



NOTICE OF MEETING

CITY OF PACIFIC GROVE

ZONING ADMINISTRATOR

AGENDA

3:00 p.m., Tuesday, September 13, 2016

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

1. Call to Order- 3:00 p.m.

2. Public Comment

Comments from the audience will not receive Zoning Administrator action. Comments must deal with matters subject to the jurisdiction of the Zoning Administrator and will be limited to three (3) minutes. Comments regarding agenda items shall be heard at the time such items are called. Whenever possible, letters should be submitted to the Zoning Administrator in advance of the meeting.

3. Regular Agenda.

a. Request for Hearing – Parcel Map (PM) #16-444

Description: Parcel Map PM 16-444 to subdivide one lot into two at 1332 Shafter Avenue

Location: 1332 Shafter Avenue (APN: 007-561-041)

Applicant/Owner: David Prew/Julie Gage

Zoning/Land Use: R-1/Medium Density 17.4 DU/ac

CEQA Status: Exempt under CEQA Class 15 S. 15315

Staff Reference: Laurel O'Halloran, Associate Planner

Recommended Action: Approve the parcel map as submitted.

4. Adjournment.

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. ZA 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 ZA. 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 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.

Appeals and Appeal Period: Decisions rendered by the ZA may be appealed to the Planning Commission using a form available at the CDD. The appeal form, plus an appeal fee, must be filed with the CDD within 10 days (5 days in the case of a single-family dwelling not listed on the historic resources inventory as considered under the terms of Section 23.73.080(a) of the Municipal Code) of the action or decision being appealed. The aforementioned appeal period notwithstanding, the Planning Commission and the City Council shall always have until their next regularly

scheduled meeting following ZA action to decide to review such action. No building permit pertaining to a ZA action may be issued until the appeal period has passed.

Judicial Time Limits: This serves as written notice that 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: Applicants are requested to contact the Building Department for building permit requirements.

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.



CITY OF PACIFIC GROVE
300 Forest Avenue, Pacific Grove, California 93950

**ZONING ADMINISTRATIVE AGENDA
REPORT**

TO: Mark Brodeur, Zoning Administrator

FROM: Laurel O'Halloran, Associate Planner

MEETING DATE: September 13, 2016 3:00 pm

SUBJECT: Parcel Map PM 16-444 to subdivide one lot into two at 1332 Shafter Avenue

CEQA: Exempt under CEQA Class 15 S. 15315.

RECOMMENDATION

Approve the parcel map as submitted.

BACKGROUND

On May 18, 2016, a Parcel Map application was submitted to subdivide one existing 9,371.40 square foot parcel into two parcels.

Parcel A1 is a proposed 4,873.2 square foot lot with 1 house and one garage.

Parcel A2 is a proposed 4,498.2 square foot lot.

No development proposals for either parcel are on file with the Community and Economic Development Department.

Sanitary sewer facilities and connections will be provided for each proposed lot.

DISCUSSION

The property is currently designated *Residential* by the General Plan and zoned *R-1*.

The City Engineer, the Fire Chief, the Public Works Superintendent and the Building Official have all reviewed the tentative map and have given their approval to subdivide the lot into two lots.

The conditions of approval include the installation of curb and sidewalks along all public street frontages, the portion of the existing house on the proposed parcel A2 needs to be removed within 6 months, off street parking requirements for each lot need to be met one covered and one uncovered.

09-13-2016 Zoning Administrative Hearing

The proposed parcel map conforms to both the General Plan designation and R-1 zoning district. There are no legal issues that would prohibit the approval of the parcel map subdividing one lot into two.

Staff recommends approving the map as is.

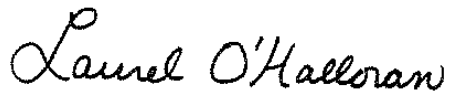
FISCAL IMPACT

None.

