



## NOTICE OF MEETING

# CITY OF PACIFIC GROVE ARCHITECTURAL REVIEW BOARD

## REGULAR MEETING AGENDA

Tuesday, March 10, 2020, 4:00 P.M.

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

Copies of the agenda packet are available for review at the Community Development Department, Pacific Grove Library, and on the internet at [www.cityofpacificgrove.org/arb](http://www.cityofpacificgrove.org/arb). The most effective method of communication with the Architectural Review Board (ARB) is by submitting comments via the following webform link: <https://www.cityofpacificgrove.org/webform/contact-architectural-review-board>. In order to receive due consideration by the Architectural Review Board, written communications pertaining to agenda items should be submitted by 9 A.M. the day prior to the meeting.

1. **CALL TO ORDER AND ROLL CALL**
2. **APPROVAL OF AGENDA**
3. **BOARD AND STAFF ANNOUNCEMENTS (City-Related Items Only)**
4. **GENERAL PUBLIC COMMENT**

*General Public Comment must deal with matters subject to the jurisdiction of the City and the Architectural Review Board (ARB) that are not on the Regular Agenda. This is the appropriate place to comment as to items on the Consent Agenda, only if you do not wish to have the item pulled for individual consideration by ARB. Comments from the public will be limited to three minutes and will not receive ARB action. Comments regarding items on the Regular Agenda shall be heard prior to ARB's consideration of such items at the time such items are called. Whenever possible, written correspondence should be submitted to the Board in advance of the meeting, to provide adequate time for its consideration.*

## 5. **REPORTS OF COUNCIL LIAISON**

### **CONSENT AGENDA**

*The Consent Agenda deals with routine and non-controversial matters, and may include action on resolutions, ordinances, or other public hearings for which testimony is not anticipated. The vote on the Consent Agenda shall apply to each item that has not been removed. Any member of the ARB, staff, or the public may remove an item from the Consent Agenda for individual consideration. When items are pulled for discussion, they will be automatically placed at the end of their respective section within the Regular Agenda. One motion shall be made to adopt all non-removed items on the Consent Agenda.*

6. A. **Approval of the February 11, 2020 Architectural Review Board Meeting Minutes**  
**Reference:** Laurel O'Halloran, Associate Planner  
**Recommended Action:** Approve minutes.  
**CEQA Status:** Does not constitute a "Project" as defined by CEQA Guidelines Section 15378.

### **REGULAR AGENDA**

## 7. **PUBLIC HEARINGS**

*For public hearings involving a quasi-judicial determination by ARB, the proponent of an item may be given 10 minutes to speak and others in support of the proponent's position may be given three minutes each. A designated spokesperson for opposition to the item may be given 10 minutes to speak and all others in opposition may be given three minutes each. Very brief rebuttal and surrebuttal may be allowed in the sole discretion of ARB. In public hearings not involving a quasi-judicial determination by the Board, all persons may be given three minutes to speak on the matter. Public hearings on non-controversial matters or for which testimony is not anticipated may be placed on the Consent Agenda, but shall be removed if any person requests a staff presentation or wishes to be heard on the matter.*

**A. 365 Grove Acre | AP 20-0047 | APN 006-401-021**

**Description:** An Architectural Permit to allow the renovation and addition to an existing 1,764 sq. ft. single family single-story residence including an existing 893 sq.ft. garage with a studio.

**Zone District/General Plan Designation:** Residential Single-Family / Low Density

**Coastal Zone:** No **Archaeological Zone:** No **Historic Resources Inventory:** No

**Area of Special Biological Significance:** No

**CEQA Status:** Exempt per §15301(a) – Minor Alterations to Existing Structures

**Applicant/Owner:** Hunter Eldridge (Applicant) / Jonathon Graves (Owner)

**Recommendation:** Approve the project as proposed subject to findings, conditions of approval and a Class 1, Section 15301(a) CEQA exemption.

**Staff Reference:** Laurel O'Halloran, Associate Planner |

[lohalloran@cityofpacificgrove.org](mailto:lohalloran@cityofpacificgrove.org)

**8. Presentations and Trainings**

**A. Coastal Development Permit (CDP) Tutorial**

**Recommendation:** Receive training on CDP procedure, process.

**Reference:** Alyson Hunter, Senior Planner

**CEQA Status:** Does not constitute a “Project” per § 15378 of the CEQA Guidelines.

**ADJOURNMENT**

NOTICE OF ADA COMPLIANCE: Pursuant to Title II of the Americans with Disabilities Act (Codified At 42 United States Code Section 12101 and 28 Code of Federal Regulations Part 35), and Section 504 of the Rehabilitation Act of 1973, the City of Pacific Grove does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, disability, age or sexual orientation in the provision of any services, programs, or activities. The City of Pacific Grove does not discriminate against persons with disabilities. City Hall is an accessible facility. A limited number of assisted listening devices will be available at this meeting. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting or provide the requested agenda format.



## MINUTES

# CITY OF PACIFIC GROVE ARCHITECTURAL REVIEW BOARD REGULAR MEETING

Tuesday, February 11, 2020, 4:00 P.M.

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

### 1. CALL TO ORDER AND ROLL CALL

Members Present: Boyle, Chair; Edmonds, Vice-Chair; Gunby, Secretary; Coen, Grinkmeyer, Wells.

Members Absent: Van Zanten

### 2. APPROVAL OF AGENDA

On a motion by Gunby, seconded by Edmonds, the Board voted 6-0-1 (Van Zanten absent) to approve the agenda. Motion passed.

### 3. BOARD AND STAFF ANNOUNCEMENTS (City-Related Items Only)

Laurel O'Halloran, Associate Planner, provided a staff update on upcoming ethics training.

### 4. GENERAL PUBLIC COMMENT

Lisa Ciani asked to have information added to the Architectural Review Board website.

### 5. REPORTS OF COUNCIL LIAISON

Bill Peake, Mayor, provided an update on actions taken at recent City Council meetings.

### CONSENT AGENDA

6. A. **Approval of the December 10, 2019 Architectural Review Board Meeting Minutes**  
**Reference:** Laurel O'Halloran, Associate Planner  
**Recommended Action:** Approve minutes.  
**CEQA Status:** Does not constitute a "Project" as defined by CEQA Guidelines Section 15378.

On a motion by Member Gunby, seconded by Member Edmonds, the Board voted 6-0-1 (Van Zanten absent) to approve the consent agenda. Motion passed.

### REGULAR AGENDA

### 7. PUBLIC HEARINGS

#### A. Election of Officers

**Recommendation:** Hold an election for Chair, Vice Chair, and Secretary

**Reference:** Laurel O'Halloran, Associate Planner

**CEQA Status:** Does not constitute a “Project” as defined by CEQA Guidelines Section 15378

Member Gunby nominated Member Boyle for Chair.  
Member Boyle nominated Member Gunby for Secretary.  
Member Gunby nominated Member Edmonds for Vice-Chair.

**On a motion by Gunby, seconded by member Wells, the Board voted 6-0-1 (Van Zanten absent) to elect Member Boyle as Chair, Member Edmonds as Vice-Chair, and Member Gunby as Secretary. Motion passed.**

**B. 873 Del Monte Blvd | AP 19-0776 | APN 006-063-014**

**Description:** To allow an existing two-story single-family residence to alter the fenestration of the front façade and replace the siding of the second story.  
**Zone District/General Plan Designation:** Residential Single-Family / Medium Density  
**Coastal Zone:** No **Archaeological Zone:** Yes **Historic Resources Inventory:** No  
**Area of Special Biological Significance:** Yes  
**CEQA Status:** Exempt per §15301(a) – Minor Alterations to Existing Structures  
**Applicant/Owner:** Philip C. Johnson (Applicant) / Ceree Eberly (Owner)  
**Recommendation:** Approve the project as proposed subject to findings, conditions of approval and a Class 1, Section 15301(a) CEQA exemption.  
**Staff Reference:** Alex Othon, Assistant Planner | [aotion@cityofpacificgrove.org](mailto:aotion@cityofpacificgrove.org)

Alex Othon, Assistant Planner, provided a staff report.

Philip Johnson, the project architect, spoke on the project and answer the Board’s questions.

The Chair opened the floor to public comment.

Lisa Ciani spoke in favor of the project.

The Chair closed the floor to public comment.

The Board discussed the item.

**On a motion by Member Gunby, seconded by Member Grinkmeyer, the Board voted 6-0-1 (Van Zanten absent) to approve the project. Motion passed.**

**C. Capital Improvement Projects**

**Recommendation:** Review the Capital Improvement Program Form and discuss  
**Staff Reference:** Laurel O’Halloran, Associate Planner

Laurel O’Halloran, Associate Planner, provided a staff report.  
The Chair opened the floor to public comment.

Lisa Ciani spoke on the item.

The Chair closed the floor to public comment.

The Board discussed the item.

**On a motion by Member Gunby, seconded by Edmonds, the Board voted 5-1-1**

(Coen dissents, Van Zanten absent) to suggest the Coastal Trail and the CDD offices as potential Capital Improvement Projects. Motion passed.

**8. Presentations and Trainings**

None

**ADJOURNMENT** – 4:33pm. Next meeting is March 10, 2020.

APPROVED BY ARCHITECTURAL REVIEW BOARD

\_\_\_\_\_  
Michael Gunby, Secretary

\_\_\_\_\_  
Date

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

**AGENDA REPORT**

**TO:** Chair Boyle, and Members of the Architectural Review Board

**FROM:** Laurel O'Halloran, Associate Planner

**MEETING DATE:** March 10, 2020

**PERMIT NO.:** Architectural Permit (AP) No. 20-0047

**LOCATION:** 365 Grove Acre, Pacific Grove, CA 93950  
(APN 006-401-021)

**PROJECT DESCRIPTION:** An Architectural Permit to allow the renovation and addition to an existing 1,764 sq. ft. single family single-story residence including an existing 893 sq.ft. garage with a studio.

**APPLICANT/OWNER:** Hunter Porter Eldridge, A.I.A. representing the Graves family

**ZONING/LAND USE:** Residential District (R-1-B-3) / Low Density Residential (5.4 du/acre)

**CEQA:** Class 1, §15301(e)(1), Categorical Exemptions for Minor Residential Additions.

**RECOMMENDATION**

Approve the Architectural Permit subject to the recommended findings, conditions of approval, Class 1, section 15301(e), Existing Facilities CEQA exemption.

**PROJECT DESCRIPTION**

The proposed project includes the renovation and addition to an existing 1,764 sq. ft. single family single-story residence including an existing 893 sq.ft. garage with a studio for a total existing floor area of 2,657 sq. ft. The proposed project consists of a 591 sq.ft. addition including a 416 sq. ft. second story on the existing single story residence connecting the 893 sq. ft. garage/studio to the main residence, the conversion of the garage/studio to an 893 sq. ft. accessory dwelling unit (ADU) and a new 443 sq. ft. two car garage for a total gross floor area of 4,107 sq. ft.

