

**AGENDA
CITY OF IONE
PLANNING COMMISSION MEETING**

*Amber Hoiska, Chairman
Mark Gebhardt, Vice Chairman
Rodney Plamondon, Commissioner
Michael Politi, Commissioner
Joe Wylie, Commissioner*

In Compliance with the Governor's Executive Order N-25-20, the City of Ione will be Conducting its meeting via teleconference. While this meeting will still be conducted in-person at 1 E. Main Street, we strongly encourage the public to participate from home by calling-in using the following number:

1-669-900-6833

Access Code: 965-3337-4760#

<https://zoom.us/j/96533374760>

**Tuesday, February 9, 2021 at 6:00 p.m.
City Council Chambers, 1 E. Main Street, Ione 95640**

**PLEASE LIMIT PUBLIC COMMENT/TESTIMONY TO FOUR MINUTES
Government Code 54954.3**

The Ione Planning Commission welcomes, appreciates, and encourages participation in the Ione Planning Commission Meeting. The Planning Commission reserves the right to reasonably limit the total time for public comment on any particular noticed agenda item as it may deem necessary.

Full staff reports and associated documents are available for public review at the Office of the City Clerk, City Hall, 1 E. Main Street, Ione, California. Hard copies may be obtained for \$3.60 for pages 1-5 and \$.45 for each additional page. Documents that are not available when the agenda is posted will be made cents per page. Documents that are not available when the agenda is posted, will be made available for public review at the meeting.

AGENDA

- A. CALL TO ORDER: 6:00 PM**
- B. PLEDGE OF ALLEGIANCE**
- C. ROLL CALL**
- D. APPROVAL OF AGENDA**
- E. PRESENTATIONS/ANNOUNCEMENTS: None**
- F. PUBLIC COMMENT: EACH SPEAKER IS LIMITED TO 4 MINUTES**

*This is the time for members of the public who wish to be heard on matters that do not appear on the Agenda. Persons may address the Ione Planning Commission at this time on any subject within the jurisdiction of the Ione Planning Commission. **Please be mindful of the 4 minute time limit per person.***

Pursuant to the Brown Act, the Planning Commission may not take action or engage in a detailed discussion on an item that does not appear on the Agenda. However, matters that require Commission action will be referred to staff for a report and/or recommendation for possible action at a future Commission meeting.

Is there any person in the audience who wishes to address the Commission at this time?

- H. PUBLIC HEARING: None**

I. REGULAR AGENDA:

1. Brief Introduction of Each Planning Commission Member
2. Introduction of New Building Inspector, Michael Hooper and Kenna Brosz who Assists the Building Inspector
3. Presentation of the Annual Planning Report
4. Focused General Plan Update – Status Report and Community Participation Discussion

J. CITY PLANNER REPORTS/PLANNING COMMISSIONER REPORTS/FUTURE AGENDA ITEMS

K. ADJOURNMENT

NOTICE REGARDING APPEALS

Pursuant to §17.16.060 of the Zoning Code, appeals of a final action by the Planning Commission must be filed with the City Clerk no later than ten calendar days after the day on which the final action was taken, along with the appropriate fee.

NOTICE REGARDING CHALLENGES TO DECISIONS

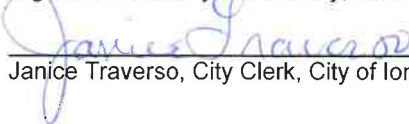
Pursuant to all applicable laws and regulations, including without limitation, California Government Code Section 65009 and or California Public Resources Code Section 21177, if you wish to challenge in court any of the above decisions (regarding planning, zoning and/or environmental decisions), you may be limited to raising only those issues you or someone else raised at the public hearing(s) described in this notice/agenda, or in written correspondence delivered to the City at, or prior to, this public hearing.

ADA COMPLIANCE STATEMENT

In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please contact City Clerk Janice Traverso at (209) 274-2412, 102. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

I, Janice Traverso, the City Clerk of the City of Lone, declare under the penalty that the foregoing agenda for the February 9, 2021 regular meeting of the Lone Planning Commission was posted on February 5, 2021 at the office of the City of Lone, City Hall at 1 East Main Street, Lone, CA 95640 and was available for public review at that location.

