



## MEMORANDUM

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**TO:** Trinidad Planning Commission

**FROM:** Trever Parker, City Planner

**DATE:** May 10, 2012

**RE:** May agenda items

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1. I have not prepared a full staff report for the Leach project for this meeting. The reason is that the project should be continued to the June meeting. The applicant had not yet consulted with the County Division of Environmental Health (DEH) for the new septic system prior to submitting the application. But I had spoken with the applicant, and by then he had been in contact with DEH, and was also in the process of hiring a professional to do the necessary soil testing and septic system design. I then spoke with DEH on Wednesday after sending out the notices, and they indicated that they thought that the site might be too small to accommodate the proposed development and the new 3-bedroom septic system.

I then spoke with the applicant again, and he recognized that this may be an issue, and that they may have to eliminate or reduce the size of the garage/office structure in order to accommodate the septic system. Therefore, he agreed that it would be prudent to wait for the septic system design to be finalized in case the project has to be modified prior to bringing the project before the Planning Commission. However, since notices did get sent out, the project is still on the agenda, and the Planning Commission should consider opening the public hearing and accepting public comments if anyone is at the meeting to speak to the project.

2. As for the General Plan update, hopefully we can finish up the Circulation Element at this meeting and recommend it to the City Council. The comments and edits from the last meeting have been incorporated and the figures updated. We have not had a chance to take any noise readings, so I did not include the Noise and Public Safety Element for this meeting. However, I did start revisiting the Housing Element, which will be the last of the seven State required elements. The Housing Element is a very dense and complex document, but should not require a lot of revisions. The reason for this is because the requirements are strictly dictated by State law. To get you started and familiarize you with it, I have provided the State General Plan Guidelines and a fact sheet on the housing element to review. The document itself is mostly done, but needs some of the numbers updated for the 2010 census and other recent data. I just need to review it to see what has been updated or not.

On another note, the Council are very anxious to get this update completed, and have indicated that it should be a priority for the Planning Commission. They will be discussing the upcoming budget in the next few weeks. We should discuss whether the Planning Commission would be willing to have extra meetings, or start meetings earlier, or stay longer, in order to make sure the General Plan remains a priority rather than getting postponed due to other projects on the agenda.