

SUSANVILLE PLANNING COMMISSION
Regular Planning Commission Meeting Minutes
TUESDAY, NOVEMBER 14, 2023 – 5:30 PM

CALL TO ORDER: Meeting called to order at 5:31 p.m. by Chair Westbrook

ROLL CALL: Rod DeBoer, Tony Ardito, Wayne Jambois and Melanie Westbrook.

1. APPROVAL OF AGENDA:

Moved by Wayne Jambois; seconded by Rod DeBoer to approve agenda as submitted.

Motion Carried: 4-0

Voting For: Jamobis, DeBoer, Ardito and Westbrook.

Voting Against: None

2. BUSINESS FROM THE FLOOR: None.

3. CONSENT ITEMS:

3.A Receive and file minutes from the Sept. 26, 2023, meeting.

Receive and file minutes from the Sept. 26, 2023, meeting.

[P.C. 9.26.23 min..pdf](#)

Moved by Rod DeBoer; seconded by Wayne Jambois to approve the minutes from the Sept. 26, 2023, meeting.

Motion Carried: 4-0

Voting For: DeBoer, Jambois, Ardito and Westbrook.

Voting Against: None

4. PUBLIC HEARINGS:

4.A Use Permit/Architectural Site Plan Review #2023-006 to consider a fifteen five plex (seventy-five unit) multi-family housing project on an undeveloped parcel with R-3 Zoning. Consider adoption of Resolution No. 23-1168, approving the 75-unit multi-family housing project.

Public hearing opened at 5:35 p.m.

Mr. Mumper provided information on the project.

Numerous residents neighboring the property voiced concern about the proposed housing units.

Dan Newton, City Administrator, also provided comment and said the biggest issue is if the Susanville Sanitary District has the capacity to serve that project.

Public hearing closed at 7:18 p.m.

The Commissioners held general discussion regarding the matter.

[Traffic Impact Report 15 5 Plexes.pdf](#)

[Traffic Impact Study Letter.docx](#)

[HCD Regional Housing Needs Allocation Plan.pdf](#)

[Site Plan & Elevations.pdf](#)

[Approving Resolution #23-1168.doc](#)

[Disapproving Resolution.doc](#)

[15-5 Plex Staff Report.docx](#)

Moved by Wayne Jambois; seconded by Rod DeBoer to table the item until a future date.

Motion Carried: 4-0

Voting For: Jambois, DeBoer, Ardito, and Westbrook

Voting Against: None

- 4.B Continuing tabled item from the September 26, 2023, regularly scheduled Planning Commission meeting. Discuss the potential assessment of administrative civil penalties against the property owner at 105 Russell Avenue for noncompliance with Nuisance Abatement Order NA2023-003 based on a progress report to be provided by the property owners.

Receive update from property owners on clean-up efforts. If substantial progress has not been made, staff recommendation would be a motion to approve Resolution No. 23-1164 approving the assessment of administrative civil penalties against the property owner at 105 Russell Avenue for noncompliance with Nuisance Abatement Order NA2023-003. If substantial progress has been made, the Planning Commission may choose to rescind a portion of the aforementioned fines or all of them. Staff recommends that even if significant progress has been made that the minimum fine shall be \$2,000.00 and the maximum be \$7,100.00.

Public hearing opened at 7:35 p.m.

Mr. Mumper summarizes the item.

Debbie Marino provides update on the court process and work that has been done at the property.

Peter Talia, attorney, speaks on behalf of the Marino family.

Public hearing closed at 7:56 p.m.

The Commission held discussion about the cost breakdown.

[Nuisance_Abatement_Order_After_Hearing_NA2023-003_105_Russell_Ave.pdf](#) [PC_23-1164_Resolution.pdf](#)

Moved by Rod DeBoer; seconded by Wayne Jambois to table the item to allow the City to get a cost breakdown.

Motion Carried: 4-0

Voting For: DeBoer, Jambois, Ardito and Westbrook.

Voting Against: None

- 4.C Continuing tabled item from the September 26, 2023, regularly scheduled Planning Commission meeting. Discussion to consider Resolution No. 23-1165 regarding the issuance of civil assessment penalties against the property owner at 713 Cottage Street for noncompliance with Nuisance Abatement Order NA2023-001.

Motion to approve Resolution No. 23-1165 approving the issuance of civil assessment penalties against the property owner at 713 Cottage Street for noncompliance with Nuisance Abatement Order NA2023-001.

Mr. Mumper summarizes the item.

Public hearing opened at 8:03 p.m.

Mr. Talia provides an update against the property owner and requests more time.

Susan Junette, public member, states the property needs to be taken care of now.

Public hearing closed at 8:10 p.m.

[Nuisance_Abatement_Order_After_Hearing_NA2023-001_713_Cottage.pdf](#)
[PC_23-1165_Resolution.pdf](#)

Moved by Rod DeBoer; seconded by Wayne Jambois to approve Resolution 23-1165.

Motion Carried: 4-0

Voting For: DeBoer, Jambois, Ardito and Westbrook.

Voting Against: None

5. NEW BUSINESS: NONE

6. CORRESPONDENCE: NONE

7. COUNTY REFERRALS: NONE

8. ADJOURNMENT:

Moved by Wayne Jambois; seconded by Rod DeBoer to adjourn at 8:13 p.m.

Motion Carried: 4-0

Voting For: Jambois, DeBoer, Ardito and Westbrook.

Voting Against: None

Signed, Chair Melanie Westbrook

Respectfully submitted by,

Ruth McElrath, Building Permit Technician

Heidi Whitlock, City Clerk

Approved On: January 9, 2024