



## MINUTES

# CITY OF PACIFIC GROVE PLANNING COMMISSION REGULAR MEETING

6:00 p.m., Thursday, March 16, 2017  
Council Chambers – City Hall – 300 Forest Avenue, Pacific Grove, CA

**1. Chair Fredrickson called the meeting to order at 6:00 p.m.**

**2. Roll Call**

Commissioners Present: Robin Aeschliman, Bill Bluhm (Vice-Chair), Jeanne Byrne (arrival at 6:02 p.m.), Mark Chakwin (Secretary), William Fredrickson (Chair), Steven Lilley, Donald Murphy.

**3. Approval of Agenda**

**On a motion by Commissioner Bluhm, seconded by Commissioner Chakwin, the Commission voted 6-0-1 (Commissioners Byrne absent) to approve the agenda. Motion passed.**

**4. Approval of Minutes**

**a. March 2, 2017**

Recommended Action: Approve minutes as presented

**On a motion by Commissioner Aeschliman, seconded by Commissioner Lilley, the Commission voted 5-0-2 (Commissioners Bluhm and Byrne abstain) to approve the agenda. Motion passed.**

**5. Public Comments**

**a. Written Communications**

Mr. Don Redgwick, local resident, submitted a letter regarding his concerns about the Pacific Grove Local Coastal Program and Environmentally Sensitive Habitat Area.

**b. Oral Communications**

None.

**6. Consent Agenda**

None.

**7. Regular Agenda**

**a. Election of Officers**

**Description:** Nominate and elect Officers in accordance with the City of Pacific Grove's Board and Commission Member Handbook.

**On a motion by Commissioner Byrne, seconded by Commissioner Lilley, the Commission voted 7-0 to re-elect Commissioner William Fredrickson for Chair, Commissioner Bill Bluhm for Vice-Chair, and Commissioner Mark Chakwin for Secretary. Motion passed.**

**b. Accessory Dwelling Units**

**Description:** A proposed amendment to Chapter 23.80 – SECOND UNITS of the Pacific Grove Municipal Code by updating the standards and requirements applied to the development of Accessory Dwelling Units (also referred to as Second Units, In-Law Units, or Granny Flats) as required to comply with the new California Law. As an adjunct amendment to this Code change, repeal Chapter 23.64.360 “Permitting of undocumented dwelling units” from the Pacific Grove Municipal Code as this section is no longer needed.

**CEQA:** Statutory Exemption, Section 15282(h)

**Recommendation:** Receive staff oral presentation and forward a recommendation to the City Council to approve the Ordinance as written.

Mark Brodeur, Director of the Community & Economic Development Department, provided a staff report.

The Chair opened the floor the public comments. Seeing none, the Chair closed the floor to public comments.

The Commission discussed the proposal.

**On a motion by Commission Byrne, seconded by Commissioner Chakwin, and amended by Commissioner Murphy, the Commission voted 7-0 to forward a recommendation to the City Council to approve the proposed amendments to Chapter 23.80, with the requirement that properties in the R-1 zone must be owner-occupied for one of the two units, and to edit the language in Section 23.80.030. Motion passed.**

**c. Tour Bus Parking**

**Description:** Tour Bus Parking – Pacific Grove Municipal Code Chapter 16.68

**CEQA:** Categorical Exemption, Section 15306, Information Collection

**Staff Reference:** Mark Brodeur, Director of Community & Economic Development Department

**Recommendation:** Discuss the merits of the existing Tour Bus Parking Ordinance and recommend suggested modifications to the Traffic and Safety Commission.

**On a motion by Commission Byrne, seconded by Commissioner Lilley, the Commission voted 7-0 to continue the item to the April 20, 2017 Planning Commission meeting, and to include the City of Carmel’s tour bus parking ordinance in that meeting background to assist in the Commission’s discussion. Motion passed.**

**8. Presentations**

None.

**9. Reports of PC Subcommittees**

Commission Byrne provided an update of the Mansionization Subcommittee meetings, and stated that importance of enforcing the current Architectural Review Guidelines. The next sub-committee meeting will be on Thursday, March 30, 2017 at 4:00 p.m.

**10. Reports of PC Members**

The Commission inquired about how to calculate votes to determine the passage of motions in situations where not all members of that public hearing body are present or when there are vacancies. The City Attorney stated that a memo will be available soon.

**11. Reports of Council Liaison**

City Councilmember Robert Huitt provided an update on the City Council's most recent meeting actions, including animal regulations, and initiatives to remodel the Pacific Grove Public Library.

**12. Reports of Staff**

Director Brodeur provided an update regarding Transient Use Licenses, Local Coastal Program, and Sidewalk Dining Licenses. He also stated that the Community & Economic Development Department staff just received its 250<sup>th</sup> customer of the year to date for Planning-oriented questions this past week, a higher volume than last year.

**13. The meeting was adjourned at 7:52 p.m.**

**APPROVED BY PLANNING COMMISSION:**

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Mark Chakwin, Secretary

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Date