ATTACHMENTS

1. Parcel Map.
2. Permit
3. CEQA Exemption

SUBMITTED BY:

A handwritten signature in black ink that reads "Laurel O'Halloran". The signature is written in a cursive, flowing style.

Laurel O'Halloran, Associate Planner



CITY OF PACIFIC GROVE

Community Development Department – Planning Division

300 Forest Avenue, Pacific Grove, CA 93950

Tel: 831.648.3190 • Fax: 831.648.3184 • www.cityofpacificgrove.org/cedd

Permit Application

Item 3a
Application # PM-16-444
Date: 5-18-16
Total Fees: \$2,290.05
Received by: DEBBIE GONZALEZ

APPLICANT/OWNER:

Project Address: 1332 Shafter

APN: 007-561-041

Project Description: Parcel Map / MINOR SUBDIVISION

Applicant

Name: DAVID PREW

Phone: (831) 620-2080

Email: daveprew@gmail.com

Mailing Address: 177 WEBSTER ST.
#201 MONTEREY, CA 93940

Owner

Name: JULIE GRAGE

Phone: (831) 601-1120

Email: _____

Mailing Address: 841 GROVE ACRE
P.G.

Permit Request:

- | | | | |
|---|---|--|--|
| <input type="checkbox"/> CRD: Counter Determination | <input type="checkbox"/> AUP: Administrative UP | <input type="checkbox"/> IHS: Initial Historic Screening | <input type="checkbox"/> AVAR: Administrative VAR |
| <input type="checkbox"/> AP: Architectural Permit | <input type="checkbox"/> UP-A: UP Amendment | <input type="checkbox"/> HPP: Historic Preservation | <input type="checkbox"/> VAR-A: VAR Amendment |
| <input type="checkbox"/> AAP: Administrative AP | <input type="checkbox"/> AUP-A: AUP Amendment | <input type="checkbox"/> HD: Historic Determination | <input type="checkbox"/> AVAR-A: AVAR Amendment |
| <input type="checkbox"/> ADC: AP Design Change | <input type="checkbox"/> SU: Second Unit | <input type="checkbox"/> TPD: Tree Permit W/ Dev't | <input type="checkbox"/> MMP: Mitigation Monitoring |
| <input type="checkbox"/> SP: Sign Permit | <input checked="" type="checkbox"/> LA: Lot Line Adjustment | <input type="checkbox"/> PUU: Undocumented Unit | <input type="checkbox"/> Stormwater Permit |
| <input type="checkbox"/> UP: Use Permit | <input type="checkbox"/> LM: Lot Merger | <input type="checkbox"/> VAR: Variance | <input checked="" type="checkbox"/> Other: <u>PARCEL MAP</u> |

CEQA Determination:

- ☒ Exempt
☐ Initial Study & Mitigated
Negative Declaration
☐ Environmental Impact
Report

Review Authority:

- ☐ Staff ☐ HRC
☐ ZA ☐ PC
☒ SPRC ☐ CC
☐ ARB ☐ _____

Active Permits:

- ☐ Active Planning Permit
☐ Active Building Permit
☐ Active Code Violation
Permit #: _____

Overlay Zones:

- ☐ Butterfly Zone
☐ Coastal Zone
☐ Area of Special Biological
Significance (ASBS)
☐ Environmentally Sensitive
Habitat Area (ESHA)

Property Information

Lot: 33

Block: 22

Tract: D.M.P.

ZC: R-1

GP: Med Den 17.4 duval

Lot Size: 9,371.40

☐ Historic Resources Inventory

☐ Archaeologically Sensitive Area

Staff Use Only:

PAID
2290.05
5-18-16

CERTIFICATION – I, the undersigned, under penalty of perjury, depose and certify that I am the applicant for this request, that the property owner approves this application and that all statements contained herein, including all documents and plans submitted in connection with this application, are true and accurate to the best of my knowledge.

