



Commissioner Perminder Bains, Chair

Commissioner Christine Alcocer

Commissioner Zac Repka

Vice-Chair Robert Norton

Commissioner Aaron Eller

Commissioner Malcolm Weston

Commissioner Donald Albers

February 16, 2016 7:00 PM

A. CALL TO ORDER

B. ROLL CALL

Commissioners Albers, Weston, Eller, Repka, Alcocer, Vice-Chair Norton and Chair Bains

C. PLEDGE OF ALLEGIANCE

D. APPEARANCE OF INTERESTED CITIZENS*

To address the Commission please step to the rostrum and state your name and address

E. APPROVAL OF MINUTES

1. Approval of Minutes from October 20, 2015, regular meeting

F. PUBLIC HEARING

2. **Parcel Map 16-1, Michael and Shirley Law.** A proposal to divide a 1.49 acre parcel into two parcels (Parcel 1 is 0.75 acre and Parcel 2 is 0.73 acre). The project is located at 10320 O Street Live Oak, CA. Assessor's Parcel No. 06-340-017. The project is Exempt from CEQA; Minor Land Division.

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
SPECIAL MEETING OF OCTOBER 20, 2015
City Hall – 9955 Live Oak Boulevard, Live Oak, CA 6:00 PM

A. CALL TO ORDER

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

B. ROLL CALL

Commissioners Alcocer, Norton, Weston, Eller, Albers and Chair Bains were present. Commissioner Repka was absent.

C. PLEDGE OF ALLEGIANCE

Commissioner Weston led the Pledge of Allegiance

D. APPEARANCE OF INTERESTED CITIZENS

None were present

E. APPROVAL OF MINUTES

1. The minutes of July 28, 2015 meeting were approved

F. PUBLIC HEARINGS

2. A Public Hearing: **Conditional Use Permit No. 2-15, Brian and Sara Bole**, owner/applicant; 2289 Coleman Avenue; APN 009-019-005; for a legal non-conforming use.

Location: The project site is at 2289 Coleman Avenue and is approximately 12 acres. The site includes orchards and a demolished single family home with a metal barn. The foundation of the single family home is existing. The surrounding area is developed with agriculture and single family homes.

The proposed use is a 4,000+ square foot single family home with a pool and shed/garage. The existing zoning and General Plan designation is Commercial. Because the zoning is commercial and the proposed existing use is residential, it is considered a legal non-conforming use and a Conditional Use Permit (CUP) must be approved by the Planning Commission.

City Planner June Cowles presented the Conditional Use Permit no. 2-15, Brian and Sara Bole, to the Commission and answered questions. Vice-Chair Norton opened the public hearing and opportunity was given to anyone interested in speaking either for or against the proposal for the Conditional Use Permit.

Chairman Bains stated he owned land within the area of the site and requested to recues himself. Chairman Bains left the room and Vice-Chair Norton took over as Chairperson.

Mr. Brian Boles, Applicant, provided the Commission with the background of the annexation process

Mr. Ken Limus, neighbor to the applicant, made his comments known to the Commission.

Mr. Nantz, Property owner, made his comments known to the Commission.

The public hearing was closed by Vice-Chair Norton. A motion was made by Commissioner Weston and second by Commissioner Albers to approve Conditional Use Permit No 2-15. The motion carried with all in favor.

Chairman Bains rejoined the meeting.

OTHER BUSINESS

3. Planning Commission 101 Training

Planning Staff gave a training session on “Planning 101” and the “CEQA Process.”

Planning Commissioner Weston and Alcocer requested a Planning Commissioners’ Worksbook as they did not receive one when they became Planning Commisioners. Staff stated that they would send one out as requested.

G. ADJOURNMENT

The meeting was adjourned at 8:20p.m. by Commissioner Bains.

NOTICE OF PUBLIC HEARING CITY OF LIVE OAK, CALIFORNIA

NOTICE IS HEREBY GIVEN that a public hearing by the City of Live Oak Planning Commission will be held to receive public comment on Tuesday, February 16, 2016 at 7:00 PM, in the City Council Chambers in City Hall located at 9955 Live Oak Blvd., Live Oak, CA for the following item:

Parcel Map 16-1, Michael and Shirley Law. A proposal to divide a 1.49 acre parcel into two parcels (Parcel 1 is 0.75 acre and Parcel 2 is 0.73 acre). The project is located at 10320 O Street Live Oak, CA. Assessor's Parcel No. 06-340-017. The project is Exempt from CEQA; Minor Land Division.

