



GRASS VALLEY

Planning Commission Meeting

Tuesday, November 21, 2023 at 7:00 PM
Council Chambers, Grass Valley City Hall | 125 East Main Street, Grass Valley, California
Telephone: (530) 274-4310 - Fax: (530) 274-4399
E-Mail: info@cityofgrassvalley.com Web Site: www.cityofgrassvalley.com

AGENDA

Any person with a disability who requires accommodations to participate in this meeting should telephone the City Clerk's office at (530)274-4390, at least 48 hours prior to the meeting to make a request for a disability related modification or accommodation.

COMMISSIONERS

Chair Eric Robins, Commissioner Justin Gross, Commissioner Liz Coots, Commissioner Greg Bulanti, Commissioner Ari Brouillette

MEETING NOTICE

Planning Commission welcomes you to attend the meetings electronically or in person at the City Hall Council Chambers, located at 125 E. Main St., Grass Valley, CA 95945. Regular Meetings are scheduled at 7:00 p.m. on the 3rd Tuesday of each month. Your interest is encouraged and appreciated.

This meeting is being broadcast "live" on Comcast Channel 17 by Nevada County Media, on the internet at www.cityofgrassvalley.com, or on the City of Grass Valley YouTube channel at <https://www.youtube.com/@cityofgrassvalley.com>.

Members of the public are encouraged to submit public comments via voicemail at (530) 274-4390 and email to public@cityofgrassvalley.com. Comments will be reviewed and distributed before the meeting if received by 5pm. Comments received after that will be addressed during the item and/or at the end of the meeting. Commission will have the option to modify their action on items based on comments received. Action may be taken on any agenda item.

Agenda materials, staff reports, and background information related to regular agenda items are available on the City's website: www.cityofgrassvalley.com. Materials related to an item on this agenda submitted to the Commission after distribution of the agenda packet will be made available on the City of Grass Valley website at www.cityofgrassvalley.com, subject to City staff's ability to post the documents before the meeting.

Please note, individuals who disrupt, disturb, impede, or render infeasible the orderly conduct of a meeting will receive one warning that, if they do not cease such behavior, they may be removed from the meeting. The chair has authority to order individuals removed if they do not cease their disruptive behavior following this warning. No warning is required before an individual is removed if that individual engages in a use of force or makes a true threat of force. (Gov. Code, § 54957.95.)

Council Chambers are wheelchair accessible and listening devices are available. Other special accommodations may be requested to the City Clerk 72 hours in advance of the meeting by calling (530) 274-4390, we are happy to accommodate.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL & ELECTION OF OFFICERS

1. Election of Officers for 2023 (Chair and Vice-Chair)
2. Appointment of Members to Special Committee for 2023: Primary and Alternate to Development Review Committee (DRC)

AGENDA APPROVAL

ACTION MINUTES APPROVAL

3. Minutes for September 19, 2023 & February 21, 2023 meeting

PUBLIC COMMENT - *Members of the public are encouraged to submit public comments via voicemail at (530) 274-4390 and email to public@cityofgrassvalley.com. Comments will be reviewed and distributed before the meeting if received by 5pm. Comments received after that will be addressed during the item and/or at the end of the meeting. The Planning Commission will have the option to modify their action on items based on comments received. Action may be taken on any agenda item.*

SIGN REVIEW

4. **Development Review and Sign Permit for a 18.67 sq ft sign (23PLN-29)** - Location: 170 East Main St. **Recommendation:** 1. That the Planning Commission approve the “Welcome to Grass Valley” sign as presented, or as modified at the public meeting, which includes the following actions: a. Determine the project Categorical Exempt pursuant to Section 15301, Class 1, of the California Environmental Quality Act (CEQA) and Guidelines, as detailed in the staff report; b. Adopt Findings of Fact for approval of the Development Review Permit and Sign Exception as presented in the Staff Report; and, c. Approve the Sign Permit for the “Welcome to Grass Valley” sign in accordance with the Conditions of Approval, attached to the Staff Report.

