



## MENDOCINO COUNTY PLANNING COMMISSION

### MINUTES FOR THE MEETING HELD ON:

**February 21, 2019**

### LOCATION:

Mendocino County Board of Supervisors Chambers  
501 Low Gap Road, Room 1070  
Ukiah, California

### COMMISSIONERS PRESENT:

Pernell, Nelson, Holtkamp, Ogle, Wiedemann, Jacobszoon

### COMMISSIONERS ABSENT:

Warner

### PLANNING & BLDG SVC STAFF PRESENT:

Brent Schultz, Director  
Julia Acker Krog, Chief Planner  
Adrienne Thompson, Administrative Services Manager  
Caitlin Schafer, Staff Assistant III

### OTHER COUNTY DEPARTMENTS PRESENT:

Matthew Kiedrowski, Deputy County Counsel  
Amber Munoz, Department of Transportation

#### 1. Roll Call.

The meeting was called to order at 9:02 a.m.

#### 2. Planning Commission Administration.

##### 2a. Determination of Legal Notice.

The Clerk advised the Commission that all items had been properly noticed.

#### 3. Director's Report and Miscellaneous.

Mr. Schultz introduced Administrative Services Manager, Adrienne Thompson to provide an update regarding the 2017 and 2018 fires.

Ms. Adrienne Thompson informed the Planning Commission that she was designated to be the debris task force lead and in that capacity maintained all information related to debris records and permitting. She stated that 74 administrative permit applications were received for temporary dwellings in the fire area, 69 of those permits have been issued, 2 withdrawn and 1 in progress and 1 pending approval. Ms. Thompson noted that additional applications have been received due to the FEMA program ending. She also stated that 165 building permits have been issued: 76 single family residences, 46 manufactured homes, and 43 accessory structures. She added that 58 of those permits have been finalized: 29 manufactured homes, 12 single family residences, and 17 accessory structures.

Commissioner Wiedemann inquired about how many structures still needed to be replaced.

Ms. Thompson responded that less than one-third of the 349 homes and 295 accessory structures destroyed have been rebuilt.

#### 4. Matters from Public.

No one was present from the public who indicated a desire to address the Commission.

5. **Consent Calendar.**

None.

6. **Regular Calendar.**

**6a. CASE#: U\_2016-0003**

OWNER/APPLICANT: RURAL COMMUNITIES HOUSING DEVELOPMENT CORP. (RCHDC)

AGENT: RYAN LARUE

REQUEST: Modification of the Conditions of Approval of U\_2016-0003 to allow for project phasing at the discretion of the Planning and Building Services Director. U\_2016-0003 authorized the implementation of a Planned Development to construct an 80 unit Senior Housing Project "Orr Creek Commons", community building and linear park along Orr Creek.

LOCATION: Bordering the Ukiah City limits, lying on the south side of Brush St (CR 217) at the eastern intersection of Orr St (CR 216), approximately 250 feet from the intersection of Orchard Ave (City Limits) to the west. The property is bounded on the south by approximately 1,000 feet of Orr Creek, which defines the limits between the City and County.

ENVIRONMENTAL DETERMINATION: Addendum to Mitigated Negative Declaration

STAFF PLANNER: JULIA ACKER

Ms. Acker Krog, Chief Planner, stated that the project was a modification to a previously approved Use Permit. She stated that some challenges relating to the project were discovered and requested a continuance of the project to a date uncertain.

Director Schultz stated that in addition to the continuance request the project would likely be brought back to the Commission in April as approval would be needed before June due to funding timelines.

Upon motion by Commissioner Nelson, seconded by Commissioner Holtkamp and carried by the following voice vote (6-0), IT IS ORDERED: That project U\_2016-0003 be continued to a date uncertain.

AYES: Pernell, Nelson, Holtkamp, Ogle, Wiedemann, Jacobszoon

NOES: None

ABSENT: Warner

**6b. Discussion and Possible Action Regarding Nomination of Three (3) Planning Commission Representatives to the Mendocino County Airport Land Use Commission.**

Ms. Acker Krog stated that the Airport Comprehensive Land Use Plan required three members of the Planning Commission be appointed to the Airport Land Use Commission.