Copies of the staff report to the Planning Commission and supporting materials will be available for public review at City Hall beginning at 12:00 Noon on the Friday before the meeting. All interested parties are invited to attend and express their opinions or provide written comments before the hearing. If you challenge the project in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Planning Commission at, or prior to, the public hearing.

In compliance with the American Disabilities Act, the city of Live Oak encourages those with disabilities to participate fully in the public hearing process. If you have any special needs to allow you to attend or participate in this public hearing process, please call (530) 695-2112.



DATE: February 16, 2016
 TO: City of Live Oak Planning Commission
 FROM: June Cowles, Contract City Planner

Application: Parcel Map No. 16-01;
 Applicant/Owner: Michael and Shirley Law
 Location/APN: 10320 O Street
 Environmental: Exempt; Minor Land Division
 General Plan: Low Density Residential
 Zoning: Low Density Residential (R-1)
 Site Information: Existing 2 houses and a garage

RECOMMENDED ACTION:

Approve Parcel Map No. 16-01 that will subdivide one parcel into two parcels as provided in the attached parcel map, subject to the required Findings and project Conditions of Approval.

EXECUTIVE SUMMARY:

The applicant is requesting a Parcel Map, dividing one 1.49 acre parcel into two parcels. The proposed Parcel One will be 0.75 acres and the proposed Parcel Two will be 0.73 acres.

SETTING:

The project site is developed with two single family dwellings and one garage located on proposed Parcel 2. The surrounding area is developed with single family homes, undeveloped lot to the north and the future City Trail to the east. The table below lists the land use, zoning designation, and General Plan designation of the area surrounding the project site.

	Land Use	Zoning Designation	General Plan Designation
North	Undeveloped	R-1	Low Density Residential
South	Homes within a subdivision	R-1	Low Density Residential
East	Future City Trail	R-1	Low Density Residential
West	Homes within a subdivision	R-1	Low Density Residential

BACKGROUND:

The project site is located north of O Street. Currently there is an access easement for three parcels as follows; the subject site, and the two parcels to the north. The property owner is proposing to split the property as the property includes two separate single family homes. The property owner intends to sell the each single family home on separate parcels.

GENERAL PLAN AND ZONING ORDINANCE

The proposed parcel map is consistent with the General Plan of Low Density Residential and the Zoning Ordinance development standards of R-1 zoning district.

AGENCY & PUBLIC REVIEW:

City Department Review

This request was sent to all applicable City departments. Staff received comments from the City Engineer regarding location of access easement and connection to the “O” Street public right of way. A condition of approval is included with the Parcel Map to show the access easement connection to “O” Street.

As stated above the proposed parcel map is consistent with the General Plan and City of Live Oak Zoning Ordinance.

Public Notice

This project was advertised in The Appeal Democrat newspaper on February 6, 2016, and mailed to all property owners within 300 feet of the site. To date, no comments have been submitted either against or in support of this project. Any additional written comments received will be handed out at the Planning Commission hearing.

ENVIRONMENTAL REVIEW:

The proposed parcel map is Exempt from CEQA; Minor Land Division

Attachments:

1. Findings of Fact
2. Proposed Conditions of Approval
3. Project vicinity map
4. Proposed Parcel Map
5. Application

FINDINGS FOR APPROVAL

1. After review and consideration find that the proposed Parcel Map is Exempt from CEQA; Minor Land Division
2. That the proposed parcel map is consistent with the City General Plan of Low Density Residential
3. That the proposed parcel map, as conditioned, is consistent with the Subdivision Map Act and the Municipal Code.
4. The proposed parcel map does not conflict with the general health, safety and welfare of the community.

