City of Sonora

Community Development Department
94 N. Washington Street
Sonora, CA 95370
(209) 532-3508
(209) 532-3511 *fax*
www.sonoraca.com

DATE: December 16, 2019

TO: Honorable Mayor and City Council Members

FROM: Rachelle Kellogg, Community Development Director

SUBJECT: Bank of Stockton Appeals

RECOMMENDATIONS:

City Staff recommends that the City Council approve the following:

1) Uphold the November 12, 2019 decision of the Sonora Planning Commission approving, based on identified findings and conditions, the Site Plan and Design Review Permits to allow a new 3,500 sq. ft. building for the Bank of Stockton at 549 S. Washington Street (APNs 002-181-012, 013 and 024).

BACKGROUND:

On November 12, 2019, the Sonora Planning Commission approved a Design Review and Site Plan application to construct a new 3,500 square-foot Bank of Stockton building and associated parking lot at 549 S. Washington Street. Four of the Planning Commissioners voted in favor of the project with Commission Richardson opposed to the project.

The site is located at the corner of S. Washington Street, Lytton Street and Stewart Street. The site is currently vacant but previously had 3 residential structures that were in disrepair and demolished by the previous property owner. The site is zoned Commercial (C) the proposed use is permitted by right in this zoning district and the proposed project also complies with on-site parking requirements. The site is surrounded by both commercial and residential structures. The proposed project includes frontage improvements along S. Washington Street, Lytton Street and Stewart Street that include new sidewalks, driveways and landscaping.

DISCUSSION:

Subsequent to the Planning Commission's approval of the project, the City received two appeals of the Planning Commission's decision. One from the Tuolumne Heritage Committee related to the Design Review approval and the other from Sun Waelty Auto Service Corp related to the Site Plan approval.

Being located within the Commercial zoning district the project is subject to Design Review under Section 17.32.030 of the Sonora Municipal Code. A proposed building design for the Bank of Stockton was included within the submitted application which was then reviewed by City staff. Staff provided comments back to the applicant and modifications were made to create a more cohesive design incorporating design elements found on buildings within the downtown and along S. Washington Street. This revised design was then circulated for public review to the City's advisory

agencies. Comments were received from the Tuolumne Heritage Committee and the applicant reached out to Sharon Marovich to discuss her concerns. Based on this discussion, the applicant made further changes to the building design prior to submitting it for Planning Commission consideration. The approved design includes both brick and wood with metal accents, and does incorporate historic design features found in the area. The proposed building design also includes elements to visually reduce and soften the building mass while still providing the size necessary for its commercial use. As such, City staff and the Planning Commission, by their approval, find that the proposed project is consistent with General Plan policies, 1.B.2 – Encourage development which complements and blends in with its surroundings, and; 1.B.3 – Consider aesthetics when reviewing development proposals.

The project is also subject to Site Plan review under Section 17.52.030 of the Sonora Municipal Code. The appeal by Sun Waelty Auto Service Corp sites concerns about reduced on-street parking and increased traffic on Lytton Street. Unlike both S. Washington and Stewart Streets, which are heavily travelled arterial roads, Lytton Street is a local street which has far less traffic. The driveways proposed for Lytton Street and Stewart Street will allow both entering and exiting from the site while the driveway proposed for S. Washington Street is an exit only. While the project will result in the loss of one parking space on Lytton Street, staff does recommend retaining the two-way driveway on Lytton Street and the limited access from S. Washington Street as originally proposed. Allowing vehicles to enter the Bank of Stockton from S. Washington Street would result in additional vehicle congestion while bank patrons enter onto the site. Even though this site has been vacant and was previously used for a residential purpose, the property is zoned Commercial and the proposed use is allowed by right. Additionally, as a bank, the traffic generated by this project is far less than could be generated by other uses that are allowed by right within this zoning district.

ATTACHMENTS:

1) Tuolumne Heritage Committee Appeal
2) Bank of Stockton – Design Review Appeal Rebuttal
3) Sun Waelty Appeal
4) Bank of Stockton – Site Plan Appeal Rebuttal
5) Planning Commission Staff Report
6) Planning Commission Approved Minutes

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the City Council of the City of Sonora will conduct a public hearing at 5:00 PM, or shortly thereafter, on the 16th day of December, 2019, in the Sonora City Council Chambers, 94 North Washington Street, Sonora, CA for the purpose of considering the following:

1) An appeal filed by Sun Waelty Auto Service Corp appealing the Sonora Planning Commission's approval of the Site Plan for the new 3500 square-foot building proposed for the Bank of Stockton to be located at 549 S. Washington Street.

At the above time and place, all persons interested in the above, either for or against, will be given the opportunity to be heard. Testimony from interested persons will be heard and considered by the City Council prior to taking action or making any recommendation on the above items. Written comments are also accepted, prior to the meeting at 94 N. Washington Street, Sonora, California 95370. If a challenge to the above proposed action is made in court, persons may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City before the meeting.

The project staff reports and all supporting documents are available for review at the City of Sonora Community Development Department, 94 North Washington Street, Sonora CA 95370 Monday through Friday, between the hours of 8:00 AM and 4:00 PM or on the City's website at www.sonoraca.com. Upon request, the agenda and the documents in the meeting agenda packet can be made available to persons with a disability. Notification of at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to insure accessibility to this meeting (28CFR35.102-35.104ADA Title II). Questions regarding the project may be directed to Community Development Director Rachelle Kellogg at (209) 532-3508.

Rachelle Kellogg
Community Development Director

-v-

Publication Date: December 6, 2019

The Union Democrat
Sonora, CA

Tuolumne Heritage Committee

Sonora, California 95370

Received By
NOV 19 2019
City of Sonora

November 19, 2019

Community Development Department
City of Sonora
94 N. Washington St.
Sonora, CA 95370

Re: Appeal of Planning Commission's approval of design of proposed Bank of Stockton building (Sec. 17.32.100 of the Sonora Municipal Code)

Please consider this letter the Tuolumne Heritage Committee's appeal of the November 12, 2019, decision of the Sonora Planning Commission approving the design of the proposed Bank of Stockton building on S. Washington St. at E. Lytton St., Sonora.

We are appealing the commission's decision because the design is inconsistent with certain General Plan policies, particularly 1.B.2 and 1.B.3 as cited on page 10 of city staff's report and recommendations to the planning commission. Additionally, the proposed Bank of Stockton building is in an area of vintage buildings eligible for inclusion in a National Register district and the design is not appropriate for that kind of special setting.

The Committee wishes to be notified in writing at 60 Circle Dr., Sonora, of the date and time this appeal will be heard by the City Council. I have enclosed a check payable to the City for $100 to pay the fee for our appeal as is specified in the above-referenced section of the Sonora Municipal Code.

Sincerely,

Sharon Marovich

Sharon Marovich, Chair
60 Circle Dr.
Sonora, CA 95370
(209) 532-1733

John F. Dentoni
Chief Financial Officer

December 6, 2019

Honorable Mayor Jim Garaventa and Members of the City Council
City of Sonora
Community Development Department
94 N. Washington Street
Sonora, CA 95370

Subject: Appeal of Design Review Application for a new commercial building for Bank of Stockton, located at 549 S. Washington Street, in a C, Commercial zone; APN 002-181-12,-013 and -924.

Dear Honorable Jim Garaventa and Members of the City Council:

On behalf of the Bank of Stockton, this letter is in rebuttal to the November 19, 2019 appeal of the Planning Commission's approval of the above referenced project by Sharon Marovich, Tuolumne Heritage Committee. This appeal is based on finding that the project design is inconsistent with certain General Plan policies as follows:

1. General Plan Policy 1.B.2: Encourage development which complements and blends with its surroundings.

2. General Plan Policy 1.B.3: Consider aesthetics when reviewing development proposals.

Additionally, the appeal indicates that the Bank of Stockton building is in an area of vintage buildings eligible for inclusion in a National Register district and the design is not appropriate for that kind of special setting.

The project team architect, Thomas Roman, Grass Valley, CA, was selected to prepare the building plans because of his vast experience in designing commercial projects to fit into Gold Rush era towns. The original design submittal to staff underwent substantive design changes based on a greater level of review of context to other neighboring architecture in the downtown. A second design iteration incorporated a number of design elements, such as building massing, roof, window, siding and column treatments found in the neighborhood. This second design

Bank of Stockton Headquarters Office
301 E. Miner Avenue, Stockton, CA 95201
Phone (209) 929-1433 Fax (209) 465-5483
Email: JFDentoni@bankofstockton.com

version was circulated for public review and comment. The City then received a letter from Sharon Marovich, Tuolumne Heritage Committee, on September 16, 2019, indicating displeasure over the project design and requesting that a new design be developed with certain design features. The design team reached out to Ms. Marovich, the appellant, several times during this period and made further revisions to the building design, to create a third building design proposal, which the design team, staff, and Ms. Marovich, felt was an improvement over the previous two designs.

Design is subjective. Unfortunately, this third design version of a proposed bank on a commercially zoned property has not completely satisfied the appellant's design concerns. In accordance with the City's design review regulations, the City Council should rely on staff's and the Planning Commission's best judgement for determining project consistency with the General Plan.

During the Planning Commission meeting, only Commissioner Richardson seemed to concur with the appellant's concerns. His request was to completely redesign the building to create essentially a single level, residential looking building which will fit in better with other houses in the neighborhood. The other commissioners did not agree and concurred that the proposed commercial project design would complement and blend in with its surroundings consistent with General Plan Policy 1.B.2. Based on this discussion by the Commission, it is clear that the City did consider the project's aesthetics consistent with General Plan Policy 1.B.3. Attached is a memo from the project architect which describes in more detail why the proposed project design is consistent with these two policies of the General Plan.

Finally, it is noted that although there may be many areas in the City that could be eligible for creation of National Register districts, the City has not adopted a National Register district, so there is no validity to basing the appeal on addressing this kind of special setting.

We respectfully request that the City Council concur with staff's recommendation and the Planning Commission's findings for approving the design application and deny this appeal.

