

AGENDA

Healdsburg Planning Commission Meeting

August 24, 2021 6:00 PM

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, 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 Zoom Webinar.

How to Observe the Meetings

To maximize public safety while still maintaining transparency and public access, the Healdsburg Planning Commission will be using Zoom Webinar 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>.

To Watch the Meeting and Submit Public Comment as Part of the Zoom Webinar:

To join by computer, tablet, or mobile device:

1. Go to <https://zoom.us/join> and type in the Webinar ID: **840 0224 9405** or follow this link: <https://cityofhealdsburg-org.zoom.us/j/84002249405> (Pre-registration for the meeting is not required.)
2. Fill in your full name, verify you are not a robot (if required), and click "Join".
3. If the meeting host has started the Webinar, you should join automatically. If the meeting host has not started the Webinar, remain in the Webinar and it will start shortly.

To join by phone:

1. Dial 669-900-9128 or 253-215-8782 or 346-248-7799.
2. Enter the meeting ID: 810 4722 8507 and press # #.
3. If the meeting host has started the meeting, you should join automatically. If the meeting host has not started the meeting, remain in the meeting and it will start shortly.

To Submit Public Comment

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By computer, tablet, or mobile device:

1. In the bottom center of the screen is a hand icon, click on "Raise Hand". The hand icon will place you in line to speak.
2. When it is your turn to comment, the meeting moderator will call upon you to comment. State your first name, last name, address, and comment. Each speaker will be given no more than three (3) minutes to make your comment.

1. When you are done commenting, please remember to lower hand.

By phone:

1. Press *9 to raise your hand.
2. When it is your turn to comment, the meeting moderator will call the last four digits of your phone number. Press *6 to speak at that time. State your first name, last name, address, and comment. Each speaker will be given no more than three (3) minutes to make your comment.
3. At the conclusion of your comments or when three minutes has passed, the meeting host will remove your ability to talk.

American with Disabilities Act Accommodations

Any member of the public who needs accommodations should email Shawn Sumpster, Administrative Technician at ssumpster@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>

1. **ROLL CALL**
2. **ADMINISTRATIVE ACTIONS**
 - A. Approval of Agenda for August 24, 2021
 - B. Approval of Minutes for June 8, 2021
 - C. Acceptance of Communications and Correspondence
 - D. Declarations of Conflicts of Interest
 - E. Disclosures of Ex Parte Communications
3. **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.

1. **PUBLIC HEARINGS**

A. **Item**

Description: DR 2021-11 Major Design Review – Healdsburg Fire Substation

Project

Description: Approx. 4,127 square foot, one-story fire substation w/maximum height of 27'6" on 0.85-acre parcel. Building exterior clad in brown vertical siding and grey metal roof. Project includes a trash enclosure, 20'x18' storage shed, 15 parking spaces, exterior lighting, landscaping, fencing and rooftop communications equipment.

Note: Previously approved Design Review permit for Fire Substation (DR 2018-02) expired on April 24, 2019. Minor modifications to previously approved plans are proposed.

Location: 1804 Healdsburg Avenue APN: 091-310-010

Applicant: Sonoma Luxury Resort, LLC

Environmental

Determination: The project is exempt from the provisions of the California Environmental Quality Act (CEQA) Pursuant to CEQA Guidelines Section 15332, Class 32, In-fill Exemption.

1. **COMMISSIONER AND SUBCOMMITTEE REPORTS**

2. **DIRECTOR'S REPORT**

3. **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.

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, August 19, 2021

1. PC 20210824 - Agenda

Documents:

[PC_AGENDA_20210824.PDF](#)

2. PC 20210824 - Minutes 20210608 DRAFT

Documents:

[PC_MINUTES_20210608_DRAFT.PDF](#)

3. PC 20210824 - 4A Fire Substation

Documents:

[DR 2021-11 FIRE SUBSTATION REPORT 08-24-21.PDF](#)
[EXHIBIT 1 -PC RESO 2021-10 \(DR 2021-11 FIRE SUBSTATION\) .PDF](#)
[EXHIBIT 2 -FIRE SUBSTATION SITE 8X11.PDF](#)
[EXHIBIT 3 -PLANS_20210720.PDF](#)
[EXHIBIT 4 - DEPARTMENT COMMENTS.PDF](#)