



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

AGENDA REPORT

TO: Chair Steres and Members of the Architectural Review Board

FROM: Wendy Lao, Assistant Planner

MEETING DATE: May 9, 2017

SUBJECT: Use Permit (UP) and Administrative Architectural Permit (AAP) #17-277 for an existing single-story residence of 766 square feet with zero parking spaces, to allow a single-story addition of 435.5 square feet, and to increase parking spaces by providing one uncovered parking space, to create a total of a single-story residence of 1,201.5 gross square feet with one uncovered parking space.

ADDRESS: 413 Wood Street (APN 006-461-010)

**ZONING/
LAND USE:** R-1/Medium Density to 17.4 DU/ac

**APPLICANT/
OWNER:** Terry Wilson, architect / Sandra & Garrett Jones, owners

CEQA: Categorical Exemption, Section 15301(e)(2), Class 1, Existing Facilities

RECOMMENDATION

Receive report, hold public hearing, and provide recommendations for UP AAP #17-277 to the Planning Commission, based on the findings and subject to the staff-recommended conditions.

BACKGROUND

On March 21, 2017, Terry Wilson, architect, applied for an Use Permit and Administrative Architectural Permit #17-277 for a property located at 413 Wood Street in Pacific Grove. The Pacific Grove Municipal Code requires one covered and one uncovered parking spaces for lots 2,700 square feet and larger, pursuant to P.G.M.C. §23.16.070. The permits would allow the existing single-story residence of 766 square feet with no parking spaces on a 3,060 square feet lot to add a 435.5 square feet single-story addition, and to also increase parking spaces by providing one uncovered parking space. This would create a total of a 1,201.5 gross square feet single-story residence with one uncovered parking space.

The subject site is a legal non-conforming lot of 3,060 square feet, and the new minimum lot size required is 4,000 square feet, pursuant to P.G.M.C. §23.16.080. The municipal code also requires that single-family dwellings with non-conforming aspects obtain a Use Permit in order to allow an addition of more than 120 square feet, if the resulting structure will have less off-street

parking than required by the zoning regulations, pursuant to P.G.M.C. §23.16.050. As a result, the applicant is seeking a Use Permit combined with an Administrative Architectural Permit to allow a 435.5 square foot single-story addition, and to provide one uncovered parking space, rather than one covered and one uncovered parking space as required by the municipal code.

DISCUSSION

Zoning Code

The proposed development is in conformance with all requirements of the R-1 zone, with the following legal non-conforming exceptions:

1. The front-yard setback is 10.1 feet, and the municipal code today requires 15 feet.
2. The property provides no parking, and the municipal code today requires one covered and one uncovered parking spaces.
3. The lot size is 3,060 square feet, and the municipal code today requires 4,000 square feet.

The site currently does not have any designated parking spaces, and the municipal code requires one covered and one uncovered spaces for lots 2,700 square feet and larger. If the lot is smaller than 2,700 square feet, then the municipal code does not require any parking spaces. The applicant seeks a Use Permit to provide one uncovered parking space, which will have the standard dimension of 9 feet by 20 feet. One standard parking space totals 180 square feet, or 5%, of the undersized, legal non-conforming 3,060 square feet lot.

The proposed project will have a building coverage of 39%, which is within the allowable maximum building coverage of 45%, pursuant to P.G.M.C. §23.16.040. The proposed project will have a site coverage of 54%, which is within the allowable site coverage of 60%. The proposed project will have a gross floor area 1,201.5 square feet, which is within the allowable maximum gross floor area of 1,650 square feet.

The proposed project will have a building height of 11 feet 6 inches, which is well under the allowable maximum height limit of 25 feet.

Historic Review

The subject site was built in 1949 and is not listed in the City's Historic Resources Inventory. On January 25, 2017, the City's Historic Resources Committee (HRC) reviewed an Initial Historic Screening. The HRC determined that the property is not eligible for the Historic Resources Inventory because the property does not exhibit unique architectural, site or locational characteristics.

Architecture Review Guidelines:

The project proposal appears to adhere to the following Architectural Review Guidelines:

Guideline #28: An addition should complement and balance the overall form, mass, and composition of the existing building.

The single-story addition with a slight angled roof will complement the single-story residence. The addition is predominantly located in the rear of the residence, so will not be significantly visible from the street. In addition, the board and batten siding will blend well with the existing structure's siding.

Guideline #31: Additions should be designed so that the pitch of the new roof matches or complements the pitch of the existing roof lines.

The project proposes a slight angled roof for the addition, which will complement the existing single-story residence's flat roof.

Guideline #38: Exterior materials should be compatible with those that predominate in the area.

The project proposes board and batten siding, which will blend in with the existing residence's siding.

Environmental Determination:

The project proposes an addition of 435.5 square feet, which is smaller than 10,000 square feet, and therefore qualifies for a Class 1 exemption from CEQA requirements, pursuant to Section 15301(e)(2) – Existing Facilities. The proposed addition and alterations do not present any unusual circumstances that would result in a potentially significant environmental impact. The proposed alterations conform to the requirements of the California Environmental Quality Act (CEQA).