Applicant Signature: David Prew

Date: 4/25/16

Owner Signature (Required): _____

Date: _____



CITY OF PACIFIC GROVE

Community Development Department – Planning Division

300 Forest Avenue, Pacific Grove, CA 93950

T : 831.648.3183 • F : 831.648.3184 • www.ci.pg.ca.us/cdd

PARCEL MAP 16-444

FOR A PROPERTY LOCATED AT 1332 SHAFTER AVENUE TO SUBDIVIDE ONE LOT APN 007-561-041 (9,371.40 SF)) INTO A TOTAL OF TWO LOTS.

FACTS

1. The subject site is located at 1332 Shafter Avenue Pacific Grove, 93950 APN 007-561-041
2. The subject site has a designation of Medium Density 17.4du/ac on the adopted City of Pacific Grove General Plan Land Use Map.
3. The project consists solely of the subdivision of the site into two parcels.
4. The project site is located in the R-1 zoning district.
5. APN 006-631-013 is developed with a single family two story residence.
6. Parcel A1 is a proposed 4,873.2 square foot lot and Parcel A2 is a proposed 4,498.2 square foot lot.
7. This project has been determined to be CEQA Exempt under CEQA Class 15 S. 15315.

FINDINGS

1. The subdivision will neither be detrimental to the orderly and harmonious development of the city nor impair the desirability of investment or occupation in the neighborhood because the project will be improving the subject property, and
2. The subject property is in compliance with the City's General Plan, all laws, regulations, and rules pertaining to uses, subdivision, setbacks, and rules pertaining to uses, and any other applicable provisions of the Zoning Ordinance,

PERMIT

Parcel Map Permit 16-444 to allow:

- 1) Subdivision of a property located at 1332 Shafter Avenue, Pacific Grove, APN 007-561-041 into two lots as shown on Tentative Parcel Map 1332 Shafter Avenue dated April 2016 prepared by David Prew.

CONDITIONS OF APPROVAL

1. **Permit Expiration.** This permit will expire or become void once approved if the portion of the existing house on proposed parcel A2 is not removed within six months.
2. **Construction Compliance.** No construction is approved by this permit.
3. **Terms and Conditions.** These terms and conditions shall run with the land, and it is the intention of the CEDD Director and the Permittee to bind all future owners and possessors of the subject property to the terms and conditions, unless amended. Amendments to this permit may be achieved only if an application is made and approved, pursuant to the Zoning Code.
4. **Conformance to Plans.** Changes to the site shall conform to approved plans entitled "Tentative Parcel Map 1332 Shafter Avenue", dated April 2016 prepared by David Prew on file with the Community and Economic Development Department.
5. **Deed Description.** The new deed description of the subdivision shall be filed with the County Recorder and recorded prior to any building permit issuance.

6. **Curbs and sidewalks.** Install curbs and sidewalks along all public street frontages prior to any building permit issuance.
7. **Street Frontage.** Each unit or parcel of land shall contain a minimum frontage of 40 feet along a dedicated street.
8. **Sewer facilities.** Sanitary sewer facilities and connections will be provided for each proposed lot.
9. **Parking Requirements.** In the R-1 zone a parking requirement of one covered and one uncovered is required.

NOW, THEREFORE, BE IT RESOLVED BY THE ZONING ADMINISTRATOR OF THE CITY OF PACIFIC GROVE:

1. The Zoning Administrator determines that each of the Findings set forth above is true and correct, and by this reference incorporates those Findings as an integral part of this Permit.
2. The Zoning Administrator authorizes APPROVAL of Parcel Map Permit 16-444
3. This permit shall become effective, if not appealed, upon the expiration of the 10-day appeal period.
4. This permit shall not take effect until the owner acknowledges and agrees to all terms and conditions and agrees to conform to and comply with those terms and conditions.

Passed and adopted at a special meeting of the Zoning Administrator of the City of Pacific Grove on the 13th day of September, 2016

APPROVED:

Mark Brodeur, Zoning Administrator

The undersigned hereby acknowledge and agree to the approved terms and conditions, and agree to fully conform to, and comply with, said terms and conditions.