Upon motion by Commissioner Holtkamp, seconded by Commissioner Pernell and carried by the following roll call vote (6-0), IT IS ORDERED: That Commissioner Nelson, Commissioner Jacobszoon, and Commissioner Wiedemann to be nominated for appointment to the Airport Land Use Commission.

AYES: Pernell, Nelson, Holtkamp, Ogle, Wiedemann, Jacobszoon

NOES: None

ABSENT: Warner

7. **Matters from Staff.**

**7a. Discussion and Update Regarding the PBS Priorities List**

Director Schultz reviewed the Board of Supervisors' priority list for Planning and Building Services.

**7b. Discussion regarding Municipal Advisory Councils**

Ms. Acker Krog noted that five Municipal Advisory Councils (MAC) have been established in Mendocino County including: Gualala, Hopland, Laytonville, Redwood Valley, and Westport. She also noted that there has been interest expressed by community members to establish MACs in additional areas within the county.

**7c. Cancellation of the March 7, 2019 Planning Commission Meeting**

Ms. Acker Krog stated that there are no items for the March 7, 2019 meeting and requested a cancellation of that meeting. She also noted that the Department of Environmental Health would be available for an Inland Ground Water workshop on March 21, 2019, at the discretion of the Commission

Upon motion by Commissioner Holtkamp, seconded by Commissioner Nelson and carried by the following voice vote (6-0), IT IS ORDERED: That the Planning Commission meeting for March 7, 2019 be cancelled and the Inland Ground Water workshop take place on March 21, 2019 with noticing of a 10 a.m. start time.

AYES: Pernell, Nelson, Holtkamp, Ogle, Wiedemann, Jacobszoon  
NOES: None  
ABSENT: Warner

**8. Matters from Commission.**

Commissioner Pernell shared that there would be a free two part webinar provided by the Local Government Commission and the Western Center on Law and Poverty for Meeting California's Housing needs on best practices for Inclusionary Housing, on February 27, 2019 from 10 a.m. to 11 a.m. and on March 13, 2019 from 2 p.m. to 3 p.m.

**9. Approval of Minutes.**

**9a. March 15, 2018**

Upon motion by Commissioner Holtkamp, seconded by Commissioner Nelson and carried by the following voice vote (4-0), IT IS ORDERED: That the March 15, 2018 Planning Commission minutes have been approved as corrected.

AYES: Pernell, Nelson, Holtkamp, Ogle  
NOES: None  
ABSENT: Warner  
ABSTAIN: Wiedemann, Jacobszoon

**9b. May 17, 2018**

Upon motion by Commissioner Holtkamp, seconded by Commissioner Nelson and carried by the following voice vote (4-0), IT IS ORDERED: That the May 17, 2018 Planning Commission minutes have been approved as corrected.

AYES: Pernell, Nelson, Holtkamp, Ogle  
NOES: None  
ABSENT: Warner  
ABSTAIN: Wiedemann, Jacobszoon

**9c. September 20, 2018**

Upon motion by Commissioner Nelson, seconded by Commissioner Holtkamp and carried by the following voice vote (4-0), IT IS ORDERED: That the September 20, 2018 Planning Commission minutes have been approved as corrected.

AYES: Pernell, Nelson, Holtkamp, Ogle,  
NOES: None  
ABSENT: Warner  
ABSTAIN: Wiedemann, Jacobszoon

**9d. November 27, 2018**

Upon motion by Commissioner Pernell, seconded by Commissioner Holtkamp and carried by the following voice vote (4-0), IT IS ORDERED: That the November 27, 2018 Planning Commission minutes have been approved as corrected.

AYES: Pernell, Nelson, Holtkamp, Ogle,  
NOES: None  
ABSENT: Warner  
ABSTAIN: Wiedemann, Jacobszoon

**9e. December 6, 2018**

Upon motion by Commissioner Pernell, seconded by Commissioner Nelson and carried by the following voice vote (4-0), IT IS ORDERED: That the December 6, 2018 Planning Commission minutes have been approved.

AYES: Pernell, Nelson, Holtkamp, Ogle,  
NOES: None  
ABSENT: Warner  
ABSTAIN: Wiedemann, Jacobszoon

**10. Adjournment**

Upon motion by Commissioner Holtkamp, seconded by Commissioner Pernell, and carried by a voice vote of (6-0), IT IS ORDERED: That the Planning Commission hearing adjourn at 10:18 a.m.