

**REGULAR MEETING
DUNSMUIR PLANNING COMMISSION
COUNCIL CHAMBERS
5902 DUNSMUIR AVE**

May 10, 2017

REGULAR SESSION: 6:30PM

As a courtesy, please turn off cell phones and electronic devices while the meeting is in session. Thank you.

1. **CALL TO ORDER**
2. **FLAG SALUTE**
3. **ROLL CALL**
4. **APPROVAL OF AGENDA**
5. **APPROVAL OF MINUTES**

A. February 8, 2017 Regular Meeting

6. **ANNOUNCEMENTS AND PUBLIC COMMENT**

Make your announcements or comments from the podium.

The Planning Commission Chairperson will recognize you and ask for your name and address so that City staff can follow up on any issues requiring City action.

This time is set aside for citizens to address the Planning Commission on matters **not** included on the Regular Agenda. If your comments concern an item noted on the Regular Agenda, please address the Planning Commission when that item is open for public comment. **Each speaker is allocated three (3) minutes to speak. Speakers may not cede their time.** Comments should be limited to matters within the jurisdiction of the City. Speaker forms are available from the City Clerk, 5915 Dunsmuir Ave, Dunsmuir, on the City's website, or on the podium. The Planning Commission can only take action on matters that are on the Agenda, but may place matters brought to their attention at this meeting on a future Agenda for consideration. If you have documents to present to members of the Planning Commission, please provide a minimum of nine (9) copies

7. **PUBLIC HEARING - None**

8. **OLD BUSINESS - None**

9. **NEW BUSINESS**

A. Introduction of New City Manager, Mark Brannigan

B. Consideration of a fence around the City Cemetery to prevent vandalism.

C. Consideration regarding replacement of trees needed for downtown Dunsmuir Ave.

- D. ANNOUNCEMENTS AND REPORTS FROM STAFF
- E. CONSIDERATION OF AGENDA ITEMS FOR JUNE
- F. ADJOURNMENT:

Copies of this agenda were posted at City Hall, the Dunsmuir Park and Recreation District Office and at the Post Office on or before 6:30 PM Saturday, May 7, 2017.

The City of Dunsmuir does not discriminate on the basis of race, color, national origin, religion, age, gender, sexual orientation, disability or any other legally protected classes in employment or provision of services. Persons who need accommodations for a disability at a public meeting may call City Hall at (530) 235-4822 for assistance. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to accommodate participation in the meeting.

CERTIFICATION

This is the official Dunsmuir Planning Commission Agenda created and posted in accordance with the Dunsmuir City Protocols.



Deputy City Clerk

05-03-2017
Date

**DUNSMUIR PLANNING COMMISSION
MINUTES
February 8, 2017
REGULAR SESSION: 6:30PM**

1. CALL TO ORDER

Meeting was called to order by Chairperson Cross at 6:30 pm.

2. FLAG SALUTE

3. ROLL CALL

Commissioners present: Martin, Conway, Lamb, Powers, Harley, Cross

Commissioners absent: Newman

4. APPROVAL OF AGENDA

Motion to approve the agenda of February 8, 2017 by Martin, seconded by Harley.

Voice vote: AYES: Martin, Harley, Powers, Conway, Lamb, Cross

NOES: None

ABSENT: Newman

ABSTAIN: None 6-0-1-0

5. APPROVAL OF MINUTES

A. November 9, 2016 Regular Meeting

Cross asked about the applicants plan for the transom windows. After discussion, the November 9, 2016 motion for item 9A was revised: Motion by Lamb to accept the application and project as a non-detrimental change with the transom windows to remain and refer to staff, seconded by Harley. Voice vote:

AYES: Harley, Conway, Martin, Powers, Lamb, Cross

NOES: None

ABSENT: Newman

ABSTAIN: None 6-0-1-0

Motion by Harley to approve the minutes of November 9, 2016 as amended, seconded by Conway. Voice vote:

AYES: Lamb, Harley, Powers, Conway, Martin, Cross

NOES: None

ABSENT: Newman

ABSTAIN: None 6-0-1-0

6. ANNOUNCEMENTS AND PUBLIC COMMENT

Make your announcements or comments from the podium.