Julie Gage, Owner

Date



CITY OF PACIFIC GROVE

Community Development Department – Planning Division

300 Forest Avenue, Pacific Grove, CA 93950

T: 831.648.3190 • F: 831.648.3184 • www.ci.pg.ca.us/cdd

NOTICE OF EXEMPTION FROM CEQA

Property Address/Location: 1332 Shafter, Pacific Grove, CA 93950

Project Description: PM 160444

Description: minor subdivision

APN: 007561041000

ZC: R-1

Lot Size: 9,371.4 sf

Applicant Name:	David Prew	Phone #:	620.2080
Mailing Address:	177 Webster Street Monterey, Ca 93940		
Email Address:	daveprew@gmail.com		

Public Agency Approving Project: City of Pacific Grove, Monterey County, California

Exempt Status (Check One):

- ☐ Ministerial (Sec. 21080(b)(1):15268))
- ☐ Declared Emergency (Sec. 21080(b)(3): 15269(a))
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c))
- ☒ Categorical Exemption
 - Type and Section Number: S. 15315
- ☐ Statutory Exemption
 - Type and Section Number:
- ☐ Other:

Exemption Findings:

Parcel is in an urbanized area, conforms to the General Plan and zoning, and all services and access to the proposed parcels are available. The parcel was not involved in a land division within the previous two years and the parcel does not have an average slope greater than 20 percent

Contact: Laurel OHalloran, Planning Department, City of Pacific Grove

Contact Phone: (831) 648-3183

Signature: Laurel O'Halloran

Date: July 27, 2016

Chicago Title Company
 250 Bonifacio Place, Monterey, CA 93940
 Phone: (831)375-2262 | FAX: (831)646-8544

FINAL SELLER'S STATEMENT

Settlement Date: January 29, 2016
Disbursement Date: January 29, 2016

Escrow Number: CMON-4525-FWMN5251500435A
Escrow Officer: Kimberly Verania

Buyer: Julie L. Gage
 841 Grove Acre Avenue
 Pacific Grove, CA 93950

Seller: Steven R. Rustan and Lynn D. Rustan
 1332 Shafter Avenue
 Pacific Grove, CA 93950

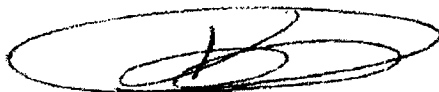
Property: 1332 Shafter Avenue
 Pacific Grove, CA 93950
 Parcel ID(s): 007-561-041

			\$	DEBITS	\$	CREDITS
FINANCIAL CONSIDERATION						
Sale Price of Property						750,000.00
PRORATIONS/ADJUSTMENTS						
MRWPCA Sewer Monthly at \$84.64	01/29/16-03/01/16	(\$84.64 / 60 X 32 days)				45.14
County Taxes APN#007-561-041 at \$1,230.28	01/01/16 to 01/29/16	(\$1,230.28 / 180 X 28 days)		191.38		
COMMISSIONS						
Commission - Listing Agent	Shankle Real Estate			18,750.00		
	\$750,000.00 @ 2.5000% = \$18,750.00					
Commission - Selling Agent	The Jones Group Real Estate			18,750.00		
	\$750,000.00 @ 2.5000% = \$18,750.00					
TITLE & ESCROW CHARGES						
Title - Notary	Kimberly Verania			20.00		
Title - Escrow Fee	Chicago Title Company			587.50		
	Chicago Title Company			0.00		
Title - Owner's Title Insurance	Chicago Title Company			1,767.00		
Policies to be issued:						
Owners Policy						
Coverage: \$750,000.00	Premium: \$742.00	Version: CLTA Standard Coverage Policy				
		1990 (04-08-14)				
RECORDING CHARGES						
Recording Fees (\$145.00)	Chicago Title Company			27.00		
County Transfer Tax	Chicago Title Company			825.00		
PAYOFFS						
Payoff of First Mortgage Loan (\$292,449.09)	Ditech					

