

**Siskiyou County Planning Commission**  
**Regular Meeting**  
**April 17, 2024**

The Siskiyou County Planning Commission meeting of April 17, 2024, was called to order by Chair Fowle at approximately 9:00 a.m. in the Board of Supervisors Chambers, 311 Fourth Street, 2<sup>nd</sup> Floor, Yreka, California.

**Present:** Commissioners Melo, Veale, Hart and Fowle

**Absent:** Commissioner Lindler

**Also Present:** Rick Dean, Community Development Department Director; Hailey Lang, Deputy Director of Planning; Bernadette Cizin, Associate Planner; James Phelps, Senior Planner; Dan Wessell, Deputy Director of Environmental Health; William Carroll, Assistant County Counsel; Janine Rowe, Commission Clerk

**Minutes:**

**February 21, 2024:** It was moved by Commissioner Veale, seconded by Commissioner Hart, to approve the Minutes from the February 21, 2024, Planning Commission meeting.

**Voted** upon and the Chair declared the motion carried unanimously by those Commissioners present.

**March 20, 2024:** The Minutes from the March 20, 2024, Planning Commission meeting were continued to the May 15, 2024, meeting because there was no quorum today to approve them.

**Unscheduled Appearances: None**

**Conflict of Interest Declaration: None**

**Presentation of Documents, Availability of Public Records, and Public Hearing**

**Protocol:** The Chair informed those members of the public attending the meeting that the requirements for the Presentation of Documents and the Availability of Public Records was on the Agenda. The Chair reviewed the Public Hearing Protocol.

**Rights of Appeal Statement:** The Chair read the Right of Appeal Statement contained in the Agenda.

**Changes to the Agenda: None**

**New Business:**

**Agenda Item 1: Peterson Use Permit (UP-24-02) / Categorically Exempt**

The project is a proposed conditional use permit to allow a short-term vacation rental use within an existing single-family dwelling. The project is located at 2400 Pine Grove Drive, northwest of the city of Mt. Shasta, APN 036-080-130, Township 40N, Range 4W, Section 8, Latitude 41.3342°, Longitude -122.3420°.

**Categorically Exempt  
Use Permit****Adopted  
Approved****Staff Report:**

The previously circulated Staff Report was reviewed by the Commission, and a presentation of the project was provided by Ms. Cizin.

Ms. Cizin told the Commission that the project proponent proposed to convert an existing single family dwelling into a vacation rental. The approximately 1,300 square foot house is located in the unincorporated vicinity of Mount Shasta within its sphere of influence and sits on 2.5 acres which is zoned for residential uses. The project is consistent with the General Plan and zoning for its area. Inspections were conducted by the Building and Environmental Health Division on March 7, 2024, and November 9, 2023, respectively. The driveway is adequate for the four required parking spaces. Three bedrooms are proposed as sleeping quarters, and the septic capacity limits guests to eight persons.

Ms. Cizin said the project is exempt from CEQA pursuant to Section 15301 as it is an existing facility, and there are no unusual circumstances or future activities that might reasonably result in this project having a significant effect on the environment.

Ms. Cizin told the Commission that three public comments and additional information provided by the applicant were received after the staff report had been prepared and copies were provided to the Commission. Two comments submitted by nearby property owners were opposed to the project. One comment submitted by the proposed vacation rental manager is in support of the project. She said the applicant is present to respond to comments.

Staff recommends adopting the categorical exemption and approving the use permit for this project.

**Commission Questions: None**

The Chair opened the Public Hearing.

**Public Comments:**

Ms. Trica Peterson of Mt. Shasta, project proponent, spoke in support of the project. She said she owns the property along with Johanna Rae. She said they intend to move to Siskiyou County from their present residence in New York State with the intention of eventually living in the house.

Ms. Peterson said they found the property before they were able to move to Siskiyou County so the short term rental option has allowed them to make upgrades to the property before moving here permanently. She described the updates that have been made. She said they plan to renovate the ADU on the property, but in the meantime it is fully locked with signage to deter anyone from entering the dwelling.

