

MINUTES OF THE REGULARLY SCHEDULED MONTHLY MEETING OF THE
TRINIDAD PLANNING COMMISSION
WEDNESDAY, JUNE 15, 2011

I. CALL TO ORDER/ROLL CALL (6:04pm)

Commissioners Present: Fraser, Johnson, Vanderpool
Commissioners Absent: Becker
Staff: Planner Parker, Caldwell

II. APPROVAL OF MINUTES

May 10, 2011

Commissioner Frasier questions whether it's beneficial to always name the people that comment during meetings in the minutes. Planner Parker responds those are rare instances.
Cannot approve minutes.

May 18, 2011

Page 2/5: Clarify that the TOT has to be added to the VDU Ordinance because the Municipal Code section is being amended.

Page 3/5: Change "he" to "she" in the 4th paragraph.

Page 5/5: In the Staff Report, clarify that the Ordinance presented for approval was not passed; the first reading was delayed until the next meeting.

Motion (Fraser/Vanderpool) to approve minutes as corrected.

Passed unanimously.

III. APPROVAL OF AGENDA

Motion (Fraser/Vanderpool) to add a City Council Meeting Report as a normal agenda item.

Passed unanimously.

IV. ITEMS FROM THE FLOOR

M. Reinman speaks on behalf of Margaret and Gene Hughes (543 Ocean Ave). They submitted a letter to the City regarding their issue with VDU (Vacation Dwelling Unit) Ordinance compliance. They are concerned that they lose a parking space due to a fire hydrant on the corner and this will cause them to be out of compliance.

V. AGENDA ITEMS

- 1. Vacation Dwelling Unit (VDU) Ordinance:** Discussion / recommendation to the City Council on a Zoning Ordinance amendment to add a new chapter 17.54 which regulates vacation rentals in the City of Trinidad. *Continued from the March 16, 2011, April 20, 2011 and May 18, 2011 meetings.*

Staff introduces the VDU Ordinance in its final draft form which includes input from the City Attorney and changes made by the Planning Commission.

Commissioner Comment

Commissioner Johnson makes some suggestions.

Page 1: add the phrase "noise abatement" or "minimize noise" to the *Good Neighbor* brochure for clarity.

Page 3, 5th paragraph: reduce the notification limit from 300 ft to 100 ft to be consistent with section A.

Page 6, last paragraph: change “City Clerk” to “City”

Commissioner Fraser suggests including “licensed” or “permitted” in the VDU definition but it is agreed that it will stay the same.

Public Comment

Audience member questions who enforces the VDU Ordinance.

Planner Parker states that this is always an issue and it will be enforced through the license procurement and be complaint-driven.

Commissioner Johnson adds that enforcement will probably be shared by several entities. The Sherriff’s Department will deal with complaints and regulatory issues will fall on the City. Planner Parker states that this can occur through the City Manager’s right to audit records.

M. Reinman would like to specify to noise and quiet hours. Commissioner Johnson thinks that that is fine.

M. Reinman asks for clarification on the enforcement if a parking spot is provided and the visitors choose to park on the street. Planner Parker responds that parking is similar to noise. The plan is fine if it shows adequate parking, and if the visitors park on the street, it’s complaint-driven.

M. Reinman would like to know what the “response time” is after an emergency call or complaint. He states that the VDU Committee originally decided it was two hours. Planner Parker and Commissioner Johnson agree that it is reasonable to include a response time limit. She also muses over what a response is—calling back? Arriving onsite? As for a response time, she decides to leave it up to common sense with a statement such as, “within a reasonable amount of time.”

Commissioner Johnson points out that the Ordinance, regarding response time, refers to a “contact person”; this is not the Sherriff. Response time from the Sherriff is completely different.