## **BACKGROUND**

### **Site Description**

The approximately 16,604 sq. ft. parcel is currently developed with a 1,795 sq. ft. residence and a detached 893 sq. ft. garage/ studio with a legal non-conforming side yard setback that will not be increased

### **Accessory Dwelling Units**

The California State Legislature brought forward several bills in 2019 relating to the planning and permitting of accessory dwelling units (ADUs). In October 2019, among other bills, the Governor signed into law Assembly Bill (AB) 68, AB 881, and Senate Bill (SB) 13 amending the section of the California Government Code related to ADUs (Government Code section 65852.2). Additionally, AB 68 amended standards for Junior ADUs (JADUs) and SB 13 made additions to the State Health and Safety Code (added new Section 17980.12).

The new laws took effect on January 1, 2020, and the text of AB 881 and SB 13 contained a clause providing that a local government's ordinance that does not comply with all provisions of the State law shall become null and void. The City continues to operate under the State law legal framework, which provides a broader interpretation than the previous City ADU ordinance.

### **Surrounding Land Uses**

The parcel is located in a residential neighborhood. The neighborhood consists of one and two-story residences on large lots.

## **DISCUSSION**

### **Applicable General Plan Policies**

The neighborhood is designated Low Density Residential with an allowed density of up to 4.4 dwelling units per acre. The Pacific Grove General Plan provides a framework for future growth and development within the City. The Land Use Element includes goals and policies that call for the orderly, well-planned, and balanced development, consistent with the historic nature of Pacific Grove, the capacity of the City's infrastructure, and ability to assimilate new growth. This residential project helps the City achieve several of its housing goals as stated in the General Plan including the following:

#### *Chapter 2, Land Use*

- Policy 2:       Ensure that new development is compatible with adjacent existing development.
- Policy 4:       Continue to preserve Pacific Grove's character and regulate development.

#### *Chapter 3, Housing*

- Policy 8:       Strive to provide the City's share of the region's housing needs.



The policies above are implemented through the R-1-B-3 zoning district which allows single-family developments in areas with adequate public services. Accessory Dwelling Unit's (ADU's) are allowed in all Residential zones and contribute to housing within the City.

### **Applicable Zoning Code Regulations**

Chapter 23.24 of the PGMC describes the permitted uses and development standards of the R-1-B-3 zoning district; the intent of this chapter is to regulate uses within the multi-family zoning district. This district allows single or two-family dwellings and multiple family dwelling uses. The applicant has provided a Project Data Sheet (attached) indicating that the development standards of the zoning district, including building coverage, site coverage and gross floor area, have been met. No exceptions are requested.

The Architectural Permit (AP) is required per [Section 23.70.060\(c\)\(1\)](#) of the PGMC. The required findings for the AP are located in the Permit (attached).

### **Architecture and Design Consideration**

The proposed project will allow for an addition to an existing 1,795 sq. ft. residence, 893 sq. ft. garage/studio. The addition is set back 30' from the front yard setback. Exterior finishes include painted 1x6 cedar horizontal lap siding with wood windows patio doors and wood windows with divided lites, a dark brown standing seam metal roof and painted aluminum gutters.

#### 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 proposed addition uses less than the allowable building and site coverage. This allows for more landscaping.

*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 22' sloped roof which is compatible with the existing roof line and the varied height elements proposed add for an interesting architectural design.

*Guideline #33: Door and window proportions should relate to the scale and style of the building itself*

The project proposes windows that relate to the overall height and width of the façade and the structure.

### **Lighting**

Standard residential exterior lighting in compliance with Design Guidelines #10 – 12 is required as a condition of approval.

### **Stormwater Treatment Measure**

Less than 2,500 sq. ft. of impervious surface will be replaced therefore, the project does not trigger stormwater requirements.

### **CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)**

In reviewing this action, the City has followed guidelines adopted by the State of California as published in California Administrative Code, Title 14, §15000, et seq. The proposed project is found to be exempt under the CEQA Guidelines Categorical Exemptions, 15301(e), Class 1, Minor Residential Additions.

The Class 1 exemption consists of the minor alteration of existing private structures, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. The key consideration is whether the project involves negligible or no expansion of an existing use. Examples include: (e) Additions to existing structures provided that the addition will not result in an increase of more than: (1) 50 percent of the floor area of the structures before the addition, or 2,500 square feet, whichever is less. The proposed project is consistent with the General Plan and the neighborhood within which the project is located is not environmentally sensitive

The exceptions to exemptions in Section [15300.2](#) of the CEQA Guidelines pertaining to location, cumulative impacts, significant effects, scenic highways, hazardous waste sites, and historical resources.

### **ATTACHMENTS**

- |                       |                             |
|-----------------------|-----------------------------|
| A. Application        | D. CEQA documentation       |
| B. Project Data Sheet | E. Site Plan and Elevations |
| C. Draft Permit       |                             |

RESPECTFULLY SUBMITTED:



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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

Application # 20-0047  
Date: 1-28-20  
Total Fees: \$ 3,640.75

<b>APPLICANT/OWNER:</b>	<b>Project Address:</b> 365 Grove Acre, Pacific Grove CA 93950		<b>APN:</b> 006-401-021	
	<b>Project Description:</b> RENOVATION AND ADDITION TO AN EXISTING 1,764 SF SINGLE FAMILY DWELLING AND EXISTING 390 SF ONE BEDROOM DETACHED STUDIO & A 503 SF GARAGE. ALL STRUCTURES HAVE BEEN DESIGNATED AS NON-HISTORIC. THE PROJECT SHALL INCLUDE THE ADDITION OF A NEW 559 SF FAMILY ROOM AND PARTIAL UPPER LOFT (371 SF) CONNECTING THE EXISTING GARAGE/STUDIO TO THE MAIN RESIDENCE AND CONVERSION OF THE EXISTING ONE-BEDROOM STUDIO AND AND PARTIAL CONVERSION OF THE EXISTING GARAGE INTO AN ACCESSORY DWELLING UNIT AND COMMENSURATE 399 SF EXPANSION OF THE EXISTING GARAGE TOWARDS GROVE ACRE.			
<b>PLANNING STAFF USE ONLY:</b>	<b>Will the project create, add, or replace impervious surface?</b>		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	<b>Will the project impact any tree(s) on site?</b>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	<b>Applicant</b>		<b>Owner</b>	
	<b>Name:</b> Hunter Porter Eldridge, A.I.A.		<b>Name:</b> Jonathan and Jennifer Graves	
	<b>Phone:</b> 831-333-0700		<b>Phone:</b> 805-217-5261	
	<b>Email:</b> hunter@hpe-arch.com		<b>Email:</b> jjargraves@sbcglobal.net	
<b>Mailing Address:</b> P.O. Box 716 Pacific Grove, CA 93950		<b>Mailing Address:</b> 321 Farnum Court Danville, CA 94526		
<b>PLANNING STAFF USE ONLY:</b>	<b>Permit Request:</b>			
	CRD: Counter Determination      SP: Sign Permit      IHS: Initial Historic Screening      VAR: Variance <input checked="" type="checkbox"/> AP: Architectural Permit      UP: Use Permit      HPP: Historic Preservation      MMP: Mitigation Monitoring AAP: Administrative AP      AUP: Administrative UP      A: Appeal      Stormwater Permit ADC: Arch Design Change      ADU: Acc. Dwelling Unit      TPD: Tree Permit W/ Dev't      Other: _____ ASP: Admin Sign Permit      LLA: Lot Line Adjustment      EIR: Environmental Impact      Other: _____			
	<b>CEQA Determination:</b>		<b>Review Authority:</b>	
	<input checked="" type="checkbox"/> Exempt Initial Study & Mitigated Negative Declaration Environmental Impact Report		<input type="checkbox"/> Staff <input type="checkbox"/> HRC <input type="checkbox"/> ZA <input type="checkbox"/> PC <input type="checkbox"/> SPRC <input type="checkbox"/> CC <input checked="" type="checkbox"/> ARB <input type="checkbox"/> _____	
	<b>Active Permits:</b>		<b>Overlay Zones:</b>	
	<input type="checkbox"/> Active Planning Permit <input type="checkbox"/> Active Building Permit <input type="checkbox"/> Active Code Violation Permit #: _____		<input checked="" type="checkbox"/> Butterfly Zone Coastal Zone Area of Special Biological Significance (ASBS) Environmentally Sensitive Habitat Area (ESHA)	
	<b>Property Information</b>			
	Lot: <u>4</u> Block: <u>322</u> Tract: _____ ZC: <u>R-1-B-3</u> GP: <u>Low Dens 5.4</u> Lot Size: <u>16,604 sf</u>			
	<input type="checkbox"/> Historic Resources Inventory <input type="checkbox"/> Archaeologically Sensitive Area			
	<b>Staff Use Only:</b>			
Received by: <u>LO</u> Assigned to: <u>LO</u>		<div style="border: 2px solid blue; padding: 10px; text-align: center;">             RECEIVED               JAN 28 2020               CITY OF PACIFIC GROVE              COMMUNITY DEV DEPT           </div> <div style="margin-left: 20px;">             3,640.75              1-28-2020           </div>		

Application # 20-0047

### INDEMNIFICATION CONDITION

In consideration for City review and approval of application in this matter, the Owner/Applicant shall indemnify, defend, protect and hold harmless the City, its elected and appointed officials, officers, agents, and employees (collectively "Indemnitees"), using counsel approved in writing by the City, from and against, any and all liabilities, claims, actions, causes of action, proceedings, suits, damages, judgments, liens, levies, costs and expenses of whatever nature, including reasonable attorneys' fees and disbursements which may accrue against Indemnitees by reason of the City's processing, approval or denial of the request and application in this matter. Indemnification shall include, but shall not be limited to any action, or proceeding brought to attack, set aside, void, annul, limit, or inhibit the approval of the application referenced above, and shall expressly include causes of action under the California Environmental Quality Act (CEQA), or the National Environmental Policy Act (NEPA).

The obligation to indemnify shall include, but not be limited to, all costs relating to preparing administrative records, investigations, responses to discovery, retention of experts, and other costs, including attorney's fees or obligations related to this matter, including actions brought by the Owner/Applicant and also extend to any expense incurred in establishing the City's right to indemnification. City expenses shall be paid by Owner/Applicant upon City request notwithstanding final disposition of the matter has not yet occurred. If the City is later determined to not be entitled to indemnification, the City shall repay amounts so advanced.

This indemnification condition is the Owner/Applicant's inducement to the City to process and approve the application, which approval would otherwise be withheld by City due to its concern for liability or expense that may result from performance of the City's duties. Should any dispute arise regarding interpretation of this condition, the prevailing party shall recover all reasonable costs incurred, including court costs, attorney fees and related expenses. Recovery of expenses shall be as additional costs awarded to the prevailing party, and shall not require initiation of a separate legal proceeding.

This indemnification condition shall not require the Owner/Applicant to indemnify the City or other Indemnities: (a) to the extent that an obligation is actually paid by an insurer pursuant to an insurance policy; (b) in connection with any remuneration paid to the City, if it shall be finally adjudged that such remuneration was in violation of law; or (c) on account of the City's misconduct if such misconduct shall be finally adjudged to have been knowingly fraudulent, deliberately dishonest or willful.

Any permit or other approval given by the City to the Owner/Applicant Guarantor shall be valid only so long as this indemnification condition is given full force and effect. If this indemnification condition is revoked, the permit or other approval of the City shall then become null and void.

