



## MINUTES

# CITY OF PACIFIC GROVE PLANNING COMMISSION SPECIAL MEETING MINUTES

6:00 p.m., Tuesday, January 19, 2016

Council Chambers – City Hall – 300 Forest Avenue, Pacific Grove, CA

*Copies of the agenda packet, and materials related to an item on the agenda submitted after distribution of the agenda packet, are available for review at the Pacific Grove Library located at 550 Central Avenue; the CDD counter in City Hall at 300 Forest Avenue, Pacific Grove from 8 a.m. – 12 p.m. and 1 p.m. – 5 p.m., Monday through Thursday; and on the internet at [www.cityofpacificgrove.org/pc](http://www.cityofpacificgrove.org/pc). Recordings of the meetings are available upon request. Materials can also be requested of staff during the PC hearing. Structures listed on the City's Historic Resources Inventory are denoted on the agenda with an "(HRI)" next to their project address.*

### 1. Called to Order - 6:00 p.m.

### 2. Roll Call

Commissioners Present: Robin Aeschliman, Bill Bluhm (Vice-Chair), Mark Chakwin (Secretary), Bill Fredrickson (Chair), Don Murphy, Nicholas Smith

Absent: Jeanne Byrne

### 3. Approval of Minutes

a. None.

### 4. Public Comments

a. Written Communications  
None.

b. Oral Communications  
Ms. Judy Cole spoke.

### 5. Items to be Continued or Withdrawn

None.

### 6. Consent Agenda

a. None.

### 7. Regular Agenda

#### a. Local Coastal Program

Description: Review and discuss Revised Final Land Use Plan and continue discussion as needed on Thursday, January 21, 2016.

CEQA Status: Exempt

Staff Reference: Anastazia Aziz, AICP, Senior Planner

Recommended Action: Discuss and provide direction.

The Chair opened the meeting and the following members of the public spoke: Ms. Jane Haines, Ms. Judy Cole, Ms. Lisa Ciani, Mr. Anthony Ciani, Ms. Anne Russell Rudolph (representing Russell Service Center), Mr. Dale Ellis (representing Russell Service Center), Mr. Mark Mizgorski (representing Hayward Lumber Co.) and Mr. Luke Coletti. The Chair closed the public comment period.

The Commission reviewed and discussed the Revised Final Local Coastal Program Land Use Plan in detail. The review and discussion were continued to Thursday, January 21, 2016.

**8. Reports of PC Subcommittees**

None.

**9. Reports of PC Members**

None.

**10. Reports of Council Liaison**

None.

**11. Reports of Staff**

None.

**Adjourned at 9:30pm.**

*The City of Pacific Grove does not discriminate against persons with disabilities. City Hall is an accessible facility. A limited number of devices are available to assist those who are deaf or hard of hearing.*

**GENERAL NOTICE**

- Please note that Section 65009(b)(2) of the California Government Code provides that legal challenges to the City's action on a project may be limited to only those issues raised in testimony during the public hearing process. PC will not consider any new items after 9:00 p.m. Any items remaining on the agenda will be continued either to the next regular meeting or to a special meeting at the discretion of PC. This meeting is open to the public and all interested persons are welcome to attend.

**NOTICE TO APPLICANTS**

- **Appearance by Applicant/Representative:** Applicants or their representatives must be present at the meeting for which their item, including those items on the Consent Agenda, is scheduled. If unable to attend, the applicant must submit a written request for continuance prior to the meeting. The item may be denied if continuance is not requested.
- **Submittal of Written Communications:** In order to receive due consideration by the PC, written communications pertaining to agenda items should be submitted to CDD by 12:00 noon on the Tuesday prior to the meeting. Materials submitted subsequent to that time, or directly to the PC at the meeting, may, at the Commission's discretion; result in a continuance of the item.
- **Site Review:** If the project, at the time of the site review, is not visible without entering a structure or yard area, the applicant must be present or arrange to show the project area.
- **Subcommittee Items:** Items to be reviewed by subcommittee at the action of the PC must be submitted for review within 30 days of PC decision. Details submitted after 30 days will be subject to review by the full PC.
- **Appeals and Appeal Period:** Decisions rendered by the PC may be appealed to the City Council using a form available at the CDD. The appeal form, plus an appeal fee, must be filed with the CDD within 10 days of the action being appealed. The aforementioned appeal period notwithstanding, the City Council reserves the right to

call up for review PC decisions until its next regularly scheduled meeting. No building permit pertaining to a PC action may be issued until the appeal period has passed.

