



DRAFT MINUTES

**CITY OF PACIFIC GROVE  
PLANNING COMMISSION  
SITE REVIEW MEETING MINUTES**

**4:00 p.m., Thursday, June 26, 2014**

**City Manager's Conference Room – City Hall – 300 Forest Avenue, Pacific Grove, CA**

*The limited purposes of this session are (1) to visit the site of project(s) listed on the regular meeting agenda and (2) to allow staff to respond to Commissioner inquiries regarding factual aspects of the applications. The site review meeting is an open meeting. Members of the public may attend. Transportation for members of the public will not be provided to the location(s) of the site visit(s).*

**1. Meeting was called to order at approx. 4:05 pm.**

**2. Roll Call**

Planning Commission Members Present: Robin Aeschliman, Jeanne Byrne, Vice Chair  
Bill Bluhm, Donald Murphy, Mark Chakwin and 1 vacant seat.

Absent: Chair Bill Fredrickson

**3. New Business**

- a.** Monitoring Report Regarding Trader Joe's New Parking and Circulation Plan  
(Approved as part of Use Permit 11-1195) 1170 Forest Avenue

**4. Site visit was conducted at 1170 Forest Avenue, Trader Joe's**

Issues discussed to address later at regular meeting:

- a. Correction to staff report – The Use Permit was correct (“There was also to be a second cart corral provided along the “north” elevation (should read “south” elevation) of the building.”) It is the North side of building
- b. Permit findings requested shopping cart corral at the north side of building adjacent to handicapped parking
- c. Employee parking at the back of the building was unmarked and appeared unused.
- d. Additional exit arrows should be drawn at top of exit driveway to provide earlier direction to drivers exiting.
- e. Drivers should be alerted to continue moving through the entrance and not to re in the driveway waiting to park thus clogging incoming traffic from Forest Avenue.
- f. With all the landscaping improvements on the lot why was the space between Trader Joe's and Wells Fargo along the ramp neglected. There is a dead tree, and the retaining wall and the railing are an eyesore compared to the rest of the property.

**5. The meeting was adjourned at approx. 4:40 pm.**

APPROVED BY PLANNING COMMISSION:

\_\_\_\_\_  
Donald Murphy, Secretary

\_\_\_\_\_  
Date



# DRAFT MINUTES

## CITY OF PACIFIC GROVE

### PLANNING COMMISSION

#### REGULAR MEETING

6:00 p.m. Thursday, June 26, 2014

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

**1. Call to Order at 6:00 pm**

**2. Roll Call**

Vice-Chair Bluhm called the meeting to order at 6:00 pm and welcomed Mark Chakwin to the Planning Commission.

Commissioners Present: Robin Aeschliman, Bill Bluhm (Vice-Chair), Jeanne Byrne, Donald Murphy, Mark Chakwin, 1 vacant seat

Commissioners Absent: Chair Bill Fredrickson

**3. Approval of Minutes**

**a. May 22, 2014 Regular Meetings**

**Upon motion by Commissioner Aeschliman and passed 5-0, Commissioners approved minutes as prepared.**

**4. Public Comments**

**a. Written Communications**

Email message from Moe Ammar.

Café Ariana submitted documents regarding outdoor seating.

**b. Oral Communications**

None.

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

None.

**6. Consent Agenda**

None.

**7. Regular Agenda**

**a. Public Hearing - Grantee Performance Report Community Development Block Grant (CDBG) funded activities for Fiscal Year 2013-2014 – Housing Rehabilitation Program Income Revolving Loan Fund (HRRL Fund 34)**

Description: Hold a public hearing to provide a forum where citizens have an opportunity to comment on Community Development Block Grant (CDBG) activities administered by the City of Pacific Grove in Fiscal Year 2013-2014.

CEQA Status: Not a “Project” under CEQA

Staff Reference: Terri C. Schaeffer, Housing Program Coordinator

Recommended Action: Receive report

Terri Schaeffer introduced the item and described the program activities. Vice Chair Bluhm opened the public hearing. No public comments. Schaeffer responded to questions from the Commissioners.

**b. Report: Monitoring Report Regarding Trader Joe's New Parking and Circulation Plan (Approved as part of Use Permit 11-1195) 1170 Forest Avenue**

Description: Trader Joe's implemented Use Permit 11-1195 expansion into former Blockbuster occupancy on 3/26/13 and made changes to the parking lot and entrance and exit circulation; to further benefit overall commercial on-site circulation at Trader Joe's and in the vicinity.

