

**MINUTES
PLANNING COMMISSION MEETING
September 30, 2008**

CALL TO ORDER:

Chairman Hardy called the meeting to order at 7:30 P.M.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Chairman Hardy

COMMISSIONERS PRESENT:

Hardy, Harries, Lowthorp, Hess, Bloom, Huntley and Foote

COMMISSIONERS ABSENT

OTHERS PRESENT:

Richard F. Pucci, City Administrator
Peter Tracy, City Attorney
Gary Schley, Public Services Officer
Kathy Lehr, Secretary

PUBLIC COMMENT:

Chairman Hardy asked if anyone wished to speak on a subject not calendared on the Agenda. There was no public comment.

(1) APPROVAL OF MINUTES

Chairman Hardy asked if there were any additions or corrections to the minutes of the July 29, 2008 meeting.

MOTION

Commissioner Foote moved to approve the Minutes of the July 29, 2008 meeting as written.

Ayes: Lowthorp, Bloom, Harries, Foote and Hess
Abstain: Hardy and Huntley

MOTION CARRIED: 5-0

CORRESPONDENCE: Received a letter from Susan E. Cullen, 175 N. Third Street to be discussed during the Public Hearing.

PUBLIC HEARING

Chairman Hardy stated that he would have to disqualify himself as he owned property within 500 feet of this project.

- (2) Request for a Conditional Use Permit to convert a four-unit residential apartment into four separately owned condominium units at 287 East Line Street, located in an R-2000P district.

Vice Chairman Hess opened the public hearing at 7:34 PM and stated that if anyone wished to appeal any decision by the Planning Commission, they may do so by writing to the City Council within five days of this meeting.

Roger Barker the proponent, Andy Homes from Triad Engineering and Tom Schaniel from T Schaniel Architects were here to answer any questions the Commission had on the project.

Mr. Pucci stated that the Commission received a letter from Susan Cullen, 175 North Third Street, indicating some concerns she had with the project. Some concerns are addressed in the conditions. However, one of the items not addressed in the staff report is the request for a fence to be placed between this property and the property to the north. Mr. Barker said that he would be willing to put up a fence to match the existing fence on Ms. Cullen's property.

Vice Chairman Hess asked about the exposed trash dumpsters mention in the Property Report and Mr. Barker said that it is his intent to do all of the improvements suggested in the report.

There are two items before the Commission; the Conditional Use Permit and the Tentative Parcel Map. The Planning Commission has to first approve (if they choose to) the Conditional Use Permit before considering approval of Tentative Parcel Map 388.

Tom Schaniel, T Schaniel Architects prepared the Property Report. He wanted to clarify that where it states in the staff report (No. 4) that all deficiencies identified in the Property Report shall be corrected prior to submittal of Final Map No. 388 and asked what building codes the project will have to comply with. Mr. Schley replied that the condo conversion ordinance states the conversion shall be in conformance with applicable codes or the codes of the construction date.

Public Hearing was closed at 7:47.

NEW BUSINESS

- (4) Request for a Conditional Use Permit to convert a four-unit residential apartment into four separately owned condominium units at 287 East Line Street, which is located in an R-2000P district.

The 6-foot wooden fence requested by Ms. Cullen will be included in the conditions of approval.

MOTION:

Commissioner Harries made a motion to approve the conditional use permit to convert a four-unit residential apartment into four separately owned condominium units at 287 East Line Street, located in an R-2000P district subject to the following conditions:

1. Final Map No. 388 shall be recorded within two years from the date of approval of the tentative map unless an extension of time is granted pursuant to requirements of the Subdivision Map Act.
2. The Conditional Use Permit shall run concurrently with the Tentative Parcel Map and shall become null and void if Final Map No. 388 is not recorded.
3. Covenants, Conditions and Restrictions (CC&Rs) shall be submitted to the City for approval prior to submittal of Final Map No. 388.
4. All deficiencies identified in the property report pursuant to Section 17.84.030 E of the Bishop Municipal Code shall be corrected prior to submittal of Final Map No. 388.
5. All reports, notices and requirements of Section 17.84.030 of the Bishop Municipal Code shall be completed prior to issuance of a Certificate of Occupancy.
6. All requirements of Section 17.84.040 of the Bishop Municipal Code shall be met prior to issuance of a Certificate of Occupancy.
7. Water system improvements shall meet City requirements for domestic water supply prior to recordation of Final Map No. 388. Water improvements shall include separate metered water service connections and irrigation system improvements to provide for water conservation.
8. All site improvements shown on the Tentative Parcel Map shall be made prior to recordation of Final Map No. 388.
9. Landscape and trees along west property line shall be pruned and trimmed for adequate light and parking. Elm tree saplings shall be removed throughout project property.
10. A 6-foot wooden fence shall be built along the north property line to match the existing fence.

Ayes: Harries, Hess, Bloom, Foote, Huntley and Lowthorp

MOTION CARRIED: 6-0

PUBLIC HEARING

- (3) Request to approve Tentative Parcel Map No. 388 to divide a 0.30 acre parcel into four separately owned condominium units at 287 East Line Street, located in an R-2000P district.

Vice Chairman Hess re-opened the Public Hearing at 7:49 PM. There were no comments or discussion. Public Hearing was closed at 7:50 PM.

NEW BUSINESS

- (5) Request to approve Tentative Parcel Map No. 388 to divide a 0.30 acre parcel into four separately owned condominiums at 287 East Line Street, located in an R-2000P district.

MOTION

Commissioner Lowthorp made a motion to approve Tentative Parcel Map 388 with the following findings and conditions:

1. The project is consistent with findings required by Subsection 66473.5 of the Subdivision Map Act.
2. The grounds for denial set forth in Subsection 66474 cannot be found.
3. The following conditions be met:

CONDITIONS:

1. Final Map No. 388 shall be recorded within two years from the date of approval of the tentative map unless an extension of time is granted pursuant to requirements of the Subdivision Map Act.
2. The Conditional Use Permit shall run concurrently with the Tentative Parcel Map and shall become null and void if Final Map No. 388 is not recorded.
3. Covenants, Conditions and Restrictions (CC&Rs) shall be submitted to the City for approval prior to submittal of Final Map No. 388.
4. All deficiencies identified in the property report pursuant to Section 17.84.0930 E of the Bishop Municipal Code shall be corrected prior to submittal of Final Map No. 388.
5. All reports, notices and requirements of Section 17.84.030 of the Bishop Municipal Code shall be completed prior to issuance of a Certificate of Occupancy.
6. All requirements of Section 17.84.040 of the Bishop Municipal Code shall be met prior to issuance of a Certificate of Occupancy.
7. Water system improvements shall meet City requirements for domestic water supply prior to recordation of Final Map No. 388. Water improvements shall include separate metered water service connections and irrigation system improvements to provide for water conservation.

8. All site improvements shown on Tentative Parcel Map shall be made prior to recordation of Final Map No. 388.
9. Landscape and trees along west property line shall be pruned and trimmed for adequate light and parking. Elm tree saplings shall be removed throughout project property.
10. A 6-foot wooden fence shall be built along the north property line to match the existing fence.

Ayes: Lowthorp, Foote, Hess, Huntley, Harries and Bloom

MOTION CARRIED 6-0

STAFF AND COMMISSION REPORTS:

ADJOURNMENT:

Vice Chairman Hess adjourned the meeting at 7:52 P.M. The next scheduled meeting will be October 28, 2008 at 7:30 P.M. in the City Council Chambers.

Vice Chairman Hess

Kathy Lehr, Secretary