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This time is set aside for citizens to address the Planning Commission on matters **not** included on the Regular Agenda. If your comments concern an item noted on the Regular Agenda, please address the Planning Commission when that item is open for public comment. **Each speaker is allocated three (3) minutes to speak. Speakers may not cede their time.** Comments should be limited to matters within the jurisdiction of the City. Speaker forms are available from the City Clerk, 5915 Dunsmuir Ave, Dunsmuir, on the City's website, or on the podium. The Planning Commission can only take action on matters that are on the Agenda, but may place matters brought to their attention at this meeting on a future Agenda for consideration. If you have documents to present to members of the Planning Commission, please provide a minimum of

nine (9) copies

Laurie Barnes-Harley thanked the Commission for putting the Planning Commission agenda on the website.

7. PUBLIC HEARING - None

8. OLD BUSINESS - None

9. NEW BUSINESS

A. Variance application, to increase the allowable height from 15' to 17' for a detached accessory building in the R-1 zone located at 4008 Forest Lane.

Introduction by Chair Cross: Drove by the site to view the location and did not find anything objectionable.

Consultant Dinges reported that there is less than 20% change in height so there was not a Public Hearing. The CCR's have expired.

Jake Gordon, owner/builder stated he wanted to run the trusses the long way so he needed more height.

Motion by Harley to approve the CEQA exemption, and make the findings to approve the variance request, seconded by Powers. Voice vote:

AYES: Martin, Harley, Powers, Conway, Lamb, Cross

NOES: None

ABSENT: Newman

ABSTAIN: None 6-0-1-0

10. ANNOUNCEMENTS AND REPORTS FROM COMMISSION AND STAFF

A. Issues of interest by Commissioners:

a. Follow up and completion of the Downtown Inspection Committee from 2016. – Letters were sent to the few owners who have not complied with the inspection efforts.

Dinges reported that four letters were mailed in November to non-compliant property owners. There has been no further communication.

ICM Johnsen suggested waiting for good weather, then enforce the code. Send one more "bonus" letter, then enforcement.

The City Attorney will be at the next Council meeting to discuss the nuisance abatement process and abatement in the Historic District.

b. Park Master Plan - Staff has been authorized to begin looking into issues that would be included in a Park Master Plan. The existing Open Space and Conservation Element of the General Plan is the park plan at this point in time. (See pages 33 – 42 of the General Plan.) Certain portions of it could be updated easily. Expanding it to

show more specific development ideas would be more time consuming and costly. Such an idea was not included in the goals recently set by the city.

Dinges stated the idea of a Master Park Plan was brought up by the previous City Manager. This idea is not a priority of the City Council.

ICM Johnsen stated the idea of Veteran's Memorial Park is not supported by a majority of the Council. Children's Park has not been resolved.

Lamb asked about enforcement of the storage by Benson.

This project is not a priority due to other projects having a higher priority.

- c. Local Historic Designation for Ball Park – on February 16, 2017 City Council agenda

ICM Johnsen reported the City Council has a resolution on their February 16 agenda to approve this item. This will complete the local designation unless it moves forward to state or national designation.

- d. Local Historic Designation for Depot – Staff has not moved forward on this.

Dinges reported that this project is more complicated because the City does not own the property. The Commission was also looking at the Engine House but it is too costly. Dinges is to contact Union Pacific.

ICM Johnsen reported that the abatement of the hazardous materials in the Engine House would be about \$40,000.

- e. Children's Park – This is still being considered by City Council.