Owner/Applicant represents it (and any subsidiary) is (a) duly formed and organized, (b) validly existing and in good standing under state law, and (c) has all necessary power to execute and deliver this document and perform its obligations. Owner/Applicant also represents it is authorized to enter into this agreement by all requisite partnership, corporate or other action, and its terms are a valid and legally binding obligation. Neither execution nor delivery of this document nor performance of its obligations will violate any law or provision of any agreement, articles of incorporation, by-laws or other organizational or governing documents relating to Owner/Applicant, nor conflict with any court order relating to Owner/Applicant.

Applicant Signature:  Date: 1/27/20

Owner Signature (Required):  Date: 1/27/20

PROJECT DATA SHEET

365 GROVE ACRE, PACIFIC GROVE

Submittal Date:

APPLICANT: HUNTER PORTER ELDRIDGE,

Permit Type(s) & No(s):

	REQUIRED/ Permitted	Existing Condition	Proposed Condition	Notes
Zone District	NA	R-1-B-3	R-1-B-3	No Change
Building Site Area	NA	16,604	16,604	No Change
Density (multi-family projects only)	NA	NA	NA	NA
Building Coverage	(40%) 6641 SF	2646 SF	3748 SF	
Site Coverage	(60%) 9962 SF	5096 SF	6366 SF	
Gross Floor Area	4,913 SF	2,657 SF	4,107 SF	
Square Footage not counted towards Gross Floor Area	NA	110 SF	110 SF	(E) Shed to remain
Impervious Surface Area Created and/or Replaced	NA			
Exterior Lateral Wall Length to be demolished in feet & % of total*	_____	_____	102'-6"ft/ 30.2 %	
Exterior Lateral Wall Length to be built	_____	317'-6"	339'-6"	
Building Height	25'	14'	22'	
Number of stories	2	1	2	
Front Setback	20'	47'-9"	30'-0"	
<u>      NORTH      </u> Side Setback (specify side)	10'	6'	6'	No Change
<u>      SOUTH      </u> Side Setback (specify side)	10'	13'-6"	13'-6"	No Change
Rear Setback	25'	57'-8"	57'-8"	No Change
Garage Door Setback	20'	47'-9"	30'-0"	
Covered Parking Spaces	1	2	2	No Change
Uncovered Parking Spaces	1	1	1	No Change
Parking Space Size (Interior measurement)	9' x 20'	9x20	9x20	No Change
Number of Driveways	1	1	1	No Change
Driveway Width(s)		14'	14'	No Change
Back-up Distance	NA	NA	NA	No Change
Eave Projection (Into Setback)	3' maximum	NA	NA	No Change
Distances Between Eaves & Property Lines	3' minimum	NA	NA	No Change
Open Porch/Deck Projections	NA	NA	NA	No Change
Architectural Feature Projections	NA	NA	NA	No Change
Number & Category of Accessory Buildings	1	1	1	Existing garage converted to ADU
Accessory Building Setbacks	NA	NA	NA	No Change
Distance between Buildings	NA	NA	NA	No Change
Accessory Building Heights	15'	12'-3"	12'-3"	No Change
Fence Heights		4'-0"	4'-0"	No Change

*\*If project proposes demolition to an HRI structure, also indicate % of proposed demolition of the surface of all exterior walls facing a public street or streets, if applicable.*

[Rev. 01/14/14]



## 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.cityofpacificgrove.org](http://www.cityofpacificgrove.org)

### ARCHITECTURAL PERMIT (AP) NO. 20-0047

**FOR A PROPERTY LOCATED AT 365 GROVE ACRE TO ALLOW THE RENOVATION AND ADDITION TO AN EXISTING 1,764 SQ. FT. SINGLE FAMILY SINGLE-STORY RESIDENCE INCLUDING AN EXISTING 893 SQ. FT. GARAGE/STUDIO CONVERSION TO AN ACCESSORY DWELLING UNIT.**

#### FACTS

1. The subject site is located at 365 Grove Acre, Pacific Grove, 93950 (APN 006-401-021)
2. The subject site has a designation of Low Density Residential on the adopted City of Pacific Grove General Plan Land Use Map and is located in the Single Family Residential District (R-1-B-3) zoning district.
3. The subject site is approximately 16,604 square feet in size.
4. The subject site is currently developed with a 1,795 sq. ft. residence with a detached 893 sq. ft. garage/studio.
5. The subject site is located in the Butterfly Zone.
6. This project has been determined to be Categorically Exempt under CEQA Guidelines Sections 15301, Minor Residential Additions

#### FINDINGS

##### **For the Architectural Permit per PGM Section 23.70.060(f):**

1. The architecture and general appearance of the completed project are compatible with the neighborhood;
2. 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;
3. The Board has been guided by and has made reference to applicable provisions of the Architectural Review Guidelines in making its determinations on the structure; and
4. The project design has taken into consideration the City's Architectural Review Guidelines (28, 31 and 33)

#### PERMIT

Architectural Permit (AP) 20-0047 to allow:

- A 591 sq.ft.. addition including a 416 sq. ft. second story on the existing 1,764 sq. ft. single story residence connecting the 893 sq. ft. garage/studio to the main residence, the conversion of the garage/studio to an 893 sq. ft. accessory dwelling unit (ADU) and a new 443 sq.ft two car garage for a total gross floor area of 4,107 sq. ft.

#### 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 **TWO (2)** years from and after the date of approval. Application for extension of this approval must be made prior to the expiration date.
2. **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 approval.
3. **Terms and Conditions.** These terms and conditions shall run with the land, and it is the intention of the Community Development 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. **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.

5. **Construction Hours.** All construction activities shall comply to PGMC Section 11.96.040.
6. **Building 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.
7. **Exterior Lighting:** All exterior lighting fixtures shall conform to Architectural Review Guidelines #10-12.

**NOW, THEREFORE, BE IT RESOLVED BY THE ARCHITECTURAL REVIEW BOARD OF THE CITY OF PACIFIC GROVE:**

1. The Architectural Review Board 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 Board authorizes Approval of AP 20-0047 as conditioned and pursuant to Class 1 CEQA categorical exemptions for Minor Residential Additions.
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 ARCHITECTURAL REVIEW BOARD OF THE CITY OF PACIFIC GROVE ON THE 10<sup>TH</sup> DAY OF MARCH, 2020, BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

APPROVED:

\_\_\_\_\_  
Sarah Boyle, 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.

\_\_\_\_\_  
Jonathon Graves, owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jennifer Graves, 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](http://www.ci.pg.ca.us/cdd)

### NOTICE OF EXEMPTION FROM CEQA

**Property Address/Location:** 365 Grove Acre, Pacific Grove, CA 93950

**Project Description:** AP 200047

Description: To allow a 591 sq. ft. addition incl

APN: 006401021000

ZC: R-1-B-3

Lot Size: 16,604 sq. ft.

Applicant Name: Hunter Eldridge Phone #:  
Mailing Address: P.O. Box 716 Pacific Grove, CA, 9  
Email Address:

**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: Class 31, S 15331 (e)(1)  
☐ Statutory Exemption  
Type and Section Number:  
☐ Other:

**Exemption Findings:**

Existing Facilities. The proposed alterations do not present any unusual circumstances that would result in a potentially significant environmental impact. This Class of exemption is subject to exceptions from the exemption under 15300.2 of

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

**Contact Phone:** (831) 648-3183

**Signature:** Laurel O'Halloran

**Date:** March 10, 2020





CONSULTANT

GRAVES RESIDENCE RENOVATION  
APN: 006-401-021  
365 GROVE ACRE AVE., PACIFIC GROVE, CA. 93950

ISSUE DATES

1/24/2020

COVER SHEET  
As indicated

A-0.1

REMODEL AND ADDITION TO AN EXISTING DWELLING

THE GRAVES RESIDENCE

365 GROVE ACRE, PACIFIC GROVE, CA. 93950

PROJECT LOCATION



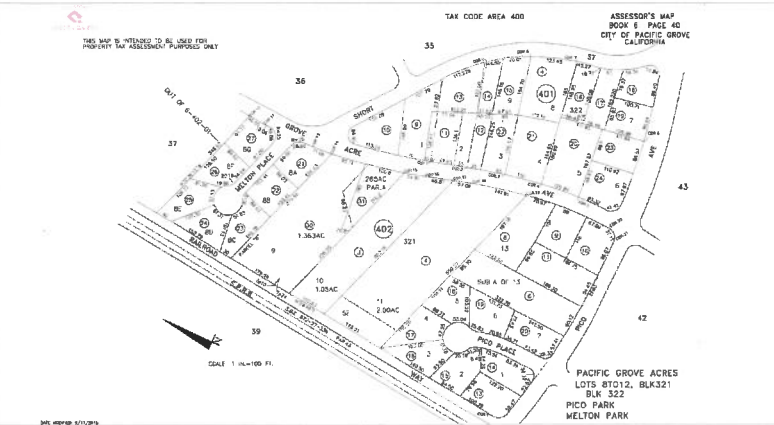
PROJECT SITE

VICINITY MAP



PROJECT SITE

APN MAP



PROJECT TEAM

ARCHITECT

HUNTER PORTER ELDRIDGE, AIA  
661 LIGHTHOUSE AVE, SUITE F  
PACIFIC GROVE, CA. 93950  
P: 831-333-0700  
M: 831-277-6487

APPLICABLE CODES

THIS PROJECT SHALL COMPLY WITH TITLE 24 AND ALL CURRENT CODES LISTED AS FOLLOWS:  
2019 CALIFORNIA RESIDENTIAL CODE  
2019 CALIFORNIA MECHANICAL CODE  
2019 CALIFORNIA PLUMBING CODE  
2019 CALIFORNIA ELECTRICAL CODE  
2019 CALIFORNIA ENERGY CODE  
2019 CALIFORNIA FIRE CODE  
2019 CALIFORNIA GREEN BUILDING STANDARDS CODE

SCOPE OF WORK

RENOVATION AND ADDITION TO AN EXISTING 1,764 SF SINGLE FAMILY DWELLING AND EXISTING 380 SF ONE BEDROOM DETACHED STUDIO & A 503 SF GARAGE. ALL STRUCTURES HAVE BEEN DESIGNATED AS NON-HISTORIC. THE PROJECT SHALL INCLUDE THE ADDITION OF A NEW 635 SF FAMILY ROOM AND PARTIAL UPPER LOFT (416 SF) CONNECTING THE EXISTING GARAGE/STUDIO TO THE MAIN RESIDENCE AND CONVERSION OF THE EXISTING ONE-BEDROOM STUDIO AND AND PARTIAL CONVERSION OF THE EXISTING GARAGE INTO AN ACCESSORY DWELLING UNIT AND COMMENSURATE 443 SF EXPANSION OF THE EXISTING GARAGE TOWARDS GROVE ACRE.