Please contact Gary Price, the project team's representative on this matter if you have any questions at (530) 218-1059 or at gary@plannerprice.com.

Sincerely,

John Dentoni,
Bank of Stockton,
Miner Joaquin Building Corporation

Attachments

ARCHITECT'S DESIGN COMMENTARY

DATE: 12-06-19

PROJECT: Bank of Stockton
LOCATION: 549 S. Washington Street, Sonora, CA.
APN: 002-181-012, 013, and 024

ARCHITECT: Thomas Roman, Licensed Architect, California C-28022

TR-A
THOMAS ROMAN
Architecture
TR-Architecture.com
tom@tr-architecture.com
530.205.8750

In response to questions of the design of the above referenced project, we offer the following:

EXPERIENCE:

Our firm has over 20 years of experience in all aspects of commercial design. Our offices are located in the community of Grass Valley, and we are very familiar with Gold Rush era / Mother Lode design considerations. We have completed numerous projects with historical sensitivities, often within Gold Country towns, including Grass Valley, Nevada City, Loomis, Pine Grove, Sacramento, Roseville, Lodi and Oakdale.

GOLD COUNTRY / MOTHER LODE DESIGN, STYLE AND MATERIALS:

A summary of some of the design considerations for this project includes the following:

DIVERSITY AND MIX OF MATERIALS AND DETAILING: Sonora and Mother Lode communities in general, are characterized by architectural diversity, and exhibit features of several styles and time periods, and subsequent alterations and additions. Mother Lode commercial building styles include iron and brick-front facades; Italianate facades; classically inspired brick, stone, or stucco-faced facades; board and batt or horizontal ship-lap siding structures. Flat roofs with parapets, false fronts that obscure gable roofs, and moderate to steep gabled roofs all coexist, often sharing common walls.

BRICK WORK WITH PARAPETS AND CLASSIC DETAILING: Commercial buildings of the 1850s are predominately brick or stone, as a response to earlier devastating fires in numerous Gold Country towns. Commercial buildings in the area are typically 1-3 stories in height. Brick facades within Sonora often display classical detailing, with stepped or flat parapet walls with details of brick cornices and brick dentils, as well as brick belt courses.

GABLE ROOF AND BOARD AND BATT SIDING: The Greek Revival period was very common in the region (circa 1849 to 1865), and featured a front-gabled facade, in which the gable end is turned to face the street. A wide band of trim below the cornice represents the classical entablature. Low pitch, or flat, entry porches supported by round or square columns are very common elements. Gold Rush vernacular design often contained living space within the "gable end" attic, with windows placed within the gable ends. Commercial buildings with wood siding often featured parapet walls detailed to mimic the classic brick detailing of the period. Multiple roof forms are common within buildings of the era.

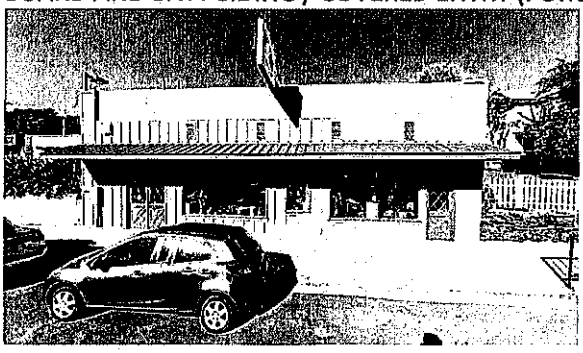
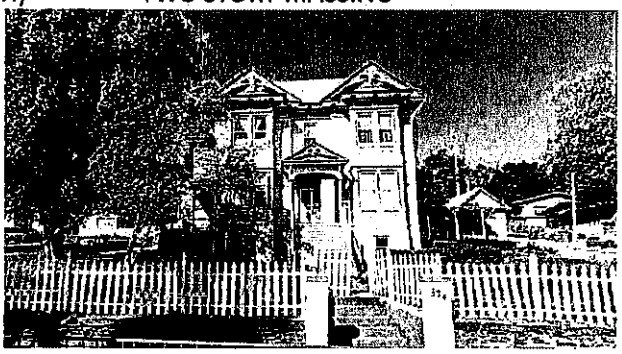
COVERED PORCHES: Wrap around porches is a feature of both commercial and residential buildings in the Mother Lode region, and very typical of the Gold Rush / Motherlode vernacular.

PROJECT DESIGN:

The above items were taken into consideration in the development of the design for this project. The proposed mix of materials and detailing not only reflects the architectural diversity exhibited throughout the surrounding area, but also visually breaks the overall mass of the building into smaller parts, thus providing a more appealing scale. As noted above, the exterior materials and roof forms are reflective of the area. The covered entries and porches (wrap around porch) is also reflective of Mother Lode era buildings in general, as well as the surrounding area. The covered porches also help to unify the overall design; offer a soft and welcoming ambience; and visually reduce the massing of the exterior by providing deep shadow lines.
We feel the project scale, materials and design are reflective of the area, appropriate for the project site, and will be an asset to the community.

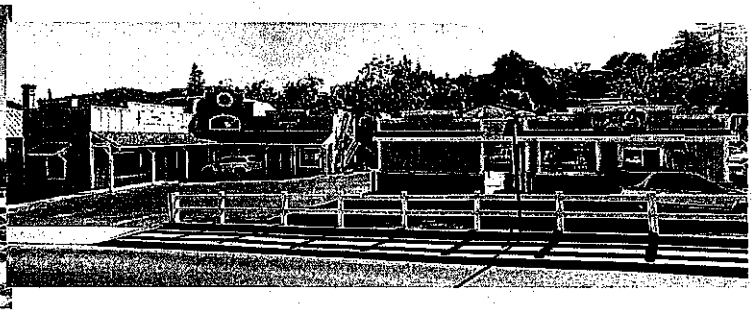
IMMEDIATE VICINITY / SOUTH WASHINGTON STREET

South Washington Street – Less than 1 Block from Project Site:
BOARD AND BATT SIDING / COVERED ENTRY (PORCH) TWO STORY MASSING

South Washington Street – 1 Block from Project Site:
MIXED MATERIALS / BOARD AND BATT SIDING / GABLE ROOF AT ENTRY

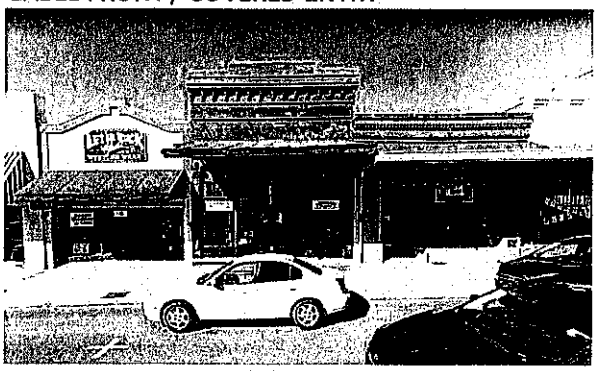
South Washington Street – 1-1/2 Blocks from Project Site:
MULTI-STORY MASSING BRICK WORK / BOARD AND BATT SIDING / COVERED ENTRY (PORCH)



South Washington Street – 1 Block from Project Site:
BRICK BUILDING / BOARD AND BATT SIDING / LOW SLOPE COVERED ENTRY (PORCH)

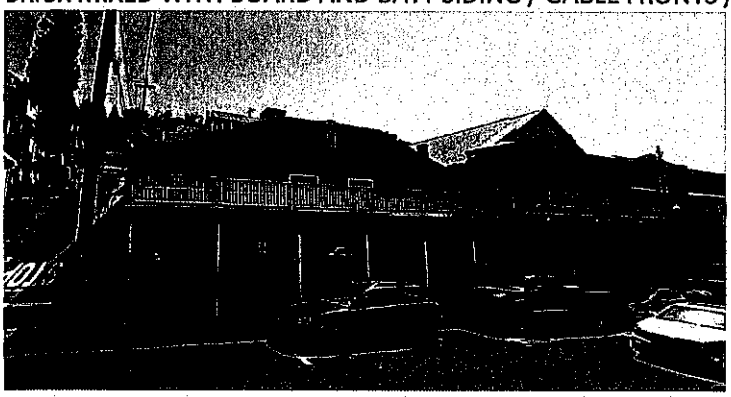
SONORA COMMERCIAL DISTRICT

BRICK MIXED WITH BOARD AND BATT SIDING / CLASSIC BRICK DETAILING / PARAPETS / GABLE FRONT / COVERED ENTRY



BRICK MIXED WITH BOARD AND BATT SIDING / GABLE FRONT / COVERED ENTRY (PORCH)

BRICK MIXED WITH BOARD AND BATT SIDING / GABLE FRONTS / COVERED ENTRY (PORCH)



BRICK MIXED WITH BOARD AND BATT SIDING / PARAPETS / GABLE FRONT / COVERED ENTRY (PORCH)

Sun Waelty Auto Service Corp
569 S. Washington St.
Sonora, Ca. 95370

Received By
NOV 20 2019
City of Sonora

November 20, 2019

To: Sonora City Council

Concerning proposed Bank of Stockton building corner of Washington/ Stewart/ Lytton streets, Sonora, Ca.

As an auto repair shop conducting business on the corners of Washington and Lytton st. we are concerned about reduced public parking spaces on Lytton st. and increased traffic flow on an already congested side street.

We are asking that the Lytton st. Bank of Stockton inlet/outlet be eliminated and the entrance on Washington st. be a two way inlet/outlet, this would allow vehicles turning in bank parking lot from Washington st. and not Lytton st. and would also not reduce the all important public parking.

Ed Sunday 11/20/2019

Jaime Valadez 11/20/19

Phil Waelty

John F. Dentoni
Chief Financial Officer

December 6, 2019

Honorable Mayor Jim Garaventa and Members of the City Council
City of Sonora
Community Development Department
94 N. Washington Street
Sonora, CA 95370

Subject: Appeal of Site Plan Application for a new commercial building for Bank of Stockton, located at 549 S. Washington Street, in a C, Commercial zone; APN 002-181-12,-013 and -924.