Ms. Peterson said there are cameras on the property to deter trespassers. She said they keep up with the goings on in the community via friends, their contractor, property manager, and social media. Ms. Peterson said they have worked with CAL FIRE to ensure the property is fire ready. They have also provided 24-hour contact information should there be any concerns with the property. There is a plan to manage the garbage so as not to attract bears. They will thoroughly vet any prospective renters to ensure there will be no problem people staying at their vacation rental.

There being no further comments, the Chair closed the Public Hearing

**Commission Discussion:**

Commissioner Veale asked a procedural question about CC&Rs and homeowners associations (HOA) and if they were to prohibit the vacation rental, would staff still bring the project to the Planning Commission and if so, would staff still recommend approval of the use permit. Discussion was held that CC&Rs and HOAs can be considered by the Planning Commission but they do not prohibit approval of the project. Staff's recommendations are based on the General Plan and County ordinances. The HOA is a separate issue as that is an agreement between the property owner and the HOA and not a County permitting issue.

**Agency Input: None**

**Motion:** Following discussion, it was moved by Commissioner Melo, seconded by Commissioner Veale, to adopt Resolution PC 2024-009, A Resolution of the Planning Commission of the County of Siskiyou, State of California, Approving the Peterson Use Permit (UP-24-02) and determining the Project Exempt from CEQA.

**Voted** upon and the Chair declared the motion carried unanimously by those Commissioners present.

**Agenda Item 2: Grenada Properties Zone Change (Z-23-04) and Tentative Parcel Map (TPM-2303) / Categorically Exempt**

The applicant is requesting approval a Zone Change of 2.68 acres from Town Center Commercial (C-C) to Light Industrial (M-M) and a Tentative Parcel Map to subdivide an existing 6.35-acre parcel into two parcels (3.67 acres and 2.68 acres) in order to facilitate the potential use of the property for a mini-storage facility. The project site is located at 424 Highway A-12, in the unincorporated community of Grenada on APN: 038-410-121; Township 44N, Range 6W, Section 22, MDBM; Latitude 41.646°, Longitude -122.527°.

**Categorically Exempt  
Tentative Parcel Map Time Extension  
Zone Change**

**Recommending Adoption  
Tentatively Approved  
Recommending Approval**

**Staff Report:**

The previously circulated Staff Report was reviewed by the Commission, and a presentation of the project was provided by Ms. Cizin.

Ms. Cizin told the Commission that the project proponent is requesting approval of a zone change of 2.68 acres from Town Center Commercial (C-C) to Light Industrial (M-M). The project proponent was also requesting approval of a tentative parcel map to divide an existing 6.35-acre parcel into two parcels of 3.67 and 2.68 acres. This project is proposed to facilitate potential use of one parcel for a mini storage facility. The existing zoning of Town Center Commercial is not proposed to change for the proposed parcel that is already developed with the Grenada Gardens senior living facility.

Ms. Cizin said the project site is within the unincorporated community of Grenada, west of I-5 and between Highway A-12 and Shasta Boulevard. Directly adjacent parcels are zoned for Commercial Highway (C-H), Rural Residential Agricultural (R-R) and Prime Ag (AG-1) uses. Within less than 1,000 feet there are also properties zoned as Light Industrial and Neighborhood Commercial (C-U). Environmental Health, CAL FIRE, California Department of Fish and Wildlife, Grenada Sanitary District, and Public Works all commented. As a result of their comments, conditions of approval were

added to the project that require the approved area for onsite septic to be shown on the recorded map, and the trespass on the county road by construction of a wall and miscellaneous improvements resolved prior to map recordation. No public comments have been received. The project is consistent with the Subdivision Map Act, General Plan and zoning for its area should the rezone portion of this project be approved.