FINAL SELLER'S STATEMENT - Continued

		\$	DEBITS	\$	CREDITS
PAYOFFS (continued)					
Principal Balance			257,748.94		
Interest To 02/01/16			30,285.60		
Additional Interest (From 02/01/16 To 02/03/16 @ \$41.490000 Per Diem)			82.98		
Escrow			5,355.43		
Late Fee			167.30		
Unapplied Funds			-1,191.16		
Payoff of Second Mortgage Loan	Bank of America				
(\$262,725.91)					
Principal Balance			249,462.89		
Interest To 02/12/16			13,156.58		
Arrearage Fee			85.44		
Release Fee			21.00		
MISCELLANEOUS CHARGES					
Payoff judgement	EOS-CCA Healthcare, Inc.		18,735.40		
Sewer Assessment JanFeb	MRWPCA		84.64		
Payoff IRS Tax Lien	Department of the Treasury		6,119.82		
Payoff Ch 13 Trustee Demand	Devin Derham Burk Chapter 13 Trustee		115,101.28		
Payoff State of California demand	Franchise Tax Board		93.95		
Subtotals			736,227.97		750,045.14
Balance Due TO Seller			13,817.17		
TOTALS			750,045.14		750,045.14

THIS IS A CERTIFIED COPY OF THE ORIGINAL DOCUMENT(S) BY
CHICAGO TITLE COMPANY



Chicago Title Company, Settlement Agent

SAVE THIS STATEMENT FOR INCOME TAX PURPOSES

MINOR SUBDIVISION MAP

SHOWING PROPOSED DIVISION OF ASSESSOR'S PARCEL
NO. 7-561-35, SAID PARCEL BEING LOTS 33 & 34,
BLOCK 22; "DEL MONTE PARK"; TOGETHER WITH A
PORTION OF ROAD ABANDONMENT AS DESCRIBED IN
REEL 419, OFFICIAL RECORDS, AT PAGE 923.
PACIFIC GROVE, CALIFORNIA

PREPARED FOR:

STEVE RUSTAN

1332 SHAFTER AVE., PACIFIC GROVE, CA.



JUNE 1985

WILLIAM J. SALLEE
LAND SURVEYOR
P.O. BOX 372
PACIFIC GROVE, CA.
372-5649

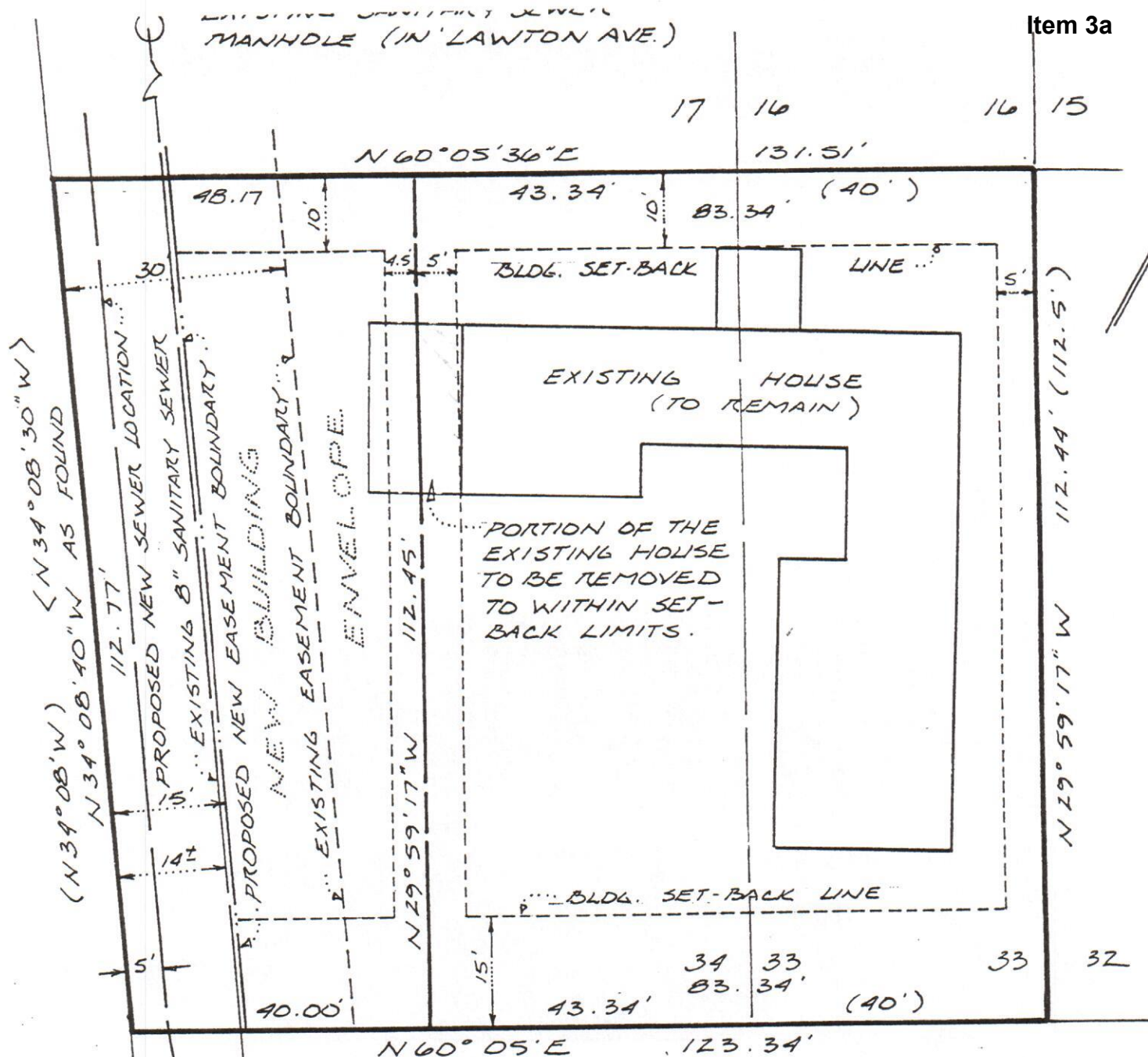
PACIFIC GROVE
BUILDING DEPARTMENT
PERMIT NO. 88-0451

LOT AREAS:

TOTAL EXISTING PARCEL	City of Pacific Grove Building Department	19379.3 SQ. FT.
AREA OF NEW PARCEL	"APPROVED"	4957.9 SQ. FT.
AREA OF REMAINDER		9371.4 SQ. FT.
BUILDING ENVELOPE (OF PROPOSED PARCEL)	Such Approved Plans and Specifications	2142.1 SQ. FT.

be changed, modified or
altered without Authorization
from the Building Official,
and all work shall be
done in accordance
with the Approved Plans.

