

CLIFFORD PAULIN
1ST DISTRICT
COMMISSIONER
VICE-CHAIR

CAMERON RAMOS
2ND DISTRICT
COMMISSIONER

ALISON PERNELL
3RD DISTRICT
COMMISSIONER

MARIE JONES
4TH DISTRICT
COMMISSIONER

DIANA WIEDEMANN
5TH DISTRICT
COMMISSIONER
CHAIR



JULIA KROG, DIRECTOR
PLANNING AND BUILDING SERVICES

MATTHEW KIEDROWSKI
DEPUTY COUNTY COUNSEL

COUNTY ADMINISTRATION CENTER
501 Low Gap Road, Room 1070
Ukiah, CA 95482
(707) 234-6650 (t)
(707) 463-5709 (f)

pbscommissions@mendocinocounty.org

MENDOCINO COUNTY PLANNING COMMISSION

ACTION MINUTES – May 4, 2023

**BEFORE THE PLANNING COMMISSION
COUNTY OF MENDOCINO – STATE OF CALIFORNIA
FAIR STATEMENT OF PROCEEDINGS
(PURSUANT TO CALIFORNIA GOVERNMENT CODE §25150)**

AGENDA ITEM NO. 1 – OPEN SESSION AND ROLL CALL 9:09 A.M.

Present: Commissioner Marie Jones, Vice Chair Clifford Paulin, Chair Diana Wiedemann presiding.

Absent: Commissioner Alison Pernell; Commissioner Cameron Ramos – by pre-arrangement

Staff Present: Julia Krog, Director; James Feenan, Commission Services Supervisor; Adrienne Thompson, Administrative Services Manager; Marco Rodriguez, Planning Technician II; Matthew Kiedrowski, Deputy County Counsel; Scott Spears IT; Jason Wise, Department of Transportation; Marlayna Duley, Environmental Health

AGENDA ITEM NO. 2 - PLANNING COMMISSION ADMINISTRATION.

2a. Determination of Legal Notice – The Clerk advised the Commission that all items on the agenda had been properly noticed.

AGENDA ITEM NO. 3 – DIRECTOR AND ASSISTANT DIRECTOR REPORT

Director Krog advised the Commission regarding the Board of Supervisors hearing the appeal of the Planning Commission Resolution regarding the vacation home and short-term rentals interpretation. She advised them that the appeal was upheld, and the Planning Commissions Resolution was overturned, thus the requirements would remain as they were previously written. The Board of Supervisors did want to acknowledge the issue, which will come back through the Zoning Code update or as a separate Ordinance Amendment to focus on short term rentals and vacation home rentals.

AGENDA ITEM NO. 4 – MATTERS FROM THE PUBLIC

Public Comment: No Public Comment was received

AGENDA ITEM NO. 5 – CONSENT CALENDAR

5a. Approval of April 6, 2022 and April 7, 2023 Planning Commission Minutes.

Public Comment: No Public Comment was received

Upon motion by Commissioner Jones, seconded by Commissioner Paulin, and carried by a roll call vote of (3-0), IT IS ORDERED that the Consent Calendar is approved without edits.

AYES: PAULIN, JONES, WIEDEMANN
NOES: NONE
ABSENT: RAMOS, PERNELL

AGENDA ITEM NO. 6 – REGULAR CALENDAR**6a. Noticed Public Hearing**

CASE#: MS_2019-0004

DATE FILED: 9/11/2019

OWNER: ANNA SOMMERS & RUTH SLOCUM & ROBIN MADISON

APPLICANT: ANNA SOMMERS

REQUEST: Subdivision of a 44.08± acre lot into two (2) lots, each 22.04± acres in size. This proposed subdivision is to accommodate a previously constructed residential dwelling unit that presently exceeds the maximum dwelling density for its zoning district. This proposed subdivision will bring the property into conformance with regard to the number of residential structures per lot. No further development is proposed.