OPTIONS

1. Recommend approval of project as submitted
2. Recommend design changes (e.g. reduce and/or relocate proposed addition and provide two tandem compact parking spaces of 8 feet by 16 feet each, etc.)
3. Recommend denial of project as submitted

ATTACHMENTS

- A. Permit Application
- B. Project Data Sheet
- C. Draft Permit
- D. Initial Historic Determination
- E. Project Plans

RESPECTFULLY SUBMITTED:

Wendy Lao

Wendy Lao, Assistant 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

Application # UP AP 17-277
 Date: 3/21/17
 Total Fees: 4405.74
 Received by: WL

Project Address: 413 WOOD STREET **APN:** 006 461 010

Project Description: ADD BEDROOM & BATH / ENLARGE LIVING & DINING RM. AND BEDROOM 2
RELOCATE LAUNDRY - NEW FAUC. & INSTANT ACCESS HOT H₂O
ADD FIREPLACE (GAS) ADD PATIO @ REAR - 4355 SF addition

APPLICANT/OWNER:	Applicant	Owner
Name:	<u>TERRY WILSON ARCHITECT</u>	Name: <u>SANDRA + GARRETT JONES</u>
Phone:	<u>831-646-9450</u>	Phone: <u>559-824-1386</u>
Email:	<u>WILSON ARCH @ COMCAST.NET</u>	Email: _____
Mailing Address:	<u>PO BOX 831 PACIFIC GROVE</u> <u>93950</u>	Mailing Address: <u>2523 AUSTIN AVENUE</u> <u>CLOVIS, CA. 93611</u>

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 checked="" type="checkbox"/> AAP: Administrative AP	<input type="checkbox"/> AUP-A: AUP Amendment	<input type="checkbox"/> A: Appeal	<input type="checkbox"/> AVAR-A: AVAR Amendment
<input type="checkbox"/> ADC: Admin 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 type="checkbox"/> LLA: Lot Line Adjustment	<input type="checkbox"/> PUU: Undocumented Unit	<input type="checkbox"/> Stormwater Permit
<input checked="" type="checkbox"/> UP: Use Permit	<input type="checkbox"/> LM: Lot Merger	<input type="checkbox"/> VAR: Variance	<input type="checkbox"/> Other:

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: 11 Block: 94 Tract: PG. ADDITION

ZC: R1 GP: MED. DEN. 17.4 DU/20 Lot Size: 3060 SF

Historic Resources Inventory Archaeologically Sensitive Area

Staff Use Only:

RECEIVED MAR 21 2017

PAID \$ 4,405.74

CITY OF PACIFIC GROVE 3-21-17

COMMUNITY DEV DEPT

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: Darryl Wilson

Date: 3/20/17

Owner Signature (Required): [Signature]

Date: 3/21/17

RECEIVED

MAR 21 2017

PROJECT DATA SHEET

PROJECT ADDRESS: 413 WOOD STREET PG. 93950

APPLICANT(S): TERRY WILSON ARCHITECT

CITY OF PACIFIC GROVE
COMMUNITY DEV DEPT

DATE PLANS SUBMITTED TO CITY OF PACIFIC GROVE: MARCH 20, 2017

PROJECT DESCRIPTION: ADD BEDROOM + BATH / ENLARGE LIVING + DINING RM + B.R. 2
RELOCATE LAUNDRY - NEW F.A.U. + W.H. INSTANT ACCESS / ADD PATIO @ REAR

	REQUIRED/ Permitted	Existing Condition	Proposed Condition	Notes
Zone District	R-1			
Site Area	4,000 SF	3060 SF	3060 SF	
Density (multi-family projects only)				
Building Coverage	45%	766 SF	1201.5 SF	
Paving Coverage	-	374 SF	754.5 SF	
Total Site Coverage	60%	1088 SF	1656.0 SF	
Floor Area	1650 SF	766 SF	1201.5 SF	
Total Exterior Lateral Wall Length to be demolished.	---	116.0 LF 41.5 LF		
Total Exterior Lateral Wall Length to be built	---		185.3 LF 124.3 LF	
Building Height	25	± 10'6"	± 11'6"	
Number of stories	2	ONE	ONE	
Front Setback	15'	15'10"	15'10"	
<u>NORTH</u> Side Setback (specify side)	10' of width	7.5'	5.0'	
<u>SOUTH</u> Side Setback (specify side)	10' of width	7.5'	5.1'	
Rear Setback	10'	17'6" + 10' = 27'6"	10'	
Garage Door Setback	20'			
Covered Parking Spaces	1	0	0	LEGAL: NON CONFORMING
Uncovered Parking Spaces	1	0	1	
Parking Space Size (Interior measurement)	9' x 20'	0	9' x 20'	
Number of Driveways	1	0	0	
Driveway Width(s)	9'	0	9'	
Back-up Distance				
Eave Projection (Into Setback)	3' maximum	NONE, N, E, S	22" N, E, S	WEST L.N.C.
Distances Between Eaves And Property Lines	3' minimum			
Open Porch/Deck Projections		✓	✓	
Architectural Feature Projections	3' max into setbacks			ARBOR OVER ENTRY
Number of Accessory Buildings		ONE	NONE	
Accessory Building Setbacks				
Accessory Building Height				
Fence Heights		4' F / 6' S + R	4' F / 6' S + R	



CITY OF PACIFIC GROVE

Community Economic Development Department – Planning Division

300 Forest Avenue, Pacific Grove, CA 93950

T : 831.648.3183 • F : 831.648.3184 • www.cityofpacificgrove.org/cedd

USE PERMIT & ADMINISTRATIVE ARCHITECTURAL PERMIT #17-277

FOR A PROPERTY LOCATED AT 413 WOOD STREET TO ALLOW A SINGLE-STORY ADDITION OF 435.5 SQUARE FEET, AND TO INCREASE PARKING SPACES BY PROVIDING ONE UNCOVERED PARKING SPACE, TO AN EXISTING SINGLE-STORY RESIDENCE OF 766 SQUARE FEET WITH ZERO PARKING SPACES, TO CREATE A TOTAL OF A SINGLE-STORY RESIDENCE OF 1,201.5 GROSS SQUARE FEET WITH ONE UNCOVERED PARKING SPACE.