ATTACHMENT 2

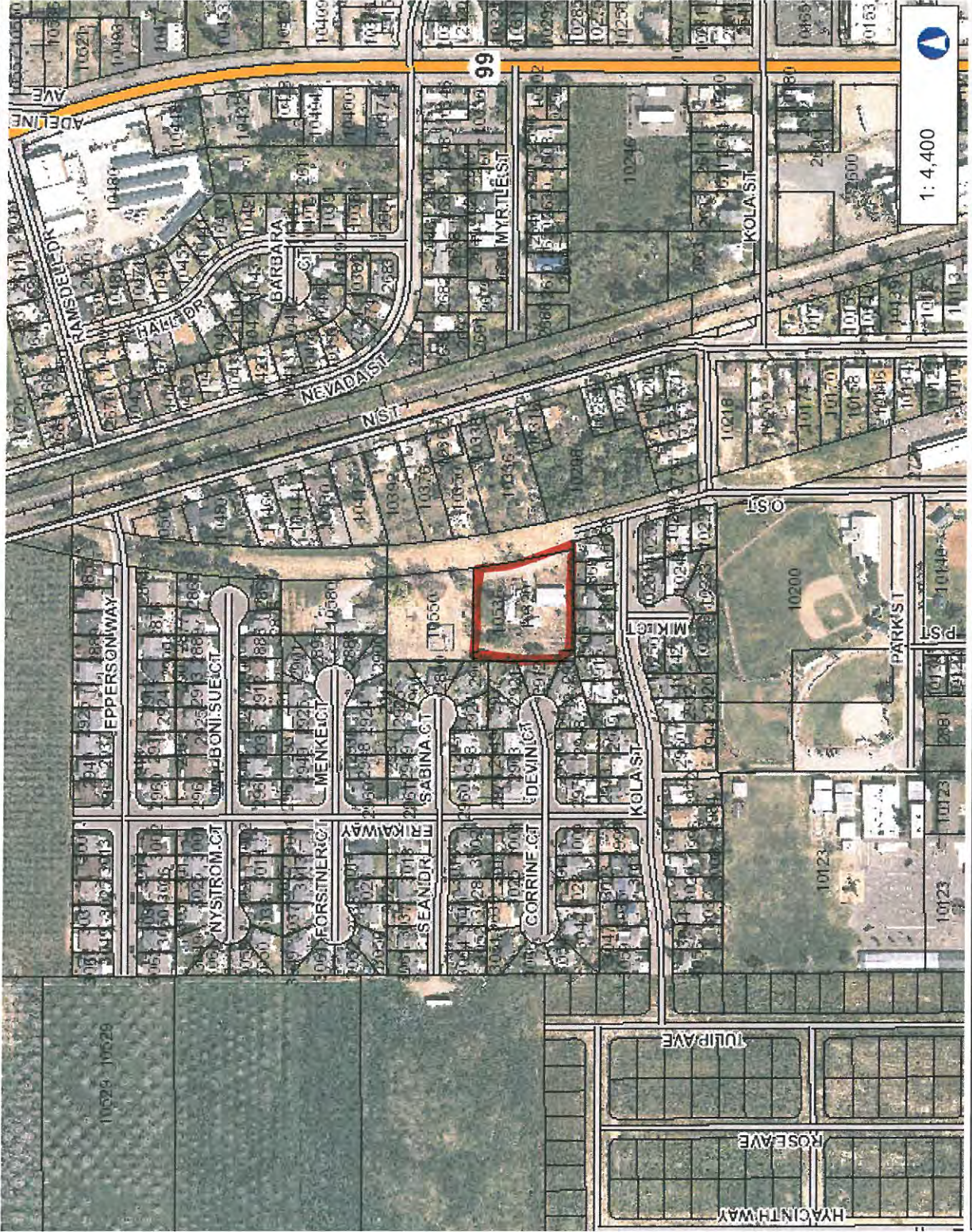
**RECOMMENDED CONDITIONAL USE PERMIT No. 16-1
LAW PARCEL MAP
10320 O Street APN 06-340-017**

1. Preparation of the parcel map shall comply with the requirements of the Subdivision Map Act and Title 16 of the Live Oak Municipal Code (LOMC).
2. The parcel map shall be prepared by a licensed surveyor or a registered civil engineer who is authorized to perform land surveying in accordance with LOMC Chapter 16.28.
3. A current title report and a tax certificate are to be submitted with the parcel map.
4. The parcel map must adequately delineate the public easements which will remain in effect after the parcel map.
5. Survey monuments conforming with the requirements of the Live Oak Municipal Code, the California Land Surveyors Act and the California Subdivision Map Act shall be provided.
6. All easements of record which affect the parcel map properties shall be shown on the Final Parcel Map.
7. The Final Parcel Map shall provide an access easement to "O" Street public right of way.