- **Effective Date of Entitlement:** Please note that your use permit/variance does not become effect and therefore neither a building permit nor occupancy certificate may be issued until the resolution granting the use permit/variance has been signed by the applicant and property owner. This resolution will be mailed to the applicant following the PC action.
- **Judicial Time Limits:** This serves as written notice that Pacific Grove Municipal Code (PGMC) §1.20.010 incorporates §1094.6 of the Code of Civil Procedure of the State of California and provides a ninety-day limitation for judicial review of any final administrative decision by the council, or any board, commissioner, or officer of the city.
- **Building Permit:** PC approval of an application does not constitute an approval to do any construction without a building permit. Please contact the Building Division at 648-3183 for information about building permits. No building permit pertaining to a PC action may be issued until the 10-day appeal period and the City Council's call up period has passed.
- **Notice of Exemption (NOE) under the California Environmental Quality Act (CEQA):** All projects are subject to CEQA and disclosure. CEQA status is noted on the agenda for each project. Applicants with approved projects that have been deemed statutorily or categorically exempt under CEQA may file a NOE directly with the Monterey County Clerk to reduce the CEQA challenge period from 180 days to 35 days (CEQA Guidelines Section 15062). Applicants wishing to file the NOE should contact their planner for instructions on how to file the notice with the County. Please note the Monterey County Clerk has a \$50 filing fee for a NOE. Filing of a NOE by the City of Pacific Grove is not required. CEQA determinations are included in the public hearing notices for all projects.



# MINUTES

## CITY OF PACIFIC GROVE

### PLANNING COMMISSION

#### REGULAR AGENDA

6:00 p.m., Thursday, January 21, 2016

Council Chambers – City Hall – 300 Forest Avenue, Pacific Grove, CA

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#### 1. Called to Order at 6:00 p.m.

#### 2. Roll Call

Commissioners Present: Robin Aeschliman (arrived at 6:20pm), Bill Bluhm (Vice-Chair), Mark Chakwin (Secretary), Bill Fredrickson (Chair), Don Murphy, Nicholas Smith

Absent: Jeanne Byrne

#### 3. Approval of Minutes

##### a. January 7, 2016

Recommended Action: Approve minutes as presented.

**Corrected minutes were distributed. On a motion by Commissioner Murphy, seconded by Commissioner Smith, the Commission voted 5-0-2 (Byrne and Aeschliman absent) to approve the minutes with corrections. Motion passed.**

#### 4. Public Comments

##### a. Written Communications

Correspondence was received related to Items 7.b and 7.c..

##### b. Oral Communications

None.

#### 5. Items to be Continued or Withdrawn

None.

#### 6. Consent Agenda

##### a. January 12, 2016 Architectural Review Board Minutes

**On a motion by Commissioner Smith, seconded by Commissioner Bluhm, the Commission voted 5-0-2 (Aeschliman and Byrne absent) to accept the consent agenda. Motion passed.**

## 7. Regular Agenda

### a. Use Permit 15-803

Address: 1027 Egan Avenue

Description: To convert an existing detached 360 square foot garage into a 360 square foot studio with a bedroom and bathroom and to build a new 200 square foot covered carport over the existing driveway.

Applicant/Owner: Aaron Tollefson/Jacob Morelan

Zoning/Land Use: R-1

Legal Description: Lot 12, Block 348, Fairway Homes Tract/APN: 006-121-017

CEQA Status: Exempt

Staff Reference: Laurel O'Halloran, Associate Planner

Recommended Action: Deny application based on Staff findings.

**Withdrawn.**

### b. Seabreeze Lodge

Address: 1100 and 1101 Lighthouse Ave, Pacific Grove, 93950

Permit Application: Use Permit (UP) 15-443 & UPA 15-444

Description: Use Permit UP 15-443 to allow for the addition of a new two story building with three motel units and one storage room to the Seabreeze Inn and Cottages located at 1100 Lighthouse Avenue resulting in a 46 Unit Motel, pursuant to PGMC 23.52.035 and Use Permit Amendment (UPA) 15-444 to allow the addition of one Inn Unit and the relocation of a previously approved Inn Unit to a two story unit Motel building. To also remove the pool and install landscaping at the Seabreeze Lodge, located at 1101 Lighthouse Avenue, pursuant to PGMC 23.52.035

Applicant/Owner: Jerry Case/Greg Zimmerman

Zoning/Land Use: R-3-M/VA/MDR 17.4 DU/AC

Legal Description: Lot 3, Block 321 Tract, PG Acres Tract, APN: 006-112-002 and 006-371-001

CEQA Status: Initial Study/Mitigated Negative Declaration

Staff Reference: Laurel O'Halloran, Associate Planner

Recommended Action: Approve based on Staff findings.

