

SUSANVILLE PLANNING COMMISSION
Regular Planning Commission Meeting Minutes
TUESDAY, JUNE 25, 2024 – 5:30 PM

CALL TO ORDER Meeting called to order at 5:30 p.m. by Commissioner Jambois.

ROLL CALL Commissioner DeBoer, Commissioner Eltzroth (alternate), Commissioner Ardito, and Commissioner Jambois. Absent: Chair Westbrook and Vice Chair Merchant. Commissioner Jambois chairs meeting.

1. APPROVAL OF AGENDA:

Motion by Commissioner DeBoer; seconded by Commissioner Eltzroth to approve the agenda as submitted.

Motion Carried: 4 - 0

Voting For: DeBoer, Eltzroth, Ardito and Jambois

Voting Against: None

2. BUSINESS FROM THE FLOOR: None

3. CONSENT ITEMS:

3.A Receive and file minutes from the May 28, 2024 meeting.

[P.C. 5.28.24 min.pdf](#)

Moved by Commissioner Eltzroth; seconded by Commissioner DeBoer to approve the May 28, 2024 meeting minutes.

Motion Carried: 4 - 0

Voting For: Eltzroth, DeBoer, Ardito and Jambois

Voting Against: None

4. PUBLIC HEARINGS:

4.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.

Public hearing opened at 5:33 p.m.

Mr. Mumper summarizes the item.

He distributes a letter from property owner Ken Morris who requests a 30-day extension.

The Commission holds discussion about providing an extension.

Commissioner Jambois states he is in favor of granting a 30-day extension and having staff bring back information on how much staff time has gone into this. Even if he cleans up the property and brings it up to code, he still wants to recover these costs. He requested staff bring back what those costs were.

Mr. Mumper responded staff costs come after the administrative fines because it will be added to the cost report and potential lien.

Commissioner Ardito states the property has been in a similar condition for as long as he can remember. As a responsible property owner, even living out of town, he should've known where it's at and that it's not acceptable. His feeling is to assess the fine. However, he does accept where the other commissioners are coming from.

Motion by Commissioner DeBoer, seconded by Commissioner Eltzroth to table the time to a future regularly scheduled meeting.

Motion Carried: 3 - 1

Voting For: DeBoer, Eltzroth, and Jambois

Voting Against: Ardito

Public hearing closed at 5:48 p.m.

[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](#)

[Resolution_NO._24-1177.doc](#)

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

- 4.B Consider Resolution No. 24-1178, approving the assessment of civil penalties against the property owner of 316 Pardee Ave. for APN 107-082-004-000, for noncompliance with Nuisance Abatement Order NA 2023-006.

Public hearing opened at 5:48 p.m.

Mr. Mumper summarizes the item. He said a demo permit was never secured and many of the violations do remain.

Staff and commissioners hold discussion regarding the item.

Public hearing closed at 5:54 p.m.

Motion by Commissioner Ardito, seconded by Commissioner DeBoer to approve Resolution 24-1178.

Motion Carried: 4 - 0

Voting For: Ardito, DeBoer, Eltzroth and Jambois.

Voting Against: None

[24-6-11 Pardee Signed Notice of Hearing.pdf](#)

[20240619_082509.jpg](#)

[20240619_082504.jpg](#)

[316 Pardee Nuisance Abatement Order \(Resolution NO. 23-1151-1152\).pdf](#)

[Resolution_NO._24-1178.doc](#)

[Nuisance Abatement Order After Hearing NA2023-006 316 Pardee.doc](#)

- 4.C 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 non-compliance 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 non-compliance with Nuisance Abatement Order NA 2023-004.

Public hearing opened at 5:55 p.m.

Mr. Mumper summarizes the item stating there are numerous violations on the property.

Jack Ward, who says the owner on record, Stan Velu, bought the property for him, requests an extension and shared he had been focusing on fixing up the property at 607 North St.

Commissioner Jambois states he fails to understand why Mr. Ward didn't make more effort at 1005 North St. With his resources of time and money he would've been better off putting effort into both properties. As it is now, it looks like he funneled his resources into one property and let 1005 slide and he has concerns about that.

The Commission and Mr. Ward hold discussion regarding the item.

Commissioner Eltzroth states the timeframe has been more than a year, we need to take some action on this.

Commissioner Ardito said he is encouraged by the efforts that were taken. He questions if the Commission assesses the \$10,000, will that stop the progress.

After more discussion with Mr. Ward and the Commissioners, the Commission approves a 30-day extension.

Commissioner Jambois states the City should recover its costs as well.

Mr. Mumper states there are other properties that the rightful property owner owns as well. It's unfair for Mr. Ward, via the property owner, to put the onus on him. A message needs to be sent that licensed contracted work needs to happen.

Motion by Commissioner DeBoer, seconded by Commissioner Ardito to table the item to a future regularly scheduled meeting.

Motion by Commissioner DeBoer, seconded by Commissioner Ardito to approve tabling the item to a future meeting.

Motion Carried: 4 - 0

Voting For: DeBoer, Ardito, Eltzroth and Jambois

Voting Against: None

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

[20240619_080441.jpg](#)

[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](#)

[Resolution_NO._24-1179.doc](#)

[Nuisance Abatement Order After Hearing NA2023-004 1005 North Street.doc](#)

- 4.D Consider Resolution No. 24-1180, for Use Permit #2024-009, proposing a six-foot chain link vehicle security fence with green vinyl slats which will encroach into the required front yard setbacks pursuant to the City of Susanville Municipal Code.

Approve or Disapprove Resolution No. 24-1180, for Use Permit #2024-009, proposing a six-foot chain link vehicle security fence with green vinyl slats, which will encroach into the required front yard setbacks pursuant to the City of Susanville Municipal Code.

Mr. Mumper makes a correction to the project description explaining the owner informed him that while the fence will be a six-foot, green chain link fence, it will not have slats. He continued he also added a condition asking the applicant to remove the vegetation from the planter box on the driveway entry to preserve line of sight safety.

Public hearing opened at 6:35 p.m.

Norm Schwartz, who lives on Grove St., asks for clarification on where the fence is going.

Mr. Mumper shows Mr. Schwartz the location on a site plan.

Public hearing closed at 6:38 pm.

Motion by Commissioner DeBoer, seconded by Commissioner Ardito to approve Resolution 24-1180 with the corrections mentioned including the removal of the green vinyl slats and the addition of maintaining the vegetation in the planter.

Motion Carried: 4 - 0

Voting For: DeBoer, Ardito, Eltzroth and Jambois

Voting Against: None

[Public Hearing Notice UP#2024-009.docx](#)

[Environmental Questionnaire UP#2024-009.pdf](#)

[Planning Application UP#2024-009 TSG Developments, LLC.pdf](#)

[Site Plan UP#2024-009.pdf](#)

[UP#2024-009 Staff Report.docx](#)

[1.jpg](#)

[2.jpg](#)

[3.jpg](#)

[4.jpg](#)

[Resolution No. 24-1180.doc](#)

[Reso. 24-1180 Disapproving.doc](#)

5. NEW BUSINESS: NONE

6. CORRESPONDENCE: NONE

7. COUNTY REFERRALS: NONE

8. ADJOURNMENT: Motion by Commissioner DeBoer, seconded by Commissioner Eltzroth to adjourn at 6:52 p.m.

Motion Carried: 4 - 0

Voting For: DeBoer, Eltzroth, Ardito and Jambois

Voting Against: None

Signed, Vice Chair James Merchant

Respectfully submitted by,

Ruth McElrath, Building Permit Technician

Heidi Whitlock, City Clerk

Approved On: October 22, 2024