OTHER BUSINESS

5. Review of City Council Items.
6. Future Meetings, Hearings and Study Sessions

BRIEF REPORTS BY COMMISSIONERS

ADJOURN

POSTING NOTICE

This is to certify that the above notice of a Planning Commission Meeting, scheduled for Tuesday, November 21, 2023 at 7:00 PM was posted at city hall, easily accessible to the public, as of 5:00 p.m. Thursday, November 16, 2023.

Taylor Day, City Clerk



GRASS VALLEY
Planning Commission Meeting

Tuesday, September 19, 2023 at 7:00 PM
Council Chambers, Grass Valley City Hall | 125 East Main Street, Grass Valley, California
Telephone: (530) 274-4310 - Fax: (530) 274-4399
E-Mail: info@cityofgrassvalley.com Web Site: www.cityofgrassvalley.com

MINUTES

CALL TO ORDER

Meeting called to order at 7:02PM.

PLEDGE OF ALLEGIANCE

Pledge of allegiance led by Commissioner Coots.

ROLL CALL

PRESENT

Commissioner Ari Brouillette
Commissioner Liz Coots
Commissioner Justin Gross
Chairman Eric Robins

ABSENT

Commissioner Greg Bulanti

AGENDA APPROVAL

Motion made to approve agenda as submitted by Commissioner Coots, Seconded by Commissioner Brouillette.

Voting Yea: Commissioner Brouillette, Commissioner Coots, Commissioner Gross, Chairman Robins

ACTION MINUTES APPROVAL

1. Minutes for April 18, 2023.

Motion made to approve minutes as submitted by Commissioner Coots, Seconded by Commissioner Brouillette.

Voting Yea: Commissioner Brouillette, Commissioner Coots, Commissioner Gross, Chairman Robins

PUBLIC COMMENT -

None.

PUBLIC HEARING ITEMS

2. **Development Review Permit (23PLN-24)** for site landscaping, ±4,800 square feet of outdoor seating area, master sign program amendment, and mural proposal

City Planner, Amy Wolfson, and the applicant gave presentations to the Planning Commissioners.

Commissioners commented on the need for outdoor gathering spaces, bike racks and e-bike charging stations. Commissioners asked about landscaping, commented on the invasive roots of the red maple tree and offered alternative tree species and inquired about the possibility of larger trees, shading trees in the parking lot.

Public Comment: Matthew Coulter

Motion made to approve the outdoor dining/gathering spaces, the Master Sign Program amendment, and the four mural projects at the McKnight Crossing shopping center as presented, or as may be modified by the Planning Commission by Commissioner Coots, Seconded by Commissioner Gross.

Voting Yea: Commissioner Brouillette, Commissioner Coots, Commissioner Gross, Chairman Robins

OTHER BUSINESS

3. Review of City Council Items.
4. Future Meetings, Hearings and Study Sessions

BRIEF REPORTS BY COMMISSIONERS**ADJOURN**

Meeting adjourned at 7:41PM.

Eric Robins, Chair

Taylor Day, City Clerk

Adopted on: _____



GRASS VALLEY
Planning Commission Meeting

Tuesday, February 21, 2023 at 7:00 PM
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MINUTES

CALL TO ORDER

Call to order at 7:02 PM.

PLEDGE OF ALLEGIANCE

Commissioner Bulanti led the Pledge of Allegiance.

ROLL CALL & ELECTION OF OFFICERS

PRESENT

Commissioner Ari Brouillette
 Commissioner Greg Bulanti
 Commissioner Justin Gross
 Chairman Eric Robins

ABSENT

Commissioner Liz Coots

1. Election of Officers for 2023 (Chair and Vice-Chair)

No action taken

2. Appointment of Members to Special Committee for 2023: Primary and Alternate to Development Review Committee (DRC)

No action taken

AGENDA APPROVAL

Motion made to approve agenda by Commissioner Bulanti, Seconded by Chairman Robins.
 Voting Yea: Commissioner Bulanti, Commissioner Gross, Chairman Robins