No further discussion

- f. Travelers Hotel - No change in status

ICM Johnsen reported the property is still up for sale. There have been 3 inquiries from possible buyers who are looking for tax increment financing. It will take millions of dollars to make usable. Steve Pierce has cleaned up the property. When asked about the status of an inspection, Dinges reported that the Fire Chief only inspects occupied buildings for fire code compliance.

ICM Johnsen stated that occupancy is determined by water usage and electrical usage. A residential use would have water, sewer and garbage and a commercial use would have a Business License.

- g. Code enforcement reports

- i. Bensons outside storage – No change

Already discussed

- ii. House of Glass – fence has been repaired. No application submitted to date, but applicant still intends to proceed with a project of apartments – target date

this spring according to email received by City Manager from property owner.

Cross asked about the Veteran's Fountain.

ICM Johnsen reported the fountain is repaired but the stump needs to be ground down by the tree removal company, then curb and gutter needs to be replaced. The City Council will be holding a Town Hall meeting about the Veteran's Memorial and how to proceed. ICM Johnsen reported that a tree plan has been prepared by Candace Miller.

Cross stated she was dismayed the Council did not have the Historic District as a priority on their recent list. She suggested that the Planning Commission should be the beautification committee for the Historic District.

Powers stated that the Planning Commission needs to be involved. The downtown is full of litter with many empty buildings. A letter needs to be sent to the Council that the Planning Commissioners want to help. The Commissioners would like to see flowers and benches. ICM Johnsen stated he will send a recommendation to the Council requesting the Planning Commission expand their scope for the beautification of the downtown Historic District. The prime direction of the Planning Commission is to enforce the Zoning Ordinance. Memorial bricks for the sidewalk are another thing the Commission might consider along with banners on the street lights.

Harley asked about a petition to Benson to remove his materials.

ICM Johnsen stated that Benson needs a place to store his materials and previously there had been a planned exchange of properties to resolve this. Currently there is no direction from Council to move forward.

ICM reported that the sidewalk in front of the library will be cleared of snow by the Community Service Officer.

11. ADJOURNMENT:

Motion to adjourn at 7:50 pm by Harley, seconded by Powers. Voice vote:

AYES: Martin, Harley, Powers, Conway, Lamb, Cross

NOES: None

ABSENT: Newman

ABSTAIN: None 6-0-1-0

Chairperson Cross

ATTEST:

Deputy City Clerk

Staff Report
City of Dunsmuir Planning Commission

Date of Hearing	May 10, 2017
Item No.	9.B
Project Location	City Cemetery
Purpose of Review	Discussion and recommendation
Project Description	Potential Fencing as solution to security problem

The City Council has mentioned the possibility of fencing the City Cemetery as a potential solution to security issues there.

The project would require approximately 2000 lineal feet of fencing. (See attached Assessor's Parcel Map.)

Standard metal non-climbable fence panels (8' wide, 6' high) start at about \$78.00 per panel and go up (from Lowes's website). That equates to over \$20,000 in fencing materials. Installation would require additional materials and labor above that. Wood fences may be about \$15,000, but would require more maintenance costs annually. Vinyl fencing would be more, approximately \$45,000 in materials. (See attached print out).

Two gates would be necessary. It also appears that providing access to at least 2 adjacent properties may be required. (See attached Photos)

Environmental review	N/A
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Recommendation: Provide feedback so staff may make a recommendation to City Council on this issue prior to seeking a bid for construction.

Attachments:

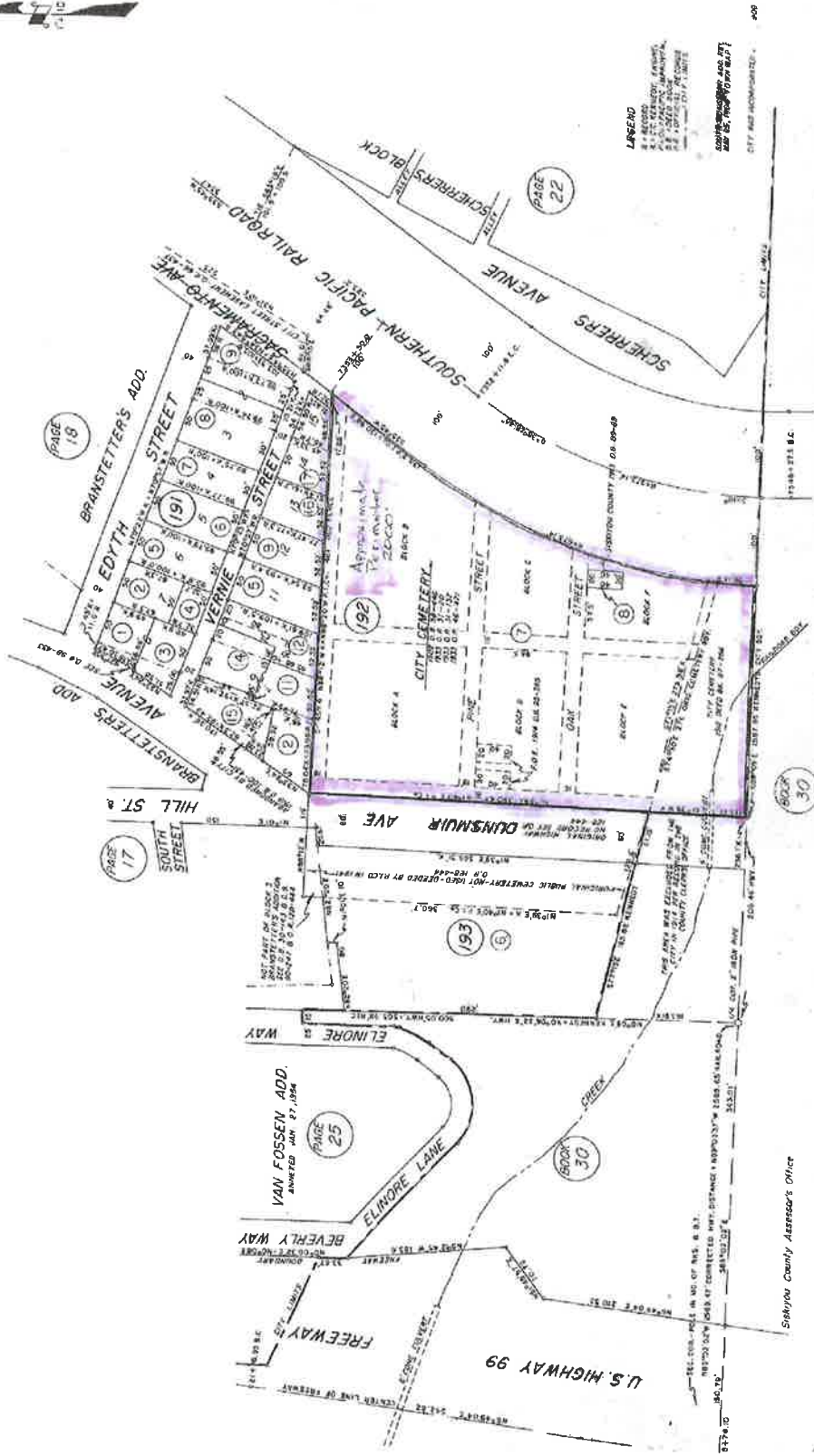
1. Assessor's map of cemetery
2. Lowe's fencing style and price sheet

Tax Area Code
2-00

SOUTH DUNSMUIR ADD. & VICINITY
Dunsmuir, California

58

1/15/11



LEGEND

1. THE BOUNDARIES, LOT LINES, AND DISTANCES SHOWN ON THIS MAP ARE BASED ON THE RECORDS OF THE COUNTY CLERK, SACRAMENTO COUNTY, CALIFORNIA, AND THE RECORDS OF THE COUNTY CLERK, BUTY COUNTY, CALIFORNIA.

