

**NEVADA CITY PLANNING COMMISSION
SUMMARY MEETING MINUTES
July 15, 2010**

Chairman Dix Sullivan opened the meeting at 6:30 pm.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was recited.

ROLL CALL: Chairman Dix Sullivan, Vice-Chairman Bob Wright, Commissioners John Parent, Evans Phelps

ABSENT: Commissioner Greg Wolters

CITY STAFF PRESENT: City Planner Cindy Siegfried

REORGANIZATION OF COMMISSION: Election of Chair and Vice-Chair

Chair Sullivan called for nominations. **Motion** by Phelps, Second by Sullivan to nominate Vice-Chair Bob Wright as Chairman. Motion Carried 4-0. Commissioner Sullivan passed the gavel to the newly-elected Chairman Wright. Chairman Wright extended his thanks to Commissioner Sullivan for his term as being Chair and especially for ensuring the "civility reigned" over the meetings and also his ability to make sure everyone understood the matter at hand.

Motion by Parent; Second by Sullivan, to nominate Commissioner Phelps as Vice Chair. Motion Carried 4-0.

APPROVAL OF MINUTES: June 17, 2010

Motion by Phelps, Second by Sullivan and Carried to approve minutes of June 17 2010 (4-0).

HEARING FROM THE PUBLIC: None.

TRAINING/DISCUSSION:

City Planner Reports

1. Report on upcoming projects/applications
 - a. Update of Design Guidelines – scheduled for Commission meeting of September 2, 2010.
 - b. Review of Historic Building Code –Hope to have update from Commissioner Wolters at an upcoming meeting.
2. Status of R3 zoning projects – Workshop at August 19 2010 meeting with adjournment to special meeting to visit sites
3. Strategic Planning Session – July 27, 2010 – 8:00 a.m. to 4:00 p.m.
4. ARC Meeting held July 12, 2010 for Phelps/King new home and garage construction with public hearing scheduled for August 19, 2010 meeting.

EXTENSION OF TIME REQUEST

1. **106 Gold Tunnel Drive** -- Extension of Time Request for Variance Approval of August, 2008 for proposed remodel and addition to existing residence, David and Julie Bernard, Owners

Motion by Phelps, Second by Sullivan to approve one-year extension to August 14, 2011. Motion Carried 4-0.

2. **229 Bridge Street** – Extension of Time Request for 2008 Architectural Review Approval for proposed remodel to existing residence, David and Susanna Petty, Owners.

Motion by Phelps, Second by Sullivan to approve one year extension to July 10, 2011. Motion Carried 4-0.

TREE REMOVAL

1. 265 Giles Street – Sam Gitchel and Nancy Bleile, owners. Tree Application to remove 6 cedar trees for the purpose of reducing crowding and fire risk. The application includes a report from a certified arborist supporting the removal which will promote the growth of more desirable species on the property.

Mr. Sam Gitchel was present. Planner Siegfried reviewed the request and staff report. Mr. Gitchel stated the property is dense with existing cedars and this application is the first stage of a long-term landscaping plan. The removal and thinning will allow fire safety and he reviewed the submitted arborist report.

Commissioner Sullivan noted the fire safety aspect and Commissioner Phelps appreciated the large trees on the property will remain.

Chairman Wright called for any public testimony and no one spoke.

Motion by Parent, Second by Phelps to approve the application as presented to remove six cedar trees. Motion Carried 4-0.

PUBLIC HEARING – CEDAR CREEK HORSE LOGGING AND MILLING, INC., W. Lowell Robertson, Representative

1. Conditional Use Permit proposing to establish a “quasi-public use of the educational and public service type” by permitting the organization known as Friends of Deer Creek to occupy the existing, 3230 square feet of office space previously used by the Cedar Creek Horse Logging and Milling, Inc. The project includes an outdoor area of approximately 400 square feet in size for use of a native plants propagation garden at the south end of the building’s lower level. The other existing uses of the building, including two apartments and the horse barns, will continue as permitted by previous Planning Commission approvals. The property is zoned “AF-SP-SC” Agriculture Forestry with Site Performance Standards and within the Scenic Corridor, and being one acre in size. A sign application is included for signage at the office entrance (facing Uren Street).