10320 O Street

Legend

- Roads 1k - 10k
 - 1
 - 3
 - 4
 - 5
- Levees 1k - 30k
- Railroads
- Parcels 0k - 5ksym
- Parcels 0k - 5k
- 2008 (.5')
- Red: Band_1
- Green: Band_2
- Blue: Band_3



1: 4,400

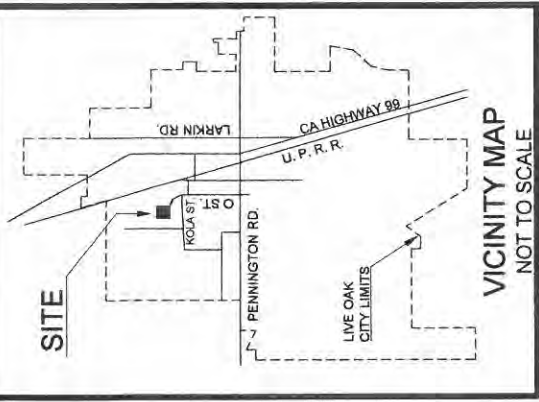


This map is a user generated static output from an internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION



LIVE OAK

CALIFORNIA



TENTATIVE PARCEL MAP

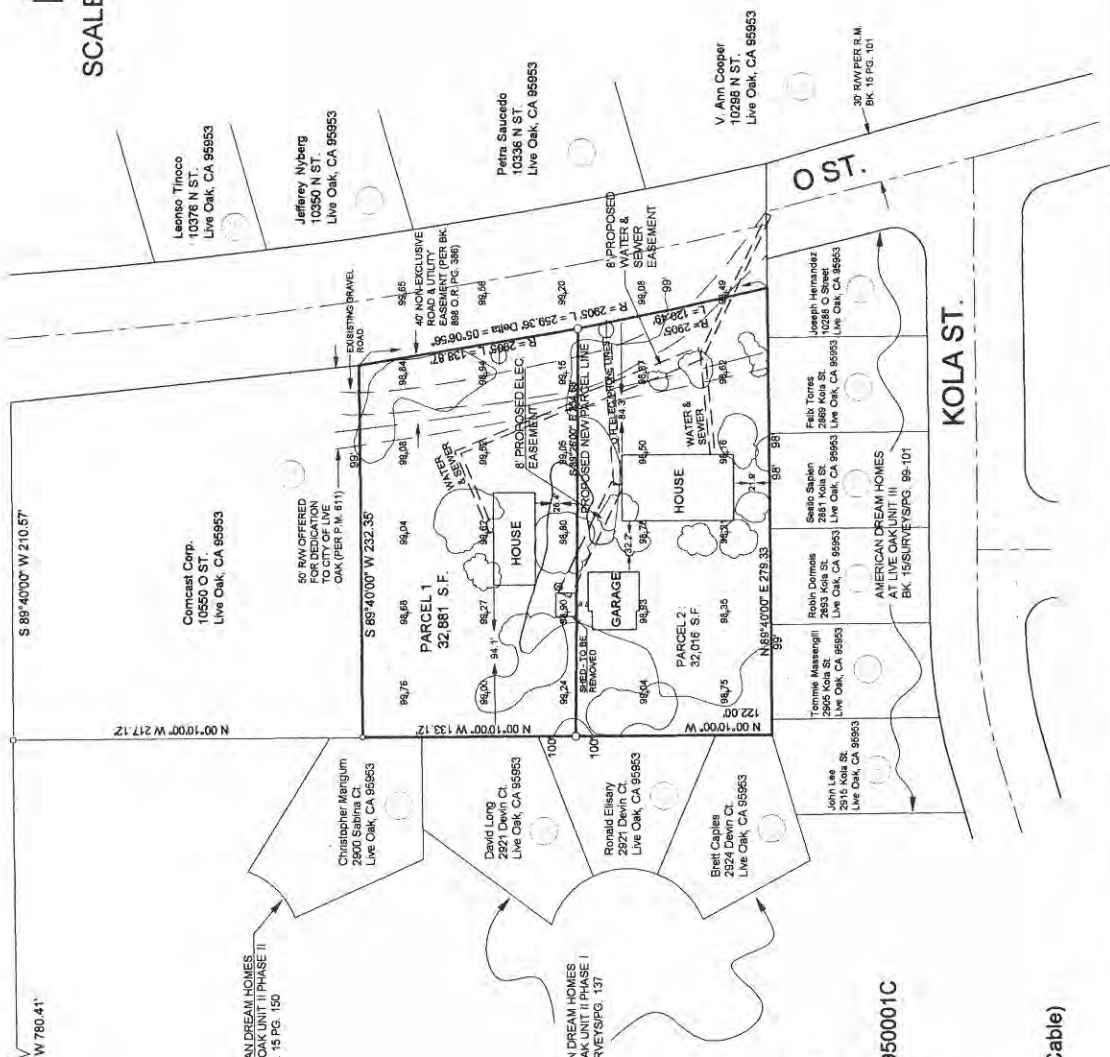
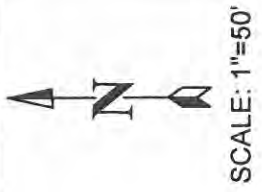
OF PARCEL 2, AS SHOWN ON THAT CERTAIN MAP ENTITLED "PARCEL MAP NO. 611" FILED IN THE OFFICE OF THE COUNTY RECORDER OF SUTTER COUNTY, CA IN BOOK 3 OF PARCEL MAPS PAGE 161, BEING A PORTION OF THE S.W. QUARTER OF SECTION 32, T. 17 N., R. 3 E., M.D.M.