ACTION MINUTES APPROVAL

Motion made to approve minutes by Commissioner Bulanti, Seconded by Commissioner Gross.
 Voting Yea: Commissioner Bulanti, Commissioner Gross, Chairman Robins

3. Approval of January 17th, 2023 Minutes

PUBLIC COMMENT -

In Person: Matthew Coulter

PUBLIC HEARING ITEMS

4. **Spirit Center Use Permit Amendment (23PLN-05)** Staff-Initiated amendment to County Use Permit 03-101 to address operational changes for Spirit Center since annexation to the City. Located at 276 Gates Place/035-610-013. Staff recommends the Planning Commission approve Use Permit 23PLN-05 subject to the Findings and Conditions of Approval on pages 4 and 5 of this staff report. **Environmental Status:** Exempt pursuant to Sections 15061 and 15301

Tom Last, Community Development Director gave presentation to the Commission. Jennifer Morrill from Spirit House and the County Behavioral Health Department were available for questions.

Requested a change to condition #6 from "shelter" to "day center".

The Commission had discussion about the overnight parking and the time frame of the requirements to comply with the proposed conditions.

In person: Matthew Coulter, Jen

Motion made approve Use Permit 23PLN-05 subject to the Findings and Conditions of Approval on pages 4 and 5 of the staff report and change to condition #6 from "shelter" to "day center" approve by Commissioner Bulanti, Seconded by Commissioner Gross.

Voting Yea: Commissioner Bulanti, Commissioner Gross, Chairman Robins

OTHER BUSINESS

5. **Review of City Council Items.**

In Special council meeting Council discussed updating the general plan.

6. **Future Meetings, Hearings and Study Sessions**

BRIEF REPORTS BY COMMISSIONERS**ADJOURN**

Meeting adjourned at 7:31 pm.

Eric Robins, Chair

Taylor Day, City Clerk

Adopted on: _____



**PLANNING COMMISSION
STAFF REPORT
NOVEMBER 21, 2023**

Prepared by: Amy Wolfson, City Planner

DATA SUMMARY

Application Number: 23PLN-29
Subject: Development Review and Sign Permit for a 18.67 sq ft sign
Location/APNs: 170 East Main Street
Applicant: Smith Wendell C Family Holdings LLC, property owner
Representative: LaVonne Mullin
Zoning/General Plan: Town Core – Historic District/ Commercial
Entitlement: Development Review Sign Permit
Environmental Status: Categorical Exemption

RECOMMENDATION:

1. That the Planning Commission approve the “Welcome to Grass Valley” sign as presented, or as modified at the public meeting, which includes the following actions:
 - a. Determine the project Categorically Exempt pursuant to Section 15301, Class 1, of the California Environmental Quality Act (CEQA) and Guidelines, as detailed in the staff report;
 - b. Adopt Findings of Fact for approval of the Development Review Permit and Sign Exception as presented in the Staff Report; and,
 - c. Approve the Sign Permit for the “Welcome to Grass Valley” sign in accordance with the Conditions of Approval, attached to the Staff Report.

BACKGROUND:

At their July 17, 2007 meeting the planning commission approved a development review project for the construction of a 3,194 square foot brick building with iron shutters, along with aesthetic amenities such as historic artifacts and ore cart tracks along Richardson Street (07DRC-14). The proposed sign was included in the approval but was never installed. According to the 2007 staff report, the sign and the mining equipment “reflect the entry area defined in the Downtown Strategic Plan.” The Downtown Strategic Plan was adopted by City Council in 2003 and among its recommended “strategies for enhancing the downtown retail sector,” is a recommendation to “improve signage on the highways and at the entrances to Downtown to increase visibility to visitors and local residents and to help maintain competitiveness in the market areas.” The approved sign was modeled after the sign that was previously located at the corner of Neal and South Auburn Streets. Property owner, LaVonne

Mullin has indicated that the city had asked her to build the welcome sign during her application process.

