

SUSANVILLE CITY COUNCIL
Special Council Meeting Minutes
WEDNESDAY, SEPTEMBER 4, 2024 – 3:00 PM

Mayor Schuster called the meeting to order at 3:00pm.

Roll Call of Councilmembers Present: Mendy Schuster, Russ Brown, Patrick Parrish, Dawn Miller
Absent: Curtis Bortle

Also in attendance were the following Planning Commissioners: James Merchant, Wayne Jambois, Matthew Eltzroth, Rod DeBoer, and alternates Maria Fregulia and Cody Loflin.

1. APPROVAL OF AGENDA: (Additions and/or Deletions)

Moved by Russ Brown; seconded by Dawn Miller to approve the agenda as written.

Motion Carried: 4 - 0

Voting For: Mendy Schuster, Russ Brown, Patrick Parrish, Dawn Miller

Voting Against: None

Absent: Curtis Bortle

2. BUSINESS FROM THE FLOOR: No public comment.

3. PUBLIC HEARINGS:

3.A Comprehensive and Technical General Plan Update 2025-2050: Community Outreach Study Session.

Kelly Mumper, City Planner, provided a brief explanation of the item and introduced Ryan Lester and Michael Gibbons of Mintier Harnish to facilitate the joint study session.

Mr. Gibbons introduced himself and provided an overview of what would be discussed. He stated that a general plan represents the community's vision for the future. He continued that state law requires a city to have a general plan which is good for approximately 20-25 years. However, some of the elements within the plan are usually updated separately as new laws may require updates more frequently.

He continued by discussing the phases of the project, stating that they are currently in phase three. Phases include project initiation, project management and coordination, community outreach and engagement, the housing element, the safety element update, the noise element update, technical updates to the remaining general plan elements, CEQA compliance and then the public hearings and adoption portion of the updated plan. He then stated that they anticipate the completion to be summer of 2025.

Mr. Mumper stated that there is a website that everyone could review at www.plansusanville.com.

Ryan Lester provided a more in-depth explanation of the housing element stating that the state must review and approve this element and that it is to be updated every 4 years. He continued that the element would identify the housing needs, the opportunities, and barriers to housing access, establishing an action plan and to update practices and regulations to reflect those new laws. He continued with the goals that are typically addressed in the element, as well as the housing needs assessment, a constraints analysis, a housing sites inventory and the the action plan.

Mr. Lester discussed the outreach strategy including city council and planning commission joint study sessions, community workshops, focus group meetings, stakeholder interviews and planning commissioner and city council meetings/hearings.

Mr. Mumper also added that, since 2019, there is an annual review to the HCD even though there is a longer update requirement.

Mr. Gibbons reviewed the updates required within the safety element as well as the other elements. He added that the safety element is now required to be submitted to the Board of Forestry in high-risk fire areas, to include evacuation routes (the ingress and egress of an area if an emergency occurs), among other areas.

Planning Commissioner alternate, Maria Fregulia, inquired as to whether insurance companies ask for copies of housing elements.

No comments.

Mayor Schuster closes the public hearing at 3:52pm.

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4. **NEW BUSINESS**: No business.
5. **ADJOURNMENT**: The meeting adjourned at 3:52pm.

Heidi Whitlock, City Clerk

Mendy Schuster, Mayor

Approved on: September 18, 2024