



**MINUTES  
MEETING OF THE PLANNING COMMISSION**

**TUESDAY, FEBRUARY 2, 2016**

**PUBLIC SESSION: 6:30 p.m.  
CLOVERDALE PERFORMING ARTS CENTER, 209 N. CLOVERDALE BLVD., CLOVERDALE, CA 95425**

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**OPENING:**

- Call to Order: Chair Shanahan called the meeting to order at 6:30 p.m.
- Pledge Of Allegiance
- Roll Call: Present - Commissioner Halliday, Vice Chair Domke, Commissioner Enge, Alternate Commissioner Bovee, and Chair Shanahan
- Agenda Review (changes/deletions): None
- Declaration of Conflicts of Interest: None

**PUBLIC COMMENT PERIOD:**

Chair Shanahan opened and closed the public comment period, as there was none.

**CONSENT CALENDAR:**

1. **Minutes Review:** January 5, 2016
2. **Request for a 12 month time extension (TM EXT 003-2016) of a previously approved Tentative Subdivision Map for the 221 Live Oak Drive Subdivision of 4.43 acres into 12 single-family residential lots ranging in size from 10,099 square-feet to 25,861 square-feet**

Commissioner Halliday recused himself from item #1, as he was not present at the January 5 meeting.

Item #1 – Minutes for January 5, 2016, were approved by a roll call vote (4-ayes – Domke, Enge, Bovee, Shanahan; 0-noes; 1-recuse – Halliday).

Item #2 of the Consent Calendar was unanimously approved by a roll call vote (5-ayes – Domke, Enge, Bovee, Halliday, Shanahan; 0-noes).

**NON-PUBLIC HEARING ITEMS:**

None.

**PUBLIC HEARING ITEMS:**

**3. Cloverdale Senior Multipurpose Center**

Applicant: Cloverdale Senior Multipurpose Center  
Project Location: 311 North Main Street, Cloverdale (APN 001-162-005)  
Project Description: Modification to an existing Conditional Use Permit (CUP MOD 001-2016) to expand the hours of operation for the Cloverdale Senior Multipurpose Center to 10 pm on some Friday and Saturday evenings, to allow up to 12 special events per year and to allow up to 12 special educational courses per year in addition to the normal operations of the Center  
Environmental Assessment: Categorically Exempt: Section 15301, CEQA Guidelines- Existing Facilities

Associate Planner Rafael Miranda presented the Staff Report for this item, stating this request is consistent with the General Plan and Zoning Ordinance, and recommended approval.

Chair Shanahan invited the Applicant to the podium to speak.

Bob Bialon, President of the Board of Directors at the Senior Center, stated this is seen by the Senior Center staff and board as a good benefit for both the Senior Center and the community and a way to reach out to the community from an educational and social standpoint. Mr. Bialon stated no negative comments were received when they reached out and spoke to the community and neighbors.

Chair Shanahan opened the public comment period for this item.

Mike Handy, Cloverdale, stated he is a next-door neighbor to the Senior Center and is opposed to the requested modification, as is another neighbor, who asked him to speak on her behalf. Mr. Handy gave a copy of his letter to the clerk.

Toby Daly, Cloverdale, stated he lives across from the Senior Center and that it could be a problem if their hours were expanded.

Mark Thayer, Cloverdale, stated his support for the expanded hours and that he feels this will benefit all residents of Cloverdale.

Laurie Martin, Cloverdale, stated she lives across from the Senior Center and that there is inadequate parking for the Senior Center as it is. Ms. Martin stated people block her driveway and is concerned of the impact on the neighborhood.

Mr. Bialon stated the Board of Supervisors is very sensitive to parking issues and that the Senior Center will ask people to park elsewhere for special events, such as Cloverdale Boulevard, if this request is approved.

Laurie Martin, Cloverdale, stated that parking is a problem now and if people are not parking on the Boulevard now, she doesn't know why they would for a special event.

Interim Community Development Director Jerry Haag stated the Police Department could be called if vehicles are blocking driveways. Mr. Haag further stated the proposed additional use would be in the early evening hours when traffic is lighter and does not believe traffic would be worse than peak hour conditions.

Commissioner Enge stated her approval of facilitating communication to encourage parking on Cloverdale Boulevard and clarified that the approval of 12 events per year is what is being considered.

Commissioner Halliday asked how parking concerns will be addressed.

Mr. Bialon stated that when people propose an event at the Senior Center, the Senior Center will promote as much as possible the parking along Cloverdale Boulevard to relieve the congestion along Main Street. Mr. Bialon stated the blocking of driveways is abhorrent and supports the police being called should this occur.

Alternate Commissioner Bovee asked how many people would be anticipated at one of these events.

Mr. Bialon responded that 30-40 people could be anticipated for a special event such as a wedding or funeral and less than 20 for an educational event, with 10 being the usual number.

Vice Chair Domke asked Mr. Haag, in the event of complaints, could this issue come back before the Planning Commission for review of the Conditional Use Permit.

