

SUSANVILLE PLANNING COMMISSION
Regular Planning Commission Meeting Minutes
TUESDAY, FEBRUARY 13, 2024 – 5:30 PM

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

ROLL CALL: Rod DeBoer, Curtis Bortle, Tony Ardito, Wayne Jambois, and James Merchant

1. APPROVAL OF AGENDA:

Moved by Rod DeBoer, seconded by Commissioner Bortle to approve agenda as submitted.

Motion Carried: 5 - 0

Voting For: DeBoer, Bortle, Ardito, Jambois, and Merchant

Voting Against: None

2. BUSINESS FROM THE FLOOR: None

3. CONSENT ITEMS:

3.A Receive and file minutes from the Jan. 9, 2024, meeting.

Moved by Rod DeBoer; seconded by Tony Ardito to approve the Jan.9, 2024 meeting minutes.

Motion Carried: 5 - 0

Voting For: DeBoer, Ardito, Jambois, Bortle, and Merchant

Voting Against: None

[PC Min. 1.9.24.pdf](#)

4. PUBLIC HEARINGS:

4.A Architectural and Site Plan Review Application #2024-001, TSG Development and NST Engineering. The applicants are proposing an 852 square foot entry way addition to an existing 26,272 square foot building used by the Bureau of Land Management and United States Forest Service.

Consider adoption of Resolution No. 24-1172, approving the design of the proposed addition to the existing building.

Before beginning the item, Mr. Mumper introduces City of Susanville Economic Development Director Tamara Spade.

Ms. Spade introduces herself to the Commission.

Mr. Mumper summarizes the project.

Public hearing opened at 5:39 p.m.

No comments received in favor or against the project.

Public hearing closed at 5:39 p.m.

Moved by Commissioner Bortle, seconded by Commissioner DeBoer to approve Resolution 24-1172.

Motion Carried: 5 - 0

Voting For: Bortle, DeBoer, Ardito, Jambois, and Merchant

Voting Against: None

[Public Hearing Notice to Property Owners AR#2024-001.docx](#)

[AR#2024-001 BLM USFS Application.pdf](#)

[AR#2024-001, BLM-USFS 852 Sqft. Addition.pdf](#)

[Approving Resolution No. 24-1172.doc](#)

[Disapproving Resolution.doc](#)

[BLM-USFS Addition SR.docx](#)

4.B Use Permit #2024-002, Kirack Construction Temporary Construction Staging Yard

Consider adopting Resolution No. 24-1173.

Mr. Mumper summarizes project.

The Commissioners hold discussion regarding the item.

Public hearing opened at 5:52 p.m.

No comments received in favor or against the project.

Public comment closed at 5:53 p.m.

[UP#2024-002-Temp Contractor Yard Application-Site Plan.pdf](#)

[Public Hearing Notice to Property Owners UP#2024-002.docx](#)

[Public Hearing Notice UP#2024-002.docx](#)

[Approving Resolution No. 24-1173.doc](#)

[Disapproving Resolution.doc](#)

[Use Permit SR.docx](#)

Moved by Commissioner Jambois, seconded by Commissioner DeBoer to approve Resolution 24-1173.

Motion Carried: 5 - 0

Voting For: Jambois, DeBoer, Bortle, Ardito and Merchant

Voting Against: None

- 4.C Use permit application #24-003 to allow a 920-foot-long perimeter security fence for the long valley charter school with portions of the fence proposed to be 8 feet in height on APN(s) 103-100-020-000 and 103-100-019-000 (995 Paiute lane).

Consider adopting Resolution No. 24-1174.

Mr. Mumper provides information about the project.

Public comment opened at 5:58 p.m.

Stephanie Preston, Long Valley Charter School Principal, speaks in favor of the project, explaining vandalism has been occurring at the school.

Public comment closed at 6:01 p.m.

Moved by Commissioner Bortle; seconded by Commissioner DeBoer, to approve Resolution 24-1173.

Motion Carried: 5 - 0

Voting For: Jambois, DeBoer, Bortle, Ardito and Merchant

Voting Against: None

[Public Hearing Notice UP#2024-003.docx](#)

[UP#2024-003 Staff Report.docx](#)

[UP#2024-003-Application-Site Plan.pdf](#)

[Public Hearing Notice to Property Owners UP#2024-003.docx](#)

[Disapproving Resolution.doc](#)

[Approving Resolution No. 24-1174.doc](#)

5. NEW BUSINESS: NONE

6. CORRESPONDENCE: NONE

7. COUNTY REFERRALS: NONE

8. ADJOURNMENT:

Moved by Commissioner DeBoer; seconded by Commissioner Jambois to adjourn at 6:03 p.m.

Motion Carried: 5 - 0

Voting For: DeBoer, Jambois, Bortle, Ardito and Merchant

Voting Against: None

Signed, Vice Chair James Merchant

Respectfully submitted by,

Ruth McElrath, Building Permit Technician

Heidi Whitlock, City Clerk

Approved On: April 9, 2024