Dear Honorable Jim Garaventa and Members of the City Council:

On behalf of the Bank of Stockton, this letter is in rebuttal to the November 20, 2019 appeal of the Planning Commission's approval of the above referenced project by Ed Sunday and Jamie Valadez. Their concerns are that the project would reduce public parking spaces on Lytton Street and increase traffic flow on congested side streets. Additionally, their appeal recommends design changes to the project site plan to:

1. Omit the proposed (and existing) two-way driveway into the project site on Lytton Street.
2. Create a new two-way driveway on Washington Street.

The project team site plan designer/engineer, Robert Wood and Michelle Layshot, Millennium Planning & Engineering, Grass Valley, CA, were selected to prepare the project site plan due to their experience in designing and preparing commercial development plans that fit into smaller rural communities, such as Sonora. Particular care was given to designing a site plan for the project that minimizes parking impacts, distributes traffic flow at critical intersections, improves sight distance safety at driveways and intersections, and enhances pedestrian circulation and safety. It is noted that the project would widen Lytton Street, add formalized on-street parking (including onto Lytton Street) and improve circulation and public safety, retain the existing two-way driveway on Lytton Street (that previously served residential uses on the site), and would improve circulation flow as compared to other site designs proposed by the appellants. Attached is a memo from the project engineer explaining how the site plan addresses these concerns and

Bank of Stockton Headquarters Office
301 E. Miner Avenue, Stockton, CA 95201
Phone (209) 929-1433 Fax (209) 465-5483
Email: JFDentoni@bankofstockton.com

why the appellant's proposed site plan redesign would result in a less desirable circulation outcome.

During the Planning Commission meeting, Commissioner Richardson, the lone vote against the project, seemed most concerned with the building design, but did not note any concerns regarding parking impacts or proposed driveway locations. Commissioner Anderson seemed concerned with the project's impact on parking and site plan design, but did vote to approve the project along with the remaining commissioners. The Commission seemed to reason that the site would eventually be developed with some type of commercial use that would result in improving Lytton, Stewart, and Washington Streets, which, in turn, could impact parking and circulation to other neighboring businesses. We concur with the Planning Commission's overall consensus that the site plan and the project, as proposed, will benefit the City and *will not create* adverse parking impacts and adverse traffic flow.

We respectfully request that the City Council concur with staff's recommendation and the Planning Commission's findings for approving the site plan application and deny this appeal.

Please contact Gary Price, the project team's representative on this matter if you have any questions at (530) 218-1059 or at gary@plannerprice.com.

Sincerely,

John Bentoni,
Bank of Stockton,
Miner Joaquin Building Corporation

Attachments

MILLENNIUM
PLANNING & ENGINEERING
471 Sutton Way, Suite 210
Grass Valley, CA 95945
530-446-6765
www.millenniumpe.com

CIVIL ENGINEER'S DESIGN COMMENTARY

DATE: 12-02-19

PROJECT: Bank of Stockton

LOCATION: 549 S. Washington Street, Sonora CA

APN'S: 002-181-012; -013; & -024

DESIGN: Robert Wood, CEO
Michelle Layshot, P.E.

In response to the concerns provided by Sun Waelty Auto Service Corporation dated November 20, 2019, we offer the following:

EXPERIENCE:

Our firm is located in Grass Valley, CA. Our design team has extensive experience in commercial projects throughout small towns and rural communities including Grass Valley, Penn Valley, Nevada City, Pine Grove, Truckee and Lake Tahoe.

CONCERNS (as outlined in the appellants letter):

1. **Reduced public parking spaces**

   The project proposes 18 off street parking spaces in accordance with the parking requirements for banks (1 space per 200 sq. ft. of gross floor area). It is not expected that bank employees or its customers will need to utilize the parking on Lytton Street and the drive-through feature of the bank is also expected to reduce parking needs.

   Offsite improvements associated with the project include widening of Lytton Street, constructing pedestrian sidewalks along the frontage, relocating utilities and a fire hydrant, and constructing crosswalks and ADA ramps at the Washington/Lytton and Stewart/Lytton intersections. Safe and functional vehicle circulation is critical to a project design. As such, the project proposes to relocate the existing prescriptive driveway encroachment on Lytton Street toward Stewart Street to allow proper circulation and avoid a dead-end parking lot. This design is superior to a dead-end parking area and only results in a loss of 1 parking space along Lytton Street (See Figures 1 & 2).

2. **Increased traffic flow on an already congested side street**

   The project consists of a commercial development on a site zoned for commercial uses. The proposed bank use would result in significantly less traffic flow than other potential commercial development allowed within the commercial zoning district such as a convenience market. For example, the International Traffic Engineer's Trip General Manual

(ITE Manual) – 8th edition estimates the Average Daily Trips (ADT) for a bank with drive-in windows at approximately 148 trips per 1000 sq. ft. versus 738 trips per 1000 sq. ft. for a convenience market.

The functionality and safety of Lytton Street will be improved through widening and upgrading of the street. The existing right-of-way is being widened by 4 – 7 feet with the dedication of 943 sq. ft. This also results in a wider roadway of 3 – 5 feet to establish an adequate traveled lane width and allow for public parking along the street. This additional width will help traffic flow.

3. **Request to eliminate the entrance on Lytton Street** – The project site has a prescriptive 2-way driveway encroachment onto Lytton Street, previously used by the residences on the property. This existing 2-way encroachment will be relocated toward Stewart Street and is necessary to provide safe and functional vehicle circulation for the project.
4. **Request to modify the entrance on Washington Street from 1-way to 2-way** – Vehicle circulation on the north side of the proposed bank is 1-way only to allow for a drive-up teller window on the north side of the building. A 2-way vehicle entrance at Washington Street is not feasible without eliminating this key design component of the project.

   Additionally, a 2-way entrance at Washington Street would create congestion and safety concerns as cars traveling southbound would block traffic while waiting to turn left into the project.

Please contact our office if you have any questions or need additional information.

Sincerely,

Millennium Planning & Engineering

Robert E. Wood

Robert E. Wood, AICP
Principal Planner

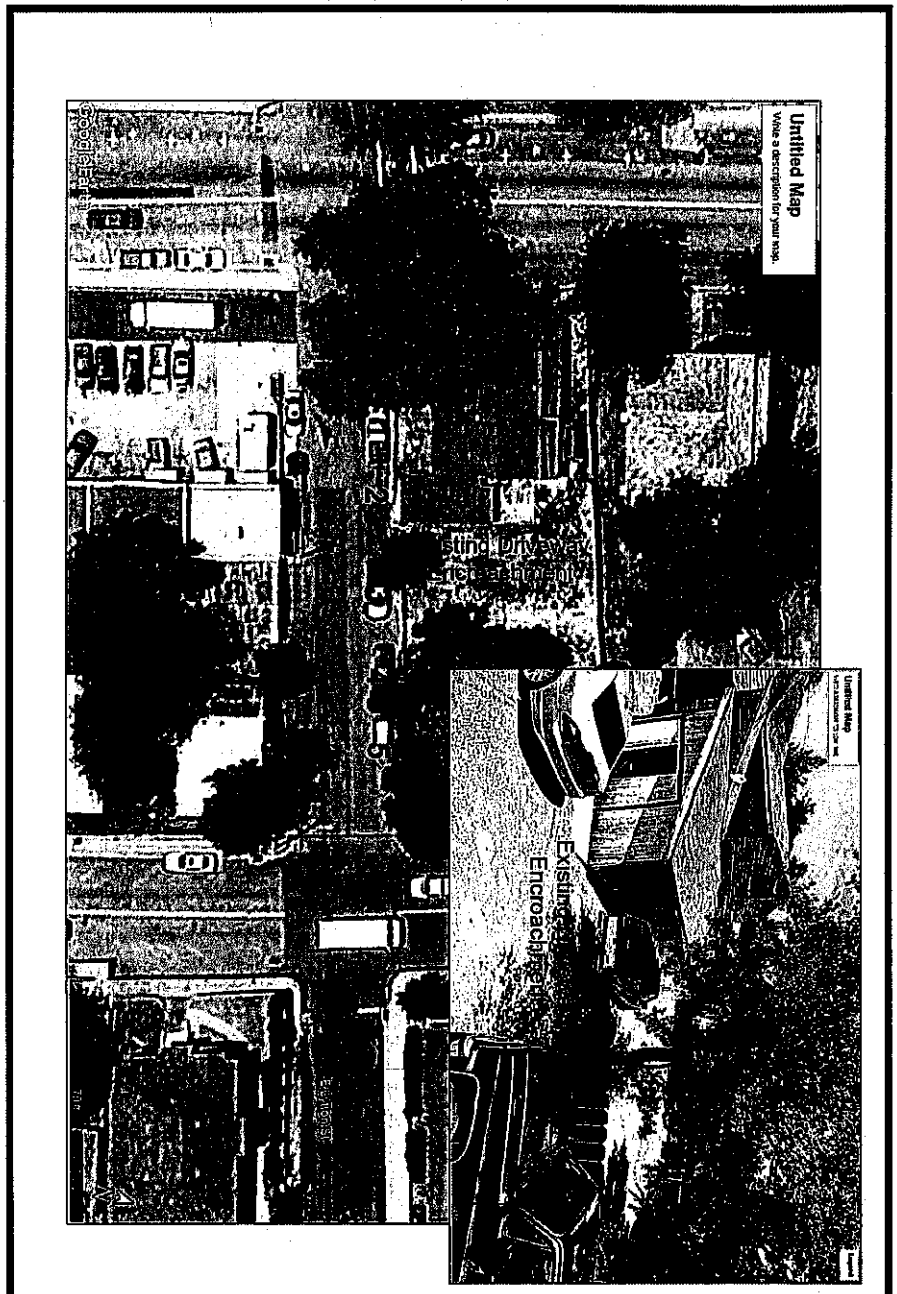


FIGURE 1	DESIGNED: DEC	BANK OF STOCKTON E. LYTTON STREET FIGURE 1	MILLENNIUM
	DRAWN: DEC		
	PROJ. NO: 19-0405		
	DATE: DEC, 2019	CITY OF SONORA CALIFORNIA	