Interim City Planner Haag responded that this is a discretionary action that the City would be granting the Senior Center with conditions of approval that need to be abided by and, if they are not abiding by those conditions resulting in a major community impact on parking, traffic, noise, etc., a special meeting of the Planning Commission could be convened to review the Conditional Use Permit and appropriate action could be taken based on the findings.

Chair Shanahan asked if there are classes or events that cannot be accommodated because of the current hours of operation.

Mr. Bialon stated there were not and that their concern is for the additional hours for special events.

Laurie Martin, Cloverdale, stated she is concerned about property values and that parking problems are not being mitigated with the current hours of operations.

Chair Shanahan asked Ms. Martin if there is a problem when the pancake breakfasts are held, to which she stated there is a problem with the traffic being quite busy those days.

Vice Chair Domke stated the action being considered would not change those events and would extend the hours into the evening with much more quiet events. Ms. Martin responded that she would like those types of events limited.

Mr. Haag stated the City staff does not micromanage these events, to which Ms. Martin responded she is asking for parameters for what events would be allowed.

Mr. Bialon stated the special events are for the members of the Senior Center and will be required to be low-key events, so as to not cause problems for neighbors.

Bob Cox, Cloverdale, stated he is a former Planning Commissioner and a current member of the City Council and that both the City Council and the Planning Commission previously held their meetings at the Senior Center, which sometimes had 50 people in attendance, which did not impact neighbors at all.

Mike Handy, Cloverdale, stated the police have been called several times in the past year regarding members in commercial vehicles camping in front of their houses. Mr. Handy stated his opposition to this action and suggests the use of the Citrus Fair where there is plenty of free parking, the Grange Hall, or the community center at Clover Springs for these events.

Mark Thayer, Cloverdale, stated that he lives in Clover Springs where Clover Springs residents may rent the hall but there is no commercial kitchen. Mr. Thayer stated there is a kitchen but the residents cannot use it.

Chair Shanahan closed the public comment period.

Vice Chair Domke stated Applicant's sincerity and interest in working with the neighbors was heard. He further stated that the neighbors can contest an event if it is foreseen that there would be an exceptional amount of people. Mr. Domke added that there is room for dialogue as events are scheduled and suggested the Senior Center get event information to the neighbors.

Chair Shanahan stated that with the types of events discussed, he doesn't see a problem with the requested expansion of hours of operations for special events. Chair Shanahan requests the Senior Center to notify neighbors so they know what is scheduled in advance.

Chair Shanahan called for a motion for a resolution by title only.

Commissioner Halliday made the motion to recommend approval to the City Council, seconded by Commissioner Enge. The motion was passed unanimously (5-ayes, Halliday, Domke, Enge, Bovee, and Shanahan; 0-noes).

Interim City Planner Haag requested Staff to note that this is an action of the Planning Commission and it is final unless appealed to the City Council within ten calendar days. He further stated the modification to the Use Permit cannot be activated until the appeal period has elapsed.

**OTHER BUSINESS:**

**4. Commission Nominations:**

Nomination and Appointment of Planning Commission Chair for Calendar Year 2016 -

Nomination and Appointment of Planning Commission Vice-Chair for Calendar Year 2016

Nomination of Mike Shanahan for Planning Commission Chair for Calendar Year 2016 was made by Vice Chair Domke, and was seconded by Commissioner Halliday. The nomination passed (4-ayes – Domke, Halliday, Enge, Bovee; 0-noes; 1-abstain – Shanahan).

Nomination of Roy Domke for Planning Commission Vice Chair for Calendar Year 2016 was made by Commissioner Enge, and was seconded by Alternate Commissioner Bovee. The nomination passed (4-ayes – Halliday, Enge, Bovee, Shanahan; 0-noes; 1-abstain – Domke).

**5. Goal Setting Process:** Discussion regarding upcoming City goal setting and strategic planning

City Manager Paul Cayler stated the annual goal setting meeting would be held on Tuesday, March 1, at 5:00 p.m., at the Senior Center. Mr. Cayler stated there are goal statement forms available for the Planning Commission to complete if they have any particular actionable goals but only the Council votes. Mr. Cayler explained the process used to establish the top ten goals for the upcoming year.

Mr. Cayler thanked Jerry Haag, Interim Community Development Director, for filling in and stated he will be introducing the new Assistant City Manager/Community Development Director, David Kelley.

**PLANNER'S REPORT/COMMUNICATIONS:** The Planner's Report is a verbal report for informational purposes only.

**PLANNING COMMISSION DIRECTION TO STAFF:** Discussion ensued regarding future projects.

**ADJOURNMENT:** Chair Shanahan adjourned to the next meeting Tuesday, March 1, 2016, at 5:00 p.m., or alternate date as requested, at the Cloverdale Senior Center, 311 N. Main Street, Cloverdale, CA 95425.

These minutes were adopted by the Planning Commission at a regular meeting on April 5, 2016, by voice vote action:

5-ayes (Shanahan, Domke, Enge, Halliday, Bovee), 0- noes, 0-recuse.

Approved:



Mike Shanahan, Chair

Attested:

  
Linda Moore, Deputy City Clerk