

SUSANVILLE PLANNING COMMISSION
Regular Planning Commission Meeting Minutes
TUESDAY, FEBRUARY 11, 2025 – 5:30 PM

CALL TO ORDER Meeting called to order at 5:32 p.m. by Vice Chair Jambois

ROLL CALL Maria Fregulia, Matthew Eltzroth, Tony Ardito and Wayne Jambois. Absent: James Merchant

1. APPROVAL OF AGENDA:

Moved by Commissioner Fregulia, seconded by Commissioner Ardito to approve the agenda as submitted.

Motion Carried: 4 - 0

Voting For: Fregulia, Ardito, Eltzroth and Jambois

Voting Against: None

2. BUSINESS FROM THE FLOOR:

3. CONSENT ITEMS:

3.A Receive and file minutes from the December 10, 2024 meeting.

Receive and file minutes from the December 10, 2024 meeting.

[PC 12.10.24 meeting min.pdf](#)

Moved by Commissioner Ardito, seconded by Commissioner Eltzroth to approve the Dec. 10, 2024, meeting minutes.

Motion Carried: 4 - 0

Voting For: Ardito, Eltzroth, Fregulia and Jambois

Voting Against: None

4. PUBLIC HEARINGS:

4.A Consider Resolution No. 25-1190 declaring public nuisance conditions at 17 Orange St. (APN: 107-152-011-000) and approving the issuance of Nuisance Abatement Order NA-2025-001 ordering the property owner to abate nuisance conditions.

Motion to approve Resolution No. 25-1190 declaring public nuisance conditions at 17 Orange St. (APN: 107-152-011-000) and approving the issuance of Nuisance Abatement Order NA-2025-001 ordering the property owner to abate nuisance conditions.

Mike Prettyman, City of Susanville Code Enforcement Officer, summarizes the staff report.

Public hearing opened at 5:35 p.m.

No comments received in favor or against the nuisance abatement order.

Public hearing closed at 5:36 p.m.

[25-2-11 Resolution No. 25-1190.doc](#)

[25-2-11 Abatement Order NA2025-001.doc](#)

[24-11-20 Notification of Nuisance.pdf](#)

[24-11-20 Decl. of Mail.pdf](#)

[24-12-26 Notice to Abate.pdf](#)

[24-12-26 Decl. of Mail.pdf](#)

[Search _ ParcelQuest.pdf](#)

[24-12-26 Photo.jpg](#)

[25-1-28 Photo.jpg](#)

Moved by Commissioner Eltzroth, seconded by Commissioner Fregulia to approve Resolution 25-1190.

Motion Carried: 4 - 0

Voting For: Eltzroth, Fregulia, Ardito and Jambois

Voting Against: None

4.B

Consider Resolution No. 25-1191 declaring public nuisance conditions at 516 Grand Ave. (APN: 103-210-023-000) and approving the issuance of Nuisance Abatement Order NA-2025-002 ordering the property owner to abate nuisance conditions.

Motion to approve Resolution No. 25-1191 declaring public nuisance conditions at 516 Grand Ave. (APN: 103-210-023-000) and approving the issuance of Nuisance Abatement Order NA-2025-002 ordering the property owner to abate nuisance conditions.

Mr. Prettyman summarizes his staff report and timeline of notifications of nuisance. He explains he was contacted, today, by Ms. Wanda Brown who is claiming responsibility for the property. He expects the property to be brought into compliance, however, staff will be asking for the nuisance abatement order to be put in place, but for the fines and penalties to be postponed.

The Commission and staff discussed a timeline for coming into compliance.

Mr. Prettyman explains the nuisance abatement order asks for a written plan of action to bring the property into compliance whether demolition or rehabilitation. Once staff received and approved the plans, the property owner was given 20 days to start the work and continue working until the project is fully completed. His thought is to approve the resolution and abatement order, which gives the city jurisdiction over the property for the next year and allows the city to abate if the family doesn't make good with the plan.

Since he just talked with the family today his thought is to allow a six-month window to get the project up and running. They will still have to come to staff within the next 10 days with a plan.

There was discussion among the Commissioners that the wording in the resolution would need to be changed.

Public hearing opened at 5:44 pm.

Wanda Brown, representing the property, states she is grateful to Mr. Prettyman for being helpful. They were unaware of notices being posted and mailed out as they were being sent to her uncle who is deceased. It is their desire to take care of business and take the house down and get the property in good standing. They are asking for at least six months.

Vice Chair asked if six months will be adequate time.

Ms. Brown responded they are looking at different avenues, but they feel six months is sufficient and they will bring a plan to staff within 10 days.

Public hearing closed at 5:52 p.m.

Commissioners amend resolution 25-1191 to approve the abatement orders, but the penalties are stayed contingent upon the property being brought into compliance within six months. If compliance is not met by Aug. 11, 2025, the penalty phase will begin.

[25-2-11 Resolution No. 25-1191.doc](#)

[25-2-11 Abatement Order NA2025-002.doc](#)

[24-11-20 Notification of Nuisance.pdf](#)

[24-11-20 Decl. of Mail.pdf](#)

[24-12-26 Notice to Abate.pdf](#)

[24-12-26 Decl. of Mail.pdf](#)

[Search _ ParcelQuest.pdf](#)

[24-11-18 Photo.jpg](#)

[24-12-26 Photo.jpg](#)

Moved by Commissioner Fregulia, seconded by Commissioner Eltzroth to approve the amended resolution.

Motion Carried: 4 - 0

Voting For: Fregulia, Eltzroth, Ardito and Jambois

Voting Against: None

5. NEW BUSINESS: NONE

6. CORRESPONDENCE: NONE

7. COUNTY REFERRALS: NONE

8. **ADJOURNMENT:** Moved by Commissioner Eltzroth, seconded by Commissioner Ardito to adjourn at 5:57 p.m.
Motion Carried: 4 - 0
Voting For: Eltzroth, Ardito, Fregulia and Jambois
Voting Against: None

Wayne Jambois, Vice Chair

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

Approved On: