission Vice-Chair
Commissioner A. Eller nominated T. Eccles, seconded by J. Chapdelaine, 7-0

4. Appoint a member of the Live Oak Planning Commission to sit on the Sutter County Planning Commission
Commissioner J. Chapdelaine nominated A. Eller, seconded by L. Hernandez, 7-0
5. Planning Commission Overview Presentation and Discussion – conducted by Kevin Valente

G. PUBLIC HEARING

1. **Parcel Map 18-3, Kristen Court Apartments Phase II.** A proposal to divide two existing parcels to three parcels (Parcel A would be 2.03 acres, Parcel B would be 1.68 acres, and Parcel C would be 3.75 acres). The project site is located at the southeast corner of Kristen Street and N Street in Live Oak, CA. Assessor's Parcel Numbers (APNs) 006-700-213 and 006-700-214. The project is Exempt from CEQA; Section 15315. Minor Land Division.

K. Valente presented staff report.

Commissioner Eller asked staff reasoning for lot split. K. Valente explained for phasing purposes only.

Commissioner T. Eccles asked the applicant the difference between building types A, B, and C. Applicant explained apartment types.

Commissioner A. Eller commented on the quality of the design of Phase I of the project and asked the applicant about the recreational facilities of Phase II and III. Applicant responded saying Phase II will include a tot lot and picnic amenities.

Commissioner J. Chapdelaine asked the applicant if there were any issues with the proposed conditions of approval. Applicant responded with no issues regarding proposed conditions.

Public Hearing opened, no public comments received. Public Hearing closed.

Commissioner J. Chapdelaine comments on his appreciation of the project moving forward with the additional phases

Motion: T. Eccles

2nd: A. Eller

Ayes: 7-0

No: 0

Abstain: 0

2. **Parcel Map 18-2, 10202 N Street.** A proposal to divide a 0.71-acre property into four separate parcels for future residential development. The project is located at 10202 N Street in Live Oak, CA. Assessor's Parcel Number (APN) 006-111-002. The project is Exempt from CEQA; Section 15315. Minor Land Division.

K. Valente presented staff report. No questions for staff.

Commissioner T. Eccles asked the applicant about the existing residential units on-site proposed for demolition. Applicant described existing dilapidated structures.

Commissioner J. Chapdelaine asked the applicant about the future residential units. Applicant described future residential unit type.

Commissioner L. Hernandez asked the applicant about background checks for the future occupants. Applicant described future residential occupant application process.

Commissioner A. Eller asked the applicant if the future occupants will assist in construction of the residential units. Applicant responded explaining the possibility.

Commissioner T. Eccles asked the applicant if the future construction would affect the nearby skate park. Applicant responded explaining the site does not have access to the skate park and should not impact the park during construction.

Public Hearing opened, no public comments received. Public Hearing closed.

Motion: D. Albers

2nd: T. Eccles

Ayes: 7-0

No: 0

Abstain: 0

H. ADJOURNMENT 7:45

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PLANNING COMMISSION STAFF REPORT

AGENDA ITEM: F.1
DATE: May 1, 2018
TO: City of Live Oak Planning Commission
FROM: Kevin Valente, Planning Director

SUBJECT: Council requests the Live Oak Planning Commission appoint two Ad-hoc Committee members and one alternate for the revaluation process of the City's Employment Zone District.

RECOMMENDATION: Discussion and appoint Ad-hoc Committee members.

BACKGROUND

At the April 4, 2018 Live Oak City Council meeting, staff gave a presentation discussing the permitted uses allowed in the City's Employment Zone District. At the conclusion of the discussion, Council directed staff to begin a public process with the goal of reevaluating the development standards and the uses permitted in the City's Employment Zone District.

Council has directed staff to form an Ad-hoc Committee, consisting of up to two City Council members with an alternate, two Planning Commission members with an alternate, and two members of the public in order to solicit input on the development standards and the permitted uses in the Employment Zone District.

The workshops would be facilitated in a round table workshop format with the opportunity for the public to address the Ad-hoc Committee and provide verbal and/or written comments. Staff anticipates facilitating at least two workshops.

The desired result of the Ad-hoc committee will be to create guidelines that can serve as a framework for the policy discussions regarding values, goals, opportunities, obstacles, and strategies for the Employment Zone District. Comments from stakeholders and the public would be captured and documented. Once the Ad-hoc committee concludes its work, staff will use these guidelines for any proposed amendments to the Employment Zone District.

City staff would then bring any proposed Employment Zone District amendments before the entire Planning Commission for review and recommendation to Council for adoption.

Ad Hoc Committees have been successful in other jurisdictions seeking to modify existing Zoning or Municipal Code concerns. Staff believes the creation of an Ad Hoc Committee to discuss the permitted uses in the City's Employment Zone will provide an efficient process to appropriately amend our current regulations.

RECOMMENDATION

Appoint two Planning Commission members to the Ad-hoc committee with one alternate to re-evaluate the Employment Zone.