

**NEVADA CITY PLANNING COMMISSION
SUMMARY MEETING MINUTES**

November 19, 2009

Chairman Dix Sullivan opened the meeting at 6:30 pm.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was recited.

ROLL CALL: Chairman Dix Sullivan, Vice-Chairman Bob Wright, Commissioners John Parent, Greg Wolters,

ABSENT: Evans Phelps

CITY STAFF PRESENT: City Planner Cindy Siegfried

APPROVAL OF MINUTES: MOTION by Parent, Seconded by Wolters to approve minutes of October 22, 2009. Motion passed (4-0 – Commissioner Phelps absent).

HEARING FROM THE PUBLIC: Niel Locke, member of the California Preservation Foundation steering committee, provided an update on the foundation's upcoming conference to be held May of 2010. He also discussed the topic of "plaquing" and offered to provide a presentation to the Commission on the subject.

TRAINING/DISCUSSION:

City Planner Reports –

- a. Update on Strategic Planning Session - The next strategic planning session will be held January 25, 2010 at City Hall. The Commission and City Planner discussed the strategic plan report which contains goals and core values.

b. Review of Tree Ordinance

The Commission and City Planner reviewed the current tree ordinance and discussed how the ordinance deals with trees that are infected or diseased within the City. It was suggested to have Director of Public Works Verne Taylor provide a presentation to the Commission on the tree ordinance and how the city approves or denies tree removal applications. The Tree Preservation fund was discussed and it was noted that the funds are held for specific uses. The matter will be continued to an early 2010 Commission meeting.

ARCHITECTURAL REVIEW – Outside Historical District

1. **701 Zion Street – Darrell Robinson/Marjorie Woodall -- Owners.** Architectural Review application to refurbish the existing 20' x 20' garage and restore it back to the original 12' x 20' footprint, resulting in a safe and functional garage. Materials proposed re-use of existing corrugated metal siding and include Hardy-plank siding. The colors and materials will match that of the existing home. The property is known as Assessor's Parcel No. 05-250-12.

Mr. Robinson was present and discussed the application. The Commission reviewed the recent tree removal on the property and recommended that the remaining tree stump be removed (ground). Mr. Robinson stated it was his intention to remove the stump.

Action: Motion made and Seconded to approve the application and appointing Commissioner Parent as liaison. (4-0).

STAFF APPROVALS AND DETERMINATIONS – (for information only):

Minor Architectural Review

- a. 516 Nursery Street – Beverly Kahn, Owner – like-for-like roof replacement
- b. 236 Nevada Street – Diana Smith, Owner – like-for-like roof replacement
- c. **508 Long Street** - Sustainable Energy Group, Inc., Representative –installation of solar panels

Tree Removal

- a. 524 Main Street – Vicki Albright – removal of one 19-inch black locust tree due to being hazardous and diseased (according to arborist report)
- b. 441 Washington Street – Mardie Caldwell, Owner – removal of one 28-inch maple tree due to being hazardous and diseased
- c. 100 Prospect Court – Larry & Jan Kaufman, Owners – removal of 5 trees (cedar and cherry) due to being hazardous and diseased (according to arborist report)

CORRESPONDENCE:

ANNOUNCEMENTS: Planning Commission meeting dates - next meetings are December 3 and 17 2009

INFORMATIONAL ITEMS:

1. City Council meeting minutes
2. City Manager's Report of October 14, 2009

ADJOURNMENT: 7:47 p.m.

**NEVADA CITY PLANNING COMMISSION
SUMMARY MEETING MINUTES**

December 3, 2009

Chairman Dix Sullivan opened the meeting at 6:30 pm.

PLEDGE OF ALLEGIANCE: The pledge of allegiance was recited.

ROLL CALL: Chairman Dix Sullivan, Vice-Chairman Bob Wright, Commissioners John Parent, Greg Wolters,

ABSENT: Evans Phelps

CITY STAFF PRESENT: City Planner Cindy Siegfried

APPROVAL OF MINUTES: None

HEARING FROM THE PUBLIC: None

TRAINING/DISCUSSION:

City Planner Reports –

- a. Update on Strategic Planning Session - The next strategic planning session will be held January 25, 2010 at City Hall. The Commission and City Planner discussed the strategic plan report which contains goals and core values.

b. Review of Tree Ordinance

City Planner Siegfried stated Director of Public Works Verne Taylor will be providing a presentation to the Commission on the tree ordinance and how the city approves or denies tree removal applications. Chair Sullivan recommended notifying the public through local media channels about the presentation, and also notifying the members of the Tree Committee. The date has not yet been set but it is hoped the matter will be scheduled for an early 2010 meeting.

SIGN APPROVAL – Inside Historical District

1. **227 Broad Street – Jamie Merenda, Tenant** – Sign application for new business “Bel Capelli Salon/Spa”

Kelly Stoeckle, representing Ms. Merenda, was present to discuss the sign. The Commission reviewed the signage for the Broad Street entrance. The signage for the Spring Street entrance was discussed and City Planner Siegfried stated the owner requested the Commission review the sign to be located on the building next to the entrance. The application had proposed Spring Street signage be attached to the adjacent building (at the entrance to the alleyway). City Planner Siegfried suggested this area signage be continued to another Commission meeting as the Commission will be reviewing additional signage for other businesses at the next meeting.

Chair Sullivan recommended that a Commissioner be appointed as a liaison to work with the owners and tenants of the building to coordinate the back entrance signage. All Commissioners agreed this area is an entrance to the City and the signage for the buildings and the alley is a very important visual asset to the City. Therefore the Commission appointed Commissioner Bob Wright to act as liaison.

Motion by Commissioner Wright, seconded by Commissioner Wolters and Unanimously approved to approve the Broad Street signage as submitted, to approve the Spring Street signage as submitted but to be located on the building, adjacent to the entrance, and to appoint Commissioner Wright as Liaison.

Motion Carried 4-0.

2. 115 South Pine Street – Eric Juell, Tenant – Sign application for new business “Nevada City Seafood”

Mr. Eric Juell was present and reviewed the signage for the building. The Commissioners agreed the building restoration and remodel is beautiful and, again, a wonderful asset to the community. The Commissioners welcomed both businesses to the City. Mr. Juell stated he is pleased to be part of the City and will promote the City and other businesses as much as possible through his advertising efforts.

Motion by Commissioner Parent, Second by Commissioner Wright to approve the application as submitted for the South Pine entrance, and appointing Commissioner Wright to act as liaison to assist with the directory signage for the businesses and the back alleyway entrance. **Motion Carried 4-0.**

STAFF APPROVALS AND DETERMINATIONS – (for information only):

Minor Architectural Review

- a. 419 Spring Street- Larry Copenharve - like-for-like roof replacement

Tree Removal

- a. 524 Railroad Avenue – Joseph Richert, Owner – Removal of one 40-inch ponderosa pine due to be diseased and dead
- b. 138 New Mohawk Road – William Spencer (applicant), Lance Amaral (Owner) - Removal of one 14-foot ponderosa pine due to be diseased and hazardous

CORRESPONDENCE:

ANNOUNCEMENTS: Planning Commission meeting dates Next meeting Dec 17 2009

INFORMATIONAL ITEMS:

1. City Council meeting minutes
2. City Manager’s Report

ADJOURNMENT: 7:15 p.m.