In 2018 the city removed the prior sign at Neal and South Auburn and constructed a new city entrance sign that features vertical and metal elements, as approved by City Council at their meeting on February 21, 2018. At that time, the city designated several locations throughout the city where a scalable sign of similar design could be located, including across the street from the proposed sign location (at the corner where Maria’s restaurant is located)



Previously approved entry sign



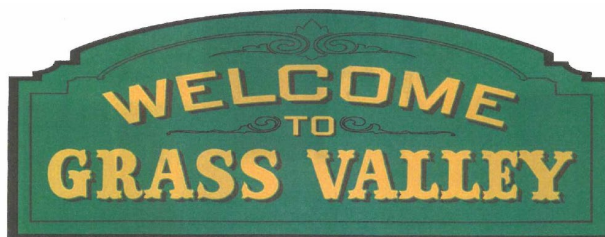
Proposed entry sign at Richardson and East Main

PROJECT PROPOSAL:

This Development Review Permit is for the re-review of the proposed “Welcome to Grass Valley” monument sign. The sign measures 7 feet wide and will be just over 2 ½ feet tall at its tallest point, for a total square footage of 18.67 square feet. The sign will be ground-mounted and bolted to two iron “C” channels placed in concrete and located within an existing flower bed at the corner of East Main Street and Richardson Street. The sign will be one-sided and will feature a green background and 24 karat gold-leaf lettering. The sign will be mounted on a mahogany backboard, which will frame the sign.



Proposed sign location



Rendering of sign

The Development Review Committee considered the sign at their meeting on October 24, 2023. At that meeting, the DRC voted 4 to 0 (Hutchins absent), to approve the sign based on the claim that the sign was a request made by the city and because there are no specific

design elements that are in conflict with code standards (other than the size as discussed below) or with design guidelines.

Regulatory Authority: The proposed monument sign is considered a “Tourist Oriented Directional Sign,” the standards for which are outlined in Section 17.72.030 (C) GVMC, and include the following provision:

1. The signs shall be smaller in size, each not exceeding four square feet in sign area
2. The signs shall be non-illuminated in order to be compatible with their generally rural surroundings
3. The signs shall be hand crafted, generally made of wood or other natural materials.
4. The signs shall be subject to the issuance of an encroachment permit (where applicable)

Pursuant to Table 3-9 GVMC, a sign exception permit may be granted by the planning commission, with a recommendation by the Development Review Committee, when a sign “exceeds standards specified in the sign ordinance.” In this case, the sign exceeds the four-square foot sign area limit so a Development Review Committee recommendation, followed by Planning Commission is the appropriate review process.

GENERAL PLAN AND ZONING:

General Plan: The Grass Valley 2020 General Plan identifies the site as Commercial (COM). The intent of the Commercial General Plan designation includes all types of commercial retail and service establishments on the highway and along major streets.

Zoning: The Town Core (TC) zoning designation is intended to strengthen the mixed-use, pedestrian-oriented nature of the existing downtown. The TC zone permits a full range of retail, restaurant, and housing uses.

SITE DESCRIPTION AND ENVIRONMENTAL SETTING:

The site is built-out with a 3,194 sq ft commercial building and associated parking. The lot is located in the Historic District, a designation that begins at the subject parcel and continues west and south.

ENVIRONMENTAL DETERMINATION:

The proposed project qualifies for a Categorical Exemption pursuant to Section 15301, Class 1, of the California Environmental Quality Act (CEQA) and Guidelines. A Class 1 Categorical Exemption consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alternation of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency’s determination. The proposed sign is intended to orient tourists and is not associated with a business. Therefore, the proposed sign will not result in an expansion of use of the commercial property on which it will be located.