FACTS

1. The subject site is located at 413 Wood Street, Pacific Grove, 93950. (APN 006-461-010)
2. The subject site has a designation of Medium Density to 17.4 DU/ac on the adopted City of Pacific Grove General Plan Land Use Map.
3. The project site is located in the R-1 zoning district.
4. The subject site is an interior lot of 51 feet width and 60 feet length, totaling 3,060 square feet. The minimum building site area is 4,000 square feet, pursuant to P.G.M.C. 23.16.080.
5. The subject site is developed with a single-story, single-family residence of 766 gross square feet, which is located approximately 10 feet from the front of the property boundary.
6. The subject site is developed with zero (0) parking spaces, which is a legal non-conformity. P.G.M.C. §23.16.070 requires 1 covered and 1 uncovered parking spaces for lots 2,700 square feet and larger.
7. P.G.M.C. §23.16.050 requires that single-family dwellings with non-conforming aspects obtain a Use Permit in order to allow an addition of more than 120 square feet if the resulting structure will have less off-street parking than required by the zoning regulations.
8. The subject site was built in 1949 and is not listed in the City's Historic Resources Inventory.
9. The subject site is located in the Area of Special Biological Significance Watershed.
10. This project has been determined to be CEQA Exempt under CEQA Guidelines Section 15301(e)(2), Class 1, Existing Facilities.

FINDINGS

1. On January 25, 2017, the City's Historic Resources Committee reviewed an Initial Historic Screening and determined that the property is not eligible for the Historic Resources Inventory because the property does not exhibit unique architectural, site or locational characteristics, and;
2. The proposed use is allowed with a Use Permit within the R-1 zoning district and complies with all applicable provisions of these regulations, and;
3. The proposed use is consistent with the general plan, and the local coastal program, and;
4. The establishment, maintenance, or operation of the use will not, under the circumstances of the particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the neighborhood of the proposed use, in that the subject property will be improved by providing an additional parking space, and;
5. The use, as described and conditionally approved, will not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the city, and;
6. The location, size, design, and operation of the characteristics of the proposed use are compatible with the existing and future land uses in the vicinity.
7. The proposed development will meet the development regulations set forth in the R-1 zoning district, with the exceptions of the front-yard setback requirement of 15 feet, parking requirement of 1 covered and 1 uncovered

parking spaces, and minimum lot size requirement of 4,000 square feet, all of which are legal non-conforming, and;

8. The architecture and general appearance of the completed project are compatible with the neighborhood because the proposed exterior will be compatible with the size, scale and proportions of the existing residence and other residences in the neighborhood, and that in the proposal is consistent with Architectural Review Guidelines No. 28, 35, and 38, and;
9. The completed project 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;
10. The Commission has been guided by and made reference to applicable provisions of the Architectural Review Guidelines in making its determinations on single-family residences, and;

PERMIT

Use Permit (UP) & Administrative Architectural Permit (AAP) 17-277

Per Pacific Grove Municipal Code §23.68.050(d)(1) and §23.70.030(b)(2)(A) with the following conditions:

CONDITIONS OF APPROVAL

1. **Permit Expiration:** This permit shall expire and be null and void if a building permit has not been applied for within one (1) year from and after the date of approval. Application for extension of this approval must be made prior to the expiration date.
2. **Curbs and sidewalks.** Install curbs and sidewalks along all public street frontages.
3. **Street Trees.** One tree must be planted per 30 feet of frontage.
4. **Windows.** All windows must meet the City's window guidelines.
5. **Construction Compliance:** All construction must occur in strict compliance with the proposal as set forth in the application, subject to any special conditions of approval herein. Any deviation from approvals must be reviewed and approved by staff, and may require Architectural Review Board and/or Planning Commission approval.
6. **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.
7. **Public Works, Fire and Building:** Review and approval by the Public Works, Fire and Building Departments are required prior to issuance of a building permit. Work taking place in the public right-of-way shall require an encroachment permit prior to issuance of the building permit.
8. **Tree Protection Standards During Construction:** Pursuant to Municipal Code Chapters 12.20 and 12.30, and the *Urban Forestry Standards*, all trees that are otherwise protected and will be impacted as a result of Development, both proposed for pruning or removal and where the development will impact the critical root zone of the tree are protected. Prior to issuance of the building permit, the Project Arborist shall review grading, drainage, utility, building and landscape plans to determine impacts to individual Trees, to determine required minimum Tree protection standards during construction.
9. **Exterior Lighting:** All exterior lighting must conform to Architectural Review Guidelines No. 10, 11, and 12.

- 10. **Conformance to Plans.** Development of the site shall conform to approved plans for “Jones Residence” dated May 1, 2017, on file with the Community and Economic Development Department and to the Building Code, with the exception of any subsequently approved changes.
- 11. **Conditions of Approval in Plans:** All conditions of approval for the Planning permit(s) shall be printed on a full size sheet and included with the construction plan set submitted to the Building Department.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF PACIFIC GROVE:

- 1. The Commission 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 Commission authorizes approval of Use Permit & Administrative Architectural Permit #17-277 for a property located at 413 Wood Street to allow a single-story addition of 435.5 square feet, and to increase parking spaces by providing one uncovered parking space, to an existing single-story residence of 766 square feet with zero parking spaces, to create a total of a single-story residence of 1,201.5 gross square feet with one uncovered parking space.
- 3. This permit shall become effective 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 regular meeting of the Planning Commission on the 18th of May, 2017, by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

William Fredrickson, Chair

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.

Sandra & Garrett Jones, owners

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

Initial Historic Screening Determination

Address: 413 Wood St APN: 006-461-010-000
 Owner: Garrett Jones Applicant: Terry Wilson

HISTORIC RESOURCES COMMITTEE (HRC) RECOMMENDATION:

At the January 25, 2017 HRC meeting, the Committee prepared the following Preliminary Determination of Ineligibility and forwarded the recommendation to the Community Development Director:

- Determined to be ineligible as an “Historical Resource,” due to the following criteria:
 - 1. The property has undergone significant alterations to the primary or most visible façade, as evidenced through original plans, photographs or Sanborn maps.
 - _____(description of known alteration)
 - _____(type of documentation)
 - 2a. The property does not exhibit the architectural characteristics of the styles described in Section 7.3 of the General Plan or Section IV of the Historic Context Statement;
 - or
 - 2b. The property does not exhibit unique architectural, site or locational characteristics.
 - 3. The property is not associated with important persons, events or architecture.
- Determination of ineligibility cannot be made.