Commissioner Johnson and Planner Parker discuss how to present this to the City Council (presentation or report) and decide that they will ask the City Manager. Commissioner Johnson states that because the public helped create this, and so they understand why it is in its current form, that the motion will be as follows:

Motion (Johnson/Fraser), in the form of a recommendation to the City Council, to consider adopting this Vacation Dwelling Unit Ordinance in its current form and amending the current Zoning Ordinance by adding this Ordinance as a new chapter. Passed unanimously.

2. General Plan Update: Continued discussion of the Draft Circulation Element, Figures, Background Reports, General Plan Update

Planner Parker began with outlining amendments to Public Services (page 17).

Solid Waste Reduction

Illegal solid waste disposal is discussed and should be addressed in 7.1.

Planner Parker clarifies that “specified carbon-intensive consumer goods” are things such as plastic and Styrofoam. Commissioner Johnson notes that they’re not banned and that since they’re addressed in a program, ‘specified’ should be changed to ‘specific’ or ‘certain’.

Commissioner Johnson suggests collapsing 7.2 and 7.5 and combining them with 7.3. Many policies can be collapsed into overarching policies.

Use words such as “that meets needs of residents...”

Can CIRC 7.2 be afforded? Policies such as these should include “as feasible with budget constraints...”

Commissioner Fraser would like to encourage less restaurant plastic-ware.

Stormwater

Because there are unknowns with regard to stormwater drainage, Planner Parker suggests adding a disclaimer to Figure 15 that states it may not be complete.

Commissioner Johnson mentions the potential for contamination from the Marine Lab recirculating seawater. Planner Parker mentions that the State Water Board regulates marine labs separately and that applications are submitted for exceptions. Commissioners suggest that Parker forward information on the City’s exception request to the City Manager as she may not be aware of it.

Commissioner Johnson suggests renumbering 8.1 and 8.2 as 8.2 is more important.

The Commissioners discuss the limitations of insisting on planting only native plants in the area. Planner Parker suggests “replacing non-native and invasive species as soon as possible with preferably native plants.”

Transmission and Utilities

Eliminate specific names such as AT&T and Suddenlink as providers.

The City Council suggesting “alternate locations” is controversial.

Commissioner Johnson suggests leaving the scientific study information in 10.5 because that facility will probably not go away soon, if at all.

Wastewater Disposal

Combine 11.1 and 11.2.

Eliminate “prohibitively expensive” in introduction.

Include procuring grant funding as part of the management program.

Planner Parker suggests that work done inside the City is a higher priority than outside the City. She also suggests encouraging the County to shoulder more of the work done outside City limits.

The feasibility of a revolving loan may fit better under 11.1 or 11.2.

Water Service
Delete the "2."

Commissioner Johnson inquires as to if an annual water report is already prepared, and if so, the policy should start with 'continue to'.

Commissioner Johnson suggests having the Public Works Director review the policies.

Include the Watershed Council in 12.3 and encourage the County and/or watershed council to provide water education.

General

Commissioner Johnson suggests addressing the use of engine brakes for trucks in the City. Planner Parker will find research methods to addresses that such as signage.

Planner Parker will work on the figures.

VI. CITY COUNCIL REPORT BY A PLANNING COMMISSIONER

Commissioner Johnson notes that the City Council did not have the first reading regarding instating more than one Planning Commissioner that lives outside City limits. This is due to the number of potential candidates.

The City Council passed a resolution for a challenging budget.

Commissioner Vanderpool will make a brief report to the City Council at the next meeting.

VII. STAFF REPORT

The City Council liked the fish banner to be placed on light poles, which will require design review approval by the Planning Commission.

The City will be pursuing M. Reinman's illegal second unit with nuisance abatement due to continuing complaints.

Planner Parker doesn't know much about the tree-cutting incident, but is sure more will come to light.

Planner Parker will be presenting her flourometry study at the Redwood Science Symposium.

VIII. ADJOURNMENT

Meeting adjourned at 7:36pm.

Submitted by:

Sarah Caldwell

Secretary to Planning Commission

Approved by:

Richard Johnson

Planning Commission Chair