



## MENDOCINO COUNTY PLANNING COMMISSION

**MINUTES FOR THE MEETING HELD ON:** January 21, 2016

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

**COMMISSIONERS PRESENT:** Little, Krueger, Nelson, Warner, Holtkamp, Hall, Ogle

**COMMISSIONERS ABSENT:** None

**PLANNING & BLDG SVC STAFF PRESENT:** Steve Dunicliff, Director  
Mary Lynn Hunt, Senior Planner  
Graham Hannaford, Planner II  
Adrienne Thompson, Commission Services Supervisor

**OTHER COUNTY DEPARTMENTS PRESENT:** Matthew Kiedrowski, Deputy County Counsel  
Geoff Brunet, Department of Transportation

1. **Roll Call.**

The meeting was called to order at 9:00 a.m.

2. **Planning Commission Administration.**

2a. Election of Chair and Vice Chair.

Commissioner Hall made a motion to elect Molly Warner Chair and Madelin Holtkamp Vice Chair, seconded by Commissioner Nelson and carried by a voice vote of (7-0).

2b. Determination of Legal Notice.

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

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

Mr. Dunicliff presented a verbal Director's Report and introduced Robert Dostalek, a new planner with the department. He commented that no items had been prepared for the February Planning Commission, thus the meeting would be canceled. Mr. Dunicliff noted that the Commission had received the 2016 Planning Commission Calendar in their packet with potential meeting dates, potential special meeting dates, and conferences of interest. He discussed the press release that had been emailed to the Commission noting future meetings would be televised like Board of Supervisors meetings.

4. **Matters from Public.**

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

5. Consent Calendar.

5a. **Approval of the November 19, 2015 and December 17, 2015 Planning Commission Minutes.**

Mr. Kiedrowski noted a correction to the December 17, 2016 minutes on page 7 and read the existing language into the record.

The clerk read the proposed language into the record for the Commission.

Commissioner Ogle noted several corrections to the November 19, 2015 minutes; on page 4, #3 capitalize "Quality", #6 FEMA capitalize federal, page 8 third paragraph delete extra word "allow tractors to harvest, sixth paragraph remove the "s" on Commission. She also felt the motion was unclear. Commissioner Ogle also felt the motion was unclear in the December 17, 2015 minutes, page 5.

Mr. Kiedrowski felt the motion was clear on the December 17, 2015 minutes as it states to adopt the "revised resolution".

Commissioner Little noted he would abstain from the vote.

Upon motion by Commissioner Holtkamp, second by Commissioner Nelson and carried by a voice vote of (6-0), with Commissioner Little abstaining, the November 19, 2015 Planning Commission Minutes are approved as corrected.

Upon motion by Commissioner Nelson, second by Commissioner Ogle and carried by a voice vote of (7-0), the December 17, 2015 Planning Commission Minutes are approved as corrected.

6. Regular Calendar.

6a. **CASE#: U\_2015-0016**

DATE FILED: 9/28/2015

OWNER: MENDOCINO REDWOOD COMPANY LLC

APPLICANT: CALIFORNIA RURAL SERVICE AREA #1 INC

AGENT: LATRELL ANDERSON

PROJECT COORDINATOR: GRAHAM HANNAFORD

REQUEST: The reinstatement of an expired use permit for an existing wireless communication facility consisting of an existing 80 foot tall lattice tower which has ten (10) antennas and auxiliary equipment currently installed, ground equipment including a 30 kilowatt diesel generator with a 132 gallon fuel storage tank, and a 217± square foot equipment shelter

ENVIRONMENTAL DETERMINATION: Categorically Exempt; Class 1b- Existing facility.

LOCATION: 6± miles east of Manchester, at the peak of Brush Mountain, 1.4± miles north of the intersection of an unimproved logging road and Mountain View Road (CR 510), 8.5± miles east of its intersection with Highway 1, located at 36900 Mountain View Road, Manchester; APN 133-220-06.

RECOMMENDED ACTION: Approve project as recommended.

Graham Hannaford, Project Coordinator, reviewed the staff report and presented power point of project. He noted the tower had been approved prior to the Wireless Guidelines and was modified in 2004; however the initial application was allowed to expire in 2014 and now required a new use permit. He stated the request was straight forward to remove and replace existing antenna and no additional equipment would be added. He commented that another tower was located on the property that belonged to the Bureau of Land Management. He noted that no other development was located near the tower and that the continued use of the property as Timber Production should not be affected with the operation of the facility.

Commissioner Hall noted the poor quality of the attached coverage maps, which were illegible.

Mr. Hannaford noted the color copy from the power point was easier to see.

Chair Warner discussed the bond requirement prior to the building permit and asked staff how it was verified.

Mr. Hannaford believed the bond was on the site and noted that when a building permit application was received, he would verify that the amount was feasible for the work.

Commissioner Ogle had several corrections to Exhibit A, #2, add "approval" after final in the second sentence, and page 4, #4, the second paragraph seemed duplicative.

Mr. Hannaford noted the second paragraph on #4 could be deleted.

Commissioner Ogle also discussed page 5, #11, and asked about a note on building plans, which seemed new.

Mr. Hannaford commented the sentence could be deleted that requested a note on the building plans.

Commissioner Krueger discussed page 3 of Exhibit A, #3 and felt the second paragraph was unnecessary, since the first paragraph was copied verbatim from the Wireless Guidelines and covered the appropriate restrictions.

The Commission and staff agreed the second paragraph could be deleted.

**Nicole Goi**, agent, agreed with the staff report and resolution. She noted the improvements to the tower would be beneficial to everyone.

The public hearing was declared open, seeing no one come forward, the public hearing was declared closed.