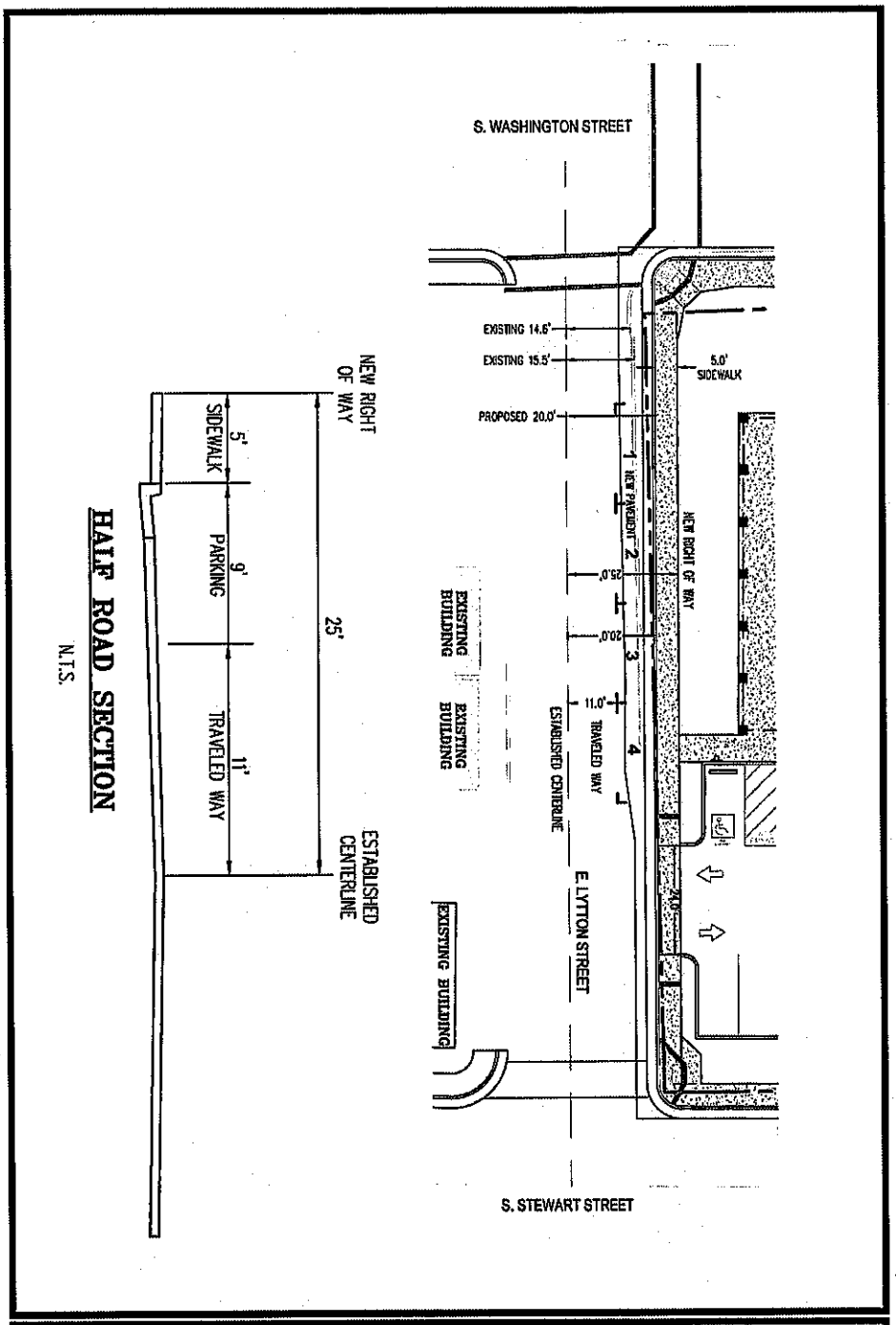


FIGURE 2	DESIGNED: DEC DRAWN: DEC PROJ. NO: 19-0405 DATE: DEC, 2019	BANK OF STOCKTON E. LYTTON STREET FIGURE 2 CITY OF SONORA CALIFORNIA	MILLENNIUM

City of Sonora

Community Development Department
94 N. Washington Street
Sonora, CA 95370
(209) 532-3508
(209) 532-3511 *fax*
sonoraca.com

Rachelle Kellogg, Community Development Director
rkellogg@sonoraca.com

Sonora Planning Commission
Meeting: November 12, 2019

PROJECT:	Bank of Stockton Design Review and Site Plan
LOCATION:	549 S. Washington Street, Sonora, CA. APN 002-181-012, 013, and 024
APPLICANT:	John Dentoni, Miner Joaquin Building Corporation
OWNER:	Bank of Stockton
ZONING:	Commercial (C)
GENERAL PLAN:	Commercial (C)

PROJECT DESCRIPTION:
The project applicant, Miner Joaquin Building Corporation, is requesting a Design Review and Site Plan permit on behalf of Bank of Stockton for the construction of a new 3,500 square-foot building and associated parking lot located at 549 S. Washington Street. The applicant has indicated that the building would be one-story, with a drive-thru on the north side of the building. The site is located at the corner of S. Washington Street, Lytton Street and Stewart Street on 0.55 acres. The site previously had older residential structures that were in disrepair. Those structures were removed by the previous landowner and the area is now a vacant lot. The proposed project includes frontage improvements on three sides of the property with interior bio-retention storm water treatment areas. The project proposes to have three driveways with the S. Washington Street driveway being an exit only. The site plan includes a covered drive thru and eighteen (18) parking spaces.

BACKGROUND:
Pursuant to Sonora Municipal Code (SMC) Section 17.32.030, the project is located within Commercial zoning district and is therefore within the City's design review area boundaries which requires a design review permit for this project. In addition, pursuant to Section 17.52.030 of the SMC a site plan review is required for this project. The site is located at 549 S. Washington Street, Sonora, CA. The site is currently vacant. As mentioned above, the previous residential structures were removed (See Figure 1). The site is surrounded by various commercial uses located in a mix of commercial buildings and residential structures as well as some limited residential uses.

SITE PLAN:

The site currently is a vacant lot. The applicant is proposing an approximately 3,500 square foot building and 18 parking spots, one of which would be ADA compatible. The parking and drive aisles comply with the City of Sonora's regulations and parking ratio requirement of one stall per 200 square feet. The proposed project also would include a drive thru window. As shown on the site plan, new frontage improvements would be completed along the all three of street frontages including sidewalks, new driveways and landscaping as required by the Zoning Ordinance. The tree on the corner of Washington Street and Lytton Street will be removed to accommodate the additional right-of-way width and new sidewalk which will be ADA compliant.

The site is currently served by TUD and the applicant will coordinate with TUD for water and sewer service to the building. TUD has indicated that service is available at the site, but that additional work may be needed to address delivery in the adjacent lines. The applicant will work with TUD engineers to address the issue.