HRC Comments:

Maureen Mason, HRC Chair

1.27.17
Date

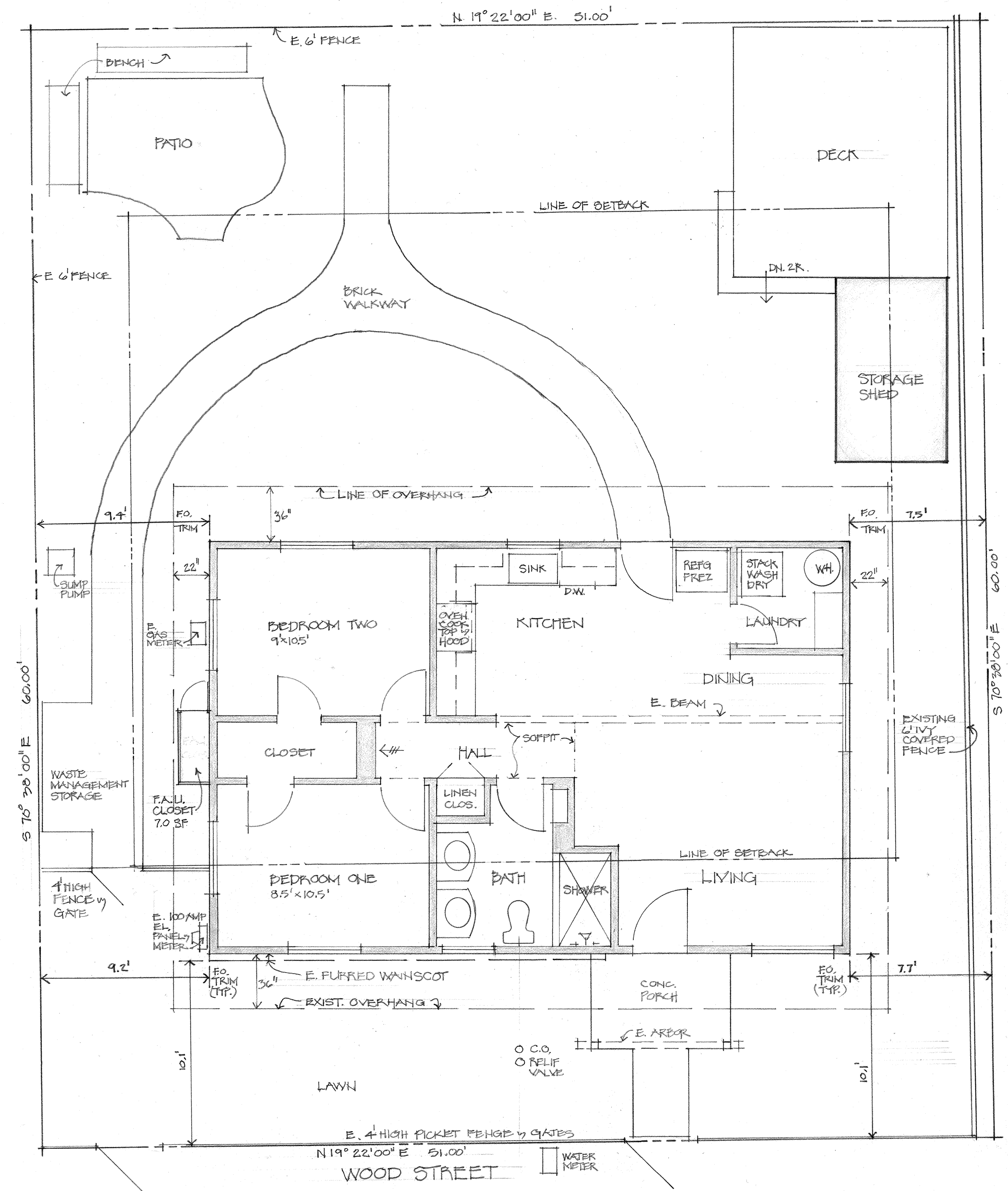
COMMUNITY DEVELOPMENT DIRECTOR (CDD) DETERMINATION:

Based on the recommendation above, the CDD Director, or their designee:

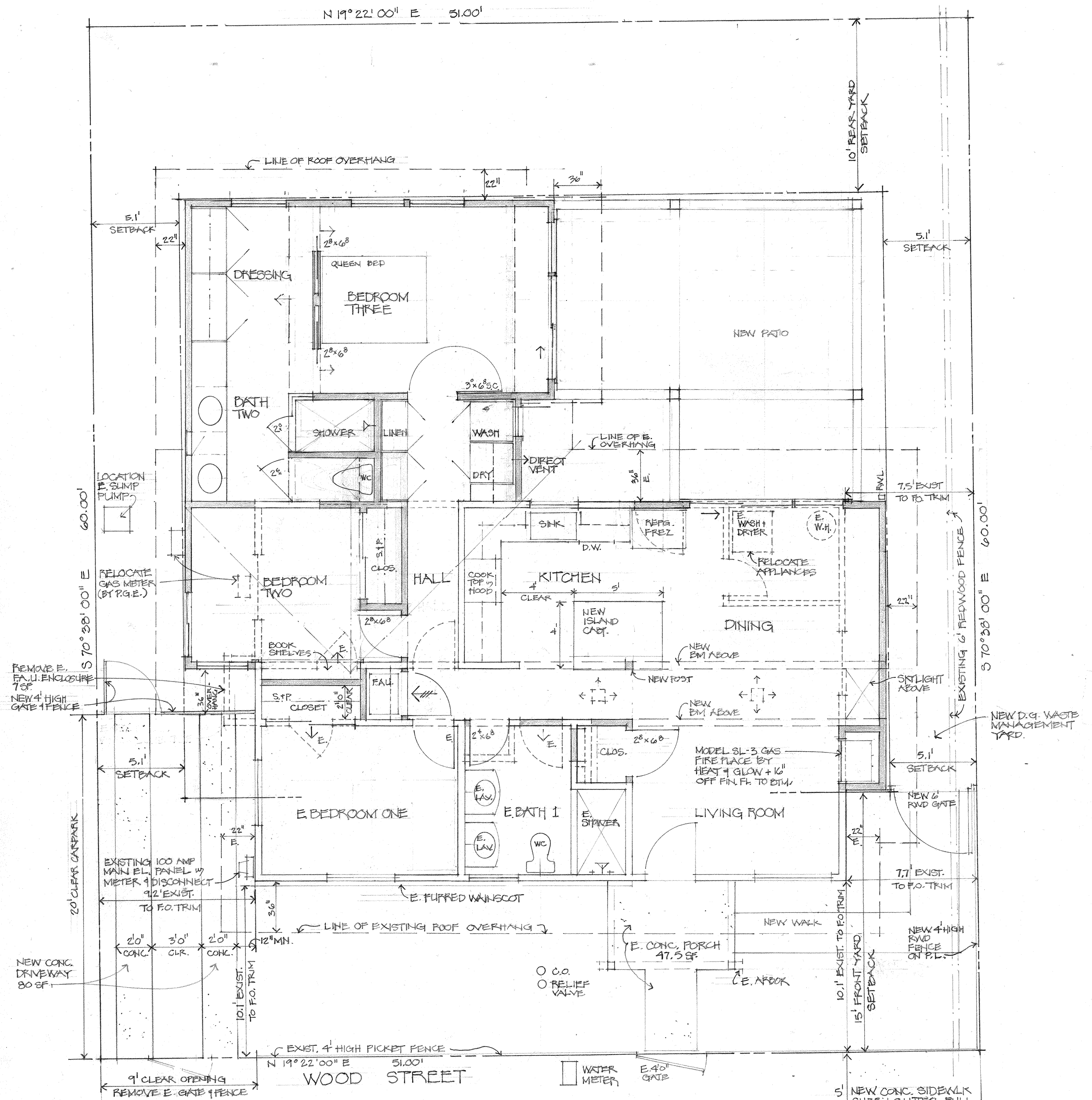
- Made a determination of ineligibility, which will remain in effect for 10 years from the date of approval.
- Found that a determination of ineligibility cannot be made, and a Phase 1 Historic Assessment (DPR 523 Form) is required.

Mark Brodeur, CEDD Director

1/26/17
Date



EXISTING PLOT & FLOOR PLAN
 SCALE 1/4"=1'-0" 22.0' x 34.5' OVERALL = 759 SF + 7 SF EXH. CLOSET = 766 SF.

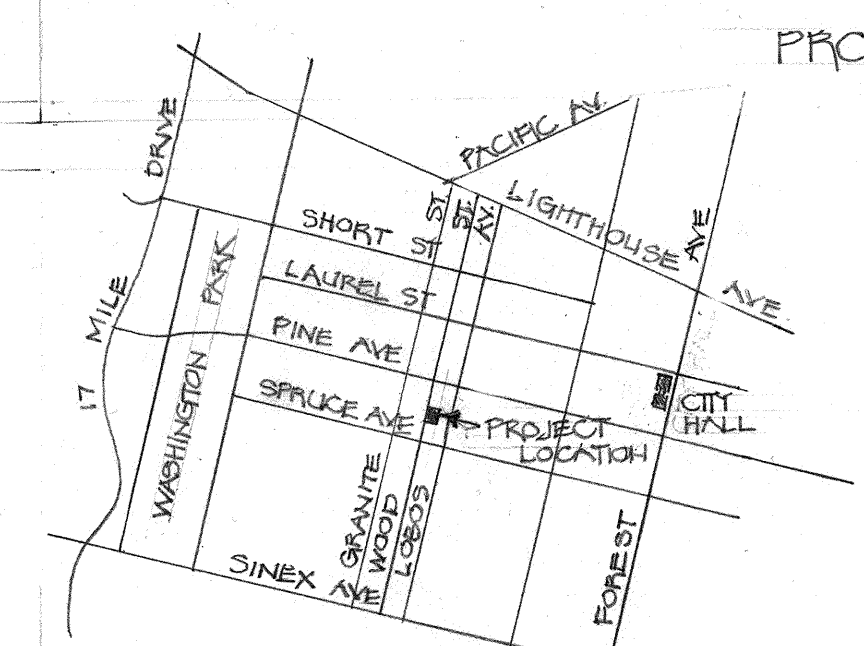


PROPOSED - PLOT PLAN & FLOOR PLAN
 SCALE 1/4"=1'-0"