Mr. W. Lowell Robertson was present on behalf of the applicant. Planner Siegfried provided a power-point presentation and reviewed the staff report. Mr. Robertson stated the horse operation will remain as will the apartments, and the Friends of Deer Creek (FODC) are proposing to utilize the office space previously used by the Cedar Creek Horse Logging and Milling, Inc. Company. A 400-square foot propagation garden is proposed and the FODC will use the area for education on restoration procedures.

Chairman Wright opened the meeting for any public testimony. There being none, the public hearing was closed.

The Commissioners reviewed the proposed sign application and it was agreed that the mission statement should be removed from the sign; that only the Friends of Deer Creek (or Sierra Stream Institute) name and phone number should be noted on the sign. Planner Siegfried noted this could be reviewed and approved with a Commission Liaison if appointed.

Commissioner Phelps requested the green storage bins be removed prior to occupancy. She also requested that any approval be tied only to this application with no future changes unless approved by the Commission. Planner Siegfried recommended adding wording to City Planner Condition 1 to read: *“No other uses shall occur other than those approved and submitted in the application.”*

Mr. Robertson stated the bins will be removed from the site as will the yellow wagon.

Ms. Joanne Hild, representing Friends of Deer Creek, reviewed the projects and mission statement of the organization which includes volunteers who help in restoration of creek, mainly Deer Creek. There are several projects including local schools which provide educational opportunities. In response to a question from Commissioner Phelps, Ms. Hild stated the Tribute Trail is due to be completed by this March. The delay was caused by a State freeze of monies, which have now been released and the trail work is proceeding.

Commissioner Parent stated he is pleased the bins will be removed and agreed to the sign modification. He felt this was a good use of the building and looked forward to the demonstration garden. Ms. Hild noted the possible name change from Friends of Deer Creek to Sierra Stream Institute. It was noted the new sign would contain the new name.

Chairman Wright appointed Commissioner Phelps to act as project Liaison.

MOTION by Phelps, Second by Sullivan and CARRIED (4-0) to approve the conditional use permit to allow the Friends of Deer Creek to utilize the 3230 square foot office space, previously occupied by the Cedar Creek Logging operation, as submitted in the application, and subject to the following conditions:

1. City Planner Condition #1 is modified to include the wording *"No other uses shall occur other than that approved by the Commission and submitted in the application. Any future changes require approval by the Commission."*
2. The large green storage bins shall be removed from the property, prior to occupancy.
3. The sign application is to contain the name and phone number only; mission statement to be removed and shall be approved by the Liaison and City Planner.
4. Commissioner Phelps is to act as project Liaison to review and consider any minor changes and to approve the final sign application.

ARCHITECTURAL REVIEW APPLICATION – Outside Historical District

1. **541 North Pine Street – Todd Wells, Owner** - Proposed Architectural Review Application to renovate the front of the 1890's home by replacing windows and creating a new entry area.

Commissioner Phelps recused herself from considering this matter due to the fact that she owns property within 500 feet of the site.

Mr. Todd Wells was present and reviewed the application. Planner Siegfried reviewed the staff report. Mr. Wells reviewed the proposed kitchen remodel and the proposed window treatment which is a 6-0 grid pattern on the top portion of the front windows and no grids on the bottom portion.

Chair Wright opened the meeting for nay public comment. Planner Siegfried read a letter dated July 3, 2010 from Michael Good and Joan McAmis Girdler who had concerns over the window treatment and that the modifications would turn the home into a Craftsman style rather than the more appropriate 1890's style.

Planner Siegfried read comments from Commissioner Wolters who was absent from the meeting but also had similar concerns as the Mr. Good and Ms. Girdler. He felt the gridded windows and round columns were not appropriate and felt that double-hung or casement windows without as many girds should be explored.

There being no further comments, the discussion returned to the table.

Discussion was held on the window design and the elevations which depict a rounded column change. Mr. Wells stated the square columns will not change; that the computer program showed them rounded rather than square.

Regarding the window treatment, the Commissioners suggested the applicant review other options. Commissioner Parent asked about the front door which is a beautiful 1890's door and felt its removal would take away character from the home. Mr. Wells stated a new larger door is desired however would look at options to retain the door. Commissioner Parent asked for detailed specs on the windows.