LOCATED IN THE CITY OF LIVE OAK, SUTTER COUNTY, CALIF.

APN: 06-340-017

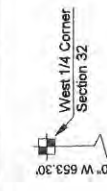
FOR:
MICHAEL AND SHIRLEY LAW (OWNERS)
10320 O STREET
LIVE OAK, CA 95953

PREPARED BY:
RICHARD F. SANNAR, PLS 4835
556 LITTLE AVE
GRIDLEY, CALIFORNIA 95948
(530)-680-7212



- NOTES**
1. Zoning of the Parcels (R-1)
 2. General Plan Designation - (Low Density Residential)
 3. FEMA Flood Map No. 0603950001C Effective Date, 03/23/1984

- LEGEND:**
- - Point Determined Only
 - ⊗ - Well, for Irrigation Only
 - ⊕ - Joint Pole (Elec, Phone, Cable)
 - ⊙ - Trees





PLANNING DEPARTMENT
9955 Live Oak Blvd.
Live Oak, CA 95953

Phone: (530) 695-2112 FAX: (530) 695-2595

GENERAL APPLICATION FORM

APPLICANT INFORMATION

Name Michael Law Address 10320 O Street Live Oak, CA 95953
Phone 530-301-5665 Fax _____ E-mail smartlawswork@yahoo.com

PROPERTY OWNER INFORMATION (if different from applicant)

Name Michael & Shirley Law Address _____
Phone _____ Fax _____ E-mail _____

REPRESENTATIVE INFORMATION

Name Richard Sannar Address 556 Little Ave. Gridley, CA 95948
Phone 530-680-7212 Fax _____ E-mail rfsannar@gmail.com

PROPERTY DESCRIPTION

Assessors Parcel No(s) 06-340-017
Address/General Location 10320 O Street Live Oak, CA 95953
Parcel Size 1.49 Acres Existing General Plan Low Den. Res. Existing Zoning R-1

PROJECT DESCRIPTION

Name of Project MICHAEL LAW PARCEL MAP
Project Description (Please be complete - use separate sheet if needed)
Divide a 1.49 ac. parcel into two parcels of 32880.75 sq. ft. and 32015.58 sq. ft.

APPLICANT CERTIFICATION

I hereby certify that this application and all other documents and maps submitted are true and correct to the best of my knowledge and belief. (If the undersigned is different from the legal property owner, a letter of authorization from the owner must accompany this form.) I agree to indemnify and hold harmless for all costs and expenses, including attorney's fees, incurred by City or held to be a liability of the City in connection with City's defense of its actions in any proceeding brought in any State or Federal court challenging the City's actions with respect to the Applicants' project.

Signature *Michael Law* Date 12/17/15

CITY STAFF USE ONLY

Application Type (fill out all appropriate boxes)

General Plan Amendment # _____	Use Permit (Major) # _____
Rezoning (Map) # _____	Use Permit (Minor) # _____
Rezoning (Text) # _____	Use Permit (Amend.) # _____
Specific Plan # _____	Variance # _____
Specific Plan Amendment # _____	Design Review # _____
Tentative Subdivision Map # _____	Env: Neg Dec # _____
Tentative Parcel Map # _____	EIR # _____
	Other # _____

Total Fees \$ _____

Receipt # _____

Received By _____ Date _____



ENVIRONMENTAL INFORMATION FORM

(Please be complete – use separate sheet if needed)

GENERAL INFORMATION

Name of project: MICHAEL LAW PARCEL MAP

Assessor's Parcel No.(s): 06-340-017

Address/location of project: 10320 O Street Live Oak, CA 95953

Applicant/contact name: Michael Law Phone # 530-301-5665

Name, address and phone no. of person preparing this form: Richard Sannar, PLS
556 Little Ave Gridley, CA 95948 530-680-7212

PROJECT SITE CHARACTERISTICS

Describe the existing use(s) of the site Two residences on one parcel

Surrounding uses?

