



MEETING MINUTES

CITY OF PACIFIC GROVE PLANNING COMMISSION

6:00 p.m., Thursday, May 18, 2017

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

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

2. Roll Call

Commissioners present: Robin Aeschliman (arrived 6:40pm), Bill Bluhm (Vice-Chair), Mark Chakwin (Secretary), William Fredrickson (Chair), Steven Lilley, Donald Murphy.

Commissioner absent: Jeanne Byrne

3. Approval of Agenda

On a motion by Commissioner Chakwin, seconded Commissioner Lilley, the Commission voted 5-0-2 (Commissioners Aeschliman and Byrne absent) to accept the agenda as presented. Motion passed.

4. Approval of Minutes

a. April 20, 2017

Recommended Action: Approve minutes as presented

On a motion by Commissioner Murphy, seconded by Vice-Chair Bluhm, the Commission voted 5-0-2 (Commissioners Aeschliman and Byrnes absent) to accept the April 20, 2017 minutes as presented. Motion passed.

5. Public Comments

a. Written Communications

None.

b. Oral Communications

Ms. Sally Moore, resident, noted that the City of Pacific Grove conducts numerous meetings, but the notice of those upcoming meetings appears inconsistently in different newspapers. She recommended that the City proactively use the City's own website to post notice on upcoming meeting in a standard location and in advance of those meetings.

6. Consent Agenda

a. Acceptance of Historic Resources Committee meeting minutes:

i) April 26, 2017

- b. Acceptance of Architecture Review Board meeting minutes:
 - i) May 9, 2017

On a motion by Commissioner Murphy, seconded by Commissioner Lilley, the Commission voted 5-0-2 (Commissioners Aeschliman and Byrne absent) to accept the Consent Agenda. Motion passed.

7. Regular Agenda

- a. **Permit Application:** Use Permit (UP) and Administrative Architectural Permit (AAP) 17-277

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

Description: For an existing one-story residence of 766 square feet with no parking spaces, to allow a one-story addition of 435.5 square feet, and to increase parking spaces by providing one uncovered parking space, to create a total of a one-story residence of 1,201.5 gross square feet with one uncovered parking space

Applicant/Owner: Terry Wilson, architect, on behalf of Sandra & Garrett Jones, owners

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

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

Staff Reference: Wendy Lao, Assistant Planner

Wendy Lao, Assistant Planner, presented a staff report.

The Chairman opened the floor to public comment. *(Please refer to the audio recording for more details)*

Mr. Terry Wilson, Architect for the project, spoke in favor of the project and provided background on the house and neighborhood.

The Chairman closed the floor to public comment

The commission discussed the project.

On a motion by Commissioner Murphy, seconded by Commissioner Lilley, the Commission voted 4-1-2 (Chair Fredrickson dissenting, and Commissioners Aeschliman and Byrne absent) to accept the project as proposed with the findings and conditions in the staff report. Motion Passed.

- b. **Historic Preservation Ordinance**

Description: Changes to *Title 3 - Boards and Commissions* and *Title 23- Zoning* and Phase 2 changes to *P.G.M.C. 23.76 - Historic Preservation Ordinance*

Recommendation: (1) Approve removal of the language in *Title 23-Zoning* related to the establishment, membership, and regular meeting time of the Architectural Review Board and Historic Resources Committee. Also, to approve moving those sections to the proposed new *Title 3* language pertaining to the Architectural Review Board (ARB) and the Historic Resources Committee (HRC) including the following modifications: reduce number of members from seven to five; allow non-resident professionals to be members; reduce the number of monthly Architectural Review Board meetings from two to one. (2)

Discuss Architectural Review Board and Historic Resources Committee responsibilities and other proposed Phase Two changes.

CEQA: Does not constitute a “Project” under CEQA Guidelines

Staff Reference: Anastazia Aziz, AICP, Senior Planner & Mark Brodeur, CEDD
Director

Recommendation: (1) Approve removal of the language in *Title 23-Zoning* related to the establishment, membership, and regular meeting time of the Architectural Review Board and Historic Resources Committee. Also, to approve moving those sections to the proposed new *Title 3* language pertaining to the Architectural Review Board and the Historic Resources Committee including the following modifications: reduce number of members from seven to five; allow non-resident professionals to be members; reduce the number of monthly Architectural Review Board meetings from two to one. (2) Discuss Architectural Review Board and Historic Resources Committee responsibilities and other proposed Phase Two changes.

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

The Chair opened the floor to public comment. (*Please refer to the audio tape of this meeting for more details.*)

- Ms. Maureen Mason, Chair of the Historic Resources Committee (HRC), noted the difficulties in recruiting architects with historic restoration experience. She added that many architects with historic restoration experience have moved out of the city, but many of these architects still practice inside the city. These architects, with office or work in the city, are valuable and qualified.
- Mr. Patrick Flannigan, resident, noted that the ARB is already meeting only once a month. He added that streamlining the ARB can be done, but maintaining a professional voice is important. He expressed that reducing board membership would strengthen the possibility of a small factional group asserting undue influence on proceedings. He recommended maintaining seven members for the ARB. He stated the meeting schedule is acceptable, but concluded that board members must, at a minimum, have local ties in order to serve, and emphasized the need to demand local ties for professionals.
- Dr. Gerry Griffin, resident, stated that boards should require local members. The current language is too broad and should be specified to demand professional members be local from the Monterey Peninsula area if they are to serve.
- Ms. Inge Lorentzen Daumer, resident, spoke and stated that allowing non-residents on the City’s boards is not preferred. She felt that non-locals should not design or guide our city. Qualifications are important, and she felt that the City has many qualified and local personnel who could serve. She wondered if the City has lost qualified members due to screening issues, or possible erosion of checks and balances as a cause of this problem. She noted that ARB should continue to require seven members in order not to allow any small interest group to monopolize the board; but she recognized that the HRC has been effective with

fewer members.

