

# AGENDA

## Healdsburg Planning Commission

January 11, 2022 6:00 PM  
Meeting Held Virtually Via Zoom.us

### **CORONAVIRUS (COVID-19) ADVISORY NOTICE**

Consistent with Government Code section 54953(e), and in light of the declared state of emergency, the meeting will not be physically open to the public and all Commissioners will be teleconferencing into the meeting via Zoom. To maximize public safety while still maintaining transparency and public access, members of the public can listen to the meeting by using the hyperlink below and may provide public comment by Zoom during the public comment period.

#### **How to Observe the Meetings**

To maximize public safety while maintaining transparency and public access, the Healdsburg Planning Commission will be using Zoom Webinar service to allow remote participation. Members of the public who only wish to watch the meeting live or recorded can do so by using the link <http://healdsburgca.igm2.com/Citizens/default.aspx>.

#### **To Watch the Meeting and Submit Public Comment as Part of the Zoom Webinar:**

To join by computer, tablet, or mobile device:

1. Go to <https://zoom.us/join> and type in the Webinar ID: **837 1850 0191** or follow this link: <https://cityofhealdsburg-org.zoom.us/j/83718500191> (Pre-registration for the meeting is not required.)
2. Fill in your full name, verify you are not a robot (if required), and click "Join".
3. If the meeting host has started the Webinar, you should join automatically. If the meeting host has not started the Webinar, remain in the Webinar and it will start shortly.

To join by phone:

1. Dial 669-900-9128 or 253-215-8782 or 346-248-7799.
2. Enter the meeting ID: **837 1850 0191** and press # #.
3. If the meeting host has started the meeting, you should join automatically. If the meeting host has not started the meeting, remain in the meeting and it will start shortly.

#### **To Submit Public Comment**

By computer, tablet, or mobile device:

1. In the bottom center of the screen is a hand icon, click on "Raise Hand". The hand icon will place you in line to speak.
2. When it is your turn to comment, the meeting moderator will call upon you to comment. State your first name, last name, address, and comment. Each speaker will be given no more than three (3) minutes to make your comment.
3. When you are done commenting, please remember to lower hand.

By phone:

1. Press \*9 to raise your hand.
2. When it is your turn to comment, the meeting moderator will call the last four digits of your phone number. Press \*6 to speak at that time. State your first name, last name, address, and comment. Each speaker will be given no more than three (3) minutes to make your comment.
3. At the conclusion of your comments or when three minutes has passed, the meeting host will remove your ability to talk.

**Americans with Disabilities Act Accommodations**

Any member of the public who needs accommodations should email staff at [ssumpter@healdsburg.gov](mailto:ssumpter@healdsburg.gov) or by calling 707-431-3346. Staff will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the city procedure for resolving reasonable accommodation requests. All reasonable accommodations offered will be listed on the city website at <https://www.ci.healdsburg.ca.us/406/ada---public-accessibility> .

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1. **ROLL CALL**
  2. **ADMINISTRATIVE ACTIONS**
    - A. Approval of the January 11, 2022, Agenda
    - B. Approval of Minutes for December 14, 2021
    - C. Acceptance of Communications and Correspondence
    - D. Declarations of Conflicts of Interest
    - E. Disclosures of Ex Parte Communications

3. **PUBLIC COMMENTS**

*This time is set aside to receive comments from the public regarding matters of general interest not on the agenda but related to Planning Commission business. Pursuant to the Brown Act, however, the Planning Commission cannot consider any issues or take action on any request during this comment period.*

4. **PUBLIC HEARINGS**

- A. **Item**

**Description:** DR 2017-17 and HT-2021-02

**Project**

**Description:** Design Review and Heritage Tree Permit to remove five existing dwellings and construct a two-story, 30-unit apartment project on a 1.2-acre site. Project includes a density bonus and the removal of multiple trees. Driveway access to the 45 parking spaces will be from Healdsburg Avenue.

**Location:** 3 Healdsburg Avenue, Healdsburg, (southwest corner of Healdsburg Avenue and Kennedy Lane) APN: 088-170-003

**Applicant:** KHE Holdings, LLC

**Environmental**

**Determination:** The project is categorically exempt pursuant to California Environmental Quality Act Guidelines Section 15303 Class 32, In-fill Exemption.

**5. COMMISSIONER AND SUBCOMMITTEE REPORTS****6. DIRECTOR'S REPORT****7. ADJOURNMENT**

Scott Duiven, Community Development, January 5, 2022

**Posting:** This agenda was posted on City bulletin boards and the City's website at least 72 hours prior to the meeting, in accordance with state law.

Availability of Written Materials: All written materials (e.g., staff reports, conditions, resolutions) prepared for items on this agenda are available for public review at least 72 hours prior to the meeting at the Planning and Building Department at 401 Grove Street and on the City's website at [www.ci.healdsburg.ca.us](http://www.ci.healdsburg.ca.us). Written materials submitted after the posting of this agenda, but before the Commission meeting, will also be made available for public review in the Planning and Building Department. If written materials are presented to the Commission at the meeting, a copy will be made for public review at the meeting.

Disabled Accommodations: In compliance with the American Disabilities Act, persons requiring special assistance to access, attend or participate in this public hearing should contact the Planning and Building Department at 401 Grove Street or by calling (707) 431-3346 during normal business hours at least 72 hours prior to the meeting to ensure the necessary accommodations are made.

Public Comments: Persons speaking on items on this agenda are requested to provide

their name, address and the subject of their comments. Comments are generally limited to three minutes, however additional time may be granted by the Commission Chair as appropriate, depending on the scope of the project.

Appeals: Anyone that does not agree with the Commission's decision may appeal the decision to the City Council, provided that a written appeal is filed within ten (10) calendar days from the date of the Commission's action

1. PC 20220111 - Agenda

Documents:

[PC\\_AGENDA\\_20220111.PDF](#)

2. PC 20220111 - Minutes 20211214 DRAFT

Documents:

[PC\\_MINUTES\\_20211214\\_DRAFT.PDF](#)

3. PC 20220111 - 4A

Documents:

[DR2017-17 HEALDSBURG APTS\\_STAFFREPORT\\_20220111.PDF](#)  
[ATT 1 DR2017-17 PC RESOLUTION DRAFT.PDF](#)  
[ATT 2- PLANS-ALL.PDF](#)  
[ATT 3 AERIAL.PDF](#)  
[ATT 4- ZONING.PDF](#)  
[ATT 5 -3 HEALDSBURG AVENUE ARBORIST REPORT.PDF](#)