Signed this 5th day of February, 2021 at Lone, California



Janice Traverso, City Clerk, City of Lone

#3



City of Ione – City Planner's Report

January 18, 2020

ANNUAL REPORT 2020

To: Lori McGraw, Interim City Manager

From: April Wooden, City Planner

Date: January 18, 2021

This report provides you, the lone City Council, other departments and commissions, and the lone community an overview of the activity of the City's Planning Department during 2020, along with supporting data.

The challenge of providing planning services during a pandemic was embraced enthusiastically by planning staff. Weekly Reports to the City Manager were initiated in July, to provide a quick update to City leadership regarding planning activities. At the same time, an Associate Planner was assigned for Tuesday afternoon office hours at City Hall.

The City Planner shared her personal mobile phone number with the public to ensure prompt response while working remotely. The extensive use of email and other tools, such as credit card payment by phone, provided the community with the opportunity to engage seamlessly with planning staff. These efforts by staff to meet the needs of the community were rewarded by the frequent kind words and appreciation voiced to staff by applicants and residents.

By reviewing this report, readers will better understand the City's planning department operations. It includes information regarding planning applications submitted and acted upon, plan check services provided, and department grant application activities. In addition, a quarterly summary of the work of the planning commission is included. It has been my pleasure to serve the lone community and its leaders. I look forward to resuming in-person office hours as soon as possible.

Respectfully submitted,
April Wooden, City Planner

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PLANNING APPLICATIONS

Sign Permit Applications:

The City Planner reviewed 2 sign permit applications. Each was approved within one week of submittal of a complete application. The applications included:

- Select Solar Pros
- Edward Jones

Business License Applications:

The City Planner reviewed 5 business license applications in 2020. In each case, the application was approved the same day that it was received. The applications included:

- Select Solar Professionals
- Peoples Fire Arms Training
- Fork and Tie Catering and Event Planning
- Details by Danielle
- Renegade Religion Auto Detailing

Site Plan Review Permit Applications:

Two applications for site plan review permits were submitted in 2020. Staff reviewed and provided staff assistance to the planning commission in their consideration of whether to approve the requested site plan review permits. The planning commission approved a site plan review permit for proposed renovation of the lone Train Depot Museum. The planning commission also approved a site plan review permit for a proposed entry sign at 1000 Castle Oaks Drive, along with conditions of approval regarding the design, construction and maintenance of the sign.

Renovations:

The City Planner reviewed one application for renovation: the Preston Door Replacement project at 900 Palm Drive. The application was received on 9/1/20 and rejected on 9/7/20 for failure to provide the Plan for Recordation for removal of historic elements. The plans indicated that this document was provided for review, but the City Planner has never received this documentation.

Variances:

The City Planner reviewed one application for a variance in 2020. The application requested a deviation from the City's development standards regarding the installation of a carport at 1718 Shakeley Lane. The application was received on 5/6/20 and determined incomplete on 5/11/20. The applicant submitted additional documentation on 5/11/20 and the application was deemed complete on 5/11/20. The planning commission denied the variance, the applicant appealed, and the city council reversed the planning commission on 12/1/20.

PLAN CHECKS

The City Planner completed 144 plan checks in 2020. Of these, 92% were completed within 2 days of receipt, despite the pandemic. Only 1 plan check took longer than 3 days - the City's solar array project. Plan checks are provided to ensure that the construction of improvements is consistent with the City's development standards and other requirements.

Accessory Structures:

Fifty-eight plan checks for accessory structures were provided for projects within Lone, with an average processing time of 2 days. Of these, 28 were for patio covers, 22 were for pools, 5 were for sheds/workshops, 2 were for patio bars, and 1 was for a carport.

Wildflower:

Thirty-five plan checks were provided for projects within Wildflower, with an average processing time of 1 day.

Castle Oaks:

Thirty-two plan checks were provided for projects within Castle Oaks, with an average processing time of 2 days.

Generators:

Nine plan checks were provided for generators, with an average processing time of 1 day.

Municipal Projects:

One municipal project, the solar array on Five Mile drive, received plan check. It required two submittals, and the average processing time for each submittal was 6 days.

Miscellaneous Projects:

Nine plan checks were provided for miscellaneous projects, including 3 single-family homes (not located in Castle Oaks or Wildflower), 2 tenant improvements, 2 additions, and one gas line installation. The average processing time for these plan checks was 3 days.

GRANTS AND FUNDING

The Planning Department secured over a quarter of a million dollars in funding for the City during 020.