PROJECT DATA

PROJECT DATA SHEET				
365 GROVE ACRE, PACIFIC GROVE		Submital Date:		
APPLICANT: HUNTER PORTER ELDRIDGE		Permit Type(s) & No(s):		
	REQUIRED/ Permitted	Existing Condition	Proposed Condition	Notes
Zone District	NA	R-1-B-3	R-1-B-3	No Change
Building Site Area	NA	16,604 SF	16,604 SF	No Change
Density (multi-family projects only)	NA	NA	NA	NA
Building Coverage	(40%) 6641 SF	2646 SF	3748 SF	
Site Coverage	(60%) 9962 SF	5096 SF	6366 SF	
Gross Floor Area	4,913 SF	2,657 SF	4,107 SF	
Square Footage not counted towards Gross Floor Area	NA	110 SF	110 SF	(E) Shed to remain
Impervious Surface Area Created and/or Replaced	NA			
Exterior Lateral Wall Length to be demolished in feet & % of total*			102'-6" 30.2 %	
Exterior Lateral Wall Length to be built		317'-6"	339'-6"	
Building Height	25'	14'	22'	
Number of stories	2	1	2	
Front Setback	20'	47'-9"	30'-0"	
NORTH Side Setback (pedfly side)	10'	6'	6'	No Change
SOUTH Side Setback (pedfly side)	10'	13'-6"	13'-6"	No Change
Rear Setback	25'	57'-8"	57'-8"	No Change
Garage Door Setback	20'	47'-9"	30'-0"	
Covered Parking Spaces	1	2	2	No Change
Uncovered Parking Spaces	1	1	1	No Change
Parking Space Size (Interior measurement)	9' x 20'	9x20	9x20	No Change
Number of Driveways	1	1	1	No Change
Driveway Width(s)		14'	14'	No Change
Back-up Distance	NA	NA	NA	No Change
Eave Projection (Info Setback)	3' maximum	NA	NA	No Change
Distances Between Eaves & Property Lines	3' minimum	NA	NA	No Change
Open Porch/Deck Projections	NA	NA	NA	No Change
Architectural Feature Projections	NA	NA	NA	No Change
Number & Category of Accessory Buildings	1	1	1	Existing garage converted to ADU
Accessory Building Setbacks	NA	NA	NA	No Change
Distance between Buildings	NA	NA	NA	No Change
Accessory Building Heights	12'	12'-3"	12'-3"	No Change
Fence Heights		4'-0"	4'-0"	No Change

\*If project proposes demolition to an HRI structure, also indicate % of proposed demolition of the surface of all exterior walls facing a public street or street, if applicable.  
[Rev. 01/14/14]

ZONING (R-1-B-3)

23.16.060 YARDS REQUIRED – GARAGE OPENINGS – ARCHITECTURAL FEATURE PROJECTIONS.

(A) FRONT YARDS. MINIMUM OF 15 FEET.

(B)(1) SIDE YARDS FOR INTERIOR SITES. TEN PERCENT OF SITE WIDTH, WITH MINIMUM OF THREE FEET AND MAXIMUM REQUIRED 10 FEET. EXCEPTION: WITH A USE PERMIT, THE TOTAL OF SIDE YARDS MAY BE 20 PERCENT OF SITE WIDTH WITH A MINIMUM THREE FEET REQUIRED ON EACH SIDE; MAXIMUM REQUIRED ON EACH SIDE IS 10 FEET.

(C) REAR YARDS. MINIMUM OF 10 FEET; PROVIDED, THAT A REAR YARD FRONTING ON A STREET SHALL BE A MINIMUM OF 15 FEET.

(D) GARAGE OPENINGS. ANY GARAGE OR CARPORT OPENING FACING A STREET SHALL BE SET BACK 20 FEET. THE SETBACK ON ANY PUBLIC WAY WHICH IS LESS THAN 16 FEET IN WIDTH SHALL BE 10 FEET.

(E) PROJECTION OF ARCHITECTURAL FEATURES. ARCHITECTURAL FEATURES SUCH AS CORNICES, EAVES, CANOPIES, AND WINDOWS THAT DO NOT INCREASE FLOOR AREA MAY EXTEND NO MORE THAN THREE FEET INTO ANY REQUIRED YARD BUT IN NO CASE CLOSER THAN THREE FEET TO ANY PROPERTY LINE. [ORD. 00-15 § 8, 2000; ORD. 96-14 § 9, 1996].

23.16.100 R-1-B-3 DISTRICTS.

(A) THE REGULATIONS IN THIS SECTION SHALL APPLY IN ALL R-1-B-3 COMBINED DISTRICTS.

(B) EXCEPT AS PROVIDED IN SUBSECTION (C) OF THIS SECTION, IMMEDIATELY BELOW, ALL REGULATIONS AND PROVISIONS SET OUT IN PGMC 23.16.010 THROUGH 23.16.070, INCLUSIVE, SHALL APPLY IN THE R-1-B-3 COMBINED DISTRICTS.

(C) EXCEPTIONS.

(1) BUILDING SITE AREA REQUIRED: FOR EACH DWELLING, A MINIMUM 10,000 SQUARE FEET AND A MINIMUM WIDTH OF 70 FEET SHALL BE REQUIRED.

(2) FRONT YARD SETBACK REQUIRED: MINIMUM 20 FEET.

(3) REAR YARD SETBACK REQUIRED: 20 PERCENT OF LOT DEPTH WITH A MINIMUM REQUIREMENT OF 20 FEET AND A MAXIMUM REQUIRED OF 25 FEET.

(4) PARKING STANDARDS: TWO COVERED SPACES REQUIRED. [ORD. 96-14 § 15, 1996].

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CONSULTANT

GRAVES RESIDENCE RENOVATION  
APN: 006-401-021  
365 GROVE ACRE AVE., PACIFIC GROVE, CA 93950

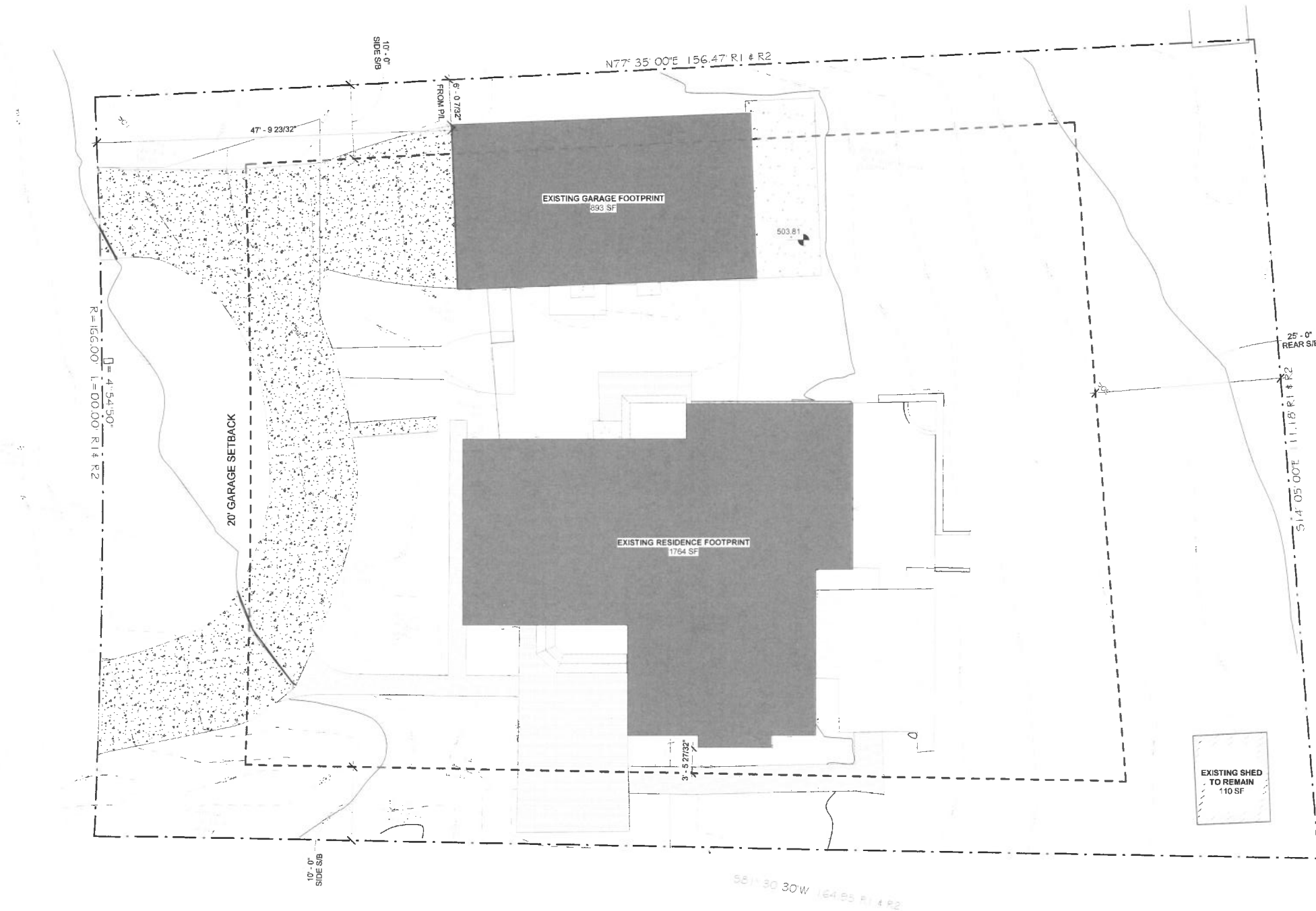
ISSUE DATES

1/24/2020

EXISTING  
SITE PLAN  
1/8" = 1'-0"