2. THIS MAP IS NOT A GUARANTEE OF THE ACCURACY OF THE INFORMATION SHOWN ON THIS MAP.

3. THE CITY AND COUNTY ENGINEER HAS REVIEWED THIS MAP AND HAS FOUND IT TO BE A TRUE AND CORRECT REPRESENTATION OF THE RECORDS OF THE COUNTY CLERK, SACRAMENTO COUNTY, CALIFORNIA, AND THE RECORDS OF THE COUNTY CLERK, BUTY COUNTY, CALIFORNIA.

Sacramento County Assessor's Office

Item 9.B Attachment 2

4/24/2017

Shop Fence Panels at Lowes.com

Fence Style

Horizontal (2)

Horizontal tongue and groove (3)

N/A (125)

Post-and-rail (39)

Spaced picket (19)

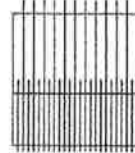
Privacy Style

N/A (183)

Privacy (2)

Semi-privacy (26)

- Pressure Treated +
- Color/Finish: Family +
- Fence Top Style +
- Wood Species +
- Metal Type +
- Brand +
- Rating +
- Price +
- For Use With +



Multiple Options

Ironcraft
(Common: 6-ft; Actual: 6-ft)...

★★★★★ (6)

\$68.35 - \$76.40

Used for estimate

No Dig
(Common: 3.8-ft x 4.7-ft;...

★★★★☆ (7)

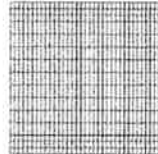
\$39.98

COMPARE

COMPARE

COMPARE

COMPARE



Ironcraft
(Common: 4-ft x 6-ft; Actual:...

★★★★★ (2)

\$36.86

Freedom
(Common: 5-ft x 8-ft; Actual:...

☆☆☆☆☆ No reviews

\$137.00

(Common: 5-ft x 8-ft; Actual: 4.96-ft x 7.97-f...

★★★★★ (1)

\$54.98 - \$64.98

Freedom
(Common: 6-ft x 6-ft; Actual:...

☆☆☆☆☆ No reviews

\$106.00

COMPARE

COMPARE

COMPARE

COMPARE

CHAT WITH LOWE'S

Staff Report
City of Dunsmuir Planning Commission

Date of Hearing May 10, 2017
Item No. 9.C
Project Location Dunsmuir Ave. Adjacent to City property
Purpose of Review Discussion and recommendation
Project Description Sidewalk trees

The City is looking to replace the sidewalks in front of City Hall and the Fire Department which will include removing the trees that are causing the safety hazard, such as uplifting pavement and areas too narrow for compliance with handicapped design standards.

A report “Dunsmuir Historic Downtown Street Tree Project” by Candace Miller provides a list of recommended replacement trees (see attached). The City would like the Planning Commission to consider the best fit for the community.

Tree List proposed by Candace Miller

Cercis Canadensis – Eastern Redbud. 25 – 35’ high and wide. Colorful flowers and good fall color.

Cornus kousa var. *chinensis* – Chinese Dogwood. To 20’ high and wide. White flower bracts, yellow or scarlet autumn color.

Lagerstroemia ‘Tuscarora’ – Tuscarora Crape Myrtle. To 22’ high and 12’ wide. Pinkish red flowers, orange-red autumn color.

Pyrus calleryana ‘Chanticleer’ – Chanticleer Flowering Pear. To 40’ high and 12’ wide. Late winter, early spring white flowers; fall color varies from orange to reddish purple. (Also called ‘Glen’s Form’ and ‘Stone Hill’)

Environmental review N/A

Recommendation: Provide feedback so staff may make a recommendation to City Council on this issue prior to seeking a bid for construction.

Attachment: Photos

Item 9.C Attachment 1



Figure 1 Chinese dogwood



Figure 2 Eastern Redbud



Figure 3 Flowering Pear



Figure 4 Crape Myrtle