

City of Bishop
PLANNING COMMISSION MINUTES
City Council Chambers – 301 West Line Street
Bishop, California 93514

May 29, 2013

CALL TO ORDER:

Chairman Malloy called the meeting to order at 7:00 P.M.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Chairman Malloy.

COMMISSIONERS PRESENT:

Huntley, Lowthorp, Garcia, Bhakta, Crom and Malloy

COMMISSIONERS ABSENT:

Hardy

OTHERS PRESENT:

Gary Schley, Public Services Officer
Keith Caldwell, City Administrator / Planning Director
Michele Thomas, Secretary
Peter Tracy, City Attorney

PUBLIC COMMENT

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

CORRESPONDENCE

None

(1) APPROVAL OF MINUTES

MOTION

Commissioner Huntley moved to approve the minutes of the April 30, 2013 meeting as written.

Ayes: Huntley, Lowthorp, Garcia, Bhakta and Malloy
Abstain: Crom

MOTION CARRIED: 5-0

PUBLIC HEARING

- (2) Request for a Conditional Use Permit to set aside the minimum parking requirements at 106 MacIver Street which is located in a C-1 (General Commercial zone).

Prior to opening the public hearing, Schley explained that The Salvation Army is proposing a project to build a 9000 sq. ft. chapel/thrift store. The facility requires per Bishop Municipal Code 74 parking spaces and they are able to provide 46 on the site. They are asking for a Conditional Use Permit to set aside 28 parking spaces. The packet provides a parking survey and a memorandum of understanding with the adjacent property owner, Pizza Factory, to allow Salvation Army to use their parking lot for overflow parking.

Malloy asked what the number of parking spaces are based on. Schley said that it is based on the Municipal Codes listed parking spaces per square feet of occupancy type.

Malloy stated that any decision made by the Planning Commission may be appealed to the City Council within 5 business days.

The Public Hearing opened at 7:04 p.m.

Major Don Bowman, Salvation Army Field Representative, stated that there has been over 2 years of survey count conducted on the present parking lot for their church on West Line Street. The survey was based on the busiest time for the facility which is Sunday morning with counts of 11 to 34 vehicles maximum with an average of 18 vehicles. A study was also conducted for on-site street parking at the new proposed site and is shown to be only 50% utilized. Major Bowman continued to explain that the Salvation Army made mutual agreements with the neighboring businesses to be able to utilize their parking spaces if necessary.

Christina Paloma, Bishop Salvation Army Soldier, explained that the reason there is a low need for parking spaces is because the population that is served in their congregation has a large number of homeless and or mentally ill. Most church goers walk or ride a bike to the service.

Jason Griffin, JW Griffin Construction representing the Salvation Army, asked the commission if there were any questions he may answer from the plans submitted. Lowthorp questioned the 5 foot block wall that looks to surround the perimeter of the property. Schley stated that the wall is only on the east property line and it currently exists. Griffin added that there will be a 6 foot green easement between the block wall and the building structure according to Bishop Municipal Code. It was noted that on some of the plans submitted, the block wall said to be added will not be. Schley also gave clarification that of the two accesses into Pizza Factory's parking lot, one is an alternate. Garcia asked if there would be only 2 handicapped parking spaces. Schley answered yes and that it is all that is required. There is also an electrical vehicle parking space and a couple compact spaces. Crom asked if long term parking will be allowed.

Kathryn McCauly, Bishop Salvation Army Lieutenant, explained that the only vehicles to be parked long term would be the Disaster Canteen, a pool trailer, and up-to two company vans. McCauly added that staff picks up many of the people who go to church or meetings in their van because most do not drive. Garcia questioned another study conducted from 2010-2012 regarding church attendees and if the Salvation Army expects this number to increase. McCauly expressed her hopes that more would come to the church. She stated that they

conduct monthly counts and they currently average 30-45 on Sundays with approximately 10 vehicles not including staff.

The Public Hearing closed at 7:22 p.m.

(3) Proposed amendment of Zoning Ordinance – Cottage Food Operation

The Public Hearing opened at 7:37 p.m.

The Public Hearing closed at 7:38 p.m.

NEW BUSINESS

(4) Request for a Conditional Use Permit to set aside the minimum parking requirements at 106 MacIver Street which is located in a C-1 (General Commercial zone).

Lowthorp asked Schley if he had any further clarification regarding the Religious Land-Use and Institutionalized Persons Act of 2000. Schley stated that he had put the definition in his memo and that was all he had on the act.

Bhakta stated that he likes the revised plan for the flow of traffic with a single entry and single exit although is concerned the one-way proposed overflow may be going in the wrong direction. Bhakta is concerned there may be issues if it becomes a primary route of traffic from the Pizza Factory parking lot into the Salvation Army parking lot. Discussion was conducted regarding a retaining wall and bumper stops to help with traffic flow. Other concerns arose pertaining to drainage issues.

Crom asked Salvation Army about the services and meetings they conduct throughout the week. McCauly said that there is church service on Sunday mornings and various programs during weekday evenings and afternoons when the thrift store is not open. The programs average 15 attendees.

Chairman Malloy made a motion to approve the request for a Conditional Use Permit to set aside the minimum parking requirements by 28 to make a total of 46 spaces, as presented in the commission packet, with the condition of prohibiting long term parking, with the exception of a disaster, otherwise limited to Salvation Army vehicles only.

MOTION CARRIED: 6-0

(5) Proposed amendment of Zoning Ordinance – Cottage Food Operation

Lowthorp made a motion to recommend to the City Council the proposed amendment of the Zoning Ordinance and Bishop Municipal Code Title 17 to include a definition for “Cottage Food Operation”, and amend section 17.20.020 R-1 Single Family Residential District, Uses Permitted, to include a cottage food operation as a permitted home occupation use.

MOTION CARRIED: 6-0

STAFF AND COMMISSION REPORTS:

Schley said that there is not much to report as this time. There is a potential sign CUP application for Taco Bell that may come in this week. Staff has started work on the

City's Housing Element and would be presented to the commission in the fall for review. Cottonwood Plaza has installed grease interceptors, oil water separator for the parking lot, put in new stairways, and they have painted the exterior of the buildings.

Huntley asked Schley how many different parking requirement levels are there. Schley said that there are 15-20 categories. Huntley asked if the commission could be given a paper that shows the different categories to refer to. Schley said that he will put something together and have it in ready by the next meeting for reference.

Caldwell thanked Crom for his service as a Planning Commission for the past 4 years. Caldwell also introduced Mark Heckman who was appointed to fill the commission vacancy starting at the June meeting.

ADJOURNMENT:

Chairman Malloy adjourned the meeting at 7:44 P.M. The next scheduled meeting will be June 25, 2013 at 7:00 P.M. in the City Council Chambers.

Chairman Malloy

Michele Thomas, Secretary