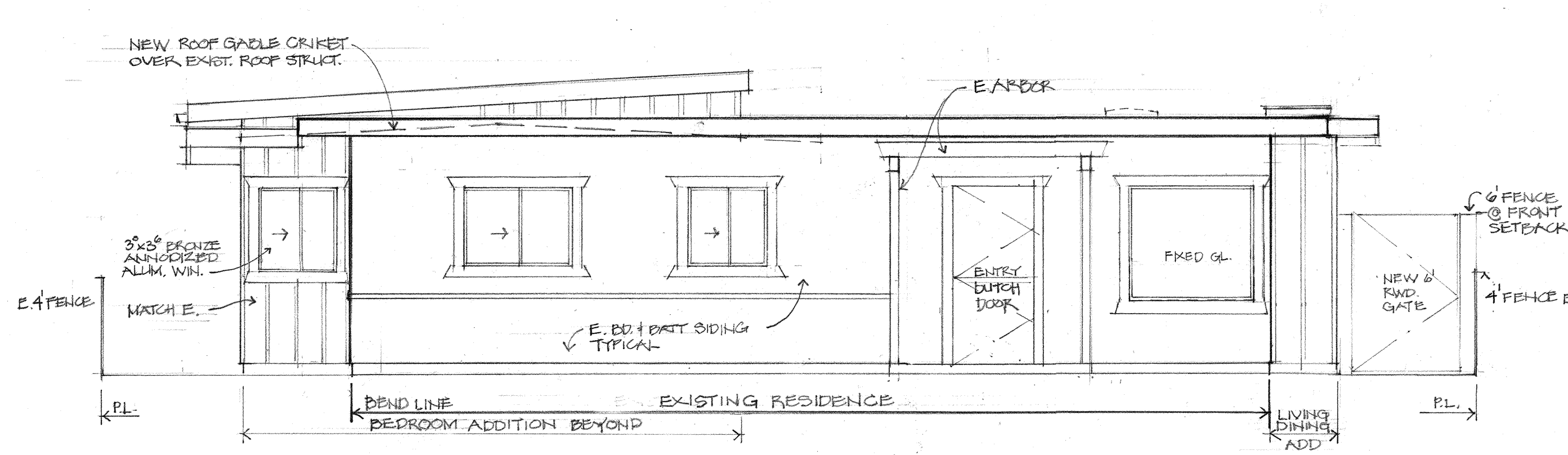
HOUSE LOCATION BASED ON SURVEY PREPARED BY CENTRAL COAST SURVEYORS JOB NO 16-115
 AREA OF PARCEL 51'x60' = 3060 SF THE PARCEL IS ESSENTIALLY FLAT.
 ALLOWABLE SITE COVERAGE 1836 SF PROPOSED SITE COVERAGE 1655.5 SF
 ALLOWABLE BLDG. COVERAGE 1377 SF PROPOSED BLDG. COVERAGE 1201.5 SF
 EXISTING FLOOR AREA = (22x9.5) + 7 = 766.0 SF (EXIST. EXH. CLOSET ON EAST, + 7 SF)
 ADDITIONS TOTAL 37+37+364.5 = 442.5 SF
 TOTAL 1201.5 SF BLDG. COVERAGE
 EXISTING CONC. PORCH 47.5 SF
 NEW BACKYARD PATIO/WALKWAY 324.5 SF
 NEW CONCRETE DRIVEWAY (2x2x20) = 80.0 SF
 1655.5 SF SITE COVERAGE

SHEET INDEX

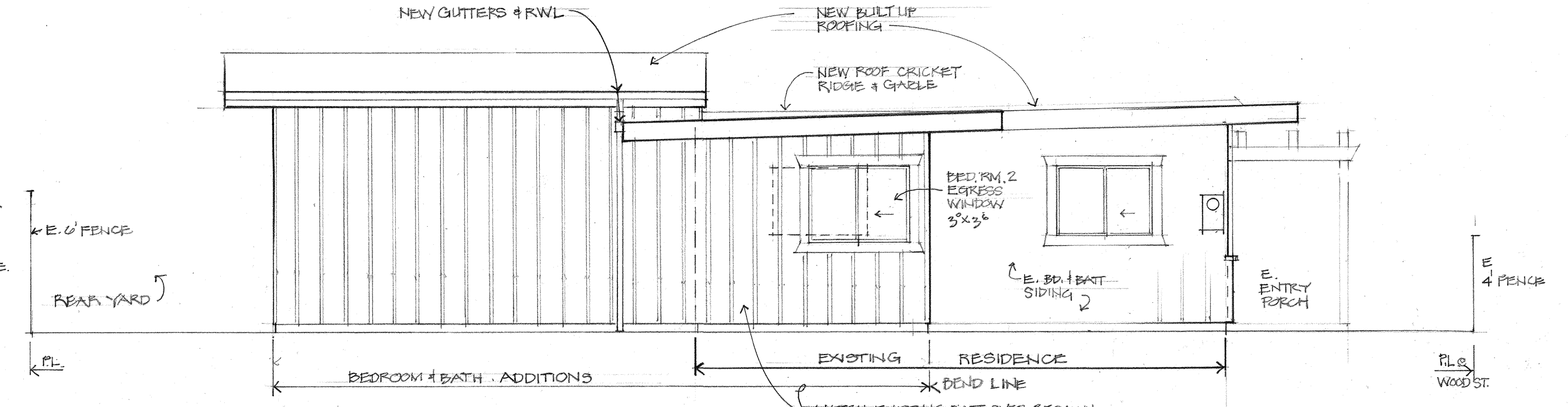
- ONE PLOT PLAN & FLOOR PLAN ; PLOT PLAN & FOUNDATION PLAN ; PROJECT LOCATION MAP ; COVERAGES ; SHEET INDEX ; NOTES
- TWO EXTERIOR ELEVATIONS



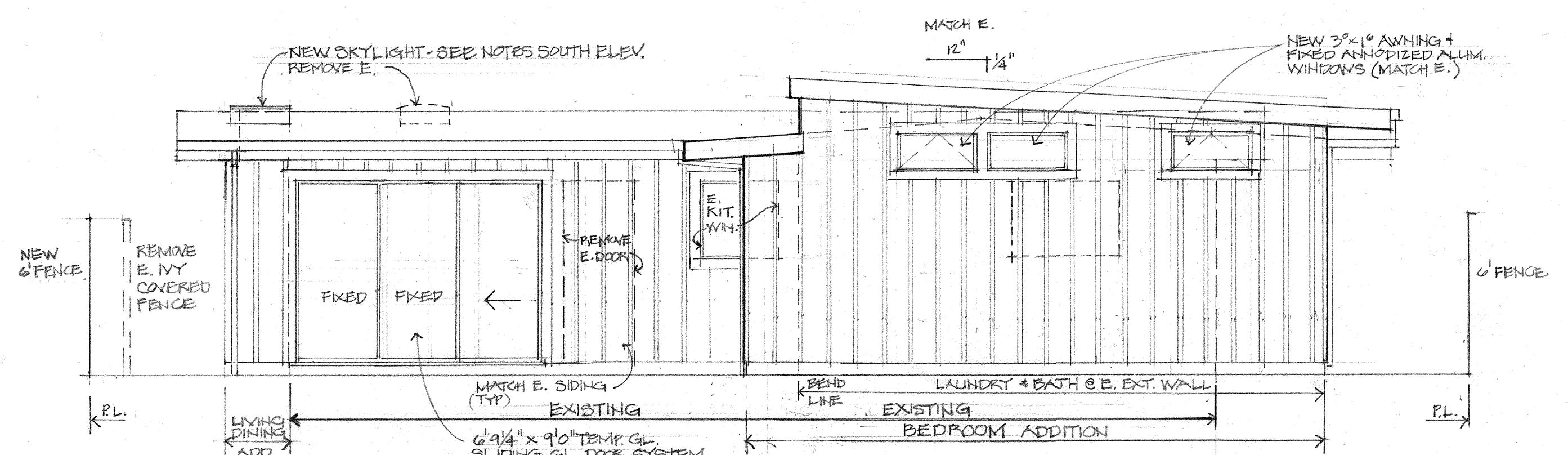
PROJECT LOCATION
 413 WOOD ST.
 PACIFIC GROVE, CA.
 (HTS) APN 006-461-010
 LOT 13 AND THE SOUTHWESTERLY 21 FEET OF LOT 11 IN BLOCK 94 AS SHOWN ON THE "MAP OF PACIFIC GROVE RETREAT" FILED IN VOL. 1-C-4T - PG 10 OFFICIAL RECORDS OF MONTEREY COUNTY.
 HOUSE LOCATION EXHIBIT PREPARED BY CENTRAL COAST SURVEYORS JOB NO. 16-115 COMPLETED JANUARY 2017



