



PLANNING COMMISSION

Wednesday, October 1, 2025

Regular Meeting - 6:00 PM

City Hall – City Council Chambers

425 Webster Street, Colusa, CA 95932

MINUTES

Chair – John Martin

Vice Chair – Thomas Roach

Secretary – Jean-Pierre Cativiela

Commissioner – Amy Schmidt

Commissioner - Sara Andreotti

CALL TO ORDER – Chairman Martin called the meeting to order at 6:01 p.m.

PLEDGE OF ALLEGIANCE – The pledge of allegiance was given.

ROLL CALL – Commissioners Martin, Cativiela, Andreotti, Roach and Schmidt were present.

APPROVAL OF AGENDA – The agenda was approved by consensus.

CONSENT CALENDAR – There were no items on the consent calendar

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

No public comments were offered for items not on the agenda.

PUBLIC HEARING:

1. Amend the Colusa Municipal Code to create a Sidewalk Vending Regulations – Ordinance

Chairman Martin opened the public hearing at 6:03 p.m. Planning Consultant Jake Morley introduced the item, with the following staff recommendation:

“Open the Public Hearing and make a motion recommending that the Colusa City Council adopt the Ordinance adding Chapter 12.17 – Sidewalk Vending Regulations to the Colusa Municipal Code and find the amendment exempt from the California Environmental Quality Act pursuant to 15060(c)(2) and 15061(b)(3).”

Morley said adopting the ordinance was needed to comply with state laws. He summarized a staff report included in the agenda packet.

Audience member Joan Burnett asked how the ordinance would distinguish between dry goods and food, what the food rules would be, how they would be enforced and whether vendors would be required to demonstrate they had permits. Staff answered the questions.

Commissioner Schmidt asked if city code enforcement officers would be able to eject vendors from events when those vendors are not in compliance. Morely said he would revise section 12-17.12 to clarify that the officers are directed and empowered to tell noncompliant vendors to immediately leave the area.

In response to a question, Morley said the ordinance was modeled after one used in the City of Pacific Grove. Discussion ensued about the rules related to use of music by vendors. Chairman Martin closed the public hearing.

ACTION: Commissioner Schmidt made a motion, seconded by Chairman Martin, to adopt the Resolution as presented in the agenda packet, recommending that the City Council adopt the Ordinance add Chapter 12.17 – Sidewalk Vending Regulations to the Colusa Municipal Code and find the amendment exempt from the California Environmental Quality Act pursuant to 15060(c)(2) and 15061(b)(3), except with the following modifications:

- A) Modify language in ordinance to clarify that code enforcement officers are authorized and directed to tell non-compliant vendors to leave the area immediately
- B) Remove the prohibition in 12-17.07 (d) against playing music
- C) Change the language in the third “whereas” of the resolution to clarify that the ordinance is not expected to result in a significant impact on the environment.

Motion passed 5-0 by the following vote:

AYES: Andreotti, Cativiela, Martin, Roach and Schmidt

NOES: None

ABSENT: None

- 2. Amend the Colusa Municipal Code to create a Home Occupation Permit Regulations – Ordinance

Chairman Martin opened the public hearing on item #2 at 6:40 p.m.

Morley presented the item, which included the following staff recommendation:

“Open the Public Hearing and make a motion recommending that the Colusa City Council adopt the Ordinance approving amendments to Appendix A – Article 50 of the Colusa Municipal Code and find the amendment exempt from the California Environmental Quality Act pursuant to 15060(c)(2) and 15061(b)(3).”

Morley presented the staff report, which was included in the agenda packet. Discussion ensued about allowable uses and prohibited uses. Morley noted that the listed “prohibited uses” in the packet were not actually prohibited activities, just activities that would not be allowed under the home occupation permit. County Supervisor Janice Bell inquired about people who host gym workouts in their homes.

Chairman Martin closed public comments at 7:01 p.m.

Discussion ensued about working of the ordinance to clarify that certain uses were “ineligible” rather than “prohibited. Several amendments were discussed.

ACTION: Commissioner Martin made a motion, seconded by Commissioner Schmidt, recommending that the Colusa City Council adopt the Ordinance approving amendments to Appendix A – Article 50 of the Colusa Municipal Code and find the amendment exempt from the California Environmental Quality Act pursuant to 15060(c)(2) and 15061(b)(3), as presented except with the following amendments:

- A) In Section 50.05 remove the word “prohibited” and replace with “ineligible” and clarify that other businesses, including day care, may be permitted under other sections of the zoning code.

- B) Change the hours during which customers are restricted from visiting home occupation businesses to between 10 p.m. and 6 a.m. (from the proposed 10 p.m. to 8 a.m. restriction).
- C) Remove restriction (n) “no sale of goods or commodities from the resident except for Cottage Food Operations” and
- D) Amend restriction (f) to allow up to one nonresident employee to be on the premises.

Motion passed 5-0 on the following vote:

AYES: Andreotti, Cativiela, Martin, Roach and Schmidt

NOES: None

ABSENT: None

PUBLIC COMMISSION MATTERS – None.

FUTURE AGENDA ITEMS

Planning Consultant Morley briefed Commissioners on upcoming activity, which he said would include the city’s involvement with the American Planning Association’s Design-Preservation Rapid Assistance Teams (D-PRAT), who would be visiting the city in November for three days to work on potential ideas for the Riverfront District. Morley said the city is also planning to update ordinances related to taco/food trucks and day care.

ADJOURNED – Chair Martin adjourned the meeting at 7:36 p.m.

John Martin, Planning Commission Chairman

Jake Morley, Planning Consultant