A-1.0

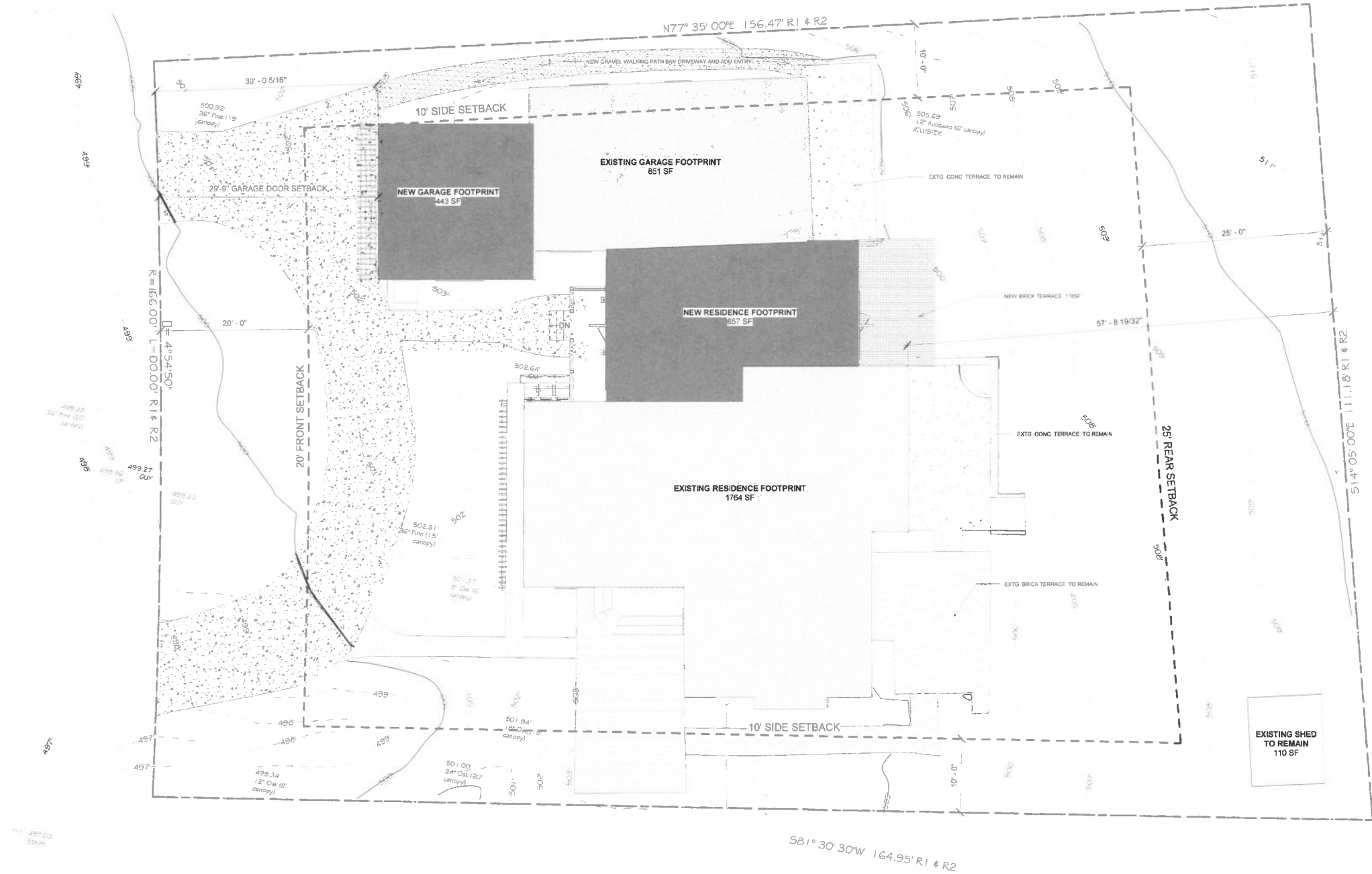
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1 EXISTING SITE PLAN  
1/8" = 1'-0"

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365 GROVE AVE.  
PACIFIC GROVE, CA 93950



PROPOSED SITE PLAN  
1/8" = 1'-0"

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ISSUE DATES  
1/24/2020

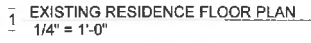
PROPOSED  
SITE PLAN  
1/8" = 1'-0"

A-1.1

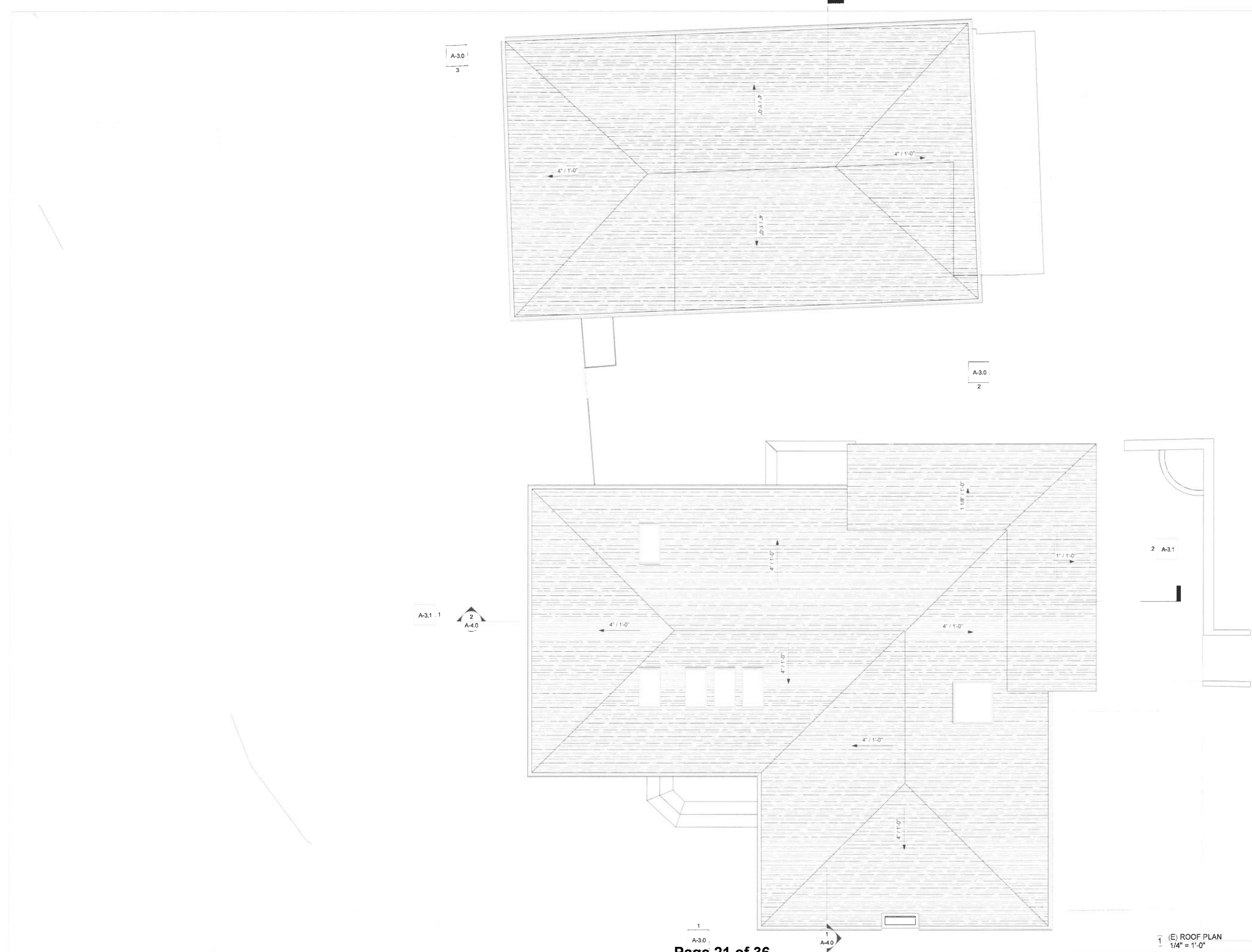




## A-2.1



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365 GROVE ACRE AVE., PACIFIC GROVE, CA. 93950

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1/24/2020

EXISTING  
ROOF PLAN  
1/4" = 1'-0"

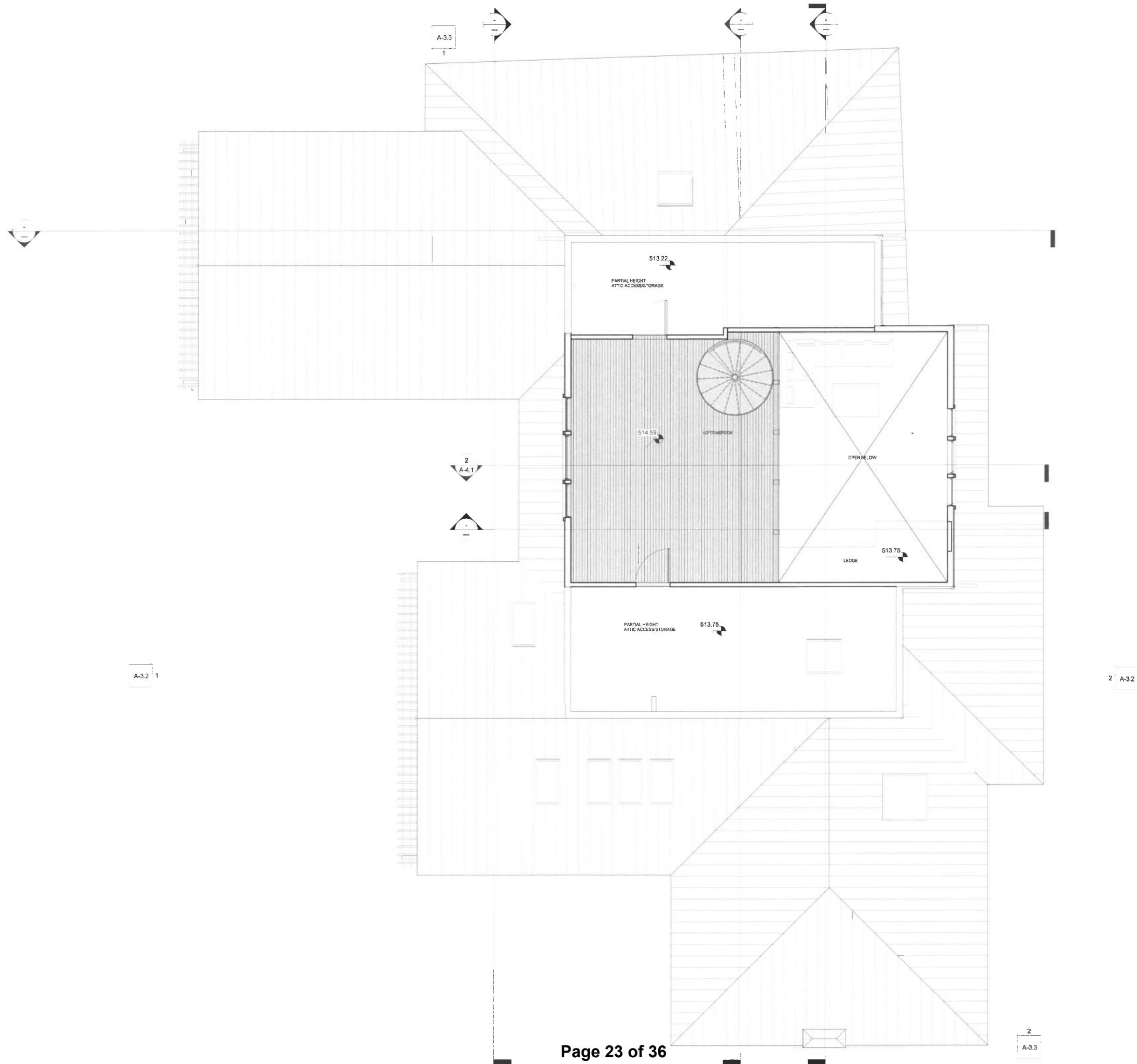
A-2.2



ISSUE DATES:

