

**AGENDA
CITY OF IONE
PLANNING COMMISSION MEETING**

*Amber Hoiska, Chairman
Mark Gebhardt, Vice Chairman
Greg Morris, Commissioner
Michael Politi, Commissioner
Joe Wylie, Commissioner*

**DUE TO THE GOVERNOR'S EXECUTIVE ORDER N-25-20 THE PLANNING
COMMISSION WILL BE CONDUCTING THEIR MEETING VIA TELECONFERENCE
AND IN PERSON AT 1 E. MAIN STREET**

<https://zoom.us/j/2351961316?pwd=d3lWTW0zbVJlblpQNXBDQWtpZkRyUT09>

**Tuesday, April 13, 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. APPROVAL OF MINUTES:**
 - **October 13, 2020**
 - **January 12, 2021**
 - **February 9, 2021**
- F. PRESENTATIONS/ANNOUNCEMENTS: None**
- G. 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. Planning Commisisoner Training

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 April 13, 2021 regular meeting of the Lone Planning Commission was posted on April 9, 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 9th day of April, 2021 at Lone, California

Janice Traverso, City Clerk, City of Lone

CITY OF IONE PLANNING COMMISSION MEETING MINUTES
October 13, 2020

Vice Chairman Hoiska called the meeting to order at 6:00 PM.

I. PLEDGE OF ALLEGIANCE:

Vice Chairman Hoiska led the Pledge of Allegiance.

II. ROLL CALL:

Present: Gebhardt, Rhoades, Hoiska, Politi

Absent: Hopkins

Staff: April Wooden, City Planner
Janice Traverso, City Clerk

III. APPROVAL OF AGENDA:

It was moved by Commissioner Rhoades, seconded by Commissioner Politi and carried to approve the agenda as written.

AYES: Gebhardt, Rhoades, Hoiska, Politi

NOES: None

ABSENT: Hopkins

ABSTAIN: None

IV. APPROVAL OF MINUTES:

It was moved by Commissioner Rhoades, seconded by Vice Chairman Hoiska and carried to approve the minutes of June 9, 2020, July 14, 2020 and August 11, 2020.

AYES: Gebhardt, Rhoades, Hoiska

NOES: Politi

ABSENT: Hopkins

ABSTAIN: None

V. PRESENTATIONS/ANNOUNCEMENTS: None

VI. PUBLIC COMMENT:

Mr. Michael Politi, 1718 Shakeley Lane speaking as a citizen of the City of Ione commented that he applied for a two feet variance for a free standing structure for his home at 1718 Shakeley Lane in May, 2020. It is heartbreaking that the Planning Commission or the City Council seem to have no interest in seeing it happen—not in our favor or their favor. This item was referred to the Ione City Council because of a tie vote of the Planning Commission on the approval of the variance.

Mr. Sam Prest, 1115 Fairway Drive commented that his free standing structure seems like the least intruding structure compared to some of the structures that are over 35 feet.

Ms. Patrice Prest, 4900 Spyglass Drive agree with my son and don't think he is asking for anything more than anybody else that has put in free standing structures for huge motor homes. There are at least five motor homes that are at least 10 feet past the fence line.

April Wooden, City Planner commented that the Zoning Text Amendment is on the agenda for the City Council October 20, 2020.

Mr. Dominic Atlan, 914 Quail Court speaking as a member of the public this item was not denied by the Planning Commission referring to Mr. Politi's variance.

VII. PUBLIC HEARING:

1. The applicant, Greg Kyler, on behalf of property owner Sang Hahn Corporation, is requesting approval of a site plan review permit for the placement of one (1) freestanding pylon sign with an electric message display board at 1000 Castle Oaks Drive, at the entry way to Castle Oaks Golf Club and residential development. The proposed sign is 93.65 square feet in size and 14 feet in height.

Jeff Seutterland, Assistant Planner explained that the proposed projects consists of the development of one freestanding pylon sign with an electronic message display board within the center median of the Castle Oaks Golf Club entry way. The proposed sign is designed to use colors and materials complimentary to the natural surroundings of the vicinity and be designed in a way that is not visually intrusive to drivers along State Highway 104.