Figure 1: Aerial View of Site

Figure 2: Current Site

Figure 3: Proposed Site Map

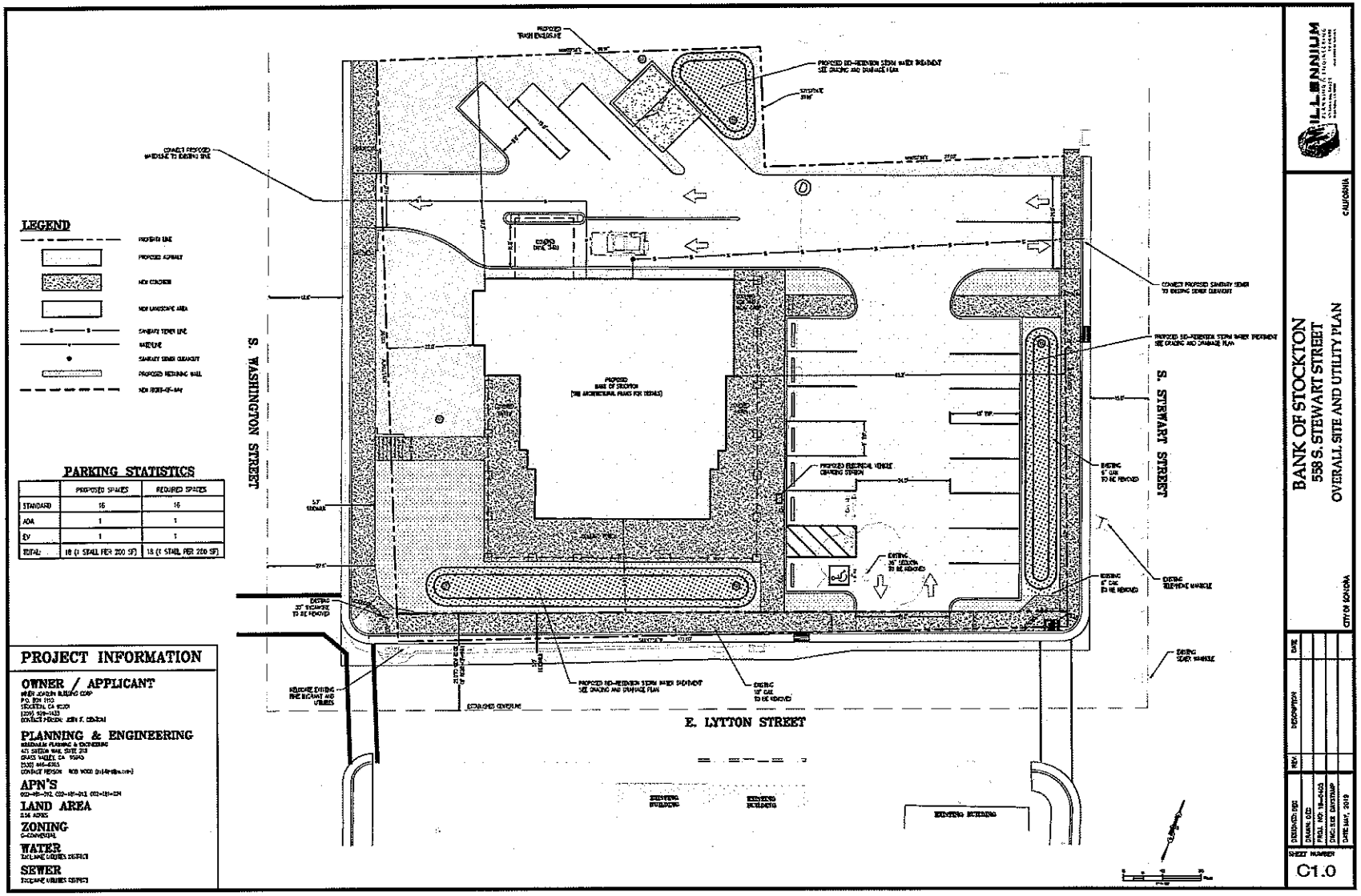
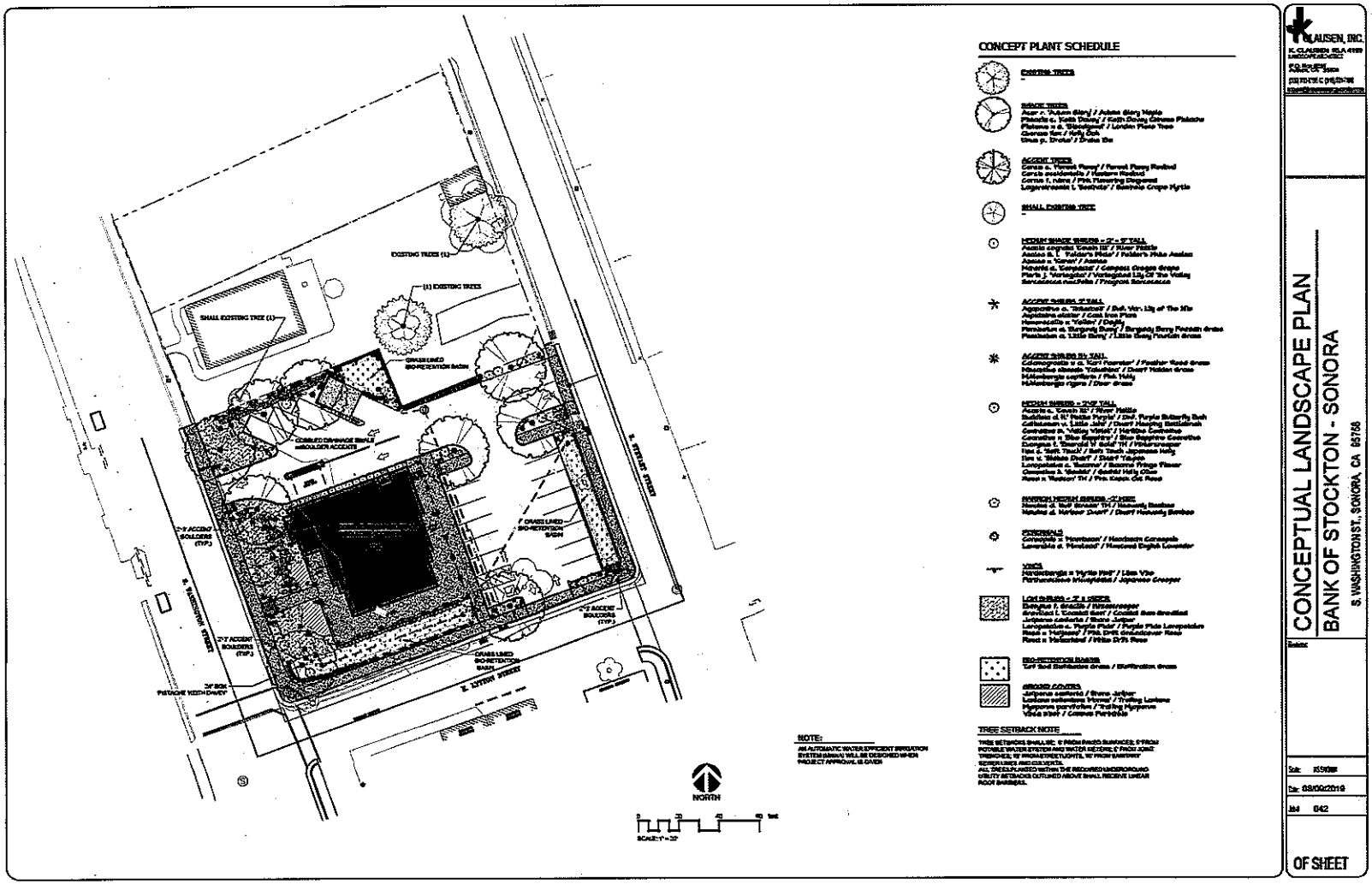


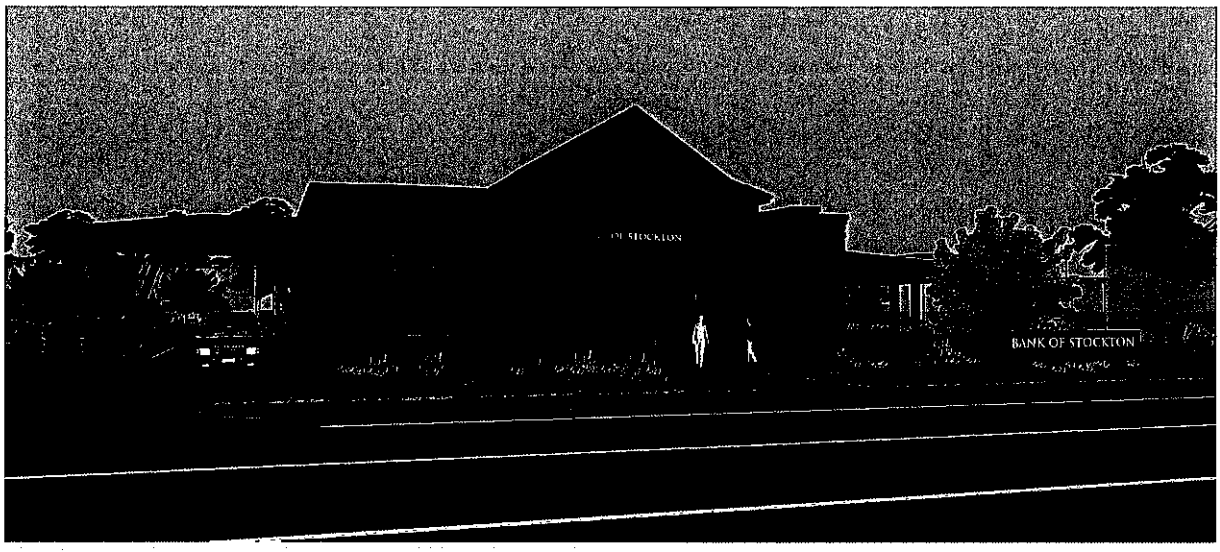
Figure 4: Proposed Landscaping



DESIGN REVIEW:

In addition to a Site Plan approval, the proposed project is also subject to Design Review under the City of Sonora Zoning Ordinance Section 17.32.030. The proposed project would be an approximately 3,500 square-feet building. The applicant has worked with staff to design the façade to incorporate design elements of commercial buildings in the downtown area. Since this project will have three frontages, the applicant has submitted elevations for all sides of the building. The proposed elevations are in the following figures.

Figure 5: View from Washington Street



VIEW FROM S. WASHINGTON STREET

J.R. LEHNEN CONSTRUCTION
DESIGN BUILD
LICENSE #798968
73605 Dinah Shore Drive
Suite 1330
Palm Desert, CA 92211
760.328.1200
760.328.1209 FAX

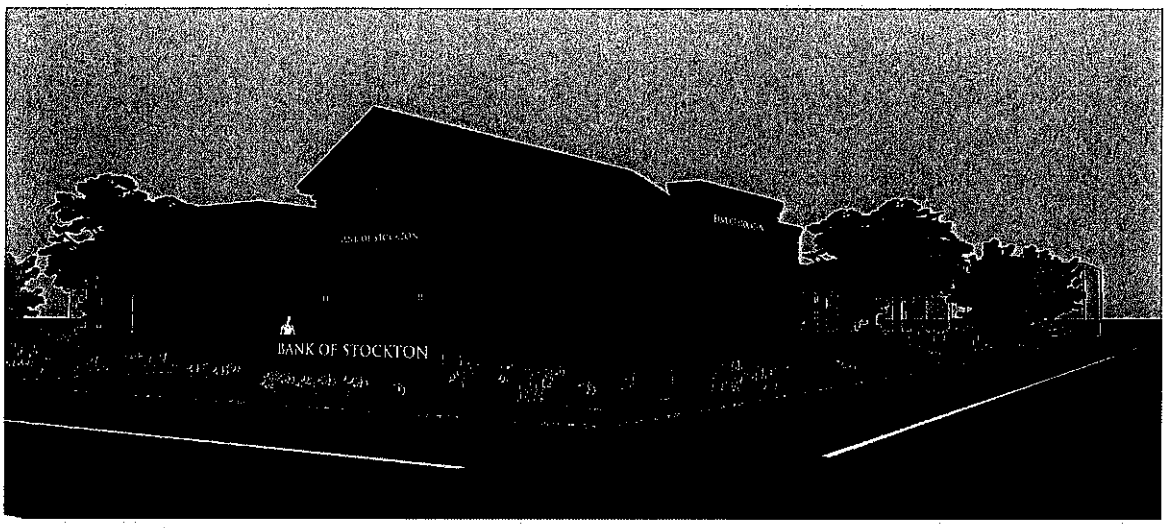
TR-A
THOMAS ROMAN
Architecture
TR-Architecture.com
530.205.8750

BANK OF STOCKTON
NEW BRANCH SONORA CA.