Commissioner Parent stated he would be glad to act as Liaison on this project.

It was agreed that the matter should be continued to allow the applicant time to review various window and door treatment options. The matter can return to the August 5, 2010 meeting.

MOTION made and Seconded to continue the matter to the August 5, 2010 meeting. Carried 4-0.

ARCHITECTURAL REVIEW APPLICATION – Inside Historical District

1. Kathleen Coates, Owner - Architectural Review Application to repaint the following buildings with new color schemes:

- a. 311 Commercial Street
- b. 313 Commercial Street
- c. 315 Commercial Street
- d. 320 Broad Street

Kathleen Coates was present and reviewed the applications. Planner Siegfried reviewed the staff reports and provided photographs of the existing and proposed color schemes.

Chair Wright opened the meeting for any public comment. None was noted.

Commissioner Sullivan stated he rented the building at 313 Commercial Street for 12 years and is familiar with the brick, stating the interior 1950's brick is different as the building used to be used for a car garage. In fact, the entrance was much larger to allow for vehicles to get into the building to be worked on. The brick is fragile and care is needed to ensure its protection.

Ms. Coates stated she is planning to start the removal of the paint on the building to be done in stages and to begin at the bottom of the building. She is hoping to lightly sand off the paint and get to the original brick. If the process does not work, she'd like approval to paint the building a brick color. Commissioner Sullivan suggested that she talk to Wally Hagaman, previous owner regarding the history and fragile brick.

Chair Wright asked how the brick will be protected and Ms. Coates stated a clear sealer will be applied. Commissioner Sullivan stated it is important to find an experienced person to do the work.

Commissioner Phelps approved of the application and also of the faux brick color should the paint removal not be successful.

Commissioner Parent discussed the building at 311 Commercial Street, stating it was a nice color combination. However, the pendant light was never approved that he can recall, and suggested that a more appropriate historical light be installed. Commissioner Sullivan recalled that Wally Hagaman did a fair amount of research to install those windows. Staff suggested that research be done on the lighting.

At the 313 Commercial Street building, the Commission requested that the exterior Christmas lights and hanging lanterns be removed to be compliant with the Municipal Code that does not permit such items.

The Christmas tree holder at 315 Commercial Street was also requested to be removed and that a condition be added stating no outside merchandise is permitted on the exterior of the buildings in the Historical District.

Chair Wright stated he was pleased with the project and that the color changes will help support the public's experience beyond Broad Street and entice people to venture onto Commercial and Spring Streets. All members agreed this project will be a positive benefit to the street and thanked Ms. Coates for her efforts.

MOTION by Phelps, Second by Parent and CARRIED (4-0) to approve the color changes to 311, 313 and 315 Commercial Street subject to the following conditions:

1. Should the paint removal process at 313 Commercial not work well, the applicant is able to paint the building with a faux-brick color to be first approved by the Liaison and the City Planner.
2. The light fixtures at 311 and 313 Commercial Street are to be researched for any prior approvals and if not approved, then a more historic light fixture shall be installed, subject to first approval by the Liaison and City Planner or the entire Commission.
3. The exterior decorations, lanterns and merchandise shall be removed from the building.
4. Commissioner Sullivan is appointed as liaison to the project.

D. 320 Broad Street

The application was reviewed for the repainting of 320 Broad Street and Chair Wright asked about the consistency on the upper sides of the building as the photo depicted a difference. Ms. Coates believed the right side shows it will be painted and the left side should be as well (only on the front of the building).

All members agreed the colors were fine and would freshen up the building.

MOTION by Phelps, Second by Parent to approve the application with Commissioner Sullivan acting as Liaison and who will also help determine the color for the second floor corner, along with the City Planner. Motion Carried 4-0.

SIGN APPLICATIONS – Inside Historical District

1. 212 Church Street – Sign Application for “Inlakesh” – Ken Teichmann, Solace Graphics – Representative – Request for two signs

Mr. Teichmann was present and described the proposed signage. He read a statement explaining the meaning of the symbols within the sign which depict “auric peace.” Planner Siegfried reviewed the staff report. Mr. Teichmann reviewed the proposed lamppost to place one sign over Pine Street for visual effectiveness. He has worked with Director of Public Works Verne Taylor on various styles of lampposts and the chosen design will reflect the other posts in the downtown area. The post will be placed on private property, not City property.

Chair Wright called for any public testimony.

Glenda Zanone, Nevada Street, discussed her concerns with the style of the lamppost and the height of the post on the steep street. She stated the City has been very careful about the location and design of the gas lights and she referred to the most recent installation of a lamppost by Utopian Stone. The design has always been simple and low light levels. She had concerns about the glare and light spill on adjacent properties and the height of the post which appears to be about 12 feet high. She questioned why the applicant needed two signs so close together.

Mr. Teichmann discussed the sign locations and the one over the arch will act as an entrance sign and the public would be able to see the sign from the downtown area as the building is not very visible. The angle of the street requires the height of the lamppost.

Discussion ensued on the locations of the signs and the need for exact elevations to indicate the location of the signs and the actual height of the pole. The Commission asked the applicant to address the light spill on the immediate area.

Mr. Teichmann asked for approval of the archway sign and agreed to return with more information on the second sign over the street.

MOTION by Sullivan, Second by Phelps and Carried (4-0) to approve the signage at the archway as presented. However the second sign was continued to allow the applicant time to provide more detailed information and more specific elevations as to the height of the sign and the pole and other concerns.

2. 239 Commercial Street – Sign Application for “Stik-It Kabob Restaurant” –Erica Robison, Owner

Erica Robison was present and reviewed the sign. Chair Wright inquired as to the chosen font style and Ms. Robison replied her father, who is a sign maker and has experience with historic districts, designed the sign. It was the consensus of the Commission that the font style was too modern; however the color scheme was very nice. Commissioner Parent discussed business symbols and Ms. Robison stated she would desire an actual ‘kabob’ on the sign. The Commissioners requested she return to the Commission with alternative signage that would be more consistent with the historic district lettering and symbol standards.

MOTION made and Seconded to continue the application to the August 5, 2010 Commission meeting. Carried 4-0.

PLANNING COMMISSION LIAISON REPORTS:

1. 203 South Pine Street – The Powell House – Planning Commissioners John Parent and Greg Wolters – (This topic will be placed on each agenda and a report will be provided, if needed)
2. Zion Street Garage Renovation – Commissioner Parent reported on the project, stating the garage is almost complete and looks very nice.
3. Liaison Reports – Any reports if necessary – Commissioner Parent stated a request has been received from the 7-hills Merchant Committee regarding possible placement of flags on the poles along Argall Way. The process would be to go before the City Council for consideration of flags on the City poles and then the Commission would most likely be directed to address the design. Staff will continue to work on this process.

Minor Architectural Review

1. 320 Broad Street – Kathleen Coates, Owner – Remove and replace existing metal roof with exact materials for repairs
2. 315 Commercial/110 York Street – Kathleen Coates, Owner – Remove and replace existing metal roof with exact materials for repairs.
3. 410 Factory Street – Richard Henry, Owner – like-for-like roof replacement
4. 206 Sacramento Street- Brent Daggett- Representative – like-for-like replacement of decking and guardrails on walkways and balcony
5. Gold Country Roofing – 417 Winter Street – roof replacement to charcoal 30-year comp roof
6. 742 Zion Street – Dave Root, owner – like for like roof replacement

Tree Removal

1. 1177 Grove Street – Patricia Towne, Owner – removal of one 36-inch pine due to damage to driveway

2. 498 Jordan Street – Michael Smiley, Owner – removal of one tree with four trunks, up to 16-inches dbh due to crown die and rotting core
3. 130 Orchard Street – Roger L’Hommedieu, Owner – removal of three Pine trees due to damage to deck and home
4. 175 Ridge Road – Sierra Presbyterian Church – Owner – removal of four dead pine trees (arborist report included)

CORRESPONDENCE: None.

ANNOUNCEMENTS: Next meeting may be held August 5, 2010

INFORMATIONAL ITEMS:

1. City Manager’s Report
2. City Council Meeting Minutes

ADJOURNMENT: 8:45 p.m.