CEQA Status: Does not constitute a "Project" under California Environmental Quality Act (CEQA) Guidelines

Staff Reference: Steve Matarazzo, Interim Community Development Department Director

Recommended Action: Receive report, provide direction to staff.

Steve Matarazzo introduced the item. Vice Chair Bluhm opened the floor to public comment. Hal Laughlin, member of public spoke about the new entrance and circulation. Public comment closed.

Commissioner Byrne commented that there is a mutual agreement with Wells Fargo regarding the one way exit and that can't be reversed. She also advised against a mutual access easement through the Forest Hill Shopping Center. That is why the parking in the back was made diagonal to allow for backing out of the spaces. Add a cart storage return at northern elevation of the building.

Commissioner Murphy asked if there was any lighting in the back? Also mentioned issues raised in the site review; a longer tail on the exit arrows or more arrows indicating exit so drivers know in advance there are 2 directions to the exit ramp; a cart corral should be installed on the north side of the building near handicapped parking slots.

Commissioner Chakwin commented that the original exit arrows should be kept and add smaller arrows in the lot.

Commissioner Aeschliman commented that people entering into the parking lot don't keep going; often drivers remain near the entrance waiting for front parking slots. A sign or some indicator should be added to encourage drivers to move forward upon entering the lot to avoid standing traffic is needed. Also the landscaping was not completed in the space adjacent to the ramp leading to Wells Fargo; the railing and the wall can be painted and the dead tree should be removed.

Commissioner Bluhm wanted to know if employees were really parking in the back and if they are not using the back parking find out why not. Perhaps a security camera could be installed to provide safety and security.

Steve Matarazzo agreed to write to Trader Joe's with the Commission's concerns and requests for improvements.

**c. Report: Vista Point Senior Housing Project change in property management**

Description: South County Housing is merging with Eden Housing and all properties owned and managed by South County Housing will be transferred to Eden.

CEQA Status: Not a project

Staff Reference: Terri C. Schaeffer

Recommended Action: Receive report.

Terri Schaeffer introduced the item for information only. South County Housing Corporation the owner/operator of Vista Point Senior Housing Project on Jewell Avenue has merged with Eden Housing Corporation and is transferring ownership

of Vista Point to Eden Housing. Because the City has a ground lease with South County Housing, the City's approval of the transfer is required.

No public Comment.

Commissioner Byrne suggested the City pursue some type of revenue from the new entity based on the land lease.

Commissioner Chakwin asked if all the debt for the project has been cleared and this was responded to by staff in the affirmative.

**d. Report: Outdoor Seating in the Downtown Area**

Description: Provide further input to staff for direction from the City Council on the existing municipal code section relating to outdoor dining (Section 15.16.045 of the PGMCM); should additional requirements or criteria should be added.

CEQA Status: Not a project

Staff Reference: Steve Matarazzo

**Recommended Action:** Receive report and provide input and direction.

Steve Matarazzo introduced the item stating he approved the outdoor seating for Café Ariana on Lighthouse Avenue based on PGMCM §15.16.045 and that concerns relating to this permit were made due to the bolted fencing used to segregate the area based on state ABC rules. Bolted attachment to the sidewalk was not illustrated on the approved plans.

Commissioner Byrne commented that the code refers to furniture and that fencing is not furniture. Commissioner Bluhm thought that any furniture placed on the sidewalk was considered temporary or removable and that the fencing that the ABC would require would not be temporary. Commissioner Chakwin commented that the bolts appear to be the problem, but suggested the bolts were removable. Vice Chair Bluhm commented that he understood the code section not to apply to 24 hours a day, 7 days per week but that the tables, chairs, fences etc should be removed nightly. Vice Chair Bluhm opened the meeting for public comment.

Public Comment:

Bruce Obbink questioned whether the painting of the sidewalk was allowed.

Larry Esquivel said he observed seven blind people attempting to walk on Lighthouse Avenue. Without a straight line of passage the blind would have difficulty going around the seating area. The tree planter adjacent to it and sandwich signs would create a tripping hazard. He also said that motorized wheelchairs would have difficulty navigating the sidewalk.

Arianna Favaloro, representing Café Ariana submitted documents supporting her permit application which was reviewed by city official Kurt Overmeyer. She indicated that business has improved since the outdoor seating was installed. The area met the 48" clearance requirement and the fencing was shown to Overmeyer and accepted, the fencing is bolted down for safety reasons. The business has received praise from animal lovers for making the outdoor seating available. The owners believe they are adding value and interest to the downtown.

Commissioner Byrne asked Café Ariana representatives if they have submitted an application for water for the additional seating. Steve Matarazzo commented that an application for additional water is not required in this instance. Commissioner Byrne asked if the application by Café Arianna was originally for a parklet and were they confusing this with a parklet. She commented that the fencing was uninviting and is an obstruction.

Ed Lake commented that he supports the outdoor seating provided by Café Ariana and encourages more of the same because it helps all businesses. Suggested Santa

Barbara as an example, he attended the Business Improvement District meeting and believes the downtown can prosper as Cafe Ariana increased sales in just seven days of activity.

Bill Uretsky commented that he recently sat outside at Café Ariana with his dogs and it was a beautiful day and a pleasant experience.

Craig Riddell commented that he supports this business and others as other jurisdictions are doing the same and prospering; he believed that the separation with a simple gate and fence are good for the premises; the fence defines the patio which then becomes an integral part of the business.

Janice Presing commented that she likes the idea and believes it provides a clean new image to the downtown. Because all businesses prosper it is a win/win for the City economy and businesses, she said.

Vice Chair Bluhm closed the public comment period and opened the meeting for follow-up comments from the panel.

Commissioner Aeschliman commented that she also likes the outdoor seating at Café Arianna; she likes the fence and believes it is a good use of the outdoor sidewalk and it defines the seating area makes it inviting; prefers fencing to planters because planters require maintenance.

Commissioner Murphy commented that he likes the outdoor seating established by Café Arianna a lot; he doesn't mind the fencing as long as it can be removed. He asked if the addition of the extra seating requires more water allocation.

Commissioner Byrne commented that the Water Management District has required businesses that offer outdoor seating to close indoor seating for the same number of seats.

Commissioner Chakwin commented that removing the fence should be easy in the event of a fire or other emergency; a fence is better than a planter and agrees that a barrier is required when serving alcohol. He asked if there were any provisions that the City requires anything in the public right of way be removed upon request for public uses such as parades or other public assembly events. If not can the City require collapsing anything (fence included) on the public sidewalk at the City's request?

Commissioner Bluhm commented that the painting of the sidewalk was an issue and wanted to know whether or not it is permitted to paint the sidewalk. He also indicated that fencing also needs to be addressed; fencing does not qualify as furniture; he would like staff to find out what the ABC requires and he recommends anything placed on the sidewalk should be required to be removed on a nightly basis.

Commissioner Byrne commented that an encroachment permit should be required in addition to the Community Development permit which insures the City.

No action was required. Steve Matarazzo thanked the Planning Commission for input and will share their concerns with the City Council.

## **8. Acceptance of Minutes from Other Bodies**

- a. ARB Minutes 1-28-14
- b. ARB Minutes 2-11-14
- c. HRC Minutes 2-11-14
- d. ARB Draft Minutes 3-11-14
- e. HRC Minutes 3-12-14
- f. HRC Minutes 3-26-14

**Commissioner Byrne made a motion to accept the ARB Minutes, seconded by Aeschliman. Motion carries 5-0 to accept the ARB minutes.**

Regarding the HRC Minutes, Commissioner Murphy requested uniformity of minutes especially

pertaining to the way the votes are recorded. Commission Aeschliman requested correction on page 53.

**Commissioner Murphy made a motion to accept the HRC Minutes as corrected, seconded by Aeschliman Motion carries 5-0 to accept the HRC minutes.**

**9. Reports of Commissioners**

None

**10. Reports of Planning Commission Subcommittees**

None

**11. Reports of Council Liaison**

Councilman Fischer welcomed Mark Chakwin to the Planning Commission. Reported that the City entered into agreements to have the sidewalks cleaned three times; as soon as the sidewalk cleaning began he started hearing complaints about water used to wash the sidewalks. This is an example of how you can't please everyone in Pacific Grove.

**12. Reports of Staff**

Steve Matarazzo reported that the City is getting closer to hiring a new Community and Economic Development Director. He expects the new person to be in place by mid-August. Steve Matarazzo asked if the Commissioners would be willing to meet for a special meeting on July 10<sup>th</sup>, 2014 to review an action item for a Downtown Specific Plan to send to City Council in July. Commissioner Byrne indicated that she would not meet under any circumstances on this item until a new Director is hired. She also indicated that she is not convinced that a new plan is necessary, that the City has at least three downtown plans on the shelf and that the City should look at implementing those first before spending any more money a new plan. Planning Commissioners decided not to meet on the issue at this time. Next Planning Commission meeting will be July 24, 2014.

**13. Adjournment**

7:25 p.m.

**APPROVED BY PLANNING COMMISSION:**

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Donald Murphy, Secretary

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Date