

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

CALL TO ORDER Meeting called to order at 5:30 p.m. by Vice Chair Merchant

ROLL CALL Rod DeBoer, Tony Ardito, Wayne Jambois, James Merchant

1. APPROVAL OF AGENDA:

Mr. Mumper moves item 4A ahead of Item 3-Public Hearings.

Moved by Wayne Jambois; seconded by Rod DeBoer to approve agenda with one change.

Motion Carried: 4 - 0

Voting For: Jambois, DeBoer, Ardito and Merchant

Voting Against: None

2. BUSINESS FROM THE FLOOR: None

4. NEW BUSINESS: ITEM MOVED AHEAD OF ITEM 3A

4.A Consider the appointment of a Chair and Vice Chair for the Susanville Planning Commission Motion to appoint both a Chair and Vice Chair for the Susanville Planning Commission

Moved by Commissioner DeBoer, seconded by Commissioner Ardito to appoint James Merchant as Chair

Motion Carried: 4 - 0

Voting For: DeBoer, Ardito, Jambois and Merchant

Voting Against: None

Moved by Commissioner Jambois to nominate Tony Ardito as Vice Chair. Commissioner Ardito declines.

Moved by Commissioner Jambois to nominate Commissioner DeBoer as Vice Chair. Commissioner DeBoer declines.

Moved by Commissioner DeBoer, seconded by Commissioner Ardito to nominate Commissioner Jambois as Vice Chair.

Motion Carried: 4 - 0

Voting For: DeBoer, Ardito, Jambois and Merchant

Voting Against: None

3. PUBLIC HEARINGS:

3.A Consider Resolution No. 24-1177, approving the assessment of civil penalties against the property owner of 6 Monrovia St. for APN 107-156-009-000, for noncompliance with Nuisance Abatement Order NA 2023-005.

Motion to approve Resolution No. 24-1177, approving the assessment of civil penalties against the property owner of 6 Monrovia St. for APN 107-156-009-000, for noncompliance with Nuisance Abatement Order NA 2023-005.

Mr. Mumper summarizes item and states little to no progress has been made. The owner contacted him and explained he hasn't been able to make it up. The owner was going to submit for another extension via email, but Mr. Mumper stated he never received anything via email.

Public comment opened at 5:37 p.m.

No public comment.

Public comment closed at 5:38 p.m.

Commissioner Jambois comments that staff has made a concerted effort to contact the owner. Commissioners and staff hold further discussion regarding efforts to contact the owner.

Moved by Rod DeBoer; seconded by Tony Ardito to approve resolution 24-1177.

Motion Carried: 4 - 0

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

Voting Against: None

[24-6-11 Monrovia Signed Notice of Hearing \(owner\).pdf](#)

[20240619_082026.jpg](#)

[20240619_082043.jpg](#)

[6 Monrovia Nuisance Abatement Order \(Resolution NO. 23-1150\).pdf](#)

[Nuisance Abatement Order After Hearing NA2023-005 - 6 Monrovia.doc](#)

[24-7-15 Notice of Public Hearing 1.pdf Resolution_NO._24-1177__3_\(2\).doc](#)

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[20240805_085223.jpg](#)

3.B Consider Resolution No. 24-1179, approving the assessment of civil penalties against the property owner of 1005 North St. for APN 103-242-007-000, for noncompliance with Nuisance Abatement Order NA 2023-004.

Motion to approve Resolution No. 24-1179, approving the assessment of civil penalties against the property owner of 1005 North St. for APN 103-242-007-000, for noncompliance with Nuisance Abatement Order NA 2023-004.

Mr. Mumper summarizes item and states Code Enforcement Officer Mike Prettyman included up-to-date photos.

Mr. Prettyman passes out correspondence to the Commission. He enters into record that property owner Stan Velu states Jack Ward is the authorized representative for the property.

Mr. Mumper explains that Mr. Ward has made significant progress. All of the work has been done post abatement order. Staff came up with at least 100 hours or more in staff time. Covering that time is a minimum of \$4,000 in fines. It will be up to the Commission to deliberate where those will land.

Public hearing opened at 5:44 p.m.

Mr. Ward requests the least amount as all the money is going to make the home livable again. He appreciates the Commission giving him 30 days to work on it.

Public comment closed at 5:47 p.m.

Commissioners express appreciation for the work that has been done.

Commissioner Jambois states he is reluctant to assess a full penalty, however, there is a considerable amount of money involved in this. He realizes they need resources to work with, but he would like to see the \$4,000 recovered.

Commissioner DeBoer suggests that maybe they could work out an equitable amount for payments.

There is brief discussion regarding a payment plan.

Mr. Ward states he will lose his home with a \$4,000 fine.

Commissioner DeBoer recommends tabling the item for staff to determine a payment plan.