ENVIRONMENTAL DETERMINATION: Negative Declaration

LOCATION: 7.5 ± miles southeast of the City of Willits center, lying on the west side of Westview Road (private), 1.1± miles west of its intersection with Williams Ranch Road (private), located at 5600 Westview Rd., Willits; APN: 147-061-13.

SUPERVISORIAL DISTRICT: 4 (Gjerde)

STAFF PLANNER: MARK CLISER

The public hearing was declared open.

Staff Presentation: Mark Cliser, Planner II; Director Krog; Matthew Kiedrowski, County Counsel

Applicant: Anna Sommers

Owner: Ruth Slocum

Public Comment: Jason Wise, Department of Transportation; Marlayna Duley, Environmental Health

Telecomments: No telecomments requested

The public hearing was declared closed.

Commission Jones made a motion for discussion.

Chair Wiedemann passed the gavel to Vice Chair Paulin to second the motion for discussion.

Break [10:35 – 10:47]

Upon motion by Commissioner Jones, seconded by Commissioner Wiedemann, and carried by a roll call vote of (3-0), IT IS ORDERED, by resolution, adopt a Negative Declaration and grant Minor Subdivision MS_2019-0004, as proposed by the applicant, based on the facts and findings and subject to the conditions of approval contained in Exhibit A of the Resolution with the proposed revisions to the Conditions of Approval as presented during the public meeting.

Vice Chair Paulin passed gavel to Chair Wiedemann.

AYES: WIEDEMANN, JONES, PAULIN
NOES: NONE
ABSENT: RAMOS, PERNELL

6b. Noticed Public Hearing

CASE#: MS_2020-0005
DATE FILED: 10/14/2020
OWNER: HUNTER TRAVIS AND KELSEY BROWN
APPLICANT/ AGENT: BRAD THOMAS - LACO ASSOCIATES
REQUEST: Minor Subdivision of a 34.92± acre parcel creating four (4) parcels, ranging in size from 5.08± to 8.05± acres with a Remainder Parcel of 11.59± acres.
ENVIRONMENTAL DETERMINATION: Negative Declaration
LOCATION: 6.2± miles northeast of Ukiah City center, lying on the west side of Lake Ridge Drive (private), 1.5± miles north of its intersection with Lake Mendocino Drive (CR 227B); located at 5370 Lake Ridge Road; APN: 168-080-09.
SUPERVISORIAL DISTRICT: 1(McGourty)
STAFF PLANNER: KEITH GRONENDYKE

The public hearing was declared open.

Director Krog noted that there were subsitive road conditions that need to be discussed with the Department of Transportation and staff would be requesting a continuance. She noted that the Commission could decide to hear from the Applicant or wait until the next meeting.

Chair Wiedemann asked the Commissioners if they would like to hear the staff presentation. The census from the Commission was to hear the staff presentation during the next hearing.

Applicant: Kelsey Brown

Upon motion by Commissioner Jones, seconded by Commissioner Paulin, and carried by a roll call vote of (3-0), IT IS ORDERED, to continue the project to June 1, 2023 Planning Commission Hearing.

AYES: PAULIN, JONES, WIEDEMANN
NOES: NONE
ABSENT: RAMOS, PERNELL

6c. Noticed Public Hearing

CASE#: MS_2022-0003
DATE FILED: 6/20/2022
OWNER: ROXANNE CLEMENT-RORICK
APPLICANT/AGENT: MUNSELLE CIVIL ENGINEERING, INC
REQUEST: Minor Subdivision of an existing 214± acre parcel into two (2) parcels and one (1) remainder parcel. Parcel 1 would be 56.77± acres, Parcel 2 would be 40± acres, and the Remainder Parcel would be 118.44± acres.
ENVIRONMENTAL DETERMINATION: Mitigated Negative Declaration
LOCATION: 6.5± miles north of Redwood Valley, on the west side of Tomki Road (CR 237D) 4.5± miles north of its intersection with East Road (CR 230) and West Road (CR 237); located at 16250 and 17000 Tomki Road, Redwood Valley; APN's: 107-056-04, 107-040-21, 105-290-16.
SUPERVISORIAL DISTRICT: 1st (McGourty)
STAFF PLANNER: LIAM CROWLEY

The public hearing was declared open.