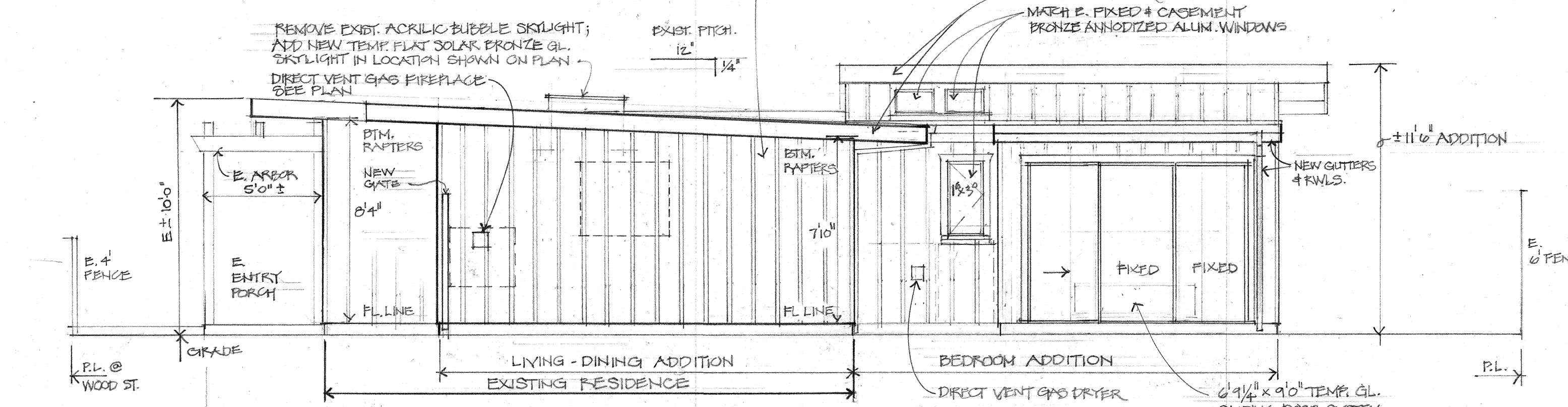
PROPOSED WEST ELEVATION - WOOD STREET
 SCALE 1/4" = 1'0"



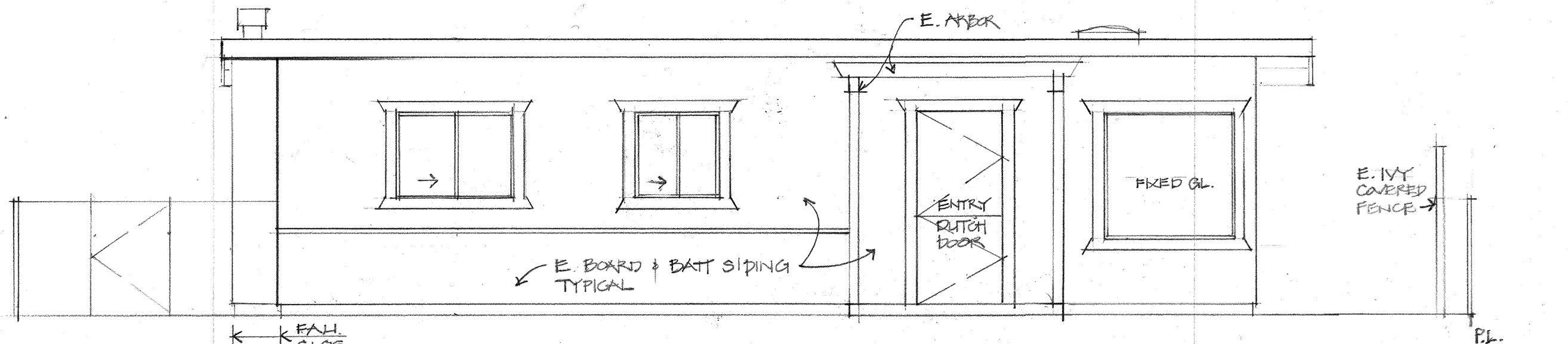
PROPOSED NORTH ELEVATION
 SCALE 1/4" = 1'0"