- Ms. Sally Moore, resident, confirmed that this item is a PC recommendation to the City Council's action. She noted that some Cultural Arts Commission (CAC) was disbanded even though four of seven members were willing and active serving. She used this as a warning on being careful on commission changes.
- Mayor William Kamp, as a past HRC Ad-Hoc committee member and an experienced official dealing with boards and commission membership, noted that there is a current overlap requirement for two professional members between the ARB and HRC. He stated that this situation should be reviewed to promote a fair and open process. He added that five member committees in other cities are quite effective and Pacific Grove should consider this. He noted the dilemma in finding professionally-qualified local people to serve, but also noted that the need to have such people serve on these boards and commissions is great and their presence adds essential credibility and validity to the deliberations and decisions of these different bodies.

The Chair closed the floor to public comment.

The commission discussed the issues.

As regards the HRC:

On a motion by Chair Fredrickson, seconded by Commissioner Chakwin, the Commission voted 5-1-1 (Commissioner Aeschliman dissenting and Commissioners Byrne absent) to recommend that: the HRC the membership should be reduced to five members; no HRC member shall sit on another committee or board; that one HRC-required professional architect position may be filled by one non-resident professional architect as long as that member lives in the local area and has done business in Pacific Grove during the last five years; that the HRC will have one meeting per month; and that the HRC shall be moved out of Article 23 and administered under Article 3. Motion passed.

As regards the ARB:

On a motion by Commissioner Chakwin, seconded by Vice Chair Bluhm, the Commission voted 5-1-1 (Commissioner Aeschliman dissenting and Commissioners Byrne absent) to recommend that: the ARB membership should be remain at seven members; that no ARB member shall sit on another committee or board, that one of the ARB-required professional position required to the ARB may be filled by one non-resident professional as long as that member lives in the local area and has done business in Pacific Grove during the last five years; that the ARB will have one meeting per month; and that the ARB shall be moved out of Article 23 and administered under Article 3. Motion passed.

Commissioner Aeschliman reminded the Commission that the HRC duties, roles and responsibilities needs further discussion. The Chair noted that this issue, and related issues, will need to be called up by the Planning Commission in the future meetings.

c. Maximum Home Size Restrictions on Merged Parcels in R-1 Districts

Location: R-1 Districts citywide

Recommendation: Direct staff to prepare an ordinance to amend Chapter 23.16.050, entitled “Allowed Gross Floor Area” as follows: “The allowable gross floor area of a home on any parcel where two or more lots are merged (after July 1, 2017) that creates a new parcel size of 13,000 square feet or more shall be limited to a maximum gross floor area of 4,355 square feet.”

CEQA: Categorical Exemption, Section 15305, Class 5, Minor Alterations in Land Use Limitations

Staff Reference: Mark Brodeur, CEDD Director

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

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

The commission discussed the issue. *(Please refer to the audio tape of this meeting for details)*

On a motion by Vice Chair Bluhm, seconded by Commissioner Chakwin, the Commission voted 6-0-1 (Commissioner Byrne absent) to accept the staff recommendation to direct staff to prepare an ordinance on Allowed Gross Floor Area, and to review this ordinance after one year’s time.

d. Tour Bus Parking

Description: Tour Bus Parking- Pacific Grove Municipal Code Chapter 16.68

Recommendation: Endorse the Directors Agenda Report to the Traffic & Safety Commission suggesting an amendment to Pacific Grove Municipal Code Chapter 16.68 on Tour Bus Parking locations.

CEQA: Not a Project

Staff Reference: Mark Brodeur, CEDD Director

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

The Chairman opened the floor to public comment

Ms. Inge Lorentzen Daumer, resident, stated that parking tour buses immediately adjacent to the El Carmelo cemetery is unfitting to the environment of remembrance and respect for the deceased interred in that special Pacific Grove locale. She recommended finding other sites downtown. She noted it would be especially egregious near the entrance on the Asilomar street side near the cemetery entrance.

The Chairman closed the floor to public comment.

The Commission discussed the issue and supported the Planning Director’s

recommendation on recommended tour bus parking/waiting locations to be provided to the Traffic Safety Commission for their consideration.

8. Presentations

None.

9. Reports of PC Subcommittees

Commissioner Aeschliman provided an update on the activities of the Mansionization sub-committee. She noted the major finding and current focus of interest and recommendations by the sub-committee.

10. Reports of PC Members

Commissioner Murphy inquired on the status of the Pacific Grove Local Coastal Plan (LCP). Director Brodeur responded by providing an update on the Coastal Commission's informal feedback reactions to our proposed plan. The city awaits formal feedback on the LCP.

11. Reports of Council Liaison

Mayor Pro Tempore Dr. Robert Huitt provided an update on the most recent City Council meeting. The major topic addressed was Short Term Vacation Rental Ordinance review and update. He also noted that the next two weeks will be focused on Pacific Grove Budget issues for the next year's budget.

12. Reports of Staff

Mark Brodeur, Director of Community & Economic Development Department, noted that the proposed revision to the Short Term Rental ordinance includes more than 30 changes and a decrease in the number of days and the cap in absolute number of licenses.

13. Adjournment

The Planning Commission meeting was adjourned at 9:17p.m.

APPROVED BY THE PLANNING COMMISSION:

Mark Chakwin, Secretary

Date