

Alturas Planning Commission
Regular Meeting
City Hall Council Chambers
September 13, 2017 5:30 p.m.

The meeting was called to order by Chairman Bill Hall at 5:30 p.m. **Commissioners present:** Tom Romero, Robert Dolan, Marlene Hamilton, Chris Lauppe. **Commissioners absent:** None. **Staff present:** Planning Director Joe Picotte, City Council Planning Dept. Liaison Mark Steffek, Secretary Bobbi Jean Melbourn. **Public present:** 2.

Jon Dabill is present under the public forum. Dabill, Pastor of New Life Christian Center, inquires as to whether there is grace given for fees required of a non-profit organization to obtain a 'new sign' permit. Pastor Dabill explains it is his intention to place a new sign at 1040 N. Main Street and requests consideration of lesser fees for a non-profit organization.

Director Picotte refers Pastor Dabill to City Council for his request to be considered as a Discussion/Action item on the September 19, 2017 agenda.

MOTION by Commissioner Romero, **SECONDED** by Commissioner Dolan to approve the minutes of the August 16, 2017 meeting. **ALL AYES.**

McHale Sign Company on behalf of Last Frontier Healthcare District – New Freestanding Sign Permit# S/F2017-01 McHale Sign Company requests approval of a sign permit for a new, freestanding sign to be installed at 120 S. Main Street. The proposed sign is dual faced and non-illuminated. The sign, including its base, measures 6.425' x 9'; 41.625 sq. ft. APN #002-154-003.

Recommendation: Staff recommends the Planning Commission approve permit# S/F2017-01.

Freestanding Sign Discussion and Action: Planning Director Picotte reports zoning of this property changed in 2014 and is now a portion of the Downtown Historic District (DH). Picotte further explains that, though this design could not be justified by any other business on Main Street within the DH District, the location of the proposed sign is appropriate based on the uniquely situated frontage of the businesses which face north and do not face Main Street; therefore a building sign would not adequately advertise the businesses.

Kevin Kramer, CEO of Last Frontier Healthcare District explains, in anticipation of relocating the Last Frontier Pharmacy, he would prefer the two panels on the proposed sign design be switched. This would allow for the Modoc Medical Center Physical Therapy portion of the sign to remain, while the entire Pharmacy portion could more easily be removed.

Commissioner Hall expresses his appreciation for the aesthetics of the design and the cohesiveness to its surroundings.

MOTION by Commissioner Dolan, **SECONDED** by Commissioner Romero to approve Sign Permit S/F2017-01. **ALL AYES.**

Planning Director's Report: Director Picotte briefs the commission as follows:

Approximately one year ago, a master plan for a recreation area to include the baseball fields, pool, and other anticipated youth facilities, was discussed at the City Council level. Recently, Director Picotte has discussed the intent to develop such a plan with engineer Steve Gibson. Gibson recommends a master plan as an investment into the community and as a segue to successfully compete for grants. The Master Plan will focus on facility location and usage, taking into consideration current facilities and physical attributes, and highlight potential relationships and economies of scale. Gibson and Picotte are currently working on a draft proposal which includes and is not limited to a base map, prospective site development and facility programming, cost estimates, a business plan, identification of funding opportunities and barriers, and existing resource potential.

Commissioner Hall comments on prospective alternative community project development.

Director Picotte states the newly covered facility at the show grounds provides opportunity for alternative events such as brewfests, MPAT productions, or concerts.

Liaison Mark Steffek proposes the idea of an ice skating rink.

Director Picotte reports a letter has been drafted to the property owners concerning the regulatory status of the "State of Jefferson" sign located on private property near Main St., next to Rubio's Market, and the request for a sign permit.

Commissioners' Reports: Commissioner Lauppe comments there is still a need for recycling in the City. Director Picotte replies he has prepared a draft request for qualifications and is awaiting input from Modoc County; the current contract with Waste Management has been extended for six (6) months.

With no further business to come before the Commission, **MOTION** by Commissioner Hamilton, **SECONDED** by Commissioner Dolan to adjourn the meeting at 5:56 p.m. **ALL AYES.**

Respectfully submitted,

A handwritten signature in cursive script that reads "Bobbi Jean Melbourn". The signature is written in dark ink and is positioned above the printed name and title.

Bobbi Jean Melbourn
Secretary