

**CITY OF CRESCENT CITY**  
**PLANNING COMMISSION & ARCHITECTURAL DESIGN REVIEW COMMITTEE**

Commission Members: Steve Shamblin, Chairperson \* Ray Walp, Vice-Chair  
\* Kristine DeCossio \* Shawna Hyatt



Incorporated April 13, 1854

web: [www.crescentcity.org](http://www.crescentcity.org)

**MINUTES - SPECIAL PLANNING COMMISSION MEETING**

**Thursday, December 4, 2025, at 5:30 P.M.**

**Wastewater Treatment Plant (WWTP), 210 Battery Street, Crescent City, CA 95531**

**PART I – CALL TO ORDER & ROLL CALL**

Chair Shamblin called the meeting to order at 5:31 p.m.

Commissioners present: Chairman Steve Shamblin, Vice Chair Ray Walp,  
Commissioner Kristine DeCossio, Commissioner Shawna Hyatt

Staff present: City Manager Eric Wier, City Attorney Martha Rice, Public Works Director  
Dave Yeager, Contract Planner Ethan Lawton and Community Development Specialist  
Heather Welton

**PART II - PUBLIC COMMENT PERIOD**

*None.*

**PART III - APPROVAL OF MINUTES:**

*None.*

**PART IV - AGENDA ITEMS:**

- 1. A Public Hearing to consider a Variance Permit (Application VAR25-01) for Battery Point Group's request for reduced setbacks located at 511 8th Street (APN 118-230-003). Recommendation: Adopt Resolution No. PC2025-14: A Resolution of the Planning Commission of the City of Crescent City Approving a Variance Permit (Application VAR25-01) granting Battery Point Group's request for reduced setbacks. -OR- "Provide additional direction to staff regarding the requested variances"**

*Planner Lawton gave a brief background and presentation. He said there has been a change since the staff report was given to the Commission, the variance set back was proposed to be changed to five feet instead of the original request of four feet.*

*Property lines and setbacks were discussed on a commission level.*

*Square footage and density of the lot was discussed on a commission level.*

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*Parking curb roll over was discussed on a commission level.*

*Backyard area was discussed on a commission level.*

*Applicant Sam Schauerman said he understands the concern about having no backyard, he thinks housing is more important right now. He said they are trying to maximize the usage of the property. He said to make it a feasible project; this was the best design.*

*Fire Chief Carey addressed the commission. He said his concern is egress.*

*Density and feasibility was discussed on a commission level.*

*The following residents addressed the commission:*

*Ardette Esselstrom, County resident- Says she owns the adjacent properties of 8<sup>th</sup> and F Street. She respectfully asks that the variance be denied or grant a continuance.*

*Chair Shamblin called a break at 6:43pm and the meeting started again at 6:47pm.*

*The following residents addressed the commission:*

*Applicant, Sam Schauerman- He said the project looks like a lot, but the density is allowed. He understands the concerns of the setback, the only alternative would be to go up more stories.*

*The project was discussed on a commission level.*

*The set back was discussed on a commission level.*

*On a motion by Chair Shamblin seconded by Commissioner DeCossio and carried on a 3-1 polled vote , with Commissioner Hyatt voting no, the Crescent City Planning Commission and Architectural Review Committee adopted Resolution No. PC2025-14: A Resolution of the Planning Commission of the City of Crescent City Approving a Variance Permit (Application VAR25-01) granting Battery Point Group's request for reduced setbacks.*

- 2. A Public Hearing to consider a Conditional Use Permit (Application UP25-03) for Enoteca's request for a liquor license transfer located at 960 3<sup>rd</sup> Street (APN 118-120-026). Recommendation: Adopt Resolution No. PC2025-15, A Resolution of the Planning Commission of the City of Crescent City approving a Conditional Use Permit (Application UP25-03) granting Enoteca's liquor license transfer.**

*Planner Lawton gave a brief background and presentation.*

*Applicant Daryl Winkleman said he gets constant requests for hard alcohol. He said he wants to add to downtown and give more options for the growing population due to growing housing.*

*The following residents addressed the commission:*

*Kevin Hartwick, County resident- Said he proudly supports this use permit.*

*On a motion by Commissioner DeCossio, seconded by Vice Chair Walp and carried on a 4-0 polled vote, the Crescent City Planning Commission and Architectural Review Committee adopted Resolution No. PC2025-15, A Resolution of the Planning Commission of the City of Crescent City approving a Conditional Use Permit (Application UP25-03) granting Enoteca's liquor license transfer.*

#### **PART V – STAFF UPDATES TO PLANNING COMMISSION**

*Ethan Lawton- spoke about the downtown master plans and items coming before the next meeting. A possible new commissioner may be at the next meeting.*

*Eric Wier- mentioned the ADU ordinance was adopted at the last Council meeting, and he thanked the commission for their hard work. He said the cannabis ordinance has been discussed on the council level with some changes and signs ordinance is still in discussion and will be coming back before the council.*

*Dave Yeager- said thirteen city blocks were paved in 3 days. He said the striping is scheduled for the 16<sup>th</sup> of December.*

*Chair Shamblin- said there is another potential low income downtown, he want to know if there is any data reflecting that we might have too much? Where does the City stand with the numbers, what is the demand?*

*Future ordinance discussions were discussed on a commission level.*

#### **PART VI – ADJOURNMENT:**

*There being no further business to come before the Commission, Chair Shamblin adjourned the meeting at 8:00 p.m to the regular meeting of the City of Crescent City Planning Commission and Architectural Review Committee scheduled for Thursday January 8, 2026 at 5:30 p.m.*

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**ATTEST:**

A handwritten signature in black ink, appearing to read "Heather Welton", is written over a horizontal line.

Heather Welton

Community Development Specialist