- The leg decoration of the poles consists of neutrally-painted, fractured stone veneer, capped with fabricated, extruded aluminum
- Electronic message board includes a multi-colored LED display intended to advertise the golf course and its associated facilities and services
- Property owner will allow other local businesses, the City and local service groups to advertise public events/fundraiser
- Proposed sign will be double-sided and can be viewed coming from both directions of SR104.
- Proposed sign is 93.65 square feet in size and 14 feet in height.
- All incorporated lighting shall have underground utility service
- The electronic message board as part of the sign complies with all necessary standards identified in Section 17.42.080(a)(7) – Sign illumination of the City's Zoning Code
- The electronic message board as part of the sign be programmed so that the message does not change more than once every four seconds, as per section 17.42.080(b)(4) – Freestanding Signs of the City's Zoning Code

Commissioner Rhoades commented that Section 17.42.090 states that there cannot be another sign within 75 feet, which there is one sign on either side of the entrance to Castle Oaks. Commissioner Rhoades also asked who owns the land for the proposed sign—I believe the City owns the land. Also, Caltrans will need to know who owns the property for their permit and who is going to pay for the electricity for this sign.

At this time, Vice Chairman Hoiska opened the public hearing.

Mr. Dominic Atlan stated that he is here as an employee of the Golf Course only. I will make my presentation and will be here to answer any questions, and after that, I will leave so that you can

deliberate and everybody can discuss this seeing that I am on the City Council.

This sign is over \$1,000,000 in planned improvements--specifically:

- We are going to build 10 to 12 Cottages to promote stay and play packages
- We have waited 30 years for a hotel to be built nearby but decided to move forward with this project on our own
- There is a need for accommodations in lone. Many times we send visitors to Jackson or Plymouth--we are losing the TOT taxes plus tax on meals and gas
- If the hotel does get built we feel the cottages are not competitive to the hotel but sympathetic to the hotel
- This should generate based on average occupancy approximately \$30,000 in revenues to the City of lone via TOT taxes for the City to use for beautification and other projects in lone.
- Without the sign, It would not be feasible to build the cottages as they are not visible from the highway and potential lodgers.
- This site was chosen because of the location of the commercial and hotel properties fronting Highway 104
- Larger signs in lone—billboards on Hwy 104 and gas station signs on Shakeley and Hwy124/104

Dominic Atlan thanked the Commission and asked for questions while I am here.

Commissioner Politi asked if there was going to be any expense to the tax payer. No, everything will be paid by the Golf Course.

Commissioner Gebhardt asked about the placement of the sign. Dominic Atlan commented that the sign will be on City property outside the Caltrans easement.

Vice Chairman Hoiska asked about the distance of the sign from the right-of-way. Dominic Atlan the sign will be placement outside the right-of-way.

Commissioner Rhoades would like to see a contract on who will be maintaining the sign.

The following spoke in opposition to the sign:

- Mr. Tom Quinn
- Mr. Sam Prest
- Mr. Andy Aguilera
- Ms. Patrice Prest—no problem with the sign, but with the LED lights

The following spoke in favor of the sign:

- Mr. Tom Swett

Mr. Jim Nevin asked if the applicant is paying for the cost of two planners here tonight or is the City paying part of the costs. The applicant did pay a deposit of \$1,400 and the balance will be billed to the applicant.

There was further discussion with Dominic Atan and the Commission regarding the look of the sign, the placement of the sign, and the size of the sign.

At this time, Mr. Dominic Atan left the Council Chambers.

Vice Chairman Hoiska closed the public hearing at this time.

After discussion by the Commission, it was moved by Commission Gebhardt, seconded by Commissioner Vice Chairman Hoiska and carried to adopt Resolution No. 2020-08 approving the Site Plan Review Permit for Castle Oaks Entry Sign.

AYES: Gebhardt, Politi, Hoiska

NOES: Rhoades

ABSENT: Hopkins

ABSTAIN: None

VIII. ADJOURNMENT:

Commissioner Hoiska adjourned the meeting at 7:15 p.m.

Respectfully submitted,

Janice Traverso
City Clerk

**JOINT CITY COUNCIL AND PLANNING COMMISSION MEETING
JANUARY 12, 2021**

Mayor Rhoades call the City Council Meeting to order at 6:00 PM

I. ROLL CALL:

Dominic Atlan, Vice Mayor
Dan Epperson, Councilmember
Jeff Gold, Councilmember
Stacy Rhoades, Mayor
Diane Wratten, Councilmember

Vice Chairman Hoiska called the Planning Commission Meeting to order at 6:00 PM.

Mark Gebhardt
Amber Hoiska
Michael Politi
Rodney Plamondon
Joe Wylie

II. PLEDGE OF ALLEGIANCE:

Mayor Rhoades led the Pledge of Allegiance.

III. APPROVAL OF AGENDA-CITY COUNCIL

It was moved by Vice Mayor Atlan, seconded by Councilmember Wratten and carried to approve the agenda as written.

