

MINUTES OF THE MONTHLY MEETING OF THE
TRINIDAD PLANNING COMMISSION
WEDNESDAY, November 19th, 2014

I. CALL TO ORDER/ROLL CALL (6:03pm)

Commissioners Present: Becker, Johnson, Pinske
Commissioners Absent: Stockness, Vanderpool
Staff: Parker, Caldwell

II. APPROVAL OF MINUTES

October 29, 2014

Corrections: Change date in the title.

Correct spelling of City Manager Berman

Commissioner Johnson is not sure if the sheriff's flex shift will be an 8- or 10-hr shift.

Motion (Becker/Johnson) to approve the minutes as corrected.

Passed unanimously (3-0).

III. APPROVAL OF AGENDA

Motion (Johnson/Becker) to approve the agenda.

Passed unanimously (3-0).

IV. ITEMS FROM THE FLOOR

None.

V. AGENDA ITEMS

1. Rotwein 2013-07A: Amendment to a previous approval for Design Review and Coastal Development Permit for an addition to an existing single-family residence and replacement of a 1-story, 2-bedroom, 728 sq. ft. accessory dwelling unit (ADU) with a 2-story, 2-bedroom, 1,320 sq. ft. accessory dwelling unit; the amendment is to increase the size of the replacement ADU to 1,700 sq. ft. still with 2-stories and 2-bedrooms. Located at 54 North Westhaven Drive; APN: 515-331-11. Continued from October 29th Planning Commission meeting.

The project applicant, Susan Rotwein, is present. No information has changed since last meeting's review and she is there to address outstanding questions from last month's review.

In response to Commissioner Johnson's question regarding comments from the neighbors about the project, Applicant Rotwein responds that the neighbor who had previously commented does not live there anymore. His building burned over two years ago. It was located to the east. There is a church to the north, the Keistelhorsts to the west and a trailer park to the south; no other neighbors have commented. The only view issue would be for the applicant, since the new structure will impact the view from her primary residence. The new structure will not be over 25 ft. in height.

The original plan proposed a wrap-around driveway, but it has revised to include the carport and retaining wall. The retaining wall is located to the north of the second unit, at the back side of the carport. It was built because of the grade and its purpose is to connect the main drainage to the barn. The height and construction of the retaining wall is discussed.

Commissioner Comments

Commissioner Johnson reviews the 2013 conditions of approval and suggests removing Item 1 since it is redundant.

There were no witness poles, but they were not required for this project. Generally story poles are erected a week before the Planning Commission reviews a project and are in response to questions about the height of projects regarding view blockage and structure bulk. This project is on a large lot, so this was unnecessary. There is a small floor to area ratio, and views are not likely affected.

Public Comment

Applicant Rotwein and Planner Parker review the details of permitting, project construction and timing. When the applicant gets the building permit, construction can begin; a building permit also meets the requirement of having started the project within the 2 year time limit. If an extension is necessary, there is no additional cost or application or notice; just a letter to the City is required, with approval by the Planning Commission.

Commissioner Comments

The Commissioners discuss the height condition and requirement. The Zoning Ordinance measures height from the native ground elements. But in this case the ground has been previously graded, so that elevation is difficult to determine. Planner Parker suggests relying on the Building Inspector's expertise to gauge the appropriate height. Commissioner Johnson notes that the height definition should be reviewed during the Zoning Ordinance update. It is difficult to interpret and few places are undeveloped with unmodified ground.

Motion (Johnson/Becker) to adopt and approve the project as conditioned in the staff report and as modified, with the removal of Condition 1.

Passed unanimously (3-0).

2. General Plan Update: Progress report, LCP consistency analysis, discussion of draft elements, figures, background material

Planner Parker has been reviewing the Draft General Plan in terms of the Coastal Commission's LCP Guidance in order to identify any gaps. She suggests that Commissioners may be well positioned to take on small tasks and information gathering that have come up as a result. Commissioners may have better access to the data and it would save the City some money.

The following is a list of potential tasks, data gaps and issues to address:

- unofficial trail use / rouge trails
- new public access points
- additional vista point designations
- visitorship data (tourism numbers)
- offers to dedicate easements
- encroachments on trails or other potential barriers
- signage that discourages public access
- ESHA review

In addition, Streamline Planning Consultants wrote a grant that awarded \$80,000 to the City for the update of the Trinidad General Plan. Planner Parker will meet with Coastal Commission staff to refine the scope of work, but the focus will be on the Cultural Element, Tsurai Management Plan, Harbor Area, sea level rise planning and the Zoning Ordinance update.

Planner Parker will provide a specific list of potential tasks for Commissioners to discuss at the next meeting.

VI. COUNCIL & STAFF REPORT

Three Commissioner terms are almost up; these are Commissioners Vanderpool, Stockness and Johnson. Applications for reappointment are due in early December, and letters of interest should be submitted by Dec. 3 so the Council can take action at their December meeting before the terms expire.

Commissioner Becker mentions that the City of Trinidad website is outdated. Planner Parker agrees, and notes that a possible update is in the works.

The Saunder's Shopping Center proposed change from the large marquee to smaller monument sign may be on next month's agenda.

The City Council had the second reading of the VDU Ordinance and submitted a signed copy to the Coastal Commission. It should be a fairly quick certification through the Coastal Commission this time, so that the ordinance can be in effect by the next tourist season. The City will be doing a PR campaign to reach out to VDU business license holders prior to the next renewal date.

The ADU Ordinance will be submitted to the Coastal Commission along with the full Zoning Ordinance update.

There was a delay of the hearing for the appeal of the State Parks application, and State Parks staff is working with Coastal Commission staff to button up the project description and resource information. The appellant did submit a new letter that still objects to parts of the project. Her local representative, EPIC, seems to be mostly satisfied with the current proposal. If the City Council approves the project, at this point it appears that the Coastal Commission would reject further appeal due to a lack of substantial issue.

The Council supported the Little River Trail project to connect the Hammond Trail to Scenic Drive. The Land Trust is in escrow to acquire property at the end of Scenic Drive from Green Diamond, which will become part of the trail.

The City of Trinidad has an 'above average' score on the Greenhouse Gas Inventory Report due to emissions related tourist activities and driving distances from Trinidad.

The City approved another \$1,000 donation to the Fly Humboldt pledge.

The LCP grant for the City's General Plan update is worth \$80,000 over 2 years, and the Clean Beaches grant is worth around \$500,000 over 3 or 4 years. Both those grants should be starting early in 2015.

Planner Parker and the Commission discuss the possibility of meeting early on December 17, around 5 or 5:30pm, in order to minimize the conflict with the Lion's Club dinner.

Parker notes that it is important for Commissioners to notify her of any absences from a meeting as early as possible, because it can affect having a quorum and being able to take action on a project.

VII. ADJOURNMENT

Meeting adjourned at 6:51 pm.

Submitted by:

Sarah Caldwell

Secretary to Planning Commission

Approved by:

Mike Pinske

Planning Commission Chair