



## AGENDA

### Healdsburg Planning Commission

September 22, 2020 6:00 PM  
401 Grove Street, Healdsburg CA  
City Hall - City Council Chamber

### **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.igam2.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**

1. 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 comment 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 by calling 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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### **1. ROLL CALL**

### **2. ADMINISTRATIVE ACTIONS**

- A. Approval of Agenda for September 22, 2020
- B. Approval of Minutes for July 28, 2020
- 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.*

#### 4. PUBLIC HEARINGS

##### A. Item

**Description:** Tentative Parcel Map TM 2018-03

##### Project

**Description:** A Tentative Parcel Map to subdivide a parcel into three (3) residential lots

**Location:** 109 Paul Wittke Dr. APN: 091-050-054

**Applicant:** Tim Jones

##### Environmental

**Determination:** The project is categorically exempt pursuant to California Environmental Quality Act Guidelines Section 15315 Minor Land Divisions.

##### B. Item

**Description:** Major Design Review DR 2019-11

##### Project

**Description:** Major Design Review for the demolition of two existing dwelling units and construction of a two-story mixed-use building containing a first-floor commercial space with one (1) residential unit above and an additional two-story residential building with three (3) multi-family units on a .5 acre site.

**Location:** 807 Healdsburg Avenue APNs: 002-033-003 & 002-033-016

**Applicant:** Elevation Architects / Aaron Wilch

##### 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.

#### 5. COMMISSIONER AND SUBCOMMITTEE REPORTS

#### 6. DIRECTOR'S REPORT

#### 7. 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 at the 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

David Woltering, Interim Community Development Director, September 17, 2020

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

### **Joining the meeting remotely**

- The Healdsburg Planning Commission will be using Webex Events service to allow remote participation.
- 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**

- Go to the following link: <https://cityofhealdsburgmeetings.webex.com/>
- Enter in the following event number **146 606 5822** in the gray box under the words “Join a meeting”.
- Click Enter
- 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.
- Fill in the requested information (first name, last name and email address) and hit submit.
- 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**

- Open the confirmation email you received from the event registration.
- Click the green button that says “Join Event”.
- If the meeting host has started the event; the event should automatically start on your screen.
- 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:

- a. Once you are in the meeting, open the list of participants
- b. In the bottom right hand corner of the participant list, is a hand icon
- c. Click on the hand icon
- d. The hand icon will place you in line to speak
- e. When it is your turn to comment, you will be called upon to comment
- f. 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)