FINDINGS:

1. The City received a complete application for Development Review Application 23PLN-29.
2. The Grass Valley Development Review Committee reviewed Development Review Application 23PLN-29 at their regular meeting on October 24, 2023, and the Planning Commission reviewed the application at their regular meeting on November 24, 2023.
3. The Planning Commission reviewed the project in compliance with the California Environmental Quality Act and concluded that the project qualifies for a Class 1, Categorical Exemption in accordance with the California Environmental Quality Act and CEQA Guidelines.
4. This project is not inconsistent with City's General Plan and any specific plan.
5. The project is consistent with the applicable sections and development standards in the Development Code.
6. The project, as conditioned, complies with the City of Grass Valley Community Design Guidelines, including that "signage should be designed as an integral architectural element of the project and site to which it relates."
7. The proposed use is allowed within the applicable zone and complies with all other applicable provisions of this Development Code and the Municipal Code.
8. The design, location, size, and operating characteristics of the proposed activity are compatible with the existing and future land uses in the vicinity.
9. The site is physically suitable in terms of design, location, shape, size, and operating characteristics. It ensures that the density, intensity, and type of use being proposed would not endanger, jeopardize, or otherwise constitute a hazard to the public convenience, health, interest, safety, or welfare, or be materially injurious to the improvements, persons, property, or uses in the vicinity and zone in which the property is located.

A. RECOMMENDED CONDITIONS:

1. The approval date for planning commission review of the proposed sign is November 24, 2023, with an effective date of Thursday, November 30th, pursuant to Section 17.74.020 GVMC. This project is approved for a period of one year and shall expire on November 30, 2024, unless the project has been effectuated or the applicant requests a time extension that is approved by the Development Review Committee pursuant to the Development Code.
2. The final design shall be consistent with the Development Review application and plans provided by the applicant and approved by the Planning Commission (23PLN-29). The project is approved subject to plans on file with the Community Development Department. The Community Development Director may approve minor changes as determined appropriate.

3. Prior to building permit issuance, the applicant shall provide documentation demonstrating that no portion of the proposed sign will be located within the city right-of-way.
4. Prior to any work occurring, building permits shall be obtained from the Community Development Department, Building Division.
5. The sign shall be maintained in good repair and functioning properly at all times.
6. The applicant agrees to defend, indemnify, and hold harmless the City of Grass Valley in any action or proceeding brought against the City of Grass Valley to void or annul this discretionary land use approval.

ATTACHMENTS:

1. Application
2. Proposed signage renderings/photographs
3. 2007 approved sign rendering

CITY OF GRASS VALLEY
SIGN PERMIT - DRC APPLICATION

Filing Fees

- Sign Review / Minor DRC (1 meeting)..... \$256.00
- Sign Permit / Pole Mounted (PRR, includes electrical)..... \$343.00
- Sign Permit / Free-Standing or Monument (PRR, includes electrical) \$382.00
- Seismic Fees for Monument sign..... TBD
- Sign Permit / Building mounted, projecting or window..... \$122.00
- Electrical Permit (one inspection)..... \$122.00
- Encroachment Permit Inspection Fees TBD
- Long-Term Encroachment Permit..... \$ 44.00
- Business License (one-time use)..... \$ 25.00
- CA Building Standards Fee (\$1.00 per \$25,000.00 valuation) TBD

*Applicant / Business Owner	Property Owner
Name: <u>LaVonne S Mullin, WCS Prop.</u>	Name: <u>Same</u>
Address: <u>10708 Morningstar Lane</u>	Address:
<u>Nevada City, CA 95959</u>	
Phone: <u>(530) 265 4747</u>	Phone: ()
E-mail: <u>laVONNE @ WCSProperties</u>	E-mail:
Business License #:	

* Contact Eng. Dept. re: annual maintenance of liability insurance.

*Sign Installer / Contractor	Sign Designer
Name: <u>Same as above</u>	Name: <u>Jim Ingram Signs</u>
Address:	Address: <u>7335 Pennyn Estates Dr</u>
Phone: ()	<u>Pennyn CA</u>
E-mail:	Phone: <u>(916) 204-6502</u>
Contractor's State License #:	E-mail:
Business License #:	Business License #:

Project Description: Welcome To Grass Valley

Property Address or Location: 170 E. Main St., GV

APN #: 00-350-49 Zoning: Commercial TC-H

Cost of Sign: \$2,500 Electrical Connection Required: Y/N

Signature of Property Owner or *Representative: [Signature]
 *Property owner must provide a consent letter allowing representative to sign on their behalf.