Laurel O'Halloran, Associate Planner, presented a staff report for 1100 Lighthouse Ave (Part one of the project under consideration).

The Chair then opened the hearing for public comment: Mr. Jerry Case, architect for the project, gave a brief presentation. Ms. Dianne Maroon, owner of the Monarch Resort, spoke in opposition to construction noise. Ms. Victoria Arroyo, junior partner of Monterey Peninsula Inns, operating the Sea Breeze, spoke in favor of the project. The Chair closed the public hearing. The Commission discussed the project. Ms. Aeschliman arrived.

**On a motion by Commissioner Smith, seconded by Commissioner Chakwin, the Commission voted to adopt the Mitigated Negative Declaration. The Commission**

**voted 4-0-1-1 (Commissioner Byrne absent; Commissioner Aeschliman abstain). Motion carried.**

**On a motion by Commissioner Smith, seconded by Commissioner Frederickson, the Commission voted to approve the item as presented. The Commission voted 4-0-1-1 (Commissioner Byrne absent; Commissioner Aeschliman abstain). Motion carried.**

Laurel O'Halloran, Associate Planner, presented a staff report for 1101 Lighthouse Ave. (Part two of the project under consideration).

The Chair then opened the hearing for public comment: Mr. Jerry Case, architect, gave a brief presentation. Ms. Dianne Maroon, owner of the Monarch Resort, spoke in opposition to the construction noise. Ms. Carmelita Garcia spoke. The Chair closed the public hearing. The Commission discussed the project

**On a motion by Commissioner Chakwin, seconded by Commissioner Bluhm, the Commission voted to adopt the Mitigated Negative Declaration. The Commission voted 5-0-0-1 (Commissioner Byrne absent) Motion carried.**

**On a motion by Commissioner Chakwin, seconded by Commissioner Murphy, the Commission voted to approve the item as presented. The Commission voted 5-0-0-1 (Commissioner Byrne absent). Motion carried.**

**c. Local Coastal Program**

Description: Review and discuss Revised Final Land Use Plan and continue discussion as needed on Thursday, January 21, 2016.

CEQA Status: Exempt

Staff Reference: Anastazia Aziz, AICP, Senior Planner

Recommended Action: Discuss and provide direction.

The item was continued from January 19, 2016.

The Chair opened the public comment period. No oral comments were received. The Chair closed public comment. The Commission discussed the document and provided comments and recommendations for staff consideration.

**d. Amendments to Short Term Rental Ordinance**

Description: Consider an Ordinance which amends Chapters 7.40 and 23.64 related to Transient Use Licenses

CEQA Status: Exempt

Staff Reference: Mark Brodeur, Director

Recommended Action: Receive report and recommend an Ordinance for approval by the City Council.

The item was continued from January 7, 2016.

Terri Shafer provided a staff updates on this issue including CEQA status, tracking concepts. The Chair opened the public comment period. The following provided public comment: Ms. Joy Colangelo, Mr. Luke Coletti, Ms. Jan Leasure, representing Monterey Bay Vacation Rentals, Mr. Antony Tersol, Ms. Kelly Terry, Mr. Robert Sunukijian. The Chair closed public comment.

The Commission discussed the document and provided comments and recommendations for staff consideration.

**8. Reports of PC Subcommittees**

None.

**9. Reports of PC Members**

None

**10. Reports of Council Liaison**

None.

**11. Reports of Staff**

None.

**12. Adjourned at 10:00pm**

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# MINUTES

## CITY OF PACIFIC GROVE

### PLANNING COMMISSION

#### REGULAR AGENDA

6:00 p.m., Thursday, February 4, 2016

Council Chambers – City Hall – 300 Forest Avenue, Pacific Grove, CA

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**1. Call to Order - 6:00 p.m.**

**2. Roll Call**

Commissioners Present: Robin Aeschliman, Bill Bluhm (Vice-Chair), Jeanne Byrne, Mark Chakwin (Secretary) (arrival at 6:12), Don Murphy, Nicholas Smith

Commissioners Absent: Bill Fredrickson (Chair)

**3. Approval of Minutes**

**a. January 19, 2016**

**b. January 21, 2016**

Recommended Action: Approve minutes as presented.

**On a motion by Commissioner Byrne, seconded by Commissioner Smith, the Commission voted 5-0-2 (Commissioner Fredrickson and Commissioner Chakwin absent) to approve the minutes. Motion passed.**

**4. Public Comments**

**a. Written Communications**  
**None.**

**b. Oral Communications**  
**None.**

**5. Items to be Continued or Withdrawn**

None.

