



# TOWN OF PARADISE

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## PLANNING COMMISSION SPECIAL MEETING MINUTES

**December 14, 2017**

**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.

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

### **1. APPROVAL OF MINUTES**

- 1a. **MOTION by Towslee, seconded by Groom**, approved the Regular Minutes of November 21, 2017 Planning Commission meeting. Roll call vote was unanimous.

### **2. APPOINTMENT OF PLANNING COMMISSION VICE CHAIR FOR THE 2017/2018 FISCAL YEAR**

- a. Appointment of Vice-Chair

Chair Neumann opened the nomination for Vice Chair. Commission Clarkson nominated Anita Towslee to serve as Vice Chair.

**MOTION by Neumann, seconded by Groom**, to close the nominations for Vice Chair. All present voted unanimously to close the nomination.

The Commissioners appointed Anita Towslee to serve as Vice Chair to complete the term ending June 30, 2018. Roll call vote was unanimous.

### **3. PUBLIC HEARING**

- 5a. Consider adopting the required findings as provided by staff and approve the Capay Hops Factory site plan review application (PL17-00255) to establish a 21,747 square foot agricultural processing facility producing clean-stock hop plant tissue culture within an existing 68,799 industrial building space (Capay Hops Factory).

Planning Director Baker provided the Planning Commission with a brief overview of the proposed project. Staff recommends conditional approval of the project.

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

1. Ciaran McCarthy, project applicant, presented an overview of the proposed project, the process used to prepare and propagate the hops and the benefits to the hops industry and the Town of Paradise.
2. Dave Heinke, neighbor to proposed project, asked if there would be any drainage from the project since there are organic grapes next door and would not want to compromise the crop.
3. Mr. McCarthy explained that the entire production would be contained indoors.

Chair Neumann closed the public hearing at 6:22 p.m.

**MOTION by Clarkson, seconded by Groom** to adopt the required findings as provided by staff and approved the Capay Hops Factory site plan review application (PL17-00255) to allow the establishment of an agricultural processing facility (Capay Hops Factory) subject to the following conditions. Roll call vote was unanimous.

**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 site plan review permit may become subject to revocation by the Town of Paradise.
2. Any new 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.

**CONDITIONS TO BE MET PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY**

3. Meet the requirements of the Town Building Official/Fire Marshal regarding issuance of necessary permits authorizing project construction activity in accordance with all applicable town-adopted construction and Fire Code requirements in accordance with the project review memorandum from Building Official/Fire Marshal Tony Lindsey dated November 10, 2017 and on file in the Town Community Development Department. **NOTE:** Required clearance of flammable vegetation shall not apply to existing introduced and maintained landscaping.
4. Meet the requirements of the Town Wastewater Division in accordance with the Onsite Land Use Review letter dated October 11, 2017 and any necessary evaluation of the wastewater disposal system serving the property. Provide material evidence thereof to the Town Building Safety Services Division.
5. Meet the requirements of the California State Board of Equalization regarding obtaining a seller's permit and provide evidence thereof to the Town Community Development Department.
6. Secure Town of Paradise design review approval for any new business signs.

**CONDITIONS OF LAND USE OPERATION**

7. Hours of operation for the proposed agricultural processing facility land use shall be limited to from 8:00 a.m. to 6:00 p.m., Monday through Friday.
8. All activities associated with the agricultural processing facility shall be conducted in compliance with the Town of Paradise Noise Control Ordinance.

**OTHERS**

9. Minor changes to the interior and/or exterior design of the project 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, its environmental document and its approval action. Any requested changes deemed by the Planning Director to be major or significant shall require a formal use permit modification review by the Planning Commission and the payment of the appropriate processing fees.

Mr. Baker stated that an appeal of the Planning Commission's decision can be made within seven (7) days of the decision date to the Town Council.

**4. ADJOURNMENT**

Chair Neumann adjourned the meeting at 6:27 p.m.

Date Approved: February 20, 2018

By: \_\_\_\_\_/s/\_\_\_\_\_

Stephanie Neumann, Chair

Attest:

\_\_\_\_\_/s/\_\_\_\_\_  
Dina Volenski, CMC, Town Clerk