

## AGENDA

### Healdsburg Planning Commission Meeting

March 23, 2021 6:00 PM

To view the meeting: <http://healdsburgca.iqm2.com/Citizens/default.aspx>

To Participate Virtually: <https://cityofhealdsburgmeetings.webex.com/>  
Meeting ID: 187 039 7830

### CORONAVIRUS (COVID-19) ADVISORY NOTICE

Consistent with Executive Orders No. N-25-20 and No. N-29-20 from the Executive Department of the State of California and the Sonoma County Health Official Orders No. C19-03 and C19-15, the City of Healdsburg Planning Commission meeting will not be physically open to the public and all Planning Commissioners will be teleconferencing into the meeting via Webex Meetings.

#### How to Observe the Meetings

To maximize public safety while still maintaining transparency and public access, the Healdsburg Planning Commission will be using Webex Events service to allow remote participation. Members of the public who only wish to watch the meeting, can observe the meeting by visiting <http://healdsburgca.iqm2.com/Citizens/default.aspx>. For those members of the public who wish to participate in the meeting remotely, detailed instructions on how to participate can be found at the end of the agenda.

#### How to submit Public Comment

<!--[if !supportLists]-->1. <!--[endif]-->Live: If you are participating in the meeting remotely, public comment may be submitted live, during the public comment period. Further detailed instructions on how to submit public comments live can be found at the end of the agenda.

#### American with Disabilities Act Accommodations

Any member of the public who needs accommodations should email Shawn Sumpter, Administrative Technician at [ssumpter@ci.healdsburg.ca.us](mailto:ssumpter@ci.healdsburg.ca.us) or call 707-431-3393. Staff will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the city procedure for resolving reasonable accommodation requests. All reasonable accommodations offered will be listed on the city website at <https://www.ci.healdsburg.ca.us/406/ada---public-accessibility>

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<!--[if !supportLists]-->1. <!--[endif]-->**ROLL CALL**

<!--[if !supportLists]-->2. <!--[endif]-->**ADMINISTRATIVE ACTIONS**

- <!--[if !supportLists]-->A. <!--[endif]-->Approval of Agenda for March 23, 2021
- <!--[if !supportLists]-->B. <!--[endif]-->Approval of Minutes for February 9, 2021
- <!--[if !supportLists]-->C. <!--[endif]-->Acceptance of Communications and Correspondence
- <!--[if !supportLists]-->• <!--[endif]-->Growth Management Allocation Annual Report

- <!--[if !supportLists]-->• <!--[endif]-->General Plan Annual Report
- <!--[if !supportLists]-->• <!--[endif]-->Housing Element Annual Progress Report
- <!--[if !supportLists]-->D. <!--[endif]-->Declarations of Conflicts of Interest
- <!--[if !supportLists]-->E. <!--[endif]-->Disclosures of Ex Parte Communications
- <!--[if !supportLists]-->F. <!--[endif]-->Introduction of City Manager Jeff Kay

<!--[if !supportLists]-->**3.** <!--[endif]-->**PUBLIC COMMENTS**

*This time is set aside to receive comments from the public regarding matters of general interest not on the agenda but related to Planning Commission business. Pursuant to the Brown Act, however, the Planning Commission cannot formally consider any issues or take action on any request during this comment period.*

<!--[if !supportLists]-->**4.** <!--[endif]-->**PUBLIC HEARINGS**

<!--[if !supportLists]-->**A.** <!--[endif]-->**Item**

**Description:** Mill District Lot 4: Multi-family Housing - Design Review (DR 2019-25) - Extension  
 Mill District Lot 5: Park - Design Review (DR 2019-24) - Extension

**Project**

**Description:** Lot 4: One-year extension of Design Review Permit authorizing construction of three 4-story apartment buildings (39 residential units total) on a 1.3-acre parcel with associated landscaping, walkway, and an underground garage with 70 parking spaces.  
Lot 5: One-year extension of Design Review Permit authorizing installation of a .78-acre park on a 1.15-acre parcel. Park improvements include landscaping, walkways, site furnishings, and a natural play area with boulders, logs and timbers for free-form play and climbing.

Permits were approved by Planning Commission on February 25, 2020

**Location:** 146 and 164 Healdsburg Avenue

**APNs:** 002-261-023 and -024; 002-303-012 and -013

**Applicant:** Replay Healdsburg, LLC

**Environmental**

**Determination:** The project is exempt pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15183 and 15132. The Mill District project was evaluated for consistency with the Central Healdsburg Avenue Plan ("CHAP") Environmental Impact Report as part of City approvals for a Tentative Map, Conditional Use Permit, Heritage Tree Removal, and Historic Structure Removal.

<!--[if !supportLists]-->**B.** <!--[endif]-->**Item**

**Description:** Land Use Code Amendment 2021-01

**Project**

**Description:** Amendment to sections of the Land Use Code including accessory dwelling units; tables of permitted and conditionally permitted uses for zoning districts where accessory dwelling units are allowed, including the R-1, RM, DR, PR, CD, CS, GMU, MU zoning districts; reference of review by Historic Committee; and definitions. The purpose of the amendment is to clarify regulations for development of accessory and junior accessory dwelling units.

**Location:** Applies in residential and mixed-use zoning districts citywide

**Applicant:** City of Healdsburg

**Environmental**

**Determination:** The proposed amendments are exempt from the California Environmental Quality Act pursuant to Public Resources Code Section 21080.17 and Section 15061(b)(3) of the CEQA Guidelines.

