

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

City Hall Council Chambers  
November 13, 2019 5:30 p.m.

The meeting was called to order by Vice Chairman Chris Lauppe at 5:30 p.m.; followed by roll call and the Pledge of Allegiance. **Commissioners present:** Chris Lauppe, Marlene Hamilton, and Tom Romero. **Commissioners absent:** Bill Hall, and Robert Dolan. **Staff present:** Planning Director Jennifer Andersen, Mayor Pro-Tem Mark Steffek, and City Clerk Macey Binning. **Public attending:** 2.

**Agenda item #2** No one is present under the public forum.

**Agenda Item #3** **MOTION** by Commissioner Hamilton, **SECONDED** by Commissioner Romero to approve the minutes of the July 10, 2019 meeting, with the amendment to reflect the following correction (population changes as well as income level and age of housing) instead of (population changes as well as and income level, and age of housing). **ALL AYES.**

**Agenda Item #4A** **Public Hearing:** The Alturas City Planning Commission will consider the Housing Element Adoption. This matter will now be heard.

With no comments received, the hearing was closed at 5:35 p.m.

Planning Director Jennifer Andersen proceeded to inform the Planning Commissioners important details regarding the Housing Element document. The State Planning and Zoning Law requires the City to adopt a comprehensive, long-term general plan for the physical development of the City that includes, among other mandatory elements, a housing element. The City's current Housing Element covered the planning period from 2003 to 2008. The City has missed Planning Cycles 4 and 5, which contained significant legislative changes imposed by the State. The State has permitted the City of Alturas to skip Cycles 4 and 5 and jump into Cycle 6 if the City agrees to bring our Housing Element, Zoning Ordinance and other ordinances and policies up-to-date with State requirements. Ms. Andersen also provided a Negative Declaration. This project has been recommended for a Negative Declaration because the proposed project could not have a significant effect on the environment. She proceeds to further review several important sections and programs of the Housing Element with the Planning Commissioners and Staff.

**MOTION** by Commissioner Romero, **SECONDED** by Commissioner Hamilton to recommend the Negative Declaration, and to recommend to the City Council to adopt the proposed Housing Element and make it a part of the City's general plan. **ALL AYES.**

**Agenda Item #4B** **Public Hearing:** The Alturas City Planning Commission will consider the Emergency Shelter Ordinance #522 amending Chapter 28. "Zoning Ordinance" Article II, Article III, and Article VIII relating to Emergency Shelters. This matter will now be heard.

Planning Director Jennifer Andersen provided a brief summary as of why the State requires these amendments to the City's code book. The State is requiring local jurisdictions to comply with new State mandates relating to various forms of housing. This proposal will bring the City's Zoning Ordinance into compliance with the State mandate that local governments adopt the State's definition of Emergency Shelters, and allow Emergency Shelters in at least one zone "by right". The new definition means "Emergency Shelter" housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person. No individual or household may be denied emergency shelter because of an inability to pay. Ms. Andersen is recommending that the City permit Emergency Shelters by right in the R3, High Density Residential, zone because this zone allows hotels, motels and rooming houses, all of which have a similar land use impact. Ms. Andersen also reviewed conditions for "Land Use Restrictions" in the Zoning Ordinance. Which will be managed through the Site Planning process.

Commissioner Romero asked for clarification on who will be operating the Emergency Shelters. Private sector or Government?

Ms. Andersen responds it will be a private sector that will be required to comply with State regulations.

Commissioner Romero believes with his experiences these Emergency Shelters are needed.

Ms. Andersen agrees and appreciates the programs TEACH provides to help with transitioning.

Ms. Andersen reminds Commissioners even though land use is restricted to a R3 zone if there is a request to locate to a different area that is not zoned R3, it can be requested to be rezoned to R3. This change can be considered by Planning Commission and the City Council at a later date.

Public expresses their concerns regarding the Emergency Shelter. If the State is requiring the Emergency Shelter and the City has 30 beds how will this be regulated?

Ms. Andersen replies that the City will not be able to regulate and this requirement is for all jurisdictions in California. However, a private sector would have to create a new Emergency Shelter.

Mayor Pro-Tem asks all jurisdictions? Even the County will be required to provide Emergency Shelters.

Ms. Anderson replies that is correct.

Commissioner Lauppe verifies the City of Alturas does not provide the Emergency Shelter.

Ms. Anderson says that is correct. The City only needs to provide the opportunity for the Emergency Shelters.

Ms Andersen informs the Planning Commissioners the Emergency Shelters have been determined to be exempt from CEQA, because the Zoning Ordinance Amendment is required by State Law to provide for emergency housing for homeless persons.

With no comments received, the hearing was closed at 6:55 p.m.

**MOTION** by Commissioner Romero, **SECONDED** by Commissioner Hamilton to recommend City Council confirm staff's finding that the project is exempt from CEQA, and adopt **Ordinance #522** amending Chapter 28. "Zoning Ordinance" Article II, Article III, and Article VIII relating to Emergency Shelters as proposed. **ALL AYES.**

**PLANNING DIRECTOR/COMMISSIONER'S REPORTS:**

Planning Director Andersen informs the Planning Commissioners her next big project will be to review the Marijuana dispensary zoning. Ms. Andersen also notifies the Commissioners the next meeting agenda will have a request for a road vacation to review. Ms. Andersen would also like to review other opportunities for road vacations in the future.

With no further business to come before the Commission, **MOTION** by Commissioner Romero, **SECONDED** by Commissioner Hamilton to adjourn the meeting at 7:25 p.m. **ALL AYES.**

Respectfully,

*Macey Binning*

Macey Binning  
Planning Commission Secretary