### A-2.3

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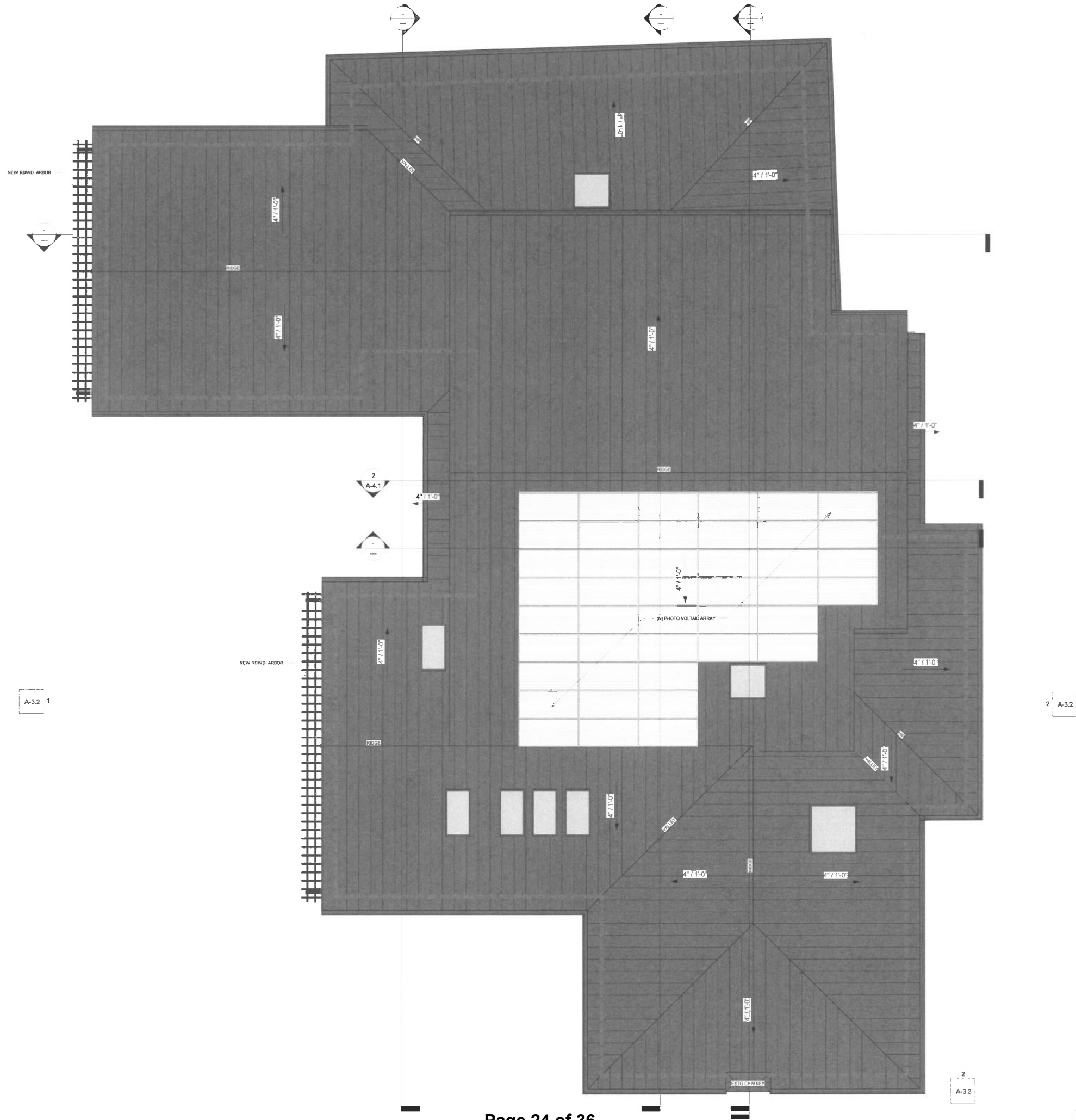
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PROPOSED  
LOFT  
LEVEL  
FLOOR  
PLAN  
1/4" = 1'-0"

A-2.4



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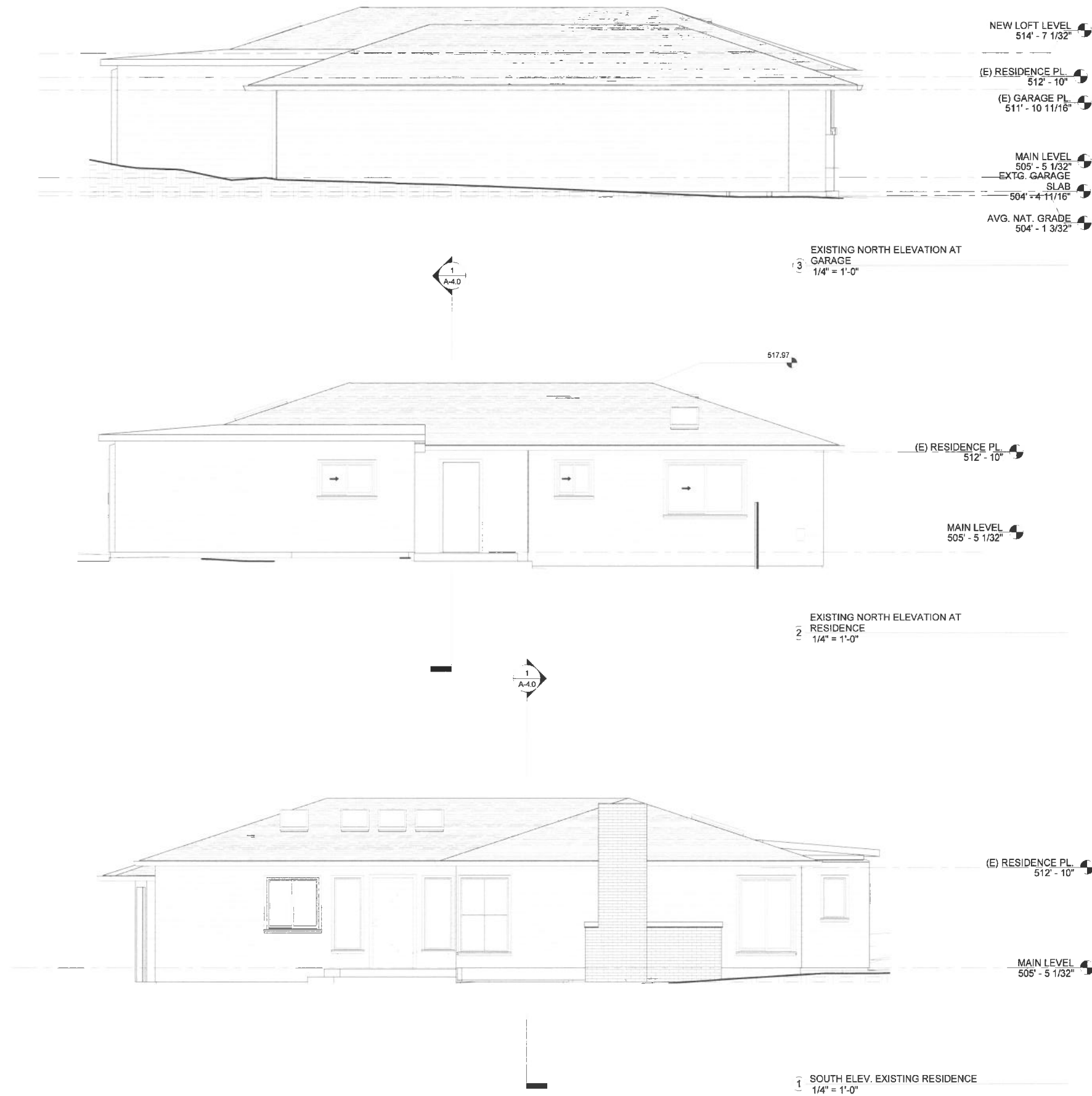
ISSUE DATES  
1/24/2020

PROPOSED  
ROOF PLAN  
1/4" = 1'-0"

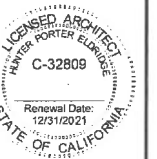
A-2.5



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365 GROVE ACRE AVE., PACIFIC GROVE, CA 93950

ISSUE DATES

1/24/2020

EXISTING  
ELEVATIONS  
1/4" = 1'-0"

A-3.0

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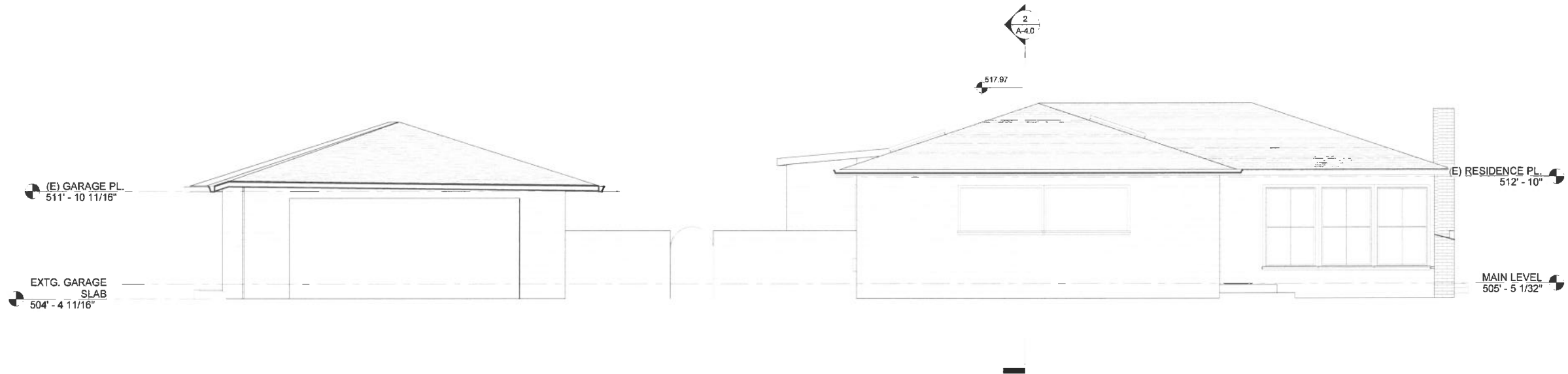
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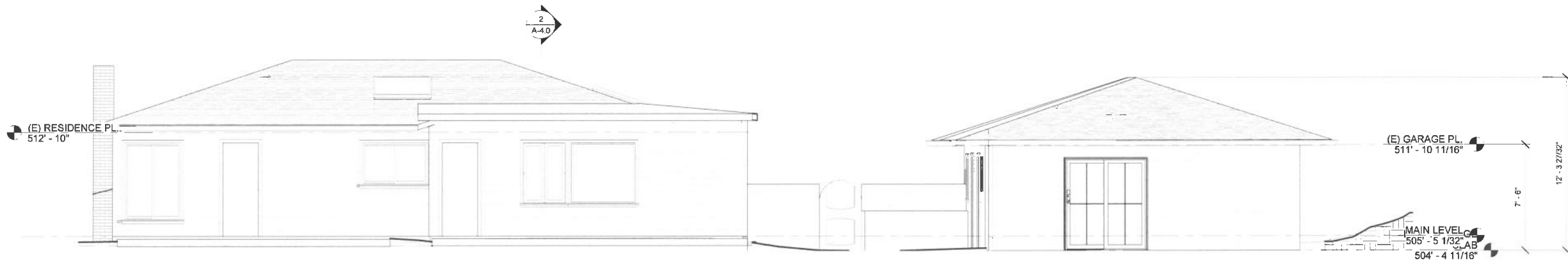
ISSUE DATES  
1/24/2020

EXISTING  
ELEVATIONS  
1/4" = 1'-0"