North	<u>vacant lot</u>
South	<u>residences</u>
East	<u>residences</u>
West	<u>residences</u>

Describe any known cultural or historical aspects of the site: none known

Describe any noise sources that now affect the site and the proposed use(s): Railroad

Are there any known hazardous materials and/or toxic materials on the site or in the soil or is/was there an underground storage tank? No

If "yes" explain _____

Are there any drainage or irrigation canals within 100 feet of the site? No

If "yes" explain _____

PROJECT INFORMATION

Describe the proposed project:

Divide a 1.49 acre parcel with two existing residences into two parcels so as to place each residence on separate parcels.

If project is phased, describe phases: N/A

Describe how the following services will be provided:

Electricity PG&E
Gas Propane Serv.
Telephone AT&T
Water City of LO
Sewer City of LO
Stormwater Drainage City of LO
Solid Waste pickup service

How will the project change the pattern, scale or character of the area surrounding the project?
No change. There are already two existing residences on the parcel.

Will the project result in any new noise source? No
If "yes" explain: _____

Will the project create any new light sources or significant glare, other than street lighting? No
If "yes" explain: _____

Will the project produce new sources of dust, ash, smoke, fumes or odor? No
If "yes" explain: _____

Describe any air pollutants, other than vehicle exhaust, which would be generated by this project:
None

Will the project store, use or dispose of any potentially hazardous materials, such as toxic substances, flammables or explosives? No
If "yes" explain: _____

Please describe any other effects of the project that may be of an environmental consequence:
None

RESIDENTIAL PROJECTS

Total number of lots: 2

Total number of residences: 2 Total acreage: 1.49

Gross density (units/acre): 1.34

Number of floors: 2

If multiple-family, number of dwelling units with:

Studio _____ One bedroom _____ Two bedroom _____ Three bedroom _____

Parking:

Number of spaces required: 2 per res.

Number of spaces proposed: 2 per res.

NON-RESIDENTIAL PROJECTS

Size of addition or new structure(s) in square feet: _____

Maximum building height from average final grade to highest point: _____

Maximum height of other appurtenances (antennas, steeples, etc.): _____

Percentage of property covered by buildings: _____

Parking

Number of spaces required: _____

Number of spaces proposed: _____

Total number of employees anticipated: _____

Anticipated hours of operation: _____

Anticipated hours of deliveries: _____

CERTIFICATION

I hereby certify that the statements and information furnished above are true and correct to the best of my knowledge.

Signature Michael Law Date 12/17/15

Name (please print) Michael Law



AGENT AUTHORIZATION

To the City of Live Oak:

Richard Sannar

530-680-7212

Agent Name

Phone Number

556 Little Ave

rfsannar@gmail.com

Gridley, CA 95948

E-mail

Mailing Address

is hereby authorized to process this application on my/our property, identified as Sutter County Assessor's Parcel Number(s) 06-340-017

This authorization allows representation for all applications, hearings, appeals, etc. and to sign all documents necessary for said processing, but not including documents(s) relating to record title interest.

Owner(s) of Record (print and sign name):

Michael Law

Shirley Law

Print Name

Print Name

Signature

Signature

Print Name

Print Name

Signature

Signature



AGENT AUTHORIZATION

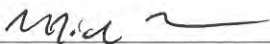
To the City of Live Oak:

<u>Richard Sannar</u>	<u>530-680-7212</u>
Agent Name	Phone Number
<u>556 Little Ave</u>	<u>rfsannar@gmail.com</u>
<u>Gridley, CA 95948</u>	E-mail
Mailing Address	

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This authorization allows representation for all applications, hearings, appeals, etc. and to sign all documents necessary for said processing, but not including documents(s) relating to record title interest.

Owner(s) of Record (print and sign name):

<u>Michael Law</u>	
Print Name	Print Name
<u></u>	
Signature	Signature
<u></u>	<u></u>
Print Name	Print Name
<u></u>	<u></u>
Signature	Signature