

**Alturas Planning Commission**  
**Regular Meeting**

City Hall Council Chambers

May 9, 2018 5:30 p.m.

The meeting was called to order by Vice Chairman Chris Lauppe at 5:30 p.m.  
**Commissioners present:** Tom Romero, Marlene Hamilton, Robert Dolan.  
**Commissioners absent:** Bill Hall **Staff present:** Planning Director Joe Picotte, City Council Planning Dept. Liaison Mark Steffek, Secretary Bobbi Jean Melbourn. **Public attending:** 0

No one is present under the public forum.

**MOTION** by Commissioner Romero, **SECONDED** by Commissioner Dolan to approve the minutes of April 11, 2018 meeting. **ALL AYES.**

**Commissioners' Reports:**

Commissioner Dolan reports he has patched the potholes in front of his residence on East C Street. Commissioner Hamilton adds that if it is acceptable, she would also like to patch the potholes in front of her residence on W. Henderson Street. Director Picotte responds with affirmative consent.

**Staff Updates/Project Status Report:**

Director Picotte states that City Planning is extremely busy this season and there are several incoming applications.

Picotte adds the following updates: No business license has been issued for the new Mexican restaurant operating at 409 S. Main Street. The application is pending approval. To date, only Modoc Co. Public Health has inspected the facility and granted a signature of approval. Worst case scenario would warrant closure after 30 days of operating without a license.

Modoc Medical Center is moving forward. The process has become very time consuming, as there is currently no lead person for the project.

Baseball fields are also moving along nicely.

Alturas Skate Park will be done next week; however, the concrete must cure for an additional thirty (30) days before it can be used.

Commissioner Lauppe asks if there will be a water fountain or restrooms at the Skate Park sight as originally planned. Picotte replies no, there will not.

Picotte continues with the following reports: The Swimming Pool Committee has received three (3) Statements of Qualification of the four (4) pre-qualifying applicants. The majority are groups who specialize in pools.

The Department of Public Works is hiring two new employees; one full-time and one part-time. Liaison Mark Steffek asks if the City will provide training and insurance coverage. Picotte replies, the City is currently covered by insurance for all employees and the appropriate training for safety practices and handling of tools and equipment will be implemented.

Director Picotte adds he would like to recruit volunteers from the community to assist with odd jobs such as cleaning up the downtown area, Fandango Days preparation, curb painting, and weed abatement.

The Oak and Juniper Streets project has gone out to bid. Incoming bids will be opened and reviewed on Friday, May 11, 2018 at 2:00 p.m.

The hurdles presented with the Division of State Architects on the Pedestrian Project have been accomplished.

Although the State claims major funds are being pushed to the Cities and Counties through SB1 for road maintenance and rehabilitation, the scant allotment for the City will only provide for a portion of pothole patching.

Commissioner Dolan inquires as to the delegation of SB1 funds by the City.

Director Picotte replies the funds for this year are ear-marked for E. 3rd Street between Court and East Streets. Next year, the funds will go toward the street adjacent to the High School.

Director Picotte continues reporting the Municipal Swimming Pool is being filled for the upcoming season.

Mosquito season is nearing and, with a host of new restrictions and regulations, the Department of Public Works is attending to the acquisition of proper chemicals and necessary mosquito gear, as well as performing annual maintenance.

Picotte shares the Grocery Outlet Phasing approval has attracted a prospective tenant for the drive-thru portion of the project. Burger King Corp. has submitted rough drawings for review.

T-Mobile has submitted an application for a Use Permit to remove an existing windmill and erect a new communications tower. The Public Hearing will occur at the June 2018 Planning Commission meeting.

Commissioner Lauppe questions the status of the application for a tattoo parlor. Director Picotte conveys there is nothing new since Public Health did not sign off on the business license.

Director Picotte concludes his report with a synopsis of his experience at the California Counties Planning Commissioner's Association Annual Conference in Redding on May 4,

2018; noting potential funding available in 2019 for the Housing Element, which needs to be revisited by the Commission.

With no further business to come before the Commission, **MOTION** by Commissioner Hamilton, **SECONDED** by Commissioner Dolan to adjourn the meeting at 6:15 p.m. **ALL AYES.**

Respectfully submitted,

Bobbi Jean Melbourn  
Secretary