A-3.1



1 EXISTING WEST ELEVATION  
1/4" = 1'-0"



2 EXISTING EAST ELEVATION  
1/4" = 1'-0"

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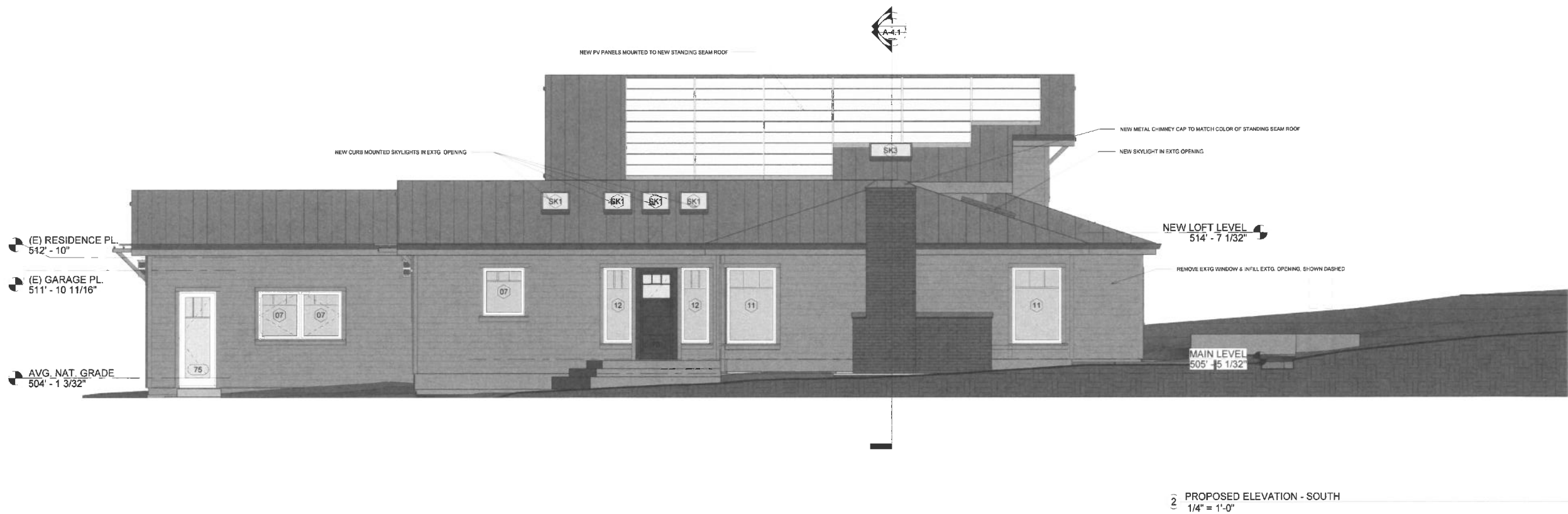
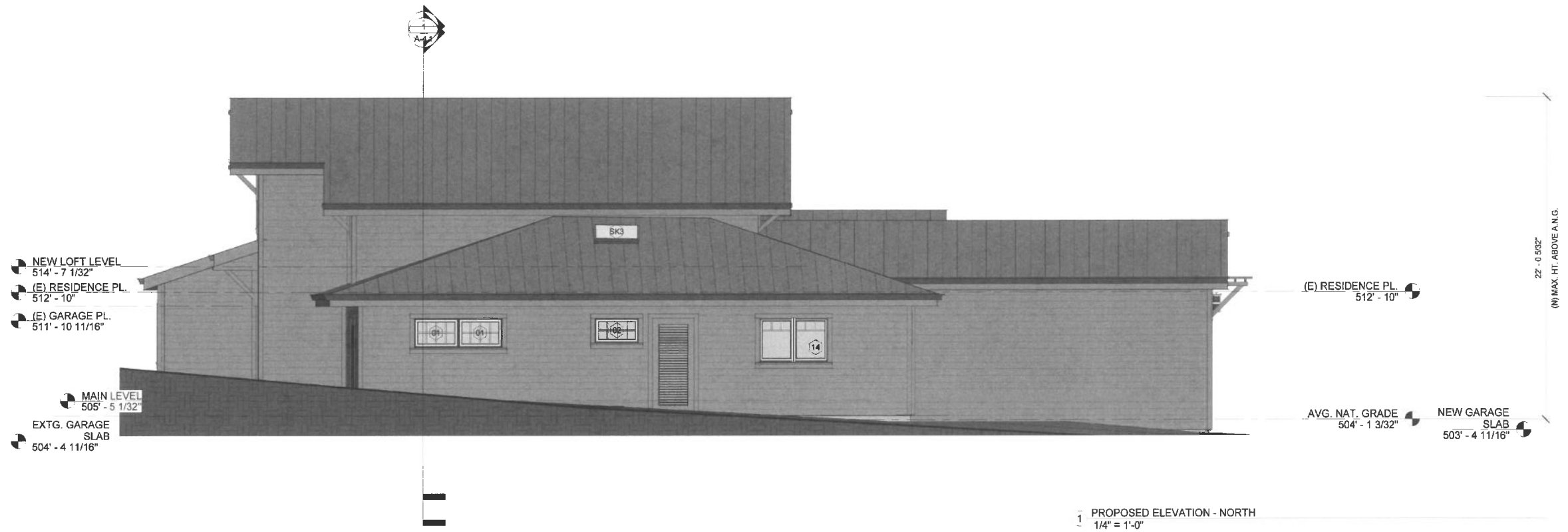


1 PROPOSED ELEVATION - WEST  
1/4" = 1'-0"



2 PROPOSED ELEVATION - EAST  
1/4" = 1'-0"

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365 GROVE AVE., PACIFIC GROVE, CA 93950

ISSUE DATES  
1/24/2020

PROPOSED  
ELEVATIONS  
1/4" = 1'-0"

A-3.3

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Window Schedule										
Mark	Product Name	Count	Dimensions				Operation	Top Down Grille	Tag (Attribute)	Comments
			Width	Height	Sill Height	Head Height				
01	Siteline, Clad-Wood Awning Window	2	3' - 0"	2' - 0"	4' - 8"	6' - 8"	Awning	No		
02	Siteline, Clad-Wood Awning Window	2	3' - 0"	1' - 8"	5' - 0"	6' - 8"	Awning	No		
03	Siteline, Clad-Wood Double-Hung Transom Sash Forward Window	2	6' - 0"	1' - 8"	0' - 6 13/32"	2' - 2 13/32"	Fixed	No		
04	Siteline, Clad-Wood Double-Hung Transom Sash Forward Window	1	4' - 9"	4' - 0"	2' - 8"	6' - 8"	Fixed	No		
05	Siteline, All-Wood Stationary Casement Window	1	3' - 0"	5' - 0"	2' - 8"	7' - 8"	Stationary	Yes		
06	Siteline, Clad-Wood Casement Window	2	2' - 6"	4' - 0"	2' - 8"	6' - 8"	Casement	Yes		
07	Siteline, Clad-Wood Casement Window	5	3' - 0"	3' - 6"			Casement	Yes		
08	Siteline, Clad-Wood Casement Window	5	3' - 0"	4' - 0"	2' - 8"	6' - 8"	Casement	Yes		
09	Siteline, Clad-Wood Casement Window	1	2' - 6"	3' - 0"	3' - 8"	6' - 8"	Casement	Yes		
10	Siteline, All-Wood Double Hung Picture Window	1	5' - 6"	3' - 6"	4' - 2 3/8"	7' - 8 3/8"	Fixed	Yes		
11	EpicVue Clad, Fixed Window	6	3' - 6 1/2"	5' - 6 1/2"	1' - 1 1/2"	6' - 8"	Stationary	Yes		
12	EpicVue Clad, Fixed Window	2	2' - 0"	5' - 6"	1' - 2"	6' - 8"	Stationary	Yes		
13	EpicVue Clad, Fixed Window	1	4' - 0"	5' - 0"	2' - 8"	7' - 8"	Stationary	Yes		
14	Custom Wood, All-Wood French Push-Out Casement Window	2	4' - 8"	3' - 0"	3' - 8"	6' - 8"	French Casement	Yes		
15	Custom Wood, All-Wood French Push-Out Casement Window	1	5' - 0"	4' - 0"	3' - 0"	7' - 0"	French Casement	Yes		
16	Custom Wood, All-Wood French Push-Out Casement Window	1	4' - 0"	3' - 6"	3' - 2"	6' - 8"	French Casement	Yes		
SK1		7	4' - 0"	2' - 0"						
SK2		1	4' - 0"	4' - 0"						
SK3		2	3' - 0"	3' - 0"						

NOTE: PROVIDE THE FOLLOWING FOR EMERGENCY EGRESS FROM SLEEPING ROOM REQUIREMENTS:

1 MINIMUM NET CLEAR OPENABLE DIMENSION OF 24 INCHES IN HEIGHT

2 MINIMUM NET CLEAR OPENABLE DIMENSION OF 20 INCHES IN WIDTH

3 MINIMUM NET CLEAR OPENABLE DIMENSION OF 5.7 SQUARE FEET IN AREA

4 SILL HEIGHTS OF SUCH OPENINGS SHALL NOT EXCEED 44 INCHES ABOVE FLOOR

NOTE: SAFETY GLAZING IS REQUIRED FOR USE IN THE FOLLOWING LOCATIONS:

1 GLAZING IN INGRESS AND EGRESS DOORS

2 GLAZING IN FIXED AND SLIDING PANELS OF SLIDING DOORS AND PANELS IN SWINGING DOORS

3 GLAZING IN DOORS AND ENCLOSURES FOR HOT TUBS, BATHTUBS, SHOWERS, STEAM ROOMS WITHIN 5' OF STANDING SURFACE AND DRAIN INLET

4 GLAZING WITHIN 2 VERTICAL EDGE OF CLOSED DOOR AND WITHIN 5' OF WALKING SURFACES

5 GLAZING IN RAILING AND STAIR LANDINGS

6 GLAZING IN WALLS AND FENCES USED AS THE BARRIER FOR SWIMMING POOLS AND SPAS

R308.4.3 GLAZING IN WINDOWS. GLAZING IN AN INDIVIDUAL FIXED OR OPERABLE PANEL THAT MEETS ALL OF THE FOLLOWING CONDITIONS SHALL BE CONSIDERED TO BE A HAZARDOUS LOCATION:

1 THE EXPOSED AREA OF AN INDIVIDUAL PANE IS LARGER THAN 9 SQUARE FEET (0.83 SQ. M).

2 THE BOTTOM EDGE OF THE GLAZING IS LESS THAN 18 INCHES (457 MM) ABOVE THE FLOOR.

3 THE TOP EDGE OF THE GLAZING IS MORE THAN 36 INCHES (914 MM) ABOVE THE FLOOR AND

4 ONE OR MORE WALKING SURFACES ARE WITHIN 36 INCHES (914 MM), MEASURED HORIZONTALLY AND IN A STRAIGHT LINE, OF THE GLAZING.

