



TOWN OF PARADISE

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PLANNING COMMISSION MINUTES

February 20, 2018
6:00 PM

CALL TO ORDER by Chair Neumann at 6:00 p.m. who led the Pledge of Allegiance to the Flag of the United States of America.

PLANNING COMMISSIONERS PRESENT: James Clarkson, Ray Groom, Anita Towslee, Vice Chair and Stephanie Neumann, Chair.

1. APPROVAL OF MINUTES

- 1a. **MOTION by Towslee, seconded by Groom**, approved Special Meeting Minutes of December 14, 2017 Planning Commission meeting. Roll call vote was unanimous.

2. SWEARING IN OF NEWLY APPOINTED PLANNING COMMISSIONER

- 2a. Town Clerk Volenski administered the Oath of Office to newly-appointed Planning Commissioner Kim Morris. The Town Council appointed Ms. Morris on February 13, 2018 to serve the remaining four-year term on the Planning Commission, vacated by Martin Nichols, commencing February 20, 2018 through June 30, 2021.

ROLL CALL: James Clarkson, Ray Groom, Kim Morris, Anita Towslee, Vice Chair and Stephanie Neumann, Chair.

3. COMMUNICATION

Community Development Director Craig Baker informed the Commissioners that at the January 9, 2018 Town Council meeting the Council adopted a subdivision ordinance expanding the scope of security for subdivision improvement agreements and at the February 13, 2018 Town Council meeting the Council introduced an ordinance expanding the business license program.

4. PUBLIC COMMUNICATION - None

5. CONTINUED PUBLIC HEARING - None

6. PUBLIC HEARINGS

- 6a. **ACHIEVE CHARTER SITE PLAN REVIEW (PL17-00319) APPLICATION:** Request for Town approval of a Site Plan Review Permit application to establish an educational facility (Achieve Charter High School) for up to 125 students, with 15 staff members, within portions of an existing parochial school (3,954 sq ft) and gymnasium (11,998 sq ft) upon a +/-1.91 acre

property zoned Community Services and located at 5850 Clark Rd in Paradise. (AP No. 054-290-040).

Assistant Planner Susan Hartman provided a brief overview of the proposed project. Staff recommends approval of the Achieve Charter School site plan review permit application.

Chair Neumann opened the public hearing at 6:07 p.m.

1. Chuck Rough, project manager, complimented town staff for assistance during the project, stated that it was a positive experience and looks forward to getting started with the project.

Chair Neumann closed the public hearing at 6:08 p.m.

MOTION by Clarkson, seconded by Towslee, approved the Achieve Charter School site plan review permit application (PL17-00319) authorizing the establishment of an educational facility (Achieve Charter High School) to provide educational services to approximately 125 or fewer enrolled students. Services would be provided within an existing parochial school (3,954 sq ft.) and gymnasium (11,998 sq ft) on property located at 5850 Clark Road in Paradise, subject to the following conditions. Roll call vote was unanimous.

GENERAL CONDITIONS OF SITE PLAN REVIEW PERMIT APPROVAL

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 site plan review permit may become subject to revocation by the Town of Paradise.
2. Secure Town of Paradise design review approval for any new business or identification signs prior to the establishment of such signs.
3. Secure annual fire prevention inspections from the Town Fire Marshal in accordance with the California Code of Regulations Title 19 Public Safety.
4. Minor changes to the nature or function of project-related activities may be approved administratively by the Town Planning Director upon submittal of a written request for such changes, if the requested changes are consistent with the overall intent of the project and its approval action. Any requested changes deemed by the Planning Director to be major or significant shall require a formal site plan review permit modification review and the payment of the appropriate processing fees. No changes affecting wastewater flow shall be considered without prior consultation with the Onsite Division.

CONDITIONS TO BE MET PRIOR TO OCCUPANCY AS AN EDUCATIONAL FACILITY

FIRE PROTECTION

5. Establish and maintain compliance with all requirements of the Town Building Official/Fire Marshal in accordance with the written comments dated January 18, 2018 for the Achieve Charter site plan review permit application (copy on file with the Town Development Services Department).

SITE DEVELOPMENT

6. Meet the requirements of the Town Building Official/Fire Marshal regarding submittal of any plans, building permit applications, and all applicable Town adopted building code requirements.

CONDITIONS OF LAND USE OPERATION

- 7. Hours and days of operation for the educational facility shall be limited to from 6:00 a.m. to 6:00 p.m., Monday through Friday with additional use of the facility up to three Saturdays during the school term.
- 8. Maintain the project site in an orderly manner free of debris and litter.
- 9. Services provided by Achieve Charter High School on the project site shall be limited to 125 students.
- 10. All activities associated with operation of the educational facility shall be conducted in compliance with the Town of Paradise Noise Ordinance regulations found in Paradise Municipal Code Chapter 9.18.

7. OTHER BUSINESS

- 7a. Acceptance and referral of the Planning Commission Annual Report for calendar year 2017 to the Town Council regarding the present implementation status of the 1994 Paradise General Plan Housing Element.

Assistant Planner Hartman provided a report on the Housing Element progress report for the 2017 calendar year. The report reveals that, of a total of nineteen (19) new dwelling units, the majority of permits applied for were for above-moderate income dwelling units. The remaining units needed for the 2014-2022 planning period, by income level are: 141 affordable to very low income households; 84 affordable to low income households; 54 affordable to moderate income households and 248 affordable to above moderate income households.

MOTION by Groom, seconded by Morris, accepted and referred the Planning Commission Annual Report for calendar year 2017 to the Town Council regarding the present implementation status of the 1994 Paradise General Plan Housing Element. Roll call vote was unanimous.

8. COMMITTEE ACTIVITIES

9. COMMISSION MEMBERS

- 9a. Identification of future agenda items (All Commissioners/Staff)

Community Development Director updated the Commissioners on the following projects: Safeway, Starbucks, Jack in the Box, Optimo, Paradise Coffee Company, Paradise Pharmacy, Mama Celeste’s Pizzeria and Westside Pizza.

10. ADJOURNMENT

Chair Neumann adjourned the meeting at 6:29 p.m.

Date Approved: March 20, 2018

By: _____
Anita Towslee, Vice Chair

Attest:

Dina Volenski, CMC, Town Clerk