CONCEPTUAL DESIGN RENDERING / VIEW 01

DATE:10-21-19

Figure 6: From Corner of Washington and Lytton Streets



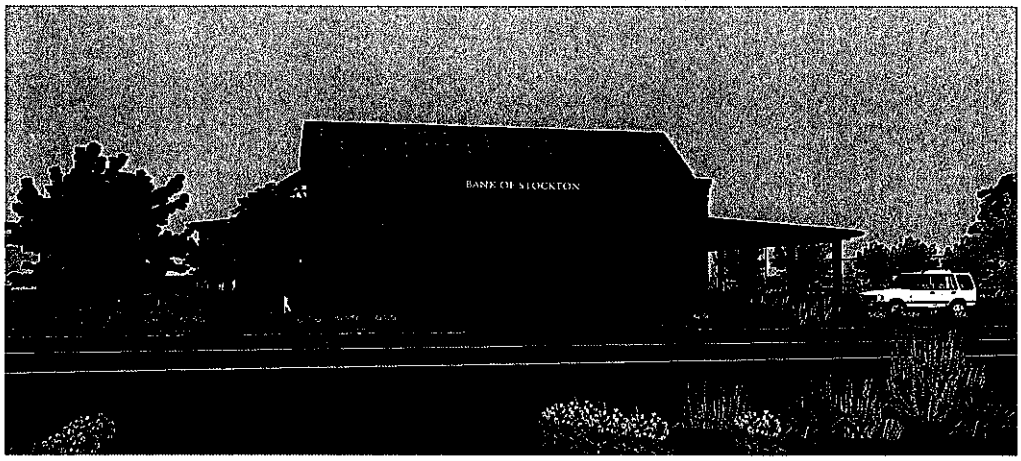
VIEW FROM CORNER OF S. WASHINGTON AND E. LYTTON STREETS

J.R. LENNEN CONSTRUCTION
DESIGN BUILD
LICENSE #798968
73605 Dinah Shore Drive
Suite 1330
Palm Desert, CA 92211
760.328.1200
760.328.1209 FAX

TR-A
THOMAS ROMAN Architecture
TR-Architecture.com
530.205.8750

BANK OF STOCKTON
NEW BRANCH SONORA CA.
CONCEPTUAL DESIGN RENDERING / VIEW 03
DATE:10-21-19

Figure 7: View from Lytton Street



VIEW FROM E. LYTTON STREET

J.R. LENNEN CONSTRUCTION
DESIGN BUILD
LICENSE #798968
73605 Dinah Shore Drive
Suite 1330
Palm Desert, CA 92211
760.328.1200
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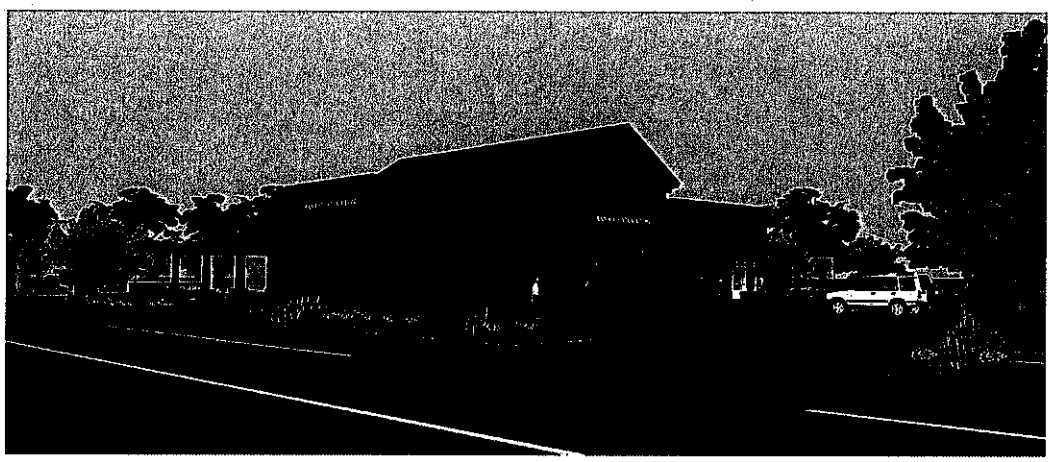
TR-Architecture.com
530.205.8750

BANK OF STOCKTON
NEW BRANCH SONORA CA.
CONCEPTUAL DESIGN RENDERING / VIEW 04
DATE:10-21-19

Figure 8: View from Lytton Street



VIEW FROM E. LYTTON STREET

J.R. LEHNEN CONSTRUCTION
DESIGN BUILD
LICENSE #798968
73605 Dinah Shore Drive
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Palm Desert, CA 92211
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BANK OF STOCKTON
NEW BRANCH SONORA CA.
CONCEPTUAL DESIGN RENDERING / VIEW 05
DATE:10-21-19

Figure 9: View from Stewart Street

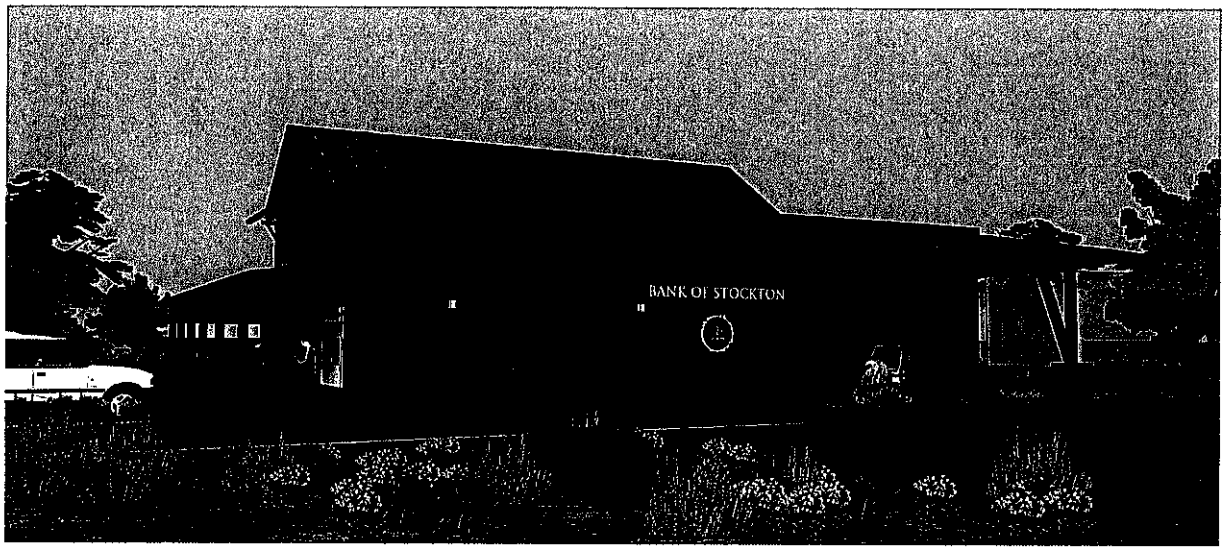
VIEW FROM S. STEWART STREET

J.R. LEHNEN CONSTRUCTION
DESIGN BUILD
LICENSE #798968
73605 Dinah Shore Drive
Suite 1330
Palm Desert, CA 92211
760.328.1200
760.328.1209 FAX

TR-A
THOMAS ROMAN Architecture
TR-Architecture.com
530.205.8750

BANK OF STOCKTON
NEW BRANCH SONORA CA.
CONCEPTUAL DESIGN RENDERING / VIEW 06
DATE:10-21-19

Figure 10: View from North



The façade is comprised of a combination of brick and wood with metal accents. Surrounding the building would be metal awnings with brown, wooden columns with a brick finish on the bottom. There would be decorative brick elements around the top of the building as well as metal accents on the columns, the wood elements would be unpainted. The design elements of the building are elements that are found in the commercial buildings along Washington Street in the downtown area. The awnings and canopy would be metal with an aged look. A seperate sign permit is needed for the signage and the applicant would have to comply with the City of Sonora sign regulations.

Advisory agencies were notified of the proposed project. Copies of individual responses are on file at the Sonora Community Development Department located at 94 North Washington Street, Sonora, CA 95370 and may be viewed during regular business hours or may be requested by calling (209) 532-3508.

Adjoining landowners within 300 feet were notified of the proposed project. As of this date, no responses were received. Should any responses be received, they will be provided to the Planning Commission during the public hearing.

CONSISTENCY WITH ZONING:
The site is zoned Commercial (C) and has previously had a commercial building onsite. Section 17.24.020 of the Sonora Municipal Code states that professional or business offices in fully enclosed buildings are

permitted by right in the Commercial (C) zone. The project meets the parking and landscaping requirements. Therefore, the proposed project is consistent with the Sonora Municipal Code.

CONSISTENCY WITH GENERAL PLAN:
The site is designated Commercial (C) per the Sonora General Plan 2020. The existing Commercial (C) zoning district is consistent with that general plan land use designation pursuant to the *General Plan Land Use Designation and Compatible Title 17 Zoning Classification* Table of the Land Use Element of *General Plan 2020* (pg. 1-35). In addition, the following are the policies and implementation programs that are applicable to the project:

Policy 1.A.2 Make efficient use of land and promote a functional development pattern with varied and compatible land uses.

Policy 1.B.2 Encourage development which complements and blends in with its surroundings.

Policy 1.B.3 Consider aesthetics when reviewing development proposals.

Policy 1.E.8 Require new commercial developments to be designed to minimize the visual impact of parking areas from public transportation routes.

CEQA DETERMINATION:
The project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15332, Class 32, for In-Fill Development projects. CEQA guidelines states that projects characterized as in-fill development, which are no more than five acres, nor have habitat for endangered, rare or threatened species, and would not result in an increase to traffic, noise, air quality or water quality, and which can be served adequately by required public services, may be exempt from CEQA. Therefore, this project meets the above requirements and is exempt from further environmental review.