Ms. Cizin told the Commission that because there is no substantial evidence that the proposed zone change and tentative parcel map may have a significant effect on the environment, staff recommends that the project be found exempt from CEQA pursuant to Section 15061(b)(3), the common sense exemption, and Section 15301, the existing facilities exemption, as the project site is already partially developed. Staff recommends conditionally approving the tentative parcel map portion of the project site and recommends that the Board of Supervisors determine the project exempt from CEQA and approve the zone change.

**Agency Input: None**

**Commission Questions:**

A brief discussion was held regarding an adjacent parcel being zoned as prime ag.

The Chair opened the Public Hearing.

**Public Comments:**

Mr. Mike Burstyn of Grenada, project proponent, said he was available to answer questions.

There being no further comments, the Chair closed the Public Hearing.

**Commission Discussion: None**

Commissioner Melo made a motion to approve the project, and before the motion was seconded, Chair Fowle asked staff if the Commission should treat the tentative parcel map as a separate issue since the motion did not refer to the tentative parcel map.

Assistant County Counsel William Carroll said that within the resolution itself there is a conditional approval of the tentative parcel map, so once the resolution is approved, the tentative parcel map will be approved dependent upon the zone change. Therefore, there is no need to include the tentative parcel map in the motion.

After clarification, Commissioner Veale seconded the motion to approve the project.

**Motion:** Following discussion, it was moved by Commissioner Melo, seconded by Commissioner Veale, to adopt Resolution PC 2024-008, A Resolution of the Planning Commission of the County of Siskiyou, State of California, Conditionally Approving the Grenada Properties Tentative Parcel Map (TPM-23-03) and Recommending that the Siskiyou County Board of Supervisors Determine the Project Exempt from the California Environmental Quality Act and Approve the Grenada Properties Zone Change (Z-23-04) by Adopting a Draft Ordinance Rezoning 2.68 Acres from C-C to M-M.

**Voted** upon and the Chair declared the motion carried unanimously by those Commissioners present on the following roll call vote:

**Ayes:** Commissioners Hart, Melo, Veale and Fowle

**Noes:**

**Absent:** Commissioner Lindler

**Abstain:**

### **Items for Discussion/Direction:**

#### **Ongoing Staff Update Regarding the General Plan Update**

This is an ongoing agenda item pertaining to the Siskiyou County 2050 General Plan Update. Staff will be providing an update on the project schedule, deliverables, and any other updates relating to this project.

#### **Staff Report:**

Ms. Lang told the Commission that she met with the Technical Advisory Committee (TAC), which consists of County department heads, to look at the final administrative background report. The consultants received comments from the TAC and will begin finalizing the document. Ms. Lang will meet with the team in a few weeks to discuss dates to schedule presentation of the first deliverable piece to the Planning Commission.

#### **Commission Questions/Discussion:**

Commissioner Melo asked who is paying for the General Plan update—whether it was just the County or whether the State was helping, and Ms. Lang said only the County is paying for the update.

#### **Miscellaneous:**

- 1. Future Meetings:** The next regular meeting of the Planning Commission is scheduled for Wednesday, May 15, 2024, at 9:00 a.m. Commissioner Fowle said he would be absent for the May meeting.
- 2. Correspondence:** Ms. Cizin discussed the memo the County sent to Mr. Williamson regarding the Timberhitch reclamation plan. She said reclamation took place regarding removal of equipment, grading and seeding. Staff responded with a memo reiterating that the site is closed. This is also a follow up with the State Mining and Geology Board who recommended that when staff responds to Mr. Williamson, staff should include both the Department of Mine Reclamation, the State Mining and Geology Board, Board of Supervisors, Planning Commission, and the supervisor for the district.
- 3. Staff Comments: None**
- 4. Commission Comments:** Commissioner Hart asked about the status of the guidelines for drilling ag wells. A lengthy discussion was held regarding the drafting of an ordinance, and what will be required to get a permit. Discussion was held regarding the GSA and GSP and approval of potential new wells.

**Adjournment:** The meeting was concluded at approximately 9:46 a.m.

Respectfully submitted,

Hailey Lang, Secretary

\jr

DRAFT