<!--[if !supportLists]-->5. <!--[endif]-->**COMMISSIONER AND SUBCOMMITTEE REPORTS**

<!--[if !supportLists]-->6. <!--[endif]-->**DIRECTOR'S REPORT**

<!--[if !supportLists]-->7. <!--[endif]-->**ADJOURNMENT**

Posting: This agenda was posted on City bulletin boards and the City's website at least 72 hours prior to the meeting, in accordance with state law.

Availability of Written Materials: All written materials (e.g., staff reports, conditions, resolutions) prepared for items on this agenda are available for public review at least 72 hours prior to the meeting on the City's website at [www.ci.healdsburg.ca.us](http://www.ci.healdsburg.ca.us).

Appeals: Anyone that does not agree with the Commission's decision may appeal the decision to the City Council, provided that a written appeal is filed within ten (10) calendar days from the date of the Commission's action

Luke Sims, Interim Community Development Director, March 18, 2021

### **WebEx Instructions for Joining the Meeting and Submitting Live Public Comment**

#### **Joining the meeting remotely**

- <!--[if !supportLists]-->• <!--[endif]-->The Healdsburg Planning Commission will be using Webex Events service to allow remote participation.
- <!--[if !supportLists]-->• <!--[endif]-->It is highly recommended that you follow the steps below to register for the event in advance to simplify joining the event once it is in progress by using the confirmation email.

#### **Instructions for participating remotely**

- <!--[if !supportLists]-->• <!--[endif]-->Go to the following link:  
<https://cityofhealdsburgmeetings.webex.com/>
- <!--[if !supportLists]-->• <!--[endif]-->Enter in the following event number 187 039 7830 in the gray box under the words "Join a meeting".
- <!--[if !supportLists]-->• <!--[endif]-->Click Enter
- <!--[if !supportLists]-->• <!--[endif]-->The next screen will display the Event Information. In the middle of the screen towards the bottom or in the event status line, click register.
- <!--[if !supportLists]-->• <!--[endif]-->Fill in the requested information (first name, last name and email address) and hit submit.
- <!--[if !supportLists]-->• <!--[endif]-->The next screen will display your registration has been confirmed and notifying you that you will receive a confirmation email with the detailed event information.

#### **The day of the Meeting**

- <!--[if !supportLists]-->• <!--[endif]-->Open the confirmation email you received from the event registration.
- <!--[if !supportLists]-->• <!--[endif]-->Click the green button that says, "Join Event".
- <!--[if !supportLists]-->• <!--[endif]-->If the meeting host has started the event; the event should automatically start on your screen.
- <!--[if !supportLists]-->• <!--[endif]-->If the meeting host has not started the event, you may need to refresh your screen a few minutes before the start of the meeting and

again click on "join event".

### **How to submit public comment**

Members of public may provide public comment during the event by participating in the meeting remotely. Public comment may be submitted live, during the public comment period. To submit public comment, please follow the instructions below:

- <!--[if !supportLists]-->a. <!--[endif]-->Once you are in the meeting, open the list of participants
- <!--[if !supportLists]-->b. <!--[endif]-->In the bottom right-hand corner of the participant list, is a hand icon
- <!--[if !supportLists]-->c. <!--[endif]-->Click on the hand icon
- <!--[if !supportLists]-->d. <!--[endif]-->The hand icon will place you in line to speak
- <!--[if !supportLists]-->e. <!--[endif]-->When it is your turn to comment, you will be called upon to comment
- <!--[if !supportLists]-->f. <!--[endif]-->When you are done commenting, or your three minutes are complete, please remember to un-raise your hand

If you have any questions or concerns, please contact Shawn Sumpter, Administrative Technician, by calling 707-431-3393 or by email at [ssumpster@ci.healdsburg.ca.us](mailto:ssumpster@ci.healdsburg.ca.us)

1. PC 20210323 Agenda

Documents:

[PC\\_AGENDA\\_20210323.PDF](#)

2. PC 20210323 Minutes - 20210209 DRAFT

Documents:

[PC\\_MINUTES\\_20210209\\_DRAFT.PDF](#)

3. 20210323 - Communications

Documents:

[GMO ANNUAL REPORT 2020.PDF](#)  
[GENERAL PLAN ANNUAL REVIEW 2020.PDF](#)  
[HOUSING ELEMENT ANNUAL PROGRESS REPORT.PDF](#)

4. PC 20210323 - 4A DR Extensions

Documents:

[4A\\_STAFF REPORT\\_DR-EXTENSIONS.PDF](#)  
[4A\\_EXHIBIT 1-PC RESO 2021-04 LOT 4 DR 2019-25.PDF](#)  
[4A\\_EXHIBIT 2-PC RESO 2021-05 LOT 5 DR 2019-24.PDF](#)  
[4A\\_EXHIBIT 3 - SITE PLAN.PDF](#)

5. PC 20210323 - 4B ADU Ordinance

Documents:

[4B\\_LUA2021-01\\_PC\\_FINAL-REPORT\\_032321.PDF](#)  
[4B\\_ATT 1 - STRIKEOUT VERSION.PDF](#)  
[4B\\_ATT 2 - CLEAN VERSION.PDF](#)  
[4B\\_ATT 3 PC RESOLUTION 2021-03.PDF](#)

