

CITY OF MONTAGUE PLANNING COMMISSION MEETING MINUTES
OCTOBER 18, 2023
6:30 P.M.
Council Chambers, 230 S. 13th Street, Montague, CA 96064

PARTICIPATION: Participants can attend in person, online, and/or by telephone, as follows:

- In-person at: **Montague City Council Chambers, 230 S. 13th St.**
- Online via Zoom at: <https://us02web.zoom.us/j/6722621496?pwd=STQxMG94em1CejZwbCthNmNnem1Tdz09>
- Telephone at: 1(669)444-9171, When prompted, enter **Meeting ID:** 672 262 1496 **Passcode:** *89335983 *9 to **Raise Hand *6** to **unmute**

AGENDA PACKET: Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available for public inspection 72 hours before each regularly scheduled meeting at the City Clerk's office at City Hall, located at 230 S. 13th Street, Montague, California, during normal business hours. Any writing that is subject to disclosure that relates to an agenda item for open session distributed less than 72 hours prior to the meeting will be available for public inspection at the City Clerk's office during normal business hours. Materials distributed to a majority of councilmembers less than 72 hours before a meeting will be available for public inspection on the City's website at www.cityofmontagueca.com.

SPEAKERS: Speakers, please stand at the podium and speak loudly so the entire room can hear you. The chairman will recognize you and ask that you state your name and mailing address so that the City Staff can follow up on any issues requiring City action, or provide you with information, if appropriate.

Please silence your cell phones. Thank you!

PLANNING COMMISSION AGENDA:

- I. CALL TO ORDER: @ 6:30 PM**
- II. ROLL CALL: Pettack, duPre, and Robinson present. Risner and Soule absent.**
- III. PLEDGE OF ALLIGIANCE:**
- IV. PUBLIC COMMENTS:** "This time is set aside for the public to address the Planning Commission on matters listed on the Consent Agenda as well as other items not included on the Regular Agenda within the authority of the Planning Commission. If your comments concern an item noted on the Regular Agenda, please address the Planning Commission when that item is open for public comment." (The Brown Act requires the public be given the opportunity to address the Planning Commission before action is taken. If there is a Consent Agenda, there is no other opportunity for public comment on items on the Consent Agenda.) The Planning Commission has the right to reasonably limit the duration of each speaker to three minutes. Speakers may not cede their time. The Planning Commission may ask questions, but may take no action during the Public Comments portion of the meeting, except to direct staff to prepare a report, or to place an item on a future agenda. No comments.
- V. MEETING MINUTES:**
 1. Discussion and approval of meeting minutes of 8/16: Approved. Motion made by Pettack, seconded by duPre. All Ayes.
- VI. OLD BUSINESS:**
 1. Zoning Code Update- The project is a proposed update of Title 17, Zoning, of the Montague Municipal Code.
 - a. Staff Report. City Planner Tinsman presenting via phone. Zoning code was last updated over 40 years ago. Multiple projects are being completed with these grant funds including the housing element which will be presented later in the meeting. CEQUA will be brought back at a later meeting.
 - b. Public Hearing. No public comment.

- c. Decision. Motion to adopt Resolution 23-05 recommending the City Council adopt the City of Montague Zoning Code Update following completion of CEQUA and in concert with the Commission's environmental recommendation for the project made by duPre, seconded by Pettack. All Ayes.

VII. NEW BUISNESS:

1. Public Hearing – City of Montague Housing Element Update: Proposed Update of the General Plan Housing Element for the 6th Cycle Planning Period (2023-2031) (Discussion/Action)
 - i. Finding that the project would not have a significant effect on the environment and is exempt under Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines. (Discussion/Action) Approved. Motion made by duPre, seconded by Pettack. All Ayes.
 - ii. Approve Resolution 23-06, A Resolution of the Planning Commission of the City of Montague Recommending the City Council Adopt the 2023 Housing Element Update. (Discussion/Action) Approved. Motion made by duPre, seconded by Pettack. All Ayes.

VIII. DEPARTMENT REPORTS

- Animal Control/ Code Enforcement: Scott presenting. We still have a couple of abatements that we are waiting on from the attorney. Robinson asks about what we are doing about the Crawford property. The trash is piling up again after the clean up was done about a year ago. CEO Scott states that she has not contacted the owner again because the attorney has not completed the first abatement. Robinson asks for her to follow up. Robinson states that we need to keep up on the properties that we do clean so other citizens don't use them as an example on why they don't need to follow the City's policies and rules.

IX. ADJOURN: @7:41 pm

Motion to adjourn made by Pettack, seconded by duPre. All Ayes.