FINDINGS FOR DESIGN REVIEW AND SITE PLAN APPROVAL:

- Proposal is consistent with all applicable provisions of the Sonora Municipal Code and other local, State and federal laws
- Proposal is consistent with the Sonora General Plan
- Project is in compliance with CEQA and there will be no potentially significant adverse effects upon environmental quality and natural resource
- There are adequate provisions for public and emergency vehicle access, fire and police protection, sanitation, water, and public utilities and services to ensure that the project will not be detrimental to public health and safety.
- The site is adequate in size and shape to accommodate the use, walls, landscaping, loading, parking, yards and other features required by Sonora Municipal Code.
- The site is served by streets adequate in width and surfacing type to carry the quantity and type of traffic generated by the proposed development.
- The use will not produce odors, gas, fumes, dust, smoke, noise, vibrations, glare, heat / electrical interference, hazardous or waste materials beyond the confines of the property onto contiguous beyond the confines of the property.

RECOMMENDATION:
Based on the preceding, it is recommended that the City Planning Commission approve the Design Review Permit and Site Plan with the following findings and subject to the attached conditions:

1. The use is consistent with the City of Sonora General Plan;

2. The use is consistent with Title 17 of the Sonora Municipal Code and with the purposes of the zone in which it is located;

3. The proposed building would aesthetically enhance the current vacant site and surroundings.

4. The proposed building design reflects the architectural characteristics of the community, blends with the adjacent neighborhood, and is consistent with the applicable design standards in the General Plan and Sonora Municipal Code.

Conditions of Approval Design Review Permit and Site Plan
549 S. Washington Street

GENERAL:

1. This Design Review Permit and Site Plan approval is issued for constructing a new commercial building. All exterior alterations shall be in accordance with plans approved by the Sonora Planning Commission on November 12, 2019. The Community Development Director may approve minor changes to the design that are in substantial compliance with the plans approved by the Planning Commission.

2. Prior to issuance of a building permit, the parcels shall be merged as approved by the City Engineer.

3. Prior to issuance of a building permit, the applicant shall obtain an encroachment permit for the installation of the sidewalk, curb and gutter along the site frontages as shown on the site plan.

4. Prior to building permit, the applicant shall coordinate with TUD regarding the water and sewer capacity at the site and in the surrounding lines. TUD engineers shall approve the utility plan.

5. Applicant shall complete and submit a full lighting analysis as part of the Building Permit Application process.

6. A landscape plan shall be submitted for review and approval to the City's Parks, Recreation and Beautification Committee as per SMC Section 12.20.130 prior to building permit issuance.

7. The property owner or authorized applicant, their successors and assigns, will defend, indemnify, and hold harmless the city and its agents, officers, attorneys and employees from any claim, action, or proceedings brought against the city or its agents, officers, attorneys or employees within the applicable statute of limitations to:

a. Attack, set aside, void, or annul any action approving an application (including any action to provide environmental clearance in compliance with the California Environmental Quality Act (CEQA), by city staff any city planning or advisory agency, any city appeal board, or the city council; or

b. Seek damages for property damage or personal injuries resulting from development authorized by the city pursuant to the application. [SMC Section 17.69.010 (Ordinance 776)]

8. Applicant shall comply with all local, state and federal regulations and requirements. (SMC Section 17.32.090).

PREPARED BY: Paula M. Daneluk, AICP

PLANNING COMMISSION
CITY OF SONORA

NOVEMBER 12, 2019

5:30 P.M.

A regular meeting of the Planning Commission of the City of Sonora was scheduled on this date at 5:30 p.m. in the Sonora City Hall Council Chambers.

The following members were present: Chair, Chris Garnin, Vice-Chair, John Richardson and Commissioners Gary Anderson, Kevin Anderson and Ron Jensen.

PUBLIC APPEARANCES: None

MINUTES:

MOTION: Approve the minutes of the October 15, 2019 Planning Commission Meeting, as mailed.

MOTION:	K. Anderson	**SECOND:** R. Jensen
VOTE:	**AYES:**	K. Anderson, Jensen, G. Anderson and Richardson (4)
	NOES:	None (0)
	ABSTAIN:	Garnin (1) (Garnin did not attend meeting)
	ABSENT:	None (0)

PUBLIC HEARINGS

1) Application by John Dentoni of Miner Joaquin Building Corporation, for Site Plan approval and a Design Review Permit for a new commercial building for Bank of Stockton, located at 549 S. Washington Street, in a C, Commercial zone; APN: 002-181-012, 013 and 024.

Planner, Paula Daneluk, presented the staff report. She informed Commissioners that the project before them requires both Site Plan and Design Review approval. She explained that the project has three frontages for the proposed new 3,500 square foot building, which include S. Washington Street, S. Stewart Street and E. Lytton Street. She provided a project graphic and discussed the proposed site plan, parking and bio-swale areas. She advised that there are improvements proposed for all three frontages and that the proposed driveway onto S. Washington Street is an exit only with the other frontages having both an entry and exit onto the streets. She described the proposed right-of way improvements on E. Lytton Street.

Planner, Paula Daneluk, discussed the proposed storm drain improvements. She also explained the TUD condition of approval requirements for a fire flow text to be sure that the capacity will serve the needs of the building. She stated that the water line may need to be upsized if test results show the site is underserved.

Planner, Paula Daneluk stated that the site is vacant and the property formerly had 3 residential units, which have been demolished and described the proposed exterior elevations. She advised that the applicant had worked with staff and provided a number of renderings before the proposed design was recommended for approval. She advised that, as part of the advisory agency review, the City Engineer requested removal of a tree at the corner of S. Washington and Lytton Street so that the new sidewalk can be installed and not damaged by the tree.

Planner, Paula Daneluk, stated that based on the proposed site plan improvements and the elevations, staff is recommending approval of the project. She advised that property owners within 300 feet of the project were notified, however no comments were received for or against the project.

Commissioner Garnin asked about the site plan bio-retention storm water drains and whether or not they were designed to be driven over. Planner Daneluk advised that they help with storm water retention on the site versus all water entering the storm drain. She referred to the site plan areas that show bio-swales and advised that these will be landscape areas.

Commissioner Jensen asked if the entrance on S. Stewart will be both an entrance and exit. Paula confirmed that it would be.

Commissioner Kevin Anderson asked about an estimated number of vehicles that might be on the property as a result of the project. Planner, Paula Daneluk deferred that question to the applicant but explained that the project met the City's parking requirements.

Commissioner Richardson expressed his concerns with the location of the bank, color of the building and the proposed design. He felt it did not fit the area.

Commissioner Kevin Anderson asked about the drainage past the property line. Planner Daneluk, stated that a drainage study was done for the project and necessary improvements will be included within the civil plans.

Applicant's representative, Gary Price, was present and introduced the project engineer, Robert Wood, who was also available for questions. Mr. Price stated that the architect was also available by phone, should anyone have questions for him. He felt that the project design elements were taken from other parts of downtown and they felt the building was compatible.

Commissioner Richardson questioned if they considered the existing buildings near the site when developing the proposed design. He asked about the possibility of building the bank as a one story building. Applicant's representative, Gary Price stated that design is very subjective and that there are several existing two story buildings in the area. He stated that they felt the building was properly placed and fits with the downtown.

Commissioner Gary Anderson, stated that the project design was a 100% improvement from the bank's current location.

Commissioner Jensen stated that he liked the design and it does incorporate a lot of different aspects of Sonora. He stated it was a nice looking building.

Commissioner Garnin stated it blends well and marries several architectural elements in that area.

Commissioner Garnin opened Public Hearing at 5:48 p.m.

Sharon Marovich, of the Tuolumne Heritage Committee, thanked the Bank of Stockton for their efforts in the re-design of the building before bringing the project to the Planning Commission, but agreed with Commissioner Richardson about the setting of the building. She stated that the southern gateway entry to Sonora's Historic District is lined with single family homes, painted with pastel colors, with horizontal siding and the buildings are much smaller than this building, which is immediately adjacent to the McGowan House.

She felt that in order to better blend with the residential type setting that the project is in, the Tuolumne Heritage Committee believes that a little more refinement is in order, including such things as horizontal wood siding and that all siding be painted in a pastel color. She stated that by leaving the wood in a natural or stained appearance the building looks more like a barn, which magnifies the mass of the building. She felt the color change might help make it look less bulky. She asked that the brick be removed from the columns supporting the building.

She asked that Commissioners recommend to the Parks, Recreation & Beautification Committee that street trees be added along the three frontages. She stated that a project should blend with its surroundings to be consistent with the General Plan.

Ed Sunday, owner of Sun-Waelty Auto, and located across the street from the proposed project on the corner of Lytton and S. Washington, spoke about the location of his business and his building which was constructed in 1947. He said that his employees and customers often park on Lytton Street and the street is narrowed to one lane when cars are parked on both sides and he stated that it was difficult for the tow trucks to get into his business. He expressed concerns over additional traffic on the street due to the project. He expressed concerns about the new bank and if Lytton Street would be widened.

Planner, Paula Daneluk, explained that the right-of-way line is moving further into the bank property and the roadway would be widened but the property owner is only required to improve their half of the roadway, not the entire roadway. She explained that there will be approximately 25 feet or right-of-way from the centerline.

Community Development Director, Rachelle Kellogg, stated that parking is not being removed from Lytton Street as part of the project with the exception of the new driveway.

Planner, Paula Daneluk spoke of the existing condition of Lytton Street and that street not being a main arterial but a very small side street and is not being designed as a major through fare.

Commissioner Garnin commented that anyone who develops the subject parcel will have the same issue with parking on Lytton Street.

Community Development Director, Rachelle Kellogg, addressed the issue of the existing conditions of Lytton Street. She advised the applicant is only responsible to develop their half of the street. If in the future the Sun Waelty property is redeveloped they would be responsible for the other half of the street.