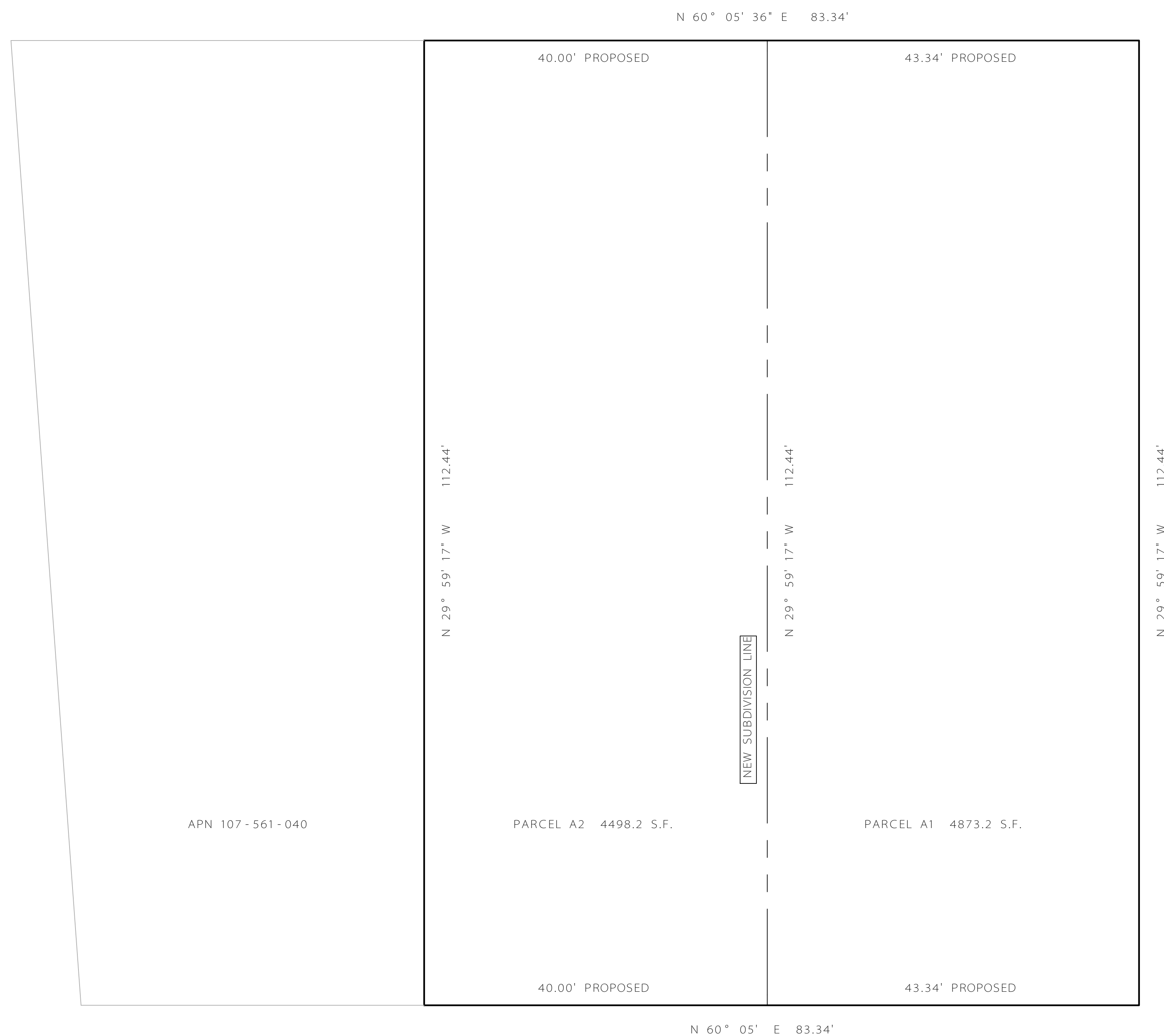
IN SHAFTER AVE.
16 ON PROJECT FRONTAGE.
16 WILL BE REQUIRED.