Staff Presentation: Liam Crowley, Planner II; Director Krog; Matthew Kiedrowski, County Counsel

Public Comment: Marlayna Duley, Environmental Health

Agent: Cort Munselle

Telecomments: No telecomments requested.

The public hearing was declared closed.

Upon motion by Commissioner Paulin, seconded by Commissioner Jones, and carried by a roll call vote of (3-0), IT IS ORDERED, By resolution, the Planning Commission adopts the Mitigated Negative Declaration and grants the Minor Subdivision, MS_2022-0003, based on the facts and findings and subject to the amended conditions of approval as contained in Exhibits A and amendments to the Initial Study, as presented during the public meeting.

AYES: JONES, PAULIN, WIEDEMANN
 NOES: NONE
 ABSENT: RAMOS, PERNELL

AGENDA ITEM NO. 7 – MATTERS FROM STAFF

Director Krog stated she would be agenizing items regarding events that would be happening around Mendocino County.

Commission Jones requested an update on the Inland Zoning Ordinance and a timeline.

Director Krog stated that she expected the second administrative draft to be in her inbox in the next week or two, and would expect it to come before the Planning Commission within the next couple of months. She could give a more precise response once she heard back from the consultant.

AGENDA ITEM NO. 8 – MATTERS FROM COMMISSION

Chair Wiedemann discussed possibly changing the Planning Commission start time to 10:00 a.m.

Director Krog stated that there were several items that have been noticed with a 9:00 a.m. start time and that some of the projects require a 30 day noticing period. She also stated that she would need to know if this was a permanent change or a temporary change, as the Planning Commission bylaws would need to be amended.

Deputy County Counsel advised the Commission that the item needs to be agenized since the item was under Matters from Commission and not agenized as a regular matter.

Director Krog stated she could agendize the item for May 18, 2023, for discussion and possible action. She stated the earliest they could start the 10 a.m. meetings would be the 2nd meeting in June.

Commissioner Jones brought up the per diem payments.

Director Krog said she would have to research the bylaws and documents to give an answer to the question. She stated that the request may potentially have to go before the Board of Supervisors, since it is a department level expense.

Director Krog wanted to confirm that there were a majority of the Planning Commissioners that would like to have the time change of Planning Commission start time to 10 a.m.

AGENDA ITEM NO. 9 – ADJOURNMENT

THERE BEING NOTHING FURTHER TO COME BEFORE THE PLANNING COMMISSION, THE MENDOCINO COUNTY PLANNING COMMISSION ADJOURNED AT 11:30 A.M.

Attest: James Feenan
 Commission Services Supervisor

 DIANA WIEDEMANN, CHAIR

- Effective March 1, 2020, Planning Commission minutes will be produced in “action only” format. As an alternative service, public access to recorded Commission proceedings will be available on the Planning and Building website.
- LIVE WEB STREAMING OF COMMISSION MEETINGS is now available via the County’s YouTube Channel. If technical assistance is needed, please contact Mendocino County Planning & Building Services at (707) 234-6650.
- Minutes are considered draft until adopted/approved by the Planning Commission.
- The Planning Commission action minutes are also posted on the County of Mendocino website at: <https://www.mendocinocounty.org/government/planning-building-services/meeting-agendas/planning-commission>.
- To request an official record of a meeting contact the Mendocino County Planning and Building Department at (707) 234-6650.
- Please reference the departmental website to obtain additional resource information for the Planning Commission at: <https://www.mendocinocounty.org/government/planning-building-services/meeting-agendas/planning-commission>.

Thank you for your interest in the proceedings of the Mendocino County Planning Commission.