Mr. Mumper responds tabling the item will further increase staff time.

Commissioner Ardito suggests meeting half-way at \$2,000.

Commission holds further discussion.

Mr. Ward said they can probably agree to \$2,000.

Chair Merchant comments that he doesn't like it when civil assessments seem out of hand. The amount of effort to get the property back into compliance is admirable, but it's been a long process.

Moved by Tony Ardito; seconded by Rod DeBoer to approve Resolution 24-1179.

Motion Carried: 3 - 1

Voting For: Ardito, DeBoer, and Merchant

Voting Against: Wayne Jambois

[24-6-11 North Signed Notice of Hearing \(owner\).pdf](#)

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[20240619_080627.jpg](#)
[20240619_080630.jpg](#)
[20240619_080707.jpg](#)
[20240619_080722.jpg](#)
[20240619_080726.jpg](#)
[1005 North Street Nuisance Abatement Order \(Resolution NO. 23-1149\).pdf](#)
[Nuisance Abatement Order After Hearing NA2023-004 1005 North Street.doc](#)
[24-7-15 Notice of Hearing 2.pdf](#)
[20240729_084726.jpg](#)
[20240729_084716.jpg](#)
[20240729_084718.jpg](#)
[20240729_084721.jpg](#)
[Resolution_NO._24-1179__1_ \(6\).doc](#)

- 3.C Consider approval of Resolution No. 24-1181, considering an amendment to the approved conditions of Use Permit #2023-009, to allow the addition of an 8ft. security fence. Approve Resolution No. 24-1181, considering an amendment to the approved conditions of Use Permit #2023-009, to allow the addition of an 8ft. security fence.

Mr. Mumper summarizes the matter.

Public hearing opened at 6 p.m.

Mr. Kirack, property owner, further explains project.

Public comment closed at 6:01 p.m.

Motion by Commissioner DeBoer, seconded by Commissioner Ardito to approve Resolution 24-1181.

Moved by Rod DeBoer; seconded by Tony Ardito to approve Resolution 24-1181.

Motion Carried: 4 - 0

Voting For: DeBoer, Ardito, Jambois and Merchant.

Voting Against: None

Mr. Mumper reiterates that Resolution 24-1181 amends and replaces 24-1170 and resets the timeline for securing building permits.

[Disapproving Resolution.doc](#)
[Public Hearing Notice Amend UP#2023-009.docx](#)
[Public Hearing Notice to Property Owners UP#2023-009.docx](#)
[BLM Warehouse Use Permit SR_Amendment.docx](#)
[Site Plan Reduced Size.pdf](#)
[Approving_Resolution_No._24-1181 \(1\).doc](#)

- 3.D Consider Resolution No. 24-1182. **USE PERMIT/ARCHITECTURAL REVIEW #2024-010**, Susanville Indian Rancheria Housing Authority (SIRHA). The applicant is proposing (one) two story four plex multi-family housing project located at 300 Alexander Avenue (APN #107-083-002-000)

Approve Resolution No. 24-1182, approving **USE PERMIT/ARCHITECTURAL REVIEW #2024-010** for Susanville Indian Rancheria Housing Authority (SIRHA) to allow (one) two story four plex multi-family housing project located at 300 Alexander Avenue (APN #107-083-002-000)

Mr. Mumper explains the item and states the southern setback is 15-feet. The adjoining process is zoned R-3 and has a single-family residence on it, which is why we have to ask for it.

Chair Merchant comments anytime we can get affordable housing in Susanville is very good to see.

Public hearing opened at 6:07 p.m.

Phil Bush, representing the Susanville Indian Rancheria, speaks in favor of the project.

Public comment closed at 6:08 p.m.

Motion by Commissioner DeBoer, seconded by Commissioner Ardito to approve Resolution 24-1182.

Motion Carried: 4 - 0

Voting For: DeBoer, Ardito, Jambois and Merchant

Voting Against: None

[Public Hearing Notice AR#2024-010.docx](#)

[Public Hearing Notice to Property Owners UP#2024-010.docx](#)

[Project Review & Consult Distribution Form.doc](#) [300 Alexander Site Plan.pdf](#)

[300 Alexander Floor Plans-Elevations-Reduced Size.pdf](#)

[Multifamily Fourplex PCSR.docx](#)

[Disapproving Resolution.doc](#)

[Approving Resolution No. 24-1182.doc](#)

5. CORRESPONDENCE: None

6. COUNTY REFERRALS: None

- 7. ADJOURNMENT:** Motion by Commissioner DeBoer, seconded by Vice Chair Jambois to adjourn at 6:13 p.m.

Motion Carried: 4 - 0

Voting For: DeBoer, Jambois, 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: Oct. 22, 2024