SB2 Grant

- Received State funding in the amount of \$160,000.
- Allows the City to update the General Plan and Zoning Code to meet state requirements and accelerate the production of housing.
- Provides funds for the development of an Accessory Dwelling Unit (ADU) Handbook to make it easier for property owners to construct an ADU or JADU on their residential property.
- Originally included funding for preparation of a revised Housing Element to meet the Regional Housing Needs Allocation (RHNA) 6th cycle housing requirements. If the County successfully applies for REAP funding to prepare a joint, county-wide Housing Element, the City may be able to reallocate \$25,000 of the original grant to other General Plan Update tasks. Since the City cannot provide local funding, this could be very helpful.

LEAP Grant

- Received State funding in the amount of \$65,000.
- Allows the City to assist the property owner of the 8+ acre multifamily housing site on Waterman Road with predevelopment costs, including:
 - Infrastructure analysis.
 - Identification of infrastructure funding sources.
 - Environmental clearance.
 - Site plan approval and grading permits.

PLHA – Permanent Local Housing Allocation

- Must be used to address the City's unmet share of the RHNA and increase supply of housing for households at or below 60% of the Area Median Income (AMI).
- Ione's first-year estimate of funds is \$75,338.
- Ione's 5-year estimate of funds is \$452,032.
- Jurisdictions can pool their funds for a common project.

YEAR IN REVIEW

The following quarter-by-quarter review provides a summary of the planning commission's work during 2020. The Lone Planning Commission is a dedicated and informed group of residents; their efforts help the City implement and achieve the goals and objectives of the General Plan and Zoning Code.

1st Quarter:

The year began normally, with weekly development staff meetings in the City Manager's office and at least once-a-week office hours at City Hall. With the March shut-down, however, staff began working remotely and the staff meetings were terminated. A public hearing on a zoning text amendment regarding short-term rentals was continued to 3/10/20 and the planning commission adopted a resolution recommending the amendment of the zoning code. On 3/10/20, the planning commission also reviewed the 2019 General Plan annual progress report prepared by staff and recommended forwarding it to the City Council for review prior to submittal as required by state law. (City Council decided to table consideration of a short-term rental ordinance due to current restrictions imposed because of the pandemic and to revisit at a future date; City Council approved the submission of the 2019 General Plan Annual Progress Report.)

2nd Quarter:

The planning commission held two public hearings on 5/12/20 regarding a site plan review permit application for proposed renovation of the Lone Train Depot Museum and to consider a revision to the Howard Park Master Plan Update (HPMPU). A site plan review permit was approved for the museum and the proposed revision for the HPMPU was referred to the City Council for approval. (City Council approved the revision to the HPMPU and an addendum to the EIR was prepared and placed on file in accordance with CEQA requirements.)

3rd Quarter:

The planning commission held a public hearing on 7/14/20 (continued from 6/9/20) to consider an application for a variance from the City's development standards for construction of a carport at 1718 Shakeley Lane. The vote was 2-2 which resulted in a denial of the variance. In further discussion, the commission directed staff to prepare a zoning text amendment that would provide an exception to the development standards for the particular situation that prompted the variance application. On 8/11/20 staff brought forward the

requested zoning text amendment for a public hearing at which the planning commission approved a resolution recommending that the City Council adopt the amendment. (The City Council declined to approve the proposed text amendment. The applicant then filed an appeal to the planning commission's determination and the City Council reversed the planning commission and approved the variance.)

4th Quarter:

Staff had planned to present the kick-off to the General Plan and Zoning Code updates to the planning commission in September. However, due to a PG&E shut-off, the 9/8/20 planning commission meeting was canceled. The item was rescheduled for a special meeting on 9/15/20 which was also canceled. A public hearing was held on 10/13/20 for a site plan review permit application for an entry sign at 1000 Castle Oaks Drive. The planning commission approved the sign, with conditions. In November, Jon Hanken left his position as City Manager and Lori McGraw was appointed Interim City Manager. During the 4th Quarter, Denovo Planning Group was interviewed by a panel including planning commission members, city council members, and members of the public for consideration of continuation of the contract to provide planning services. The City Council approved the renewal of the contract for a period of 3 years, with two one-year extensions.

ITEM #4

WILL BE AVAILABLE

ON MONDAY, FEBRUARY 8, 2021