**6. Consent Agenda**

**a. 01/27/16 Historic Resources Committee**

Recommended Action: Accept minutes as presented.

**On a motion by Commissioner Byrne, seconded by Commissioner Murphy, the Commission voted 5-0-2 (Commissioner Fredrickson and Commissioner Chakwin**

absent) to accept the consent agenda. Motion passed.

## 7. Regular Agenda

### a. Appeal of the Zoning Administrator's decision

Description: Consideration of an appeal of the Zoning Administrator's decision for undocumented unit permit 15-671 for a property located at 210 17 Mile Drive, Pacific Grove, CA

Applicant/Owner: Anthony Davi/Jacqueline Trees

Zoning/Land Use: R-4

Legal Description: Lot 3, Block 313, Tract PG Acres /APN: 006-351-015

CEQA Status: This project qualifies for a Class 1 exemption from CEQA requirements, pursuant to Section 15301 (class 1 ) – Existing Facilities.

Staff Reference: Laurel O'Halloran, Associate Planner

Recommended Action: Uphold the Zoning Administrator's decision and deny the appeal

Commissioner Aeschliman recused herself due to conflict of interest.

Laurel O'Halloran, Associate Planner, presented a staff report.

Terri Schaeffer, Housing Program Coordinator/Code Compliance Officer, presented code compliance issues regarding the property.

The Vice-Chair opened the floor to public comments and the following members of the public spoke:

- Mr. Anthony Davi, attorney on behalf on the applicant,
- Ms. Andrea Brantt, neighbor who supports upholding the ZA decision,
- Mr. Dan Cort, citizen of Pacific Grove in support of permitting the unit,
- Mr. Ron Brandt, neighbor who supports upholding the ZA decision.

The Vice-Chair closed the public comment period.

The Commission discussed the project.

**On a motion by Commissioner Byrne, seconded by Commissioner Chakwin, the Commission voted to continue the item, based on having the applicant provide the Residential Zoning Records Report (RZRR) and/or the real estate listing to clarify the identified status of the workshop/additional unit at the time of purchase; and absent the requested information that the Commission vote to uphold the Zoning Administrator's decision. The Commission voted 5-0-1-1 (Commissioner Aeschliman recused and Commissioner Fredrickson absent). Motion carried.**

### b. Local Coastal Program

Description: Review and discuss Draft Implementation Ordinances.

CEQA Status: Exempt

Staff Reference: Anastazia Aziz, AICP, Senior Planner

Recommended Action: Discuss and provide direction.

Anastazia Aziz, AICP, Senior Planner, provided a staff report.

The Vice-Chair opened the meeting and the following members of the public spoke (7:45pm):

- Ms. Inge Lorentzen Daumer,
- Ms. Lisa Cianni,
- Mr. Anthony Cianni.

The Vice-Chair closed the public comment period.

The Commission discussed in detail the Draft Implementation Ordinances, and requested that the Planning Director provide his Department's recommended edits or changes to the Commission to facilitate a more effective review during the next meeting.

**c. Planning Commission 2016 Work Plan**

Description: Presentation of 2016 Work Plan

CEQA Status: Not a project

Staff Reference: Mark Brodeur, Director

Recommended Action: Receive as information and provide direction and prioritization.

Mark Brodeur, Director of Community & Economic Development Department, requested the Commission to review the proposed 2016 Work Plan and prioritize the items.

The Vice-Chair opened the meeting and the following members of the public spoke:

- Ms. Inge Lorentzen Däumer
- Mr. Anthony Cianni.

The Vice-Chair closed the public comment period.

**8. Reports of PC Subcommittees**

Commissioner Smith provided an update of the Development Standards and Garage Subcommittee.

**9. Reports of PC Members**

Commissioner Aeschliman discussed the Planning Commission's approval of signage at the Forest Hill/Chevron Gas Station, and noted that it was excessive and large.

Commissioner Byrne discussed new traffic design being constructed on Central Avenue and noted potential issues related to it.

**10. Reports of Council Liaison**

Councilmember Robert Huitt updated the Commission regarding City Council decisions from the most recent Council meeting.

**11. Reports of Staff**

Anastazia Aziz, AICP, Senior Planner, notified the Commission of the upcoming Local Coastal Program meeting, to be held on February 10, 6:00pm at the Pacific Grove Community Center.

**12. Adjournment at 9:51pm. Next meeting scheduled for February 18, 2016 at 6pm.**

**APPROVED BY PLANNING COMMISSION:** \_\_\_\_\_

\_\_\_\_\_  
Mark Chakwin, Secretary

\_\_\_\_\_  
Date