--OFFICE USE ONLY--	
DRC Application No.:	Date Filed: <u>3.14.13</u>
Sign Application No.: <u>BBI D-0126</u>	Amount Paid: <u>0</u>
Fees Paid by: <u>0</u>	Fees Included: <u>0</u>
Other Related Application(s):	Date Permit Mailed:

Mail Permit to (check one): Business Owner _____ Applicant _____ Sign Installer _____

Sign # 1 Sign Type: ^{entr} Monument Sign Total Sq. Ft.: 21^{sq} Dimensions: 7' x 32"

Text: _____

Colors: black, green, 24K gold leaf

Materials: mahogany back board + frame Other Features: _____

Method of Attachment: laged to 8" "C" Channels Footings 12x12x30" deep (2)

Sign # _____ Sign Type: _____ Total Sq. Ft.: _____ Dimensions: _____

Text: _____

Colors: _____

Materials: _____ Other Features: _____

Method of Attachment: _____

Sign # _____ Sign Type: _____ Total Sq. Ft.: _____ Dimensions: _____

Text: _____

Colors: _____

Materials: _____ Other Features: _____

Method of Attachment: _____

Departmental Comments

Per 070RC-14 plans

APPROVALS

Attached Conditions

[Signature] _____ 3/20/13 _____
Planning Dept. Date

[Signature] _____ 3/19/13 _____
Building Dept. Date

Engineering Dept. Date

PRIOR TO BUILDING DEPT. FINAL, INSPECTION REQUIRED BY: Planning _____ Engineering _____

**CITY OF GRASS VALLEY
COMMUNITY DEVELOPMENT DEPARTMENT
SIGN PERMIT - DRC CHECKLIST**

TO APPLICANTS: The following list includes the requirements necessary for review by City Staff. Some specific types of information may not apply to your project. If you are unsure, ask Planning Division Staff. Planning Staff will use a copy of this list to check your application for completeness after submittal. If your application is incomplete, a copy of the list will be returned to you marked according to the legend. The Planning Staff encourages submission of one set of plans to allow for application completeness check. This allows revisions to be made for submission of 8 sets of plans.

I. SITE PLAN An 8 1/2" x 11" Site Plan for the property on which the sign(s) will be placed including:

- Location of existing and proposed signage on site
- Square footage; each sign type and square footage sum total for all signs
- For multiple signs; provide each a number starting with #1
- For suspended or projecting signs; note distance between sidewalk and bottom of sign.
- For wall signs; include illustration with dimensions and total square footage of building walls where signage will be placed
- For monument signs; show sight distance from driveways and intersection corners

II. SIGN PLAN an 8 1/2" x 11" color drawing of each proposed sign including:

- Number each sign corresponding to the number shown on the site plan
- Message including; typeface, font, and design details
- Dimensions in feet and total square footage of proposed signage
- Overall height of all monument and freestanding signs
- Total square footage of existing signage to remain on-site
- Lineal footage of building frontage
- Square footage of building façade
- A scaled drawing of proposed signage including dimensions, colors, and materials; accurately depicting sign design and location on the building or site. Free standing signs shall include a site plan of the proposed location noting distances from the sidewalk or street; include any proposed external lighting for the sign

