

**CITY OF ARCATA
PLANNING COMMISSION REGULAR MEETING MINUTES**

**COUNCIL CHAMBER
736 F Street, Arcata, CA 95521**

**June 26, 2012
Tuesday, 7:00 p.m.**

A complete record of this meeting can be viewed by visiting the City's Website (www.cityofarcata.org) and clicking on "Watch Live Meetings" to access the Planning Commission Archives to view the Granicus Telecast. Approved minutes are found on the Commission/Committee website.

- I. **ROLL CALL.** Commissioners: Robert Flint (Chair), Julie Vaissade-Elcock (Vice Chair), Larry Blake, Chuck Giannini, Paul Hagen, Judith Mayer, and Daniel Tangney. Staff: Mullen, Loya, and Mateer.
- II. **ORAL COMMUNICATIONS.** None.
- III. **APPROVAL OF MINUTES.** Approve Minutes of April 24, 2012 – On Vaissade-Elcock's motion and second by Hagen, the minutes were approved as submitted by a 7-0 vote.
- IV. **PUBLIC HEARINGS.** Prior to opening each public hearing, Commissioners will provide *Ex Parte* disclosures. Disclosures include a summary of information and sources gathered outside of the public hearing. HAGEN STATED THAT BASED ON DISCUSSIONS WITH STAFF, HE BELIEVED THAT HIS RESIDENCE WAS NOT WITHIN 500 FEET OF THE MARSHALL / DRILL SECONDARY DWELLING UNIT.
 - A. **Minor Use Permit for the Marshall/Drill Secondary Dwelling Unit; 1100 Tilley Ct.; File No. 112-028-MUP.**

Project proposes development of a two-story, detached 991 square foot (sf) secondary dwelling unit on a residential property that contains a 1,920 sf single family residence. The project requires a Minor Use Permit for exceptions to the Land Use Code development standards: (1) §9.42.170.E.1 - second unit exceeds the height of the primary dwelling unit; and (2) §9.42.170.E.2 - second unit exceeds 50% floor area of the primary dwelling unit.

ON A MOTION BY HAGEN, SECOND BY GIANNINI AND A 7-0 VOTE, THIS ITEM WAS CONTINUED TO THE JULY 24, 2012 REGULAR MEETING.
 - B. **Humboldt Biodiesel Systems, LLC dba Footprint Recycling and Hauling, Inc. 1250 Giuntoli Lane. (File #090-012-PDP-ZA).** The proposed project is for the development and operation of a biodiesel production facility for the creation of methyl ester from waste vegetable oil (WVO) for bulk sales and for an on-site fuel dispensing service station. Project includes a Land Use Code map amendment to add the Planned Development Combining Zone and a Type "B" Planned Development Permit.

ON A MOTION BY HAGEN, SECOND BY GIANNINI AND A 7-0 VOTE, THIS ITEM WAS CONTINUED TO THE JULY 10, 2012 REGULAR MEETING.
 - C. **City of Arcata – Amendments to the Arcata Land Use Code.** The public hearing will consider proposed Land Use Code amendments to the Minor Use Permit, Design Review, and Animal Keeping sections.

ON A MOTION BY HAGEN, SECOND BY TANGNEY AND A 7-0 VOTE, THIS ITEM WAS CONTINUED TO THE JULY 10, 2012 REGULAR MEETING.
- V. **BUSINESS ITEMS.**
 - A. Terms expiring on the Planning Commission. THREE COMMISSIONERS (FLINT, GIANNINI, AND MAYER) WERE NOTIFIED OF EXPIRING TERMS IN JULY 2012.

VI. CORRESPONDENCE / COMMUNICATIONS.

A. **PLANNING COMMISSION** – Vacation schedules for the summer were addressed.

B. **STAFF** –Joint Study Session with City Council & HDRC, Wednesday, August 22, 2012, 6:00 p.m.

VII. ADJOURNMENT occurred at 9:50 p.m.

VIII. ATTENDANCE.

| <u>2012 Meetings</u> | Jan 10 | Jan 24 | Feb 14 | Feb 28 | Mar 13 | Mar 27 | Apr 10 | Apr 24 | May 8 | May 22 | Jun 12 | Jun 26 | Jul 10 | Jul 24 | Aug 14 | Aug 28 | Sep 11 | Sep 25 | Oct 9 | Oct 23 | Nov 13 | Nov 27 | Dec 11 | Dec 25 |
|-----------------------|--------|--------|--------|--------|--------|--------|--------|--------|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-------|--------|--------|--------|--------|--------|
| Larry Blake | X | X | * | * | X | X | X | X | * | * | * | X | | | | | | | | | | | | |
| Robert Flint | X | X | * | * | X | X | X | X | * | * | * | X | | | | | | | | | | | | |
| Chuck Giannini | O | O | * | * | X | X | X | X | * | * | * | X | | | | | | | | | | | | |
| Paul Hagen | X | X | * | * | X | X | O | X | * | * | * | X | | | | | | | | | | | | |
| Judith Mayer | X | X | * | * | X | X | X | X | * | * | * | X | | | | | | | | | | | | |
| Daniel Tangney | X | X | * | * | X | X | X | X | * | * | * | X | | | | | | | | | | | | |
| Julie Vaissade-Elcock | X | X | * | * | X | X | X | X | * | * | * | X | | | | | | | | | | | | |

Arcata Municipal Code Section 2204.B Commissions. If any member of a commission is absent for four regularly scheduled meetings in a calendar year, the secretary to the commission shall certify that fact to the Council and the Council shall thereafter declare the position on the commission to be vacant.

Note: Chair Flint; Vice Chair Vaissade-Elcock. Staff Liaison: Mike Mullen

X = present; O = absent; *= no meeting; S= special meeting (not considered regular attendance)

Attest: Michael S. Mullen
Michael S. Mullen, Staff Liaison