AYES: Atlan, Epperson, Gold, Rhoades, Wratten

NOES: None

ABSENT: None

ABSTAIN: None

IV. APPROVAL OF AGENDA-PLANNING COMMISSION

It was moved by Vice Chairman Gebhardt, seconded by Commissioner Politi and carried to approve the agenda as written.

AYES: Gebhardt, Hosika, Politi, Plamondon, Wylie

NOES: None

ABSENT: None

ABSTAIN: None

V. PRESENTATIONS/ANNOUNCEMENTS: None

VI. PUBLIC COMMENT:

Ms. Laurie Lord presented a proposed traffic circulation plan to the Council and Commission for the intersection of Preston Avenue and Shakeley Lane, since the City will be discussing the General Plan.

VII. REGULAR AGENDA:

1. General Plan Update Kick-Off – Beth Thompson reviewed with the Council and the Planning Commission the scope of work planned:
 - 1) An update to the following key elements in the current General Plan--Land Use, Circulation, Housing and Health and Safety
 - 2) An update to the Zoning Code to streamline housing approvals
 - 3) An Accessory Dwelling Unit Handbook to streamline and expedite ADU approvalsThe City is seeking SB 2 funds for the component of the General Plan Update that will address the City's Housing needs.

The update to the City's General Plan is anticipated to result in identification of capacity for a minimum of an additional 40 housing units within City limits, either through identifying additional sites for housing or through allowing increased densities (the specific approach will not be known until after community outreach and input has been provided to guide how the City should best accommodate additional housing opportunities) and also encourage housing approvals through identifying objective policies for housing projects.

VIII. ADJOURNMENT:

The meeting was adjourned at 7:10 p.m.

Respectfully submitted,

Janice Traverso
City Clerk

**PLANNING COMMISSION MEETING MINUTES
FEBRUARY 9, 2021**

Vice Chairman Hoiska called the Planning Commission Meeting to order at 6:33 PM.

I. ROLL CALL:

Present: Wylie, Politi, Plamondon, Hoiska (Teleconference)

Staff: Wooden (Teleconference) Traverso

II. PLEDGE OF ALLEGIANCE:

Vice Chairman Hoiska led the Pledge of Allegiance.

III. APPROVAL OF AGENDA

It was moved by Commissioner Wylie, seconded by Commissioner Politi and carried to approve the agenda as written.

AYES: Hoiska, Plamondon, Politi, Wylie

NOES: None

ABSENT: None

ABSTAIN: None

IV. PRESENTATIONS/ANNOUNCEMENTS: None

V. PUBLIC COMMENT: None

VI. REGULAR AGENDA:

1. Brief Introduction of Each Planning Commission Member-Each of the following members introduced themselves and gave a brief background since moving to lone:

- Amber Hoiska
- Rodney Plamondon
- Michael Politi
- Joe Wylie

Beth Thompson, DeNovo Planning Group introduced herself to the Commission as the as the Principal Planner and gave a brief background on her experience.

April Wooden, DeNovo Planning Group introduced herself to the Commission as the City Planner for lone and gave a brief background on her experience.

2. Introduction of New Building Inspector and Assistant to the Building Inspector:
 - Michael Hooper, Building Inspector introduced himself and gave a brief background on his experience.
 - Kenna Brosz, Assistant to the Building Inspector introduced herself and gave a brief background on her experience.
 - Lori McGraw, Interim City Manager/Finance Manager introduced herself and gave a brief background on her experience.

3. Presentation of the Annual Planning Report – April Wooden prepared an Annual Report for 2020, which was reviewed with the Commission and attached as part of the minutes.
4. Focused General Plan Update – Status Report and Community Participation Discussion:
April Wooden reviewed with the Commission the Scope of the General Plan and Zoning Update and explained that the scope of the project has been reduced to remain within the amount of grant funding that the City has received through the SB 2 funding administered by the State Housing and Community Development Department. The General Plan Update will focus on the following:
 - Address housing capacity increase goal (40 units) of SB 2 grant
 - Revising goals, policies, and programs to reflect changes in State law related to safety (wildfire, climate adaptation, and evacuation), vehicle miles travelled, and resource conservation.

This effort will not include changes to the Land Use Map, updates to the Housing Element, nor changing the alignment of the SR 104 bypass. This effort anticipates that any modifications to the General Plan, including land use map, will not require technical analysis, such as traffic, noise, air quality, and greenhouse gas modeling, in order to keep the project within the available budget. Also, included was a copy of the community survey that will be mailed out in March/April 2021.

VII. ADJOURNMENT:

The meeting was adjourned at 7:10 p.m.

Respectfully submitted,

Janice Traverso
City Clerk



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.

Variations:

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.