

SUSANVILLE PLANNING COMMISSION
Regular Planning Commission Meeting Minutes
TUESDAY, DECEMBER 10, 2024 – 5:30 PM

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

ROLL CALL Tony Ardito, Wayne Jambois, and James Merchant. Absent: Matthew Eltzroth and Rod DeBoer

1. APPROVAL OF AGENDA:

Moved by Commissioner Jambois; seconded by Commissioner Ardito to approve the agenda as submitted.

Motion Carried: 3 - 0

Voting For: Jambois, Ardito and Merchant

Voting Against: None

2. BUSINESS FROM THE FLOOR:

Jim McCarthy, public member, comments about the role of the Planning Commission.

3. CONSENT ITEMS:

3.A Receive and file minutes from the October 22, 2024 meeting

[P.C. 10.22.24 min.\(1\).pdf](#)

Moved by Commissioner Ardito; seconded by Commissioner Jambois to approve the Oct. 22, 2024 meeting minutes.

Motion Carried: 3 - 0

Voting For: Ardito, Jambois and Merchant

Voting Against: None

3.B Receive and file minutes from the November 12, 2024 meeting

[P.C. 11.12.24 min..pdf](#)

Moved by Commissioner Jambois; seconded by Commissioner Ardito to approve the November 12, 2024, meeting minutes.

Motion Carried: 3 - 0

Voting For: Jambois, Ardito and Merchant

Voting Against: None

4. PUBLIC HEARINGS:

- 4.A Consider Resolution No. 24-1189 declaring public nuisance conditions at 830 Main St (APN: 103-323-006-000) and approving the issuance of Nuisance Abatement Order NA-2024-003 ordering the property owner to abate nuisance conditions.

Motion to approve Resolution No. 24-1189 declaring public nuisance conditions at 830 Main St (APN: 103-323-006-000) and approving the issuance of Nuisance Abatement Order NA-2024-003 ordering the property owner to abate nuisance conditions.

Mr. Mumper introduces the item.

Code enforcement officer Mike Prettyman summarizes his report.

The commissioners ask questions about the process, timelines and communication with the property owner.

Dan Newton, City Manager, summarizes the timeline explaining his position has the authority to issue summary abatement notices if there is an imminent threat to public safety. The front wall of the St. Francis was deemed to be a safety hazard, and the code allows staff to act on it immediately. The process before the Planning Commission is the normal abatement process, which addresses the building in its current condition.

He continued explaining the City Council approved a \$51,000 contract for Penhall Construction to get the work done. The Lassen Superior Court placed a protective order on the building, but the judge ultimately lifted the order at a second hearing. It was conditioned on pulling the material outside rather than dumping it into the building, which increased the cost a little bit. The property owner has a process and a right to be notified and to act. It's better for everybody if the property owner addresses the item because it's a little more cost effective.

Chair Merchant asks about the communication timeline, can they see the paper trail with Terra Nova and what has been the paper trail.

Mr. Newton states communication has gone through him since Nov. 1. The property owner was interested in pursuing an engineer to see if the structure can be braced, however, the timeline was not conducive to addressing the emergency.

Public hearing opened at 5:51 pm

Mr. McCarthy addresses the item. He also spoke with the owner who said he didn't have insurance and if he didn't get help from the city he would walk.

Mr. Newton confirms the property owner's statements, but adds the owner

subsequently said he is interested in restoring the building.

Mr. Newton explains that staff still have an obligation to communicate with him and inform him of the actions the city is taking. The direction is to move forward and get the site cleaned up as soon as possible.

There is further discussion regarding the owner's plan to renovate the facility with monetary assistance.

Public hearing closed at 5:58 p.m.

[24-7-15 Notice of Public Nuisance.pdf](#)

[24-11-13 Notice to Abate.pdf](#)

[24-12-10 Resolution No. 24-1189.doc](#)

[24-12-10 Abatement Order NA2024-003.doc](#)

[PC Photos 10-16-24.pdf](#)

[PC Photos 12-4-24.pdf](#)

Moved by Commissioner Ardito; seconded by Commissioner Jambois to approve Resolution 24-1189.

Motion Carried: 3 - 0

Voting For: Ardito, Jambois and Merchant

Voting Against: None

5. NEW BUSINESS: None

6. CORRESPONDENCE: None

7. COUNTY REFERRALS: None

8. ADJOURNMENT:

Moved by Commissioner Ardito; seconded by Commissioner Jambois to adjourn at 5:59 p.m.

Motion Carried: 3 - 0

Voting For: Ardito, Jambois and Merchant

Voting against: None

James Merchant, Chair

Ruth McElrath, Building Permit Tech for:
Heidi Whitlock, City Clerk

Approved On: February 11, 2025