Project Engineer, Robert Wood, advised that the existing width of the pavement is approximately 22 feet in total. The project's improvements will include adding 3-5 feet of pavement, curb, gutter and sidewalk, making it approximately 25 feet wide after the improvements, while maintaining 11foot lane widths.

Jeff Sargo, local business owner, spoke about his concern over the reduction of parking spaces on Lytton Street. Community Development Director, Rachelle Kellogg, confirmed that there will continue to be public parking along Lytton Street.

The public hearing was closed at 6:06 p.m.

Commissioner Gary Anderson commented that by widening the street and adding the sidewalk he felt it was a great improvement for the area. He continued the discussion stating that architecturally speaking, it is a nice blend from one to the other as for the neighboring properties.

Commissioner Garnin felt there is already a variety of siding, ages of buildings, and uses, along S. Washington Street. Traffic is always going to be an issue in Sonora no matter what happens to this corner. It is meant to be used as a commercial site and the bank project is a good fit.

Commissioner Gary Anderson questioned about a bunch of trees in the landscaping and how that would affect security issues. He also stated that if the wood siding was a little lighter it would show the brick a little better.

Commissioner Richardson stated he did not like the proposed design of the building. He felt that there could be a better blend with the existing houses in the area. He felt the color of the siding should be grey or white. He felt that the architect could come up with a better design.

Commissioner Kevin Anderson questioned how much traffic a bank will generate. He said that he had not noticed there ever being a parking issue on Lytton. He stated that it will clean up the parking and did not think it will generate a traffic concern. He felt that dropping off a car for auto repair shouldn't be a big issue with the redesign of the street. He concurred with Sharon Marovich's comment about having painted horizontal siding on the building.

Commissioner Jensen, stated he agreed with the proposed driveway location on Stewart Street and liked the design.

MOTION: To approve a Site Plan and Design Review Permit for a new commercial building for Bank of Stockton, located at 549 S. Washington Street, subject to the following conditions and findings:

MOTION: G. Anderson **SECOND:** Jensen

VOTE:
AYES: G. Anderson, Jensen, Garnin and K. Anderson (4)
NOES: Richardson (1)
ABSTAIN: None (0)
ABSENT: None (0)

Conditions of Approval Design Review Permit and Site Plan
549 S. Washington Street

GENERAL:

1. This Design Review Permit and Site Plan approval is issued for constructing a new commercial building. All exterior alterations shall be in accordance with plans approved by the Sonora Planning Commission on November 12, 2019. The Community Development Director may approve minor changes to the design that are in substantial compliance with the plans approved by the Planning Commission.

2. Prior to issuance of a building permit, the parcels shall be merged as approved by the City Engineer.

3. Prior to issuance of a building permit, the applicant shall obtain an encroachment permit for the installation of the sidewalk, curb and gutter along the site frontages as shown on the site plan.

4. Prior to building permit, the applicant shall coordinate with TUD regarding the water and sewer capacity at the site and in the surrounding lines. TUD engineers shall approve the utility plan.

5. Applicant shall complete and submit a full lighting analysis as part of the Building Permit Application process.

6. A landscape plan shall be submitted for review and approval to the City's Parks, Recreation and Beautification Committee as per SMC Section 12.20.130 prior to building permit issuance.

7. The property owner or authorized applicant, their successors and assigns, will defend, indemnify, and hold harmless the city and its agents, officers, attorneys and employees from any claim, action, or proceedings brought against the city or its agents, officers, attorneys or employees within the applicable statute of limitations to:

a. Attack, set aside, void, or annul any action approving an application (including any action to provide environmental clearance in compliance with the California Environmental Quality Act (CEQA), by city staff any city planning or advisory agency, any city appeal board, or the city council; or

b. Seek damages for property damage or personal injuries resulting from development authorized by the city pursuant to the application. [SMC Section 17.69.010 (Ordinance 776)]

8. Applicant shall comply with all local, state and federal regulations and requirements. (SMC Section 17.32.090).

Findings for Site Plan and Design Review Approval - 549 S. Washington Street for Bank of Stockton

1. The use is consistent with the City of Sonora General Plan;

2. The use is consistent with Title 17 of the Sonora Municipal Code and with the purposes of the zone in which it is located;

3. The proposed building would aesthetically enhance the current vacant site and surroundings.

4. The proposed building design reflects the architectural characteristics of the community, blends with the adjacent neighborhood, and is consistent with the applicable design standards in the General Plan and Sonora Municipal Code.

2) Application by Engie Services for Adventist Health, for Site Plan approval and a Design Review Permit to install seven (7) solar shade structures, located at 900 Mono Way and 1000 Greenley Road, in a C, Commercial zone; APN: 044-170-006, 056-130-022, 056-130-017, 056-140-038, and 056-140-040.

Planner, Paula Daneluk, presented the staff report. She explained the shade shelters would be constructed over the existing parking areas that would then have solar installed on top. She also explained that the proposed locations were adjusted to re-locate the solar shade structures on the property, due to a boundary line issue with a neighboring property. She also explained the proposed phasing plan. She stated that the project will not require any loss of parking.

She stated that there were no public comments received for the project by any neighboring property owners and notices were provided to neighboring owners within 300 feet of the project site

Commissioner Gary Anderson asked if the structures would be designed to meet snow loads. Planner, Paula Daneluk, confirmed that they would have to comply with building codes.

Chairman Garnin questioned as to the application being for two different locations. Planner, Paula Daneluk, stated they were combined to make it easier for the property owner.

The applicant, Fady Ghobrial of Engie Services, stated he was present and available for questions. He explained the proposed systems for both locations.

Commissioner Richardson asked how long the panels will last before they get upgraded. Mr. Ghobrial stated that the panels they are using are LG, one of the best globally known in the industry, with a 25- year warranty. The converters come with a 20- year warranty.

Commissioner Gary Anderson asked about the output of the systems on a sunny day.

Mr. Ghobrial referred to the design of the panels and stated that the system proposed at the 1000 Greenley Road location would be 648 KW and 158 KW on 900 Mono Way location.

Commissioner Gary Anderson asked if there would be a separate facility for the conversion of the units.

Mr. Ghobrial stated that there is a small box on the column on each canopy.

Commissioner Garnin asked about the project phasing and timeline for completion.

Mr. Ghobrial advised that the entire system would be completed within 3-4 months.

Commissioner Gary Anderson asked about safety features if someone were to run into one of the posts and take out the connected wiring.

Mr. Ghobrial stated that the electrical will be mounted high on the column and the wires are underground.

Commissioner Garnin opened the public hearing at 6:25 p.m.

Don Teel, of Mountain Medical, spoke in favor the project and advised they are interested in having a similar project in the future.

The public hearing closed at 6:26 p.m.

MOTION: To recommend approval of a Site Plan and Design Review Permit to install seven (7) solar shade structures, for Adventist Health, located at 1000 Greenley Road and 900 Mono Way, subject to the following conditions and findings:

MOTION: Richardson **SECOND:** Jensen

VOTE:	**AYES:**	Richardson, Jensen, Garnin, K. Anderson, and G. Anderson (5)
	NOES:	None (0)
	ABSTAIN:	None (0)
	ABSENT:	None (0)

Conditions of Approval Design Review Permit and Site Plan

1000 Greenley Road and 900 Mono Way

GENERAL:

1. This Design Review Permit and Site Plan approval is issued for constructing Solar Shade Structures in the parking lot. All alterations shall be in accordance with plans approved by the Sonora Planning Commission on November 12, 2019. The Community Development Director may approve minor changes to the design that are in substantial compliance with the plans approved by the Planning Commission.

2. The property owner or authorized applicant, their successors and assigns, will defend, indemnify, and hold harmless the city and its agents, officers, attorneys and employees from any claim, action, or proceedings brought against the city or its agents, officers, attorneys or employees within the applicable statute of limitations to:

    a. Attack, set aside, void, or annul any action approving an application (including any action to provide environmental clearance in compliance with the California Environmental Quality Act (CEQA), by city staff any city planning or advisory agency, any city appeal board, or the city council; or

    b. Seek damages for property damage or personal injuries resulting from development authorized by the city pursuant to the application. [SMC Section 17.69.010 (Ordinance 776)]

3. Applicant shall comply with all local, state and federal regulations and requirements. (SMC Section 17.32.090).

Findings for Site Plan approval and Design Review for 1000 Greenley Road and 900 Mono Way

1. The use is consistent with the City of Sonora General Plan;

2. The use is consistent with Title 17 of the Sonora Municipal Code and with the purposes of the zone in which it is located;

3. The proposed shade structure design reflects the architectural characteristics of the site, blends with the adjacent neighborhood, and is consistent with the applicable design standards in the General Plan and Sonora Municipal Code.

DISCUSSION ITEMS

1) Community Development Director's Report

Community Development Director, Rachelle Kellogg, advised Commissioners that tonight was Paula's last meeting as she will be going to Butte County to be their new Development Services Director.

Commissioner Richardson thanked Paula for her commitment to the City of Sonora.

Community Development Director, Rachelle Kellogg, advised that she is still acting as the Interim City Administrator and that although there will be time constraints to be met, she asked Commissioners to feel free to reach out to her, if needed. She also advised that there will be a meeting in December, as there is currently one Design Review item for consideration.

Paula Daneluk advised that the Housing Element and Safety Element of the General Plan has been submitted for review by HCD and she has been in contact with their staff for any changes that need to be made. Once she has re-submitted the changes a certification letter will be the next step and then to the City Council for approval. She stated that state law now requires that the Safety Element be submitted to the Board of Forestry and she has met with Cal-Fire Representatives.

Community Development Director, Rachelle Kellogg, reminded Planning Commissioners that the mandatory Sexual Harassment Training can be done online and they can contact Tracy Skelly in Human Resources for more information. The training needs to be completed by the end of December, 2019.

There being no further business to come before the Commission, the meeting was adjourned at 6:33 p.m. to the next Planning Commission Meeting on Monday, December 9, 2019.

Respectfully submitted,

Rachelle Kellogg,
Community Development Director