



Town of Paradise Planning Commission Minutes 6:00 PM – June 20, 2023

Town of Paradise Council Chamber – 5555 Skyway, Paradise, CA

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

PLANNING COMMISSIONERS PRESENT: Carissa Garrard, Charles Holman, Kim Morris and Lynn Costa, Chair

PLANNING COMMISSIONERS ABSENT: Zeb Reynolds

1. APPROVAL OF MINUTES

- 1a. **MOTION by Garrard, seconded by Holman**, approved regular meeting minutes of May 16, 2023. AYES: Garrard, Holman and Costa; NOES: None; ABSENT: Reynolds; ABSTAIN: Morris. MOTION CARRIES

2. COMMUNICATION

- 2a. Community Development Director Susan Hartman shared that Town Council approved PID's General Plan Amendment and Rezone as recommended by Planning Commission; Council extended Cole Huber's contract to serve as legal counsel through the upcoming fiscal year; Council discussed options to regulate the design standards for murals in town, but ultimately decided to keep the current standards in place; and requested that an urgency ordinance for laydown yards in residential neighborhoods be place on June 28th Special Meeting agenda for consideration.

3. PUBLIC COMMUNICATION - None

4. CONTINUED PUBLIC HEARING - None

5. PUBLIC HEARING

- 5a. Assistant Planner Anne Vierra presented the on the proposed conditional use permit application for West Family Homes, Inc. to rebuild a nonconforming 10-unit multiple family development that was destroyed in the Camp Fire.

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

1. The project applicant, Tyler West, shared that West Family Homes, Inc. intends to keep the complex affordable; shared that the location is centralized to town; the parking lot would remain in the middle of the complex; and that he hopes to be able to break ground within a year.

2. Jim Harding spoke in favor of this item.

Chair Costa closed the public hearing at 6:13 p.m.

MOTION by Morris, seconded by Garrard, approved the conditional use permit application for the reconstruction and minor expansion of a legal nonconforming 10-unit multiple family development that was destroyed in the Camp Fire, subject to the General Conditions outlined below. The project proposal consists of 10, 1-bedroom units within three buildings with a total square footage of 6,160 square feet as well as some associated improvements such as a garbage enclosure. The project site is a 0.71-acre property zoned Town Residential 1/3 acre minimum (TR 1/3) and is located at 5905 Oliver Road, further identified with Assessor's Parcel No. 052-170-034. Roll call vote was unanimous with Commissioner Reynolds absent and not voting.

Commission and the applicants were reminded that there is a seven-day appeal period and that no permits would be issued before that time.

GENERAL CONDITIONS

1. If any land use for which a use permit has been granted and issued is not established within three years of the use 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. 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 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.
4. Pay all applicable development impact fees prior to issuance of building permits for project construction in accordance with Paradise Municipal Code requirements.
5. All work within the public right of way is subject to Town issuance of an encroachment permit. Applicant shall secure an encroachment permit from the Town of Paradise Public Works Department, Engineering Division. All work in the public right-of-way requires a licensed, bonded, and insured contractor.
6. Secure Design Review approval of architectural design for the proposed project and for the establishment of any new sign structures and maintain the property in a manner consistent with the Town of Paradise Design Standards. The proposed buildings shall be designed and constructed of non-glare material.

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

CONSTRUCTION CODES

7. Meet the requirements of the Town Building Official regarding the submittal of construction plans, building permit applications, and all applicable town adopted construction code requirements.

SITE DEVELOPMENT

8. Submit three (3) copies of an engineered site plan related to the project site's proposed new features (i.e., parking facility, walkways, encroachment, etc.) to the Engineering Division for approval prior to building permit issuance (site plan must show all grading and other relevant details including, but not limited to: finished floor, finished grade, contours, slopes, limit of grading, curb, gutter and sidewalk improvements, ADA paths of travel, and curb ramp.) Approval of the engineered site plan by the Town Engineer is required PRIOR TO COMMENCEMENT of site work for the project.
9. 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 15.04.280.
10. Deed thirty (30') from the center of the Oliver Road right-of-way in a manner deemed satisfactory to the Town Engineer or provide a recorded document showing that this requirement has been met.
11. Submit application materials and secure issuance of a repair permit for the replacement of two septic tanks through the Town Onsite Wastewater Division.

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

12. Submit landscaping plans and current application fee to the Development Services Department, Planning Division in accordance with Paradise Municipal Code requirements consisting of a minimum of 10% of the developed area and install approved landscape materials in a manner deemed satisfactory to the town Planning Director. Installation of required landscape materials may be guaranteed by a bond (or a similar financial instrument) for a limited additional period of time determined by the Planning Director to be appropriate (ex: 90 days). Landscape Plans shall be designed in accordance with the requirements of the State of California Model Water Efficient Landscape Ordinance (MWELO). No final building inspection or occupancy shall be permitted until the landscape plans for the project have been formally approved by the Town of Paradise and landscape materials have been installed (or bonded to guarantee installation).
13. Building facades shall be in conformance with the approved Architectural Design Review elevations.
14. The applicant shall submit a comprehensive construction and demolition recycling plan, which meets all local, state, and federal regulations, for review and approval by the Town Development Services Department, Building Division.

15. Provide evidence that the Paradise Irrigation District water advisory has been lifted for the property.

SITE DEVELOPMENT

16. Meet all requirements of the Paradise Irrigation District (PID) including the service lateral replacements, meter upgrades, and backflow prevention assembly. in accordance with the written comments from PID staff dated 5/4/2023 and on file with the Town Development Services Department.
17. Submit landscaping plans and current application fee to the Development Services Department, Planning Division in accordance with Paradise Municipal Code requirements consisting of a minimum of 10% of the developed area and install approved landscape materials in a manner deemed satisfactory to the town Planning Director. Installation of required landscape materials may be guaranteed by a bond (or a similar financial instrument) for a limited additional period of time determined by the Planning Director to be appropriate (ex: 90 days). Landscape Plans shall be designed in accordance with the requirements of the State of California Model Water Efficient Landscape Ordinance (MWELO). No final building inspection or occupancy shall be permitted until the landscape plans for the project have been formally approved by the Town of Paradise and landscape materials have been installed (or bonded to guarantee installation).
18. Building facades shall be in conformance with the approved Architectural Design Review elevations.
19. Meet all requirements of Northern Recycling & Waste Services regarding the construction and installation of the required garbage enclosure.

6. OTHER BUSINESS - None

7. COMMITTEE ACTIVITIES – None

8. COMMISSION MEMBERS

- 8a. Community Development Director Susan Hartman shared that there is interest in expanding the mobile home park at Skyway Villa and that the Family Fun Center is out for corrections.

9. ADJOURNMENT

Chair Costa adjourned the meeting at 6:17 p.m.

Date Approved: August 15, 2023

By:

Attest:

_____/s/_____
Lynn Costa, Chair

_____/s/_____
Melanie Elvis, Deputy Town Clerk