



PLACERVILLE PLANNING COMMISSION

Regular Meeting

Tuesday, October 21, 2025

6:00 PM

Town Hall

549 Main Street, Placerville, CA 95667

Planning Commission Members

Kris Kiehne, Chair

Amy Lepper, Vice Chair

Alyssa Stratton

Catherine Sylvester

Kirk Smith

MEETING MINUTES

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE TO THE FLAG

2. ROLL CALL:

Present: Chair Kiehne, Vice Chair Lepper, Smith, Stratton

Absent: Sylvester

Staff Present: City Manager, Dave Warren, Director of Development Services, Carole Kendrik and Development Technician, Deana Watkins-Howey

3. CLOSED SESSION REPORT: None

4. CONSENT CALENDAR

All matters listed under the Consent Calendar are considered routine and will be enacted by general consent, unless any Commissioner requests a roll call vote, or unless any member of the Commission or Staff or audience wishes to remove an item for discussion.

4.1. Approve the Minutes of the Regular Planning Commission Meeting of October 7, 2025

Item was pulled from consent for discussion

5. ITEMS PULLED FROM CONSENT CALENDAR (if applicable)

The Planning Commission Meeting Minutes of October 7, 2025, was pulled to discuss two corrections. The first was a correction under 10.1, to give more detail on the motion made, and the second was to add Doug Roka to the list of public speakers in 12.2.2. Minutes were corrected to reflect the changes.

A motion was made by Vice Chair Lepper to adopt the minutes as corrected, seconded by Commissioner Stratton.

In a voice-vote the motion was approved. Ayes: 4, Absent 1

6. ITEMS OF INTEREST TO THE PUBLIC/PUBLIC COMMENT– NON-AGENDA ITEMS

This portion of the meeting is reserved for people wishing to address the Commission on any matter not on the Agenda and the subject matter is within the jurisdiction of the Planning Commission. State law prohibits the

Commission from acting on items not listed on the agenda except by special action of the Planning Commission under specified circumstances.

Public Comment was heard from Michael Drobesh.

7. WRITTEN COMMUNICATIONS – NON-AGENDA ITEMS - None

Written comments received on non-agenda items pertaining to business within the jurisdiction of the Planning Commission. These are not items for discussion but can be referred to staff for consideration.

8. PRESENTATIONS AND EDUCATIONAL WORKSHOP SESSIONS: None

9. ENVIRONMENTAL ASSESSMENTS / PUBLIC HEARINGS: None

10. CONTINUED ITEMS:

10.1. Arco Master Sign Plan (MSP) 25-02, Rebranding Shell to Arco

Consideration of a resubmission of a Master Sign Plan amendment for the sign branding from Shell to ARCO including a new monument sign on a 0.48 acre parcel, zoned CBD (Central Business District) located at 151 Main St, Placerville, APN: 003-022-017

This item is a resubmission to consider the rebranding of the Shell gas station to an Arco, it was presented by Carole Kendrick. There was discussion amongst the Commissioners. Public comment was heard from Michael Drobesh. A motion was made by Commissioner Stratton to approve Master Sign Plan (MSP) 25-02, seconded by Vice Chair Lepper.

A roll-call vote was taken, and the motion was passed:4-0

*Ayes: Kiehne, Lepper, Smith and Stratton
Absent: Sylvester*

11. NEW BUSINESS: NONE

12. MATTERS FROM COMMISSIONERS AND STAFF

12.1. Staff Reports:

This item is for staff to update those in attendance of the status of upcoming meetings; recent actions taken by City Council on items previously considered by the Commission; the status or completion of City and community projects; of community-wide activities and events (e.g. National Night Out, Wagon Train, etc.).

Carole Kendrick, Director of Development Services, shared that the Development Services Department brought our department statistics to the August City Council meeting. No other reports were presented.

12.2. Planning Commission Matters:

For Commission Members this time is for updating other Members of sub-committee work (when applicable); of updating other Members of topics and issues learned at land use and planning conferences, workshops, webinars; general comments regarding planning and land use within Placerville, or other items which may be within the purview of the Planning Commission.

12.2.1. Historic Design Guidelines
PC Historic Guidelines Workplan
Other Jurisdictions HG Reviewed
Placerville Existing Historic Review Documents

The Commission had discussions about Item 12.2.1 and reviewed handouts. Public Comment was heard from Michael Drobesh.

12.2.2. US 50 Trip to Green Congestion Management and Resiliency Strategy Project –
Planning Commission Draft Letter

Chair Kiehne presented a draft letter that was comprised of the comments that came from the October 7, 2025 Planning Commission Meeting where the City of Placerville Engineer, Melissa Savage, P.E. presented the Trip to Green initial project details. The letter is to be sent to consulting firm GPA Consulting, Senior Architectural Historian, Jenna Kachour, on behalf of the Planning Commission. Public comment was heard from Michael Drobesh.

A motion was made by Vice Chair Lepper to approve the letter to be sent to Jenna Kchour, it was seconded by Commissioner Stratton.

With a voice-vote the motion passed with a 4-0 vote

Ayes: Kiehne, Lepper, Smith, Stratton

Absent: Sylvester

13. ADJOURNMENT

The Planning Commission normally ends its meetings by 10:00 pm. Items remaining on the agenda after 10:00 PM will be continued until the next Planning Commission Meeting. The Commission meets regularly on the first and third Tuesday of each month at Town Hall in the City Council Chambers; additional meetings may be scheduled as needed.

The meeting was called adjourned at 6:59 pm by Chair Kiehne