III. MOUNTING DETAILS must include the following:

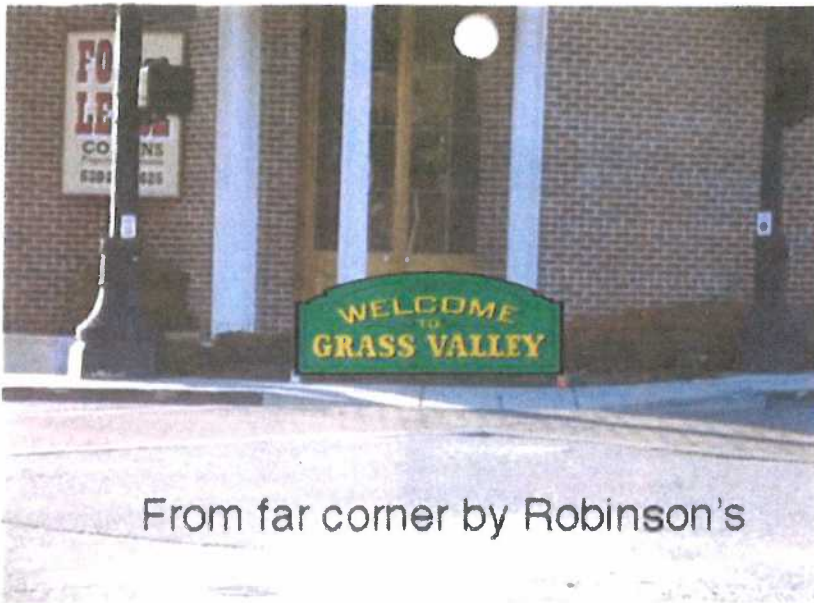
- Description of materials used in the construction of the sign including dimensional lumber
- Material thickness and approximate weight of suspended or projecting signs
- Means of exterior or interior lighting including shielding, type, and size of lamps (if applicable)
- For suspended signs, provide details of anti-sway devices and mounting hardware

NOTE: An incomplete application may delay review of your application.



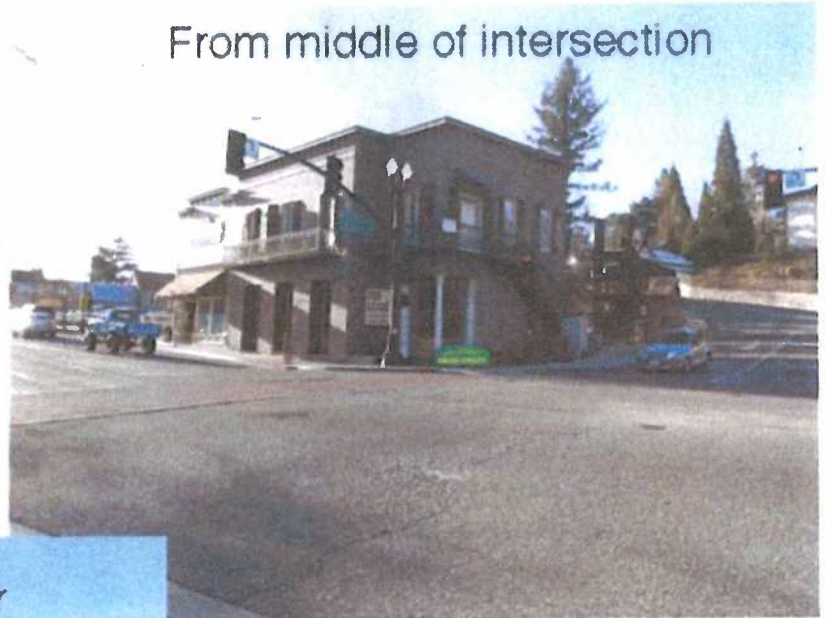
Welcome to Grass Valley

7 feet wide x 32 inches tall
Green, black trim,
24 carat gold leaf, letters
mahogany back board
and frame