1332
SHAFTER AVENUE
50' WIDE

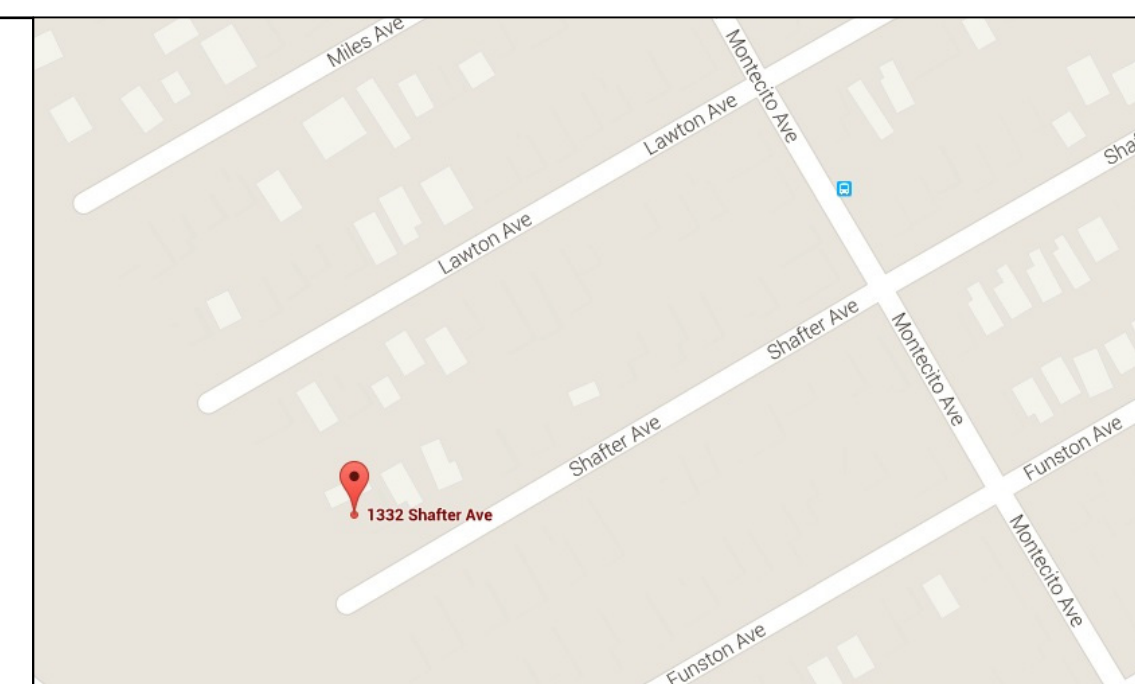
EXISTING
SANITARY SEWER
MANHOLE

BASIC UTILITIES EX
CURB & GUTTER EXI
ND EXTENSIVE GR



NOTE:

1. ALL DISTANCES SHOWN HEREON ARE EXPRESSED IN FEET AND DECIMALS THEREOF.



VICINITY MAP

MINOR SUBDIVISION MAP

SHOWING PROPOSED DIVISION OF ASSESSOR'S
PARCEL 007-561-041, SAID PARCEL BEING
LOT 33, BLOCK 22, DEL MONTE PARK
COMPOSED OF 9,371.4 SQUARE FEET.

TOTAL LAND AREA 9,371.40 SQUARE FEET

AREA OF PARCEL "A1" 4873.2 SQUARE FEET

AREA OF PARCEL "A2" 4498.2 SQUARE FEET

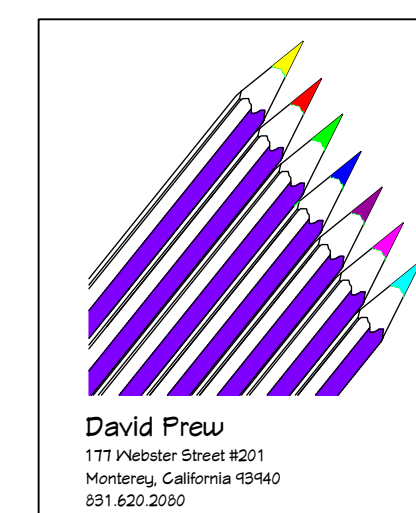
OFFICIAL RECORDS OF MONTEREY COUNTY

CITY OF PACIFIC GROVE COUNTY OF MONTEREY STATE OF CALIFORNIA

PREPARED FOR

Julie Gage

B Y



SCALE: 1" = 8' JOB No.

APRIL 2016