



Town of Paradise Planning Commission Minutes 6:00 PM – July 19, 2022

CALL TO ORDER by Chair Garrard at 6:02 p.m. who led the pledge of Allegiance to the Flag of the United States of America.

PLANNING COMMISSIONERS PRESENT: Lynn Costa, Kim Morris, Zeb Reynolds and Ron Lassonde, Carissa Garrard, Chair

PLANNING COMMISSIONERS ABSENT: None

1. APPROVAL OF MINUTES

- 1a. **MOTION by Morris, seconded by Lassonde**, approved the Regular Meeting Minutes of June 21, 2022. Roll call vote was unanimous.

2. APPOINTMENT OF PLANNING COMMISSION CHAIR AND VICE CHAIR FOR THE 2022/23 FISCAL YEAR.

- 2a. Appointment of Chair (Secretary presiding)

Town Clerk Volenski opened the floor for nominations for Planning Commission Chair for a one-year term commencing on July 19, 2022.

Commissioner Costa nominated Commissioner Ron Lassonde to serve as Chair for a one-year term commencing July 19, 2022.

Motion by Morris to close the nomination for the position of Chair. All commissioners approved closing the nomination.

A roll call vote for Commissioner Lassonde to serve as Chair for a one-year term through July 17, 2023 was approved.

Town Clerk Volenski turned the meeting over to Chair Lassonde.

- 2b. Appointment of Vice Chair (Appointed Chair presiding)

Chair Lassonde opened the floor for nominations for Planning Commission Vice-Chair for a one-year term commencing on July 19, 2022.

Commissioner Morris nominated Commissioner Costa to serve as Vice-Chair for a one-year term commencing July 19, 2022 with a second by Reynolds.

Motion by Morris, seconded by Garrard to close the nomination for Vice-Chair. All Commissioners approved closing the nomination.

By unanimous consensus, Commissioner Costa was elected to serve as Vice-Chair for a one-year term beginning July 19, 2022. No roll call vote was taken.

3. COMMUNICATION

- 3a. Community Development Director Susan Hartman reported that Town Council adopted the State-mandated Solid Waste Ordinance; the 2022/2023 Town of Paradise Budget; approved the private road naming of Papa Nana Lane; as well as approving the contract for the early warning system design build.

4. PUBLIC COMMUNICATION - None

5. PUBLIC HEARING CONTINUED – None

6. PUBLIC HEARING

- 6a. Associate Planner Chris Smith presented the Martin Use Permit Application for consideration.

Chair Lassonde opened the public hearing at 6:17pm

1. J.T. Martin, project applicant commented, on the layout of the property.

Chair Lassonde closed the public hearing at 6:17pm

MOTION by Costa, seconded by Garrard, approved Martin Use Permit Application (PL22-00060) for a 1,512 sq. ft. duplex, with 1-bedroom per unit, to replace a 1630 sq. ft. 2-bedroom single family residence destroyed in the Camp Fire on an 8.44-acre property zoned Community Commercial (CC) and located at 5522 Clark Road and further identified as Assessor Parcel No. 054-080-044 subject to the following conditionals of approval, below. Roll call vote was unanimous.

Community Development Director Susan Hartman clarified that there is a seven-day appeal period and that no permits could be issued until that period was closed.

GENERAL CONDITIONS

1. If any land use for which a site plan review permit has been granted and issued is not established within three years of the site plan review permit's effective date, the use permit may become subject to revocation by the Town of Paradise.
2. Outside light fixtures associated with the project shall be designed to not exceed a height of sixteen feet above finished grade and shall be shielded to prevent the direct projection of light onto adjoining and nearby properties.
3. Pay any applicable development impact fees prior to issuance of building permits for project construction in accordance with Paradise Municipal Code requirements.

CONDITIONS TO BE MET PRIOR TO ISSUANCE OF BUILDING PERMIT(S)

Construction codes

4. Complete the requirements of the Town Building Official regarding submittal of construction plans, building permit application, and all applicable town adopted

construction code requirements.

Grading and Drainage

5. Submit an erosion & sediment control plan worksheet to the Town Public Works Department for approval by the Town Engineer PRIOR to the start of any earthwork. Show all erosion control devices and sedimentation basins required by Paradise Municipal Code Section 15.02.150.
6. Applicant shall prepare a Stormwater Post-Construction plan for a small project and submit it to the Town Public Works Department for approval by the Town Engineer. Pay applicable fees per current council-adopted fee schedule.
7. If more than fifty (50) cubic yards of soil is displaced in association with the project, apply for and secure a grading permit satisfying all of the Town Engineering Division requirements. Pay applicable grading permit fees per current fee schedule.

Site Development

8. With the building plans, submit an onsite civil improvement plan to be forwarded to the Town Public Works Department (engineering division).
9. Show driveway locations to the duplex and approximate slopes on site plan
10. Show California Building Code (CBC) requirements on site plan: 2% slope away from building on hardscape and 5% slope away from building on landscape, finished floor elevation, grades around perimeter of building (showing finished floor elevations are higher than adjacent upgrades, as required in CBC). Existing site contours are available at rebuildparadise.org (2' contour data layer).

Sanitation

11. Apply for, and secure, an onsite sanitation division construction permit to install the required septic system.

**CONDITIONS TO BE MET PRIOR TO FINAL BUILDING INSPECTION AND
CERTIFICATE OF OCCUPANCY**

Utilities

12. Meet the requirements of the Paradise Irrigation District (PID) regarding the water meter upgrade and backflow prevention assembly, in accordance with the written comments from PID staff dated June 8, 2022 and on file with the Town Development Services Department.
13. Provide evidence that the Paradise Irrigation District water advisory has been lifted for the property.

Site Development

14. If modifying or altering the driveway encroachment, secure the issuance of an encroachment permit from the Department of Transportation (Caltrans) and complete all work associated with the construction of the new driveway encroachment along the Clark Road frontage in a manner deemed satisfactory to Caltrans.
15. Approved numbers or addresses shall be placed on all buildings above the doorway, or in such a position as to be visible from the street or road fronting the property.
16. Meet the requirements of the Town Onsite Sanitary Official regarding inspection and approval for the septic system.

7. OTHER BUSINESS

- 7a. Chair Lassonde opened the floor for nominations for the Town of Paradise Design Review Committee during the 2022-23 Fiscal Year.

Commissioner Morris nominated Commissioner Lassonde to serve on Town of Paradise Design Review Committee for a one-year term commencing July 19, 2022.

Motion by Costa to close the nomination, seconded by Garrard. All commissioners concurred. As Lassonde was the only Commissioner nominated, Commissioner Lassonde was appointed to serve on the committee.

- 7b. Chair Lassonde opened the floor for nominations for the Town of Paradise Landscape Committee (appeals body) during the 2022-23 Fiscal Year.

Commissioner Morris and Commissioner Garrard volunteered to serve on the committee. All Commission concurred.

8. COMMITTEE ACTIVITIES

Chair Lassonde shared that, two churches are under design review with the design committee.

9. COMMISSION MEMBERS

Community Development Director Susan Hartman shared that the Building Department will bring forward a parcel map for two lots on Pentz and Chaney. Ms. Hartman also shared that the Butte County Fire Safe Council Fuel Management Program, to which the Town of Paradise was the lead agency, has entered into the 30-day Environmental Review public review period.

10. ADJOURNMENT

By: _____/s/_____

Ron Lassonde adjourned the meeting at 6:24 p.m.

Ron Lassonde, Chair

Date Approved: August 16, 2022

Attest:

_____/s/_____
Dina Volenski, CMC, Town Clerk