



**MINUTES - draft**  
**Healdsburg Planning Commission**

February 14, 2023 6:00 PM  
 401 Grove Street, Healdsburg  
 City Hall - City Council Chamber

**1. ROLL CALL**

Chair Luks called to order the meeting of the Planning Commission of the City of Healdsburg at 6:00 p.m.

Commissioners present: Barber, Breznikar, Gerlach, Luks

Commissioners absent: Hunt, McKay

City Staff present: Community Development Director Scott Duiven, Senior Planner Ellen McDowell, Planning Consultant Linda Ruffing, and Administrative Technician Amanda Gray

**2. ADMINISTRATIVE ACTIONS**

**A. Approval of February 14, 2023 Agenda**

On a motion by Commissioner Breznikar, seconded by Commissioner Gerlach, the Commission voted 4-0-2 (Hunt, McKay absent) to approve the December 13, 2022 agenda.

**B. Approval of Minutes**

- November 8, 2022 Regular Meeting Minutes
- December 13, 2022 Regular Meeting Minutes

On a motion by Commissioner Breznikar, seconded by Commissioner Gerlach, the Commission voted 4-0-2 (Hunt, McKay absent) to approve the November 8, 2022 and December 13, 2022 regular meeting minutes.

**C. Acceptance of Communications and Correspondence – None.**

**D. Declarations of Conflicts of Interest – None.**

**E. Disclosures of Ex Parte Communications – None.**

**3. PUBLIC COMMENTS**

None.

**4. PUBLIC HEARINGS**

**A. Item**

**Description:** TM 2015-07 Extension of Time

**Project**

**Description:** Extension of Time for Tentative Map Application TM 2015-07

**Location:** 120 Parkland Farms Blvd (APN: 091-040-111 & 091-040-114)

**Applicant:** Barrett Elmer - 120 Parkland Farms, LLC

**Environmental**

**Determination:** A Mitigated Negative Declaration (MND) and Mitigation Monitoring and Reporting Program (MMRP) were prepared for the project in compliance with the California Environmental Quality Act (CEQA) and remain in effect with the original project entitlements.

Senior Planner, Ellen McDowell, introduced the item and summarized the staff report. Ms. McDowell provided a project overview and discussed the Tentative Map, conclusions, and the recommended action.

Chair Luks asked what has to be done in the four-year extension of time and Senior Planner McDowell responded.

**Chair Luks opened the hearing for public input. There being no speakers, Chair Luks closed the public input portion of the meeting.**

Commissioner Gerlach said he understands that it is a difficult time to get certain portions of the development process done and expressed support in granting an extension of time.

Chair Luks shared a brief background of this project and said he agrees with approving an extension of time for the Tentative Map Application.

On a motion by Commissioner Breznikar, seconded by Commissioner Gerlach, the Commission voted 4-0-2 (Hunt, McKay absent) to approve Resolution No. 2023-01 allowing a four-year extension of time for Tentative Map 2015-07 at 120 Parkland Farms Boulevard.

**B. Item**

**Description:** Design Review (DR 2022-22) - Mill District Park ("The Preserve")

**Project**

**Description:** Design Review Permit authorizing installation of a .78-acre park on a 1.15-acre parcel. The park features a passive-use lawn, a natural themed play area, site furnishings, and ornamental and LID plantings as well as protection of an existing heritage redwood tree grove. (Note: previously approved Design Review DR 2019-24 for park has expired.)

**Location:** 146-164 Healdsburg Avenue (Lot 5 of Mill District)

**Applicant:** Replay Healdsburg, LLC

**Environmental**

**Determination:** The project is exempt pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15183 and 15132. The Mill District project was evaluated for consistency with the Central Healdsburg Avenue Plan ("CHAP") Environmental Impact Report as part of City approvals for a Tentative Map, Conditional Use Permit, Heritage Tree Removal, and Historic Structure Removal.

Planning Consultant, Linda Ruffing, introduced the item and summarized the staff report. Ms. Ruffing discussed the site location, Mill District Land Use Plan, Lot 5 Park requirements per the Tentative Map, previously approved Park Plan, current proposed Park Plan, overlay approved/proposed Park Plans, Park Plan details, Park materials palette, tree protection and site utilities, bioretention rain garden, rendering, conditions of approval, environmental review, and the recommended action.

Commission, staff, and applicant discussion ensued regarding lighting, seating, bike storage, artwork, trees, restroom signage, fencing, rain garden, landscaping, and the number of entrances.

**Chair Luks opened the hearing for public input. There being no speakers, Chair Luks closed the public input portion of the meeting.**

Commissioner Gerlach shared his concerns with this park being underdeveloped and said it does not encourage use. He said he thinks the lighting and number of benches need to be increased. He said he feels that the City needs to get more specific about trees including which ones will be removed and what types of trees will be added for all projects.

Commissioner Barber shared his concerns with lighting at the north end of the park and discussed signage and seating.

Commissioner Breznikar said the new design is a huge improvement and that it is adequate the way it has been presented and commended the applicant on the design.

Chair Luks discussed the lighting concerns raised by Commissioner Gerlach. He said he is fine with the lighting as it has been presented. Chair Luks noted that this item was brought before the Planning Commission previously for discussion and the Parks and Recreation Commission supports the project as submitted. He discussed restroom signage and seating and asked that the following conditions of approval be added:

- 1) The Design Review permit for Lot 5 mixed use building shall include a signage plan that provides directional signage within the Park for the public restrooms in the mixed use building.
- 2) The Applicant and Community Development Director shall coordinate to increase the amount of seating in the park.

Commissioner Gerlach stated that he understands the history of this item being brought forth to the Planning Commission and said that the Parks and Recreation Commission's support of this project is important to him. He further stated that he believes there is possibility that there could be further thinking as the developer gets used to the central location of this parcel. He encouraged the developer to look more at lighting and security and ways to encourage public use.

On a motion by Commissioner Gerlach, seconded by Commissioner Breznikar, the Commission voted 4-0-2 (Hunt, McKay absent) to approve Resolution No. 2023-02 approving Design Review 2022-22 for 0.78-acre park on Lot 5 of the Mill District pursuant to Design Review Plan set dated November 22, 2022, and subject to the recommended conditions of approval, including the addition of the following conditions:

- Condition No. 37 – The Design Review permit for Lot 5 mixed use building shall include a signage plan that provides directional signage within the Park for the public restrooms in the mixed use building.
- Condition No. 38 – The Applicant and Community Development Director shall coordinate to increase the amount of seating in the park.

**5. NEW BUSINESS**

None.

**6. COMMISSIONER AND SUBCOMMITTEE REPORTS**

None.

## 7. DIRECTOR'S REPORT

Director Duiven provided information regarding:

- Planning Commissioner Brunner's resignation and new commissioner appointment
- Vice Chair appointment at the February 28, 2023, Commission meeting
- Brown Act requirements changing March 1, 2023, regarding attendance in person and virtually
- Appeal withdrawn for 891 Grove Street (Honor Mansion)
- Upcoming Planning Commission meeting agenda items

## 8. ADJOURNMENT

The meeting adjourned at 7:06 p.m.

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Scott M. Duiven, Secretary

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Phil Luks, Chair