Upon motion by Commissioner Hall, seconded by Commissioner Nelson and carried by the following roll call vote (7-0), IT IS ORDERED approve Use Permit # U\_2015-0016 per the findings and conditions contained in Exhibit A and as modified during the public hearing to add the word "approval" in Condition #2, to delete the second paragraph of Condition #3 and Condition #4, and to delete the last sentence of Condition #11.

AYES: Little, Krueger, Nelson, Warner, Holtkamp, Hall, Ogle  
NOES: None  
ABSENT: None

**6b. CASE#: MS 2015-0003**

DATE FILED: 7/21/2015

OWNER/APPLICANT: SNYDER THOMAS E & SHERRILL L

AGENT: RAYMOND HALL

PROJECT COORDINATOR: GRAHAM HANNAFORD

REQUEST: Subdivide 1.27± acre parcel, APN 169-080-10, into three (3) parcels of 14,680 square feet, 14,002 square feet, and 17,162 square feet.

ENVIRONMENTAL DETERMINATION: Negative Declaration

LOCATION: 1.6± miles north-east of Ukiah, approx. 1,400 ft east of intersection of N State Street and Lake Mendocino Drive, laying on the north side of Lake Mendocino Drive, 420 Lake Mendocino Drive, APN 169-080-10.

RECOMMENDED ACTION: Approve project as recommended.

Graham Hannaford, Project Coordinator, reviewed the staff report and presented a power point of the project. He discussed the project location from an aerial map of the parcel, the zoning, and noted the location of existing improvements on each proposed parcel. He noted that the applicant had a private well on parcel 1 as well as the potential to hookup to the district now that Millview had lifted the moratorium. Mr. Hannaford stated that because the applicant had two potential water sources, the conditions of approval had been revised in Exhibit A, emailed and distributed to the Commission for review. He also discussed several Department of Transportation (DOT) conditions that had been revised and noted that a representative from DOT would be present to discuss the conditions with the Commission. Mr. Hannaford noted that because the parcel was located within the Ukiah Valley Area Plan area, notice was sent to Legal Services of Northern California, as was required due to the Moratorium, however a response was not received within the notification window and the subdivision

was allowed to proceed. In closing, Mr. Hannaford noted the Commission had received a bridge memo and revised Exhibit A illustrating the modifications to the conditions of approval.

Commissioner Krueger discussed Condition #13 and noted that the dedication of easement is not clear.

**Geoff Brunet**, Department of Transportation, commented that the condition referred to irrevocable, which by default meant the County.

Commissioner Krueger discussed the process for an offer to dedicate to the County.

Commissioner Little commented that the offer was simply an offer and the County did not have to accept it.

Mr. Brunet commented the offer is placed on the parcel map in case of ultimate buildout in the future.

Commissioner Krueger asked if there was a time limit for the County to accept the offer or if it was in perpetuity.

Mr. Brunet noted the offer remained in perpetuity.

Commissioner Ogle noted the Subdivision Committee had met on the project in November and asked why it had taken 2 months to receive the revised conditions.

Mr. Brunet noted that at Subdivision Committee, only the initial conditions were added to a project and after meeting with the surveyor, owner and Director of DOT, revised conditions were needed.

Commissioner Little discussed key issue #2, related to the subdivision moratorium and asked if Legal Services could come back and some point and declare that the parcel should not have been subdivided.

Mr. Kiedrowski noted that notice had been sent to Legal Services, as required by the moratorium, and no response was received. He stated that silence was deemed consent.

Chair Warner commented that since the parcels were already improved with 2 homes, it would impede multifamily development.

Commissioner Ogle noted she had visited the site and noticed overhead electrical lines and asked why it was not documented on the tentative map.

Mr. Hannaford believed there was an easement for electricity to parcel 2.

**Ray Hall**, agent, commented this was a straight forward subdivision, which already had 2 single family residences and no potential for second units. He noted the location of the easement on a larger tentative map and agreed with the revised conditions of approval in Exhibit A.

The public hearing was declared open, seeing no one come forward, the public hearing was declared closed.

Upon motion by Commissioner Ogle, seconded by Commissioner Hall and carried by the following roll call vote (7-0), IT IS ORDERED to make the necessary findings, certify the negative declaration and approve Minor Subdivision MS\_2015-0003 per the resolution and revised Exhibit A, as discussed in the staff memo dated January 21, 2016.

AYES: Little, Krueger, Nelson, Warner, Holtkamp, Hall, Ogle  
NOES: None  
ABSENT: None

**7. Matters from Staff.**

Ms. Hunt commented that the Planning Commission By Laws and Procedures would be on the March agenda, if anyone had further comments to submit.

Mr. Dunncliff noted the Commission had received a 2016 Planning Commission Calendar in their packet, which noted each meeting date and potential special meeting, if needed.

Commissioner Ogle noted she had comments regarding the PC By Laws and would meet with Mary Lynn after the meeting.

**8. Matters from Commission.**

Commissioner Hall noted he had received the email regarding the 700 form.

Commissioner Holtkamp discussed the link on the Sonoma State website that Chair Warner had provided at the December meeting and encouraged other Commissioners to review the material. She felt the presentation on a water element to a General Plan was very interesting and worthwhile to review.

Chair Warner agreed and noted that given the current drought situation it might be especially important to add a water element.

Commissioner Holtkamp agreed and noted her concern about potential buildout of all the approved subdivisions and whether people would have water.

Commissioner Ogle discussed the single page handout that Chair Warner had provided, which was included in the packets, and noted that she was impressed by the Commission and felt most of the suggestions were things the Planning Commission already does.

Chair Warner noted she would be absent for the May and July meetings.

**9. Adjournment.**

Upon motion by Commissioner Nelson, seconded by Commissioner Hall, and unanimously carried (7-0), IT IS ORDERED that the Planning Commission hearing adjourn at 9:56 a.m.