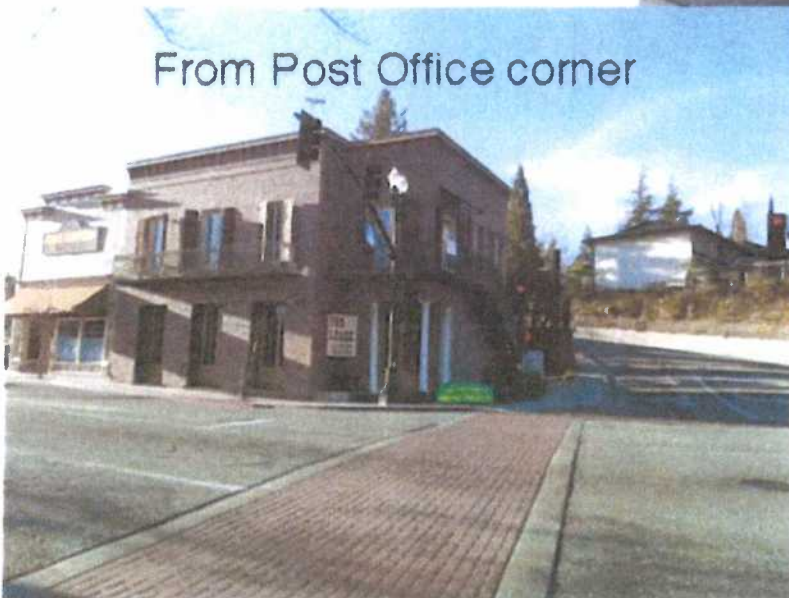


From far corner by Robinson's

From middle of intersection

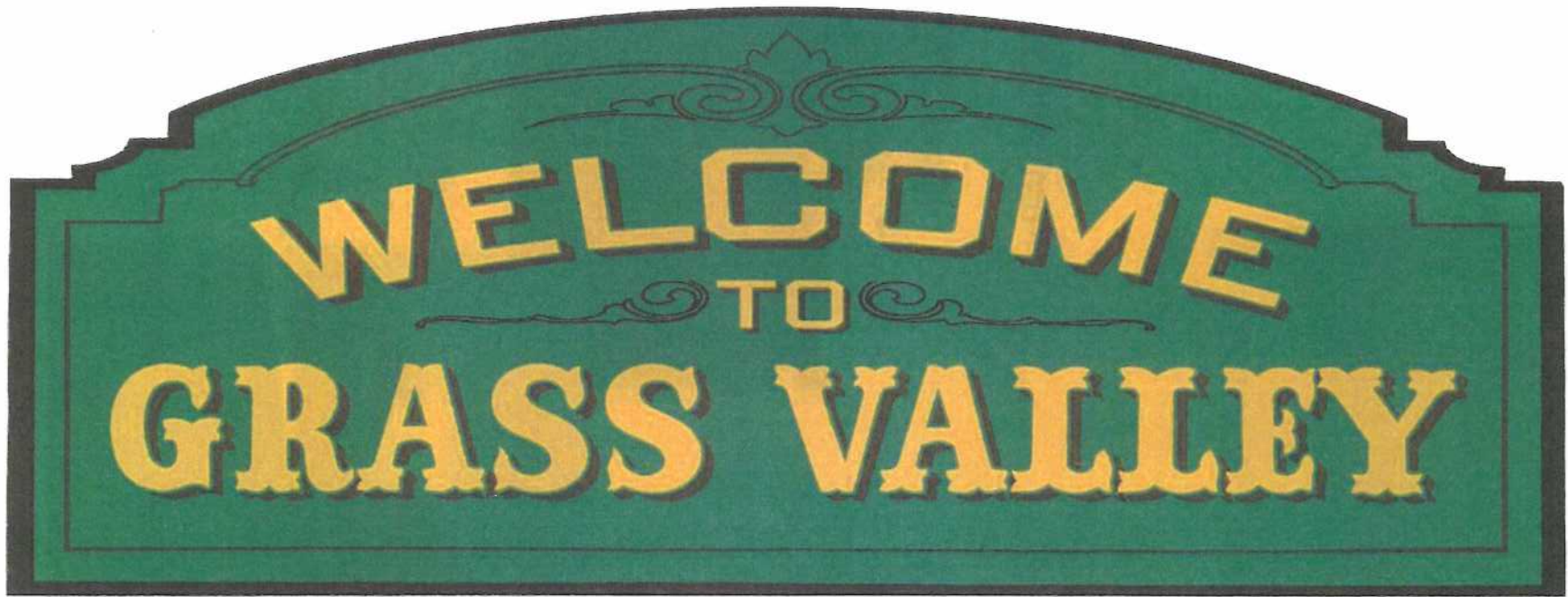


From Post Office corner



*Located 3" back from
sidewalk*

*Bolted to 2 iron "C" channels
(placed in concrete)
(behind sign)*







Sign rendering approved in 2007 with development approval