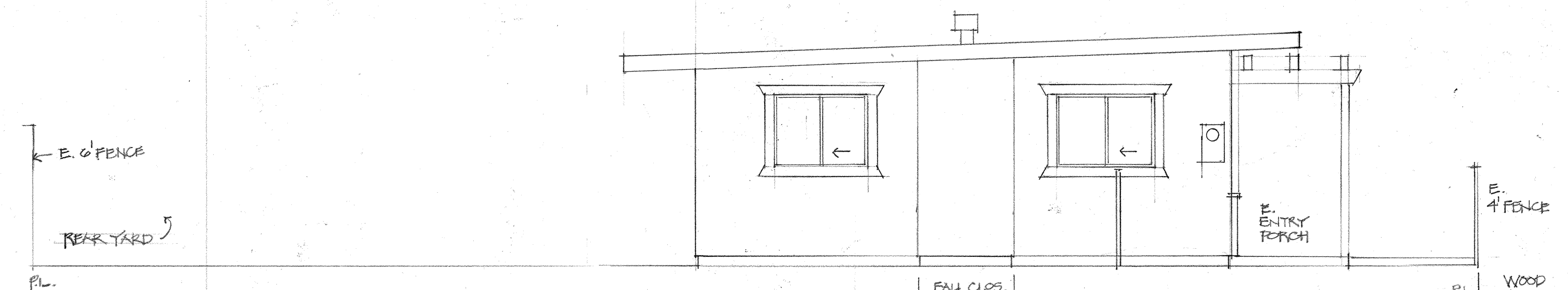
PROPOSED EAST ELEVATION - BACK YARD
 SCALE 1/4" = 1'0"



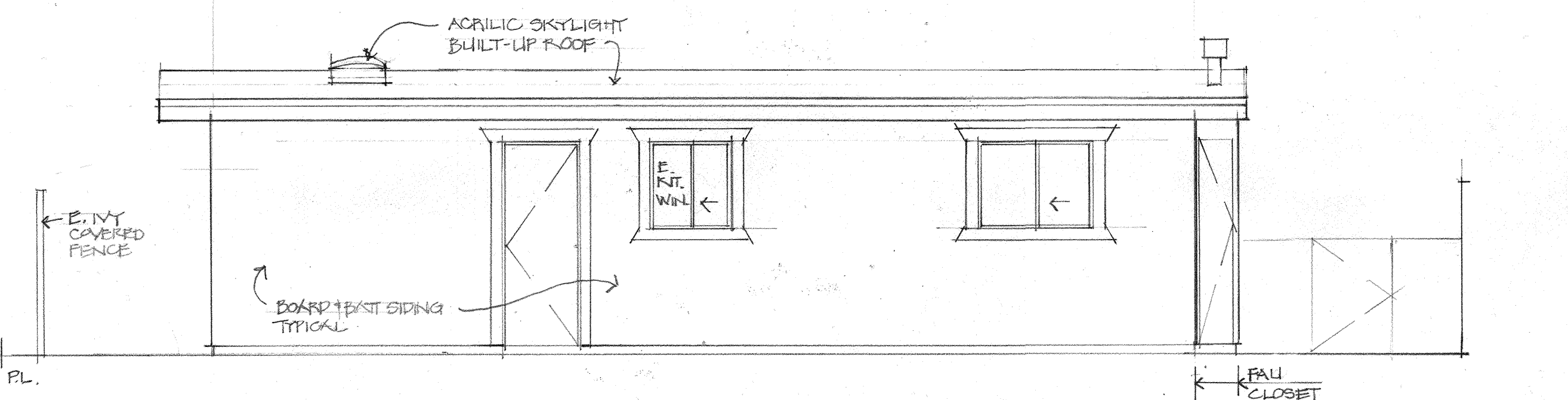
PROPOSED SOUTH ELEVATION
 SCALE 1/4" = 1'0"



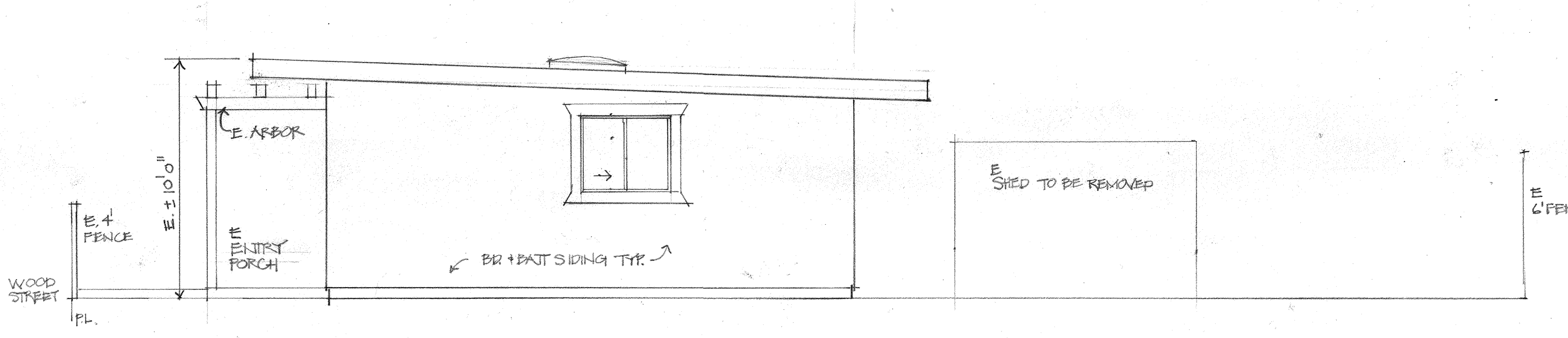
EXISTING WEST ELEV. - WOOD STREET
 SCALE 1/4" = 1'0"



EXISTING NORTH ELEVATION
 SCALE 1/4" = 1'0"



EXISTING EAST ELEVATION - BACK YARD
 SCALE 1/4" = 1'0"



EXISTING SOUTH ELEVATION
 SCALE 1/4" = 1'0"

PREPARED BY
TERRY WILSON ARCHITECT
 P.O. Box 831 Pacific Grove California 93950
 831.646.9458

ADDITIONS & ALTERATIONS TO THE
THE JONES RESIDENCE
 413 WOOD STREET
 PACIFIC GROVE, CALIFORNIA 93950