NOTE: CONTRACTOR TO VERIFY ALL WINDOW AND DOOR ROUGH OPENING DIMENSIONS, LOCATIONS, AND OPERATING DIRECTION (I.E. INSWING VS. OUTSWING) PRIOR TO ORDERING NEW WINDOWS AND DOORS

Door Schedule									
Tag	Product Name	Count	Width	Height	Sill Height	Head Height	Top Down Grille	Operation	Comments
001	Siteline, All-Wood Outswing 2-Panel French Wide Stile Passive Active Door	1	7' - 0"	6' - 8"	0' - 0"	6' - 8"	Yes	Outswing	
002	Siteline, All-Wood Outswing 2-Panel French Wide Stile Passive Active Door	1	5' - 4"	6' - 8"	0' - 0"	6' - 8"	Yes	Outswing	
003	Siteline, All-Wood Outswing 4-Panel French Wide Stile Stationary Active Passive Stationary Door	1	12' - 0"	7' - 0"	0' - 0"	7' - 0"	Yes	Outswing	
004	Custom Wood, Clad-Wood Inswing 1-Panel Door	1	2' - 6"	6' - 8"	0' - 0"	6' - 8"	Yes	Inswing	
005	Custom Wood, Clad-Wood Inswing 1-Panel Door	1	2' - 8"	7' - 0"	0' - 0"	7' - 0"	Yes	Inswing	
006		1	2' - 6"	6' - 8"	0' - 0"	6' - 8"			
007		2	3' - 0"	6' - 8"	0' - 0"	6' - 8"			
008		1	2' - 10"	6' - 8"	0' - 0"	6' - 8"			
009		4	2' - 8"	6' - 8"	0' - 0"	6' - 8"			
014		1	2' - 0"	6' - 8"	-1' - 0"	5' - 8"			
015		2	5' - 0"	6' - 4"	0' - 0"	6' - 4"			
016		1	2' - 4"	6' - 8"	0' - 0"	6' - 8"			
017		1	2' - 3"	6' - 6 5/16"	-1' - 0"	5' - 6 5/16"			
018		3	2' - 6"	6' - 8"	0' - 0"	6' - 8"			
019		1	0' - 0"	0' - 0"	0' - 0"	0' - 0"			See Exterior Elevation
020		1	4' - 6"	6' - 8"	0' - 0"	6' - 8"		Swing	
021		1	2' - 10"	6' - 8"	0' - 0"	6' - 8"			
022		1	1' - 2"	6' - 8"	0' - 0"	6' - 8"			
023		2	5' - 0"	6' - 8"	0' - 0"	6' - 8"		Swing	
024		1	3' - 0"	6' - 8"	0' - 0"	6' - 8"		Swing	
025		2	7' - 10 1/2"	7' - 6"	0' - 0"	7' - 6"			
026		1	3' - 0"	6' - 8"	0' - 0"	6' - 8"			
027		2	3' - 0"	5' - 3"	-1' - 9"	3' - 6"			
028		2	3' - 0"	5' - 0"	0' - 0"	5' - 0"			

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CONSULTANT

GRAVES RESIDENCE RENOVATION  
APN: 006-401-021  
365 GROVE ACRE AVE., PACIFIC GROVE, CA 93950

ISSUE DATES

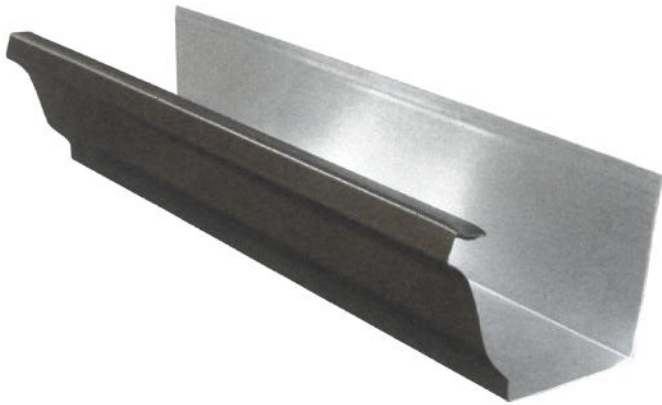
1/24/2020

WINDOW &  
DOOR  
SCHEDULES  
1/4" = 1'-0"

A-6.0



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K-STYLE GUTTER; PAINTED ALUM.



STREET VIEW OF EXISTING RESIDENCE AND PROPOSED FLAGGING



WOOD PATIO DOORS



WOOD WINDOWS W/ DIVIDED LITES



DARK BROWN STANDING SEAM METAL ROOF

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ISSUE DATES  
1/24/2020

MATERIALS  
1/4" = 1'-0"

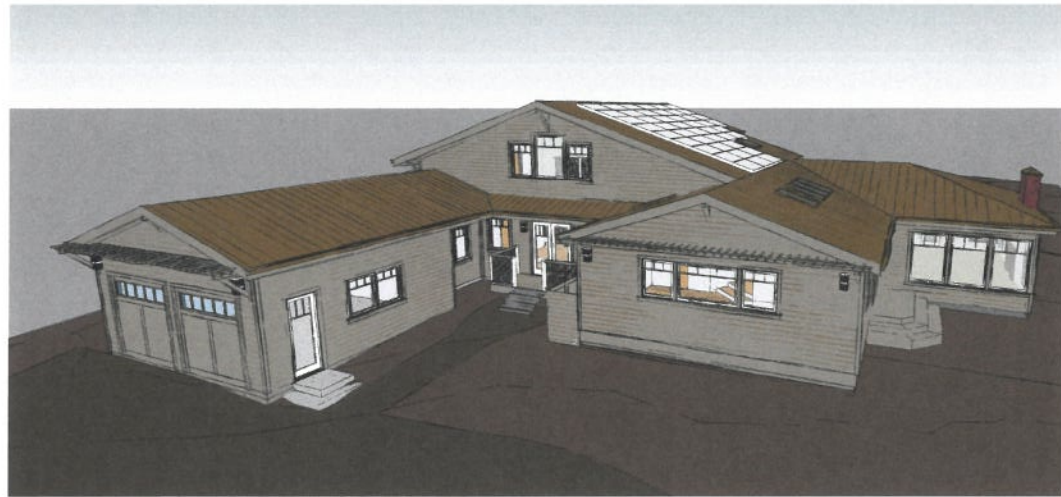
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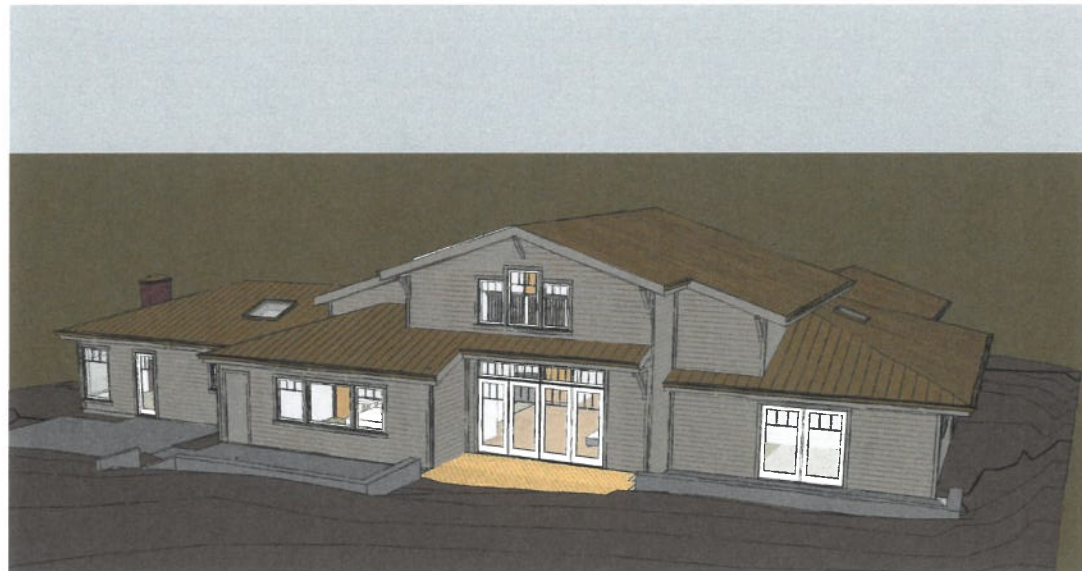
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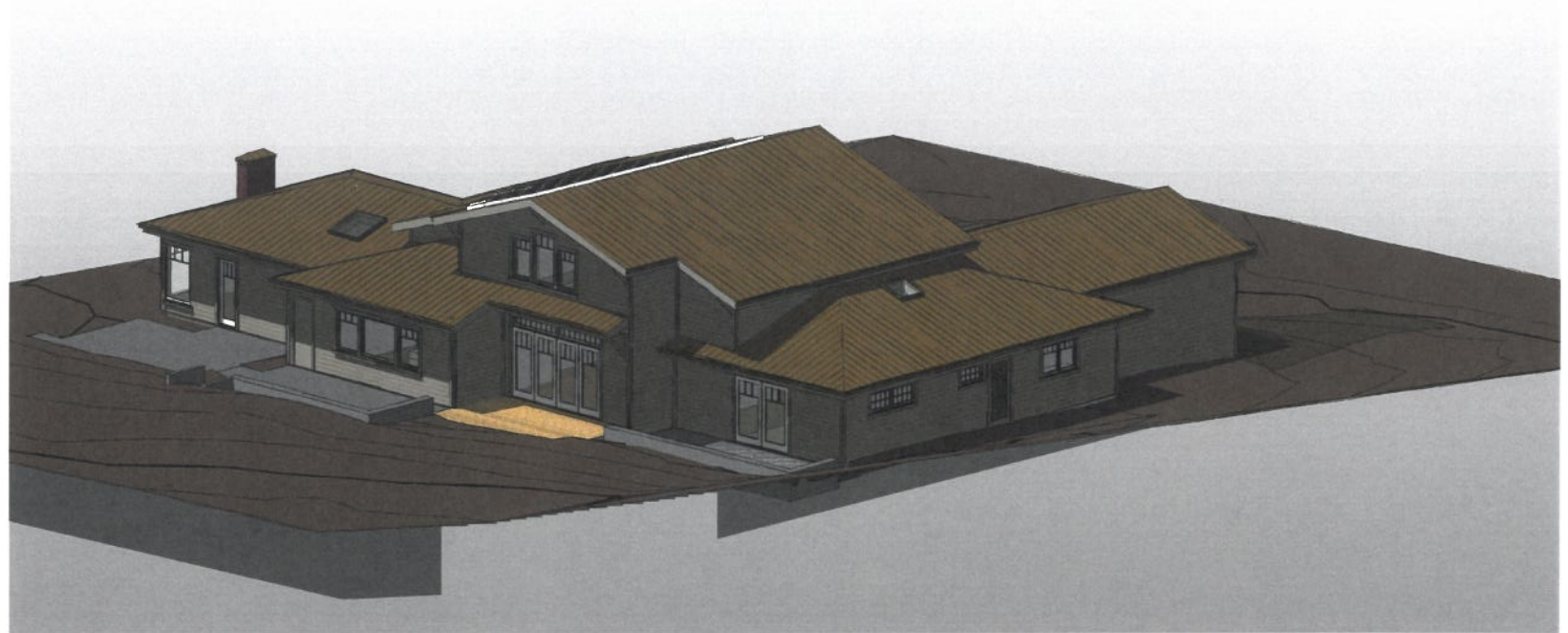
2 3D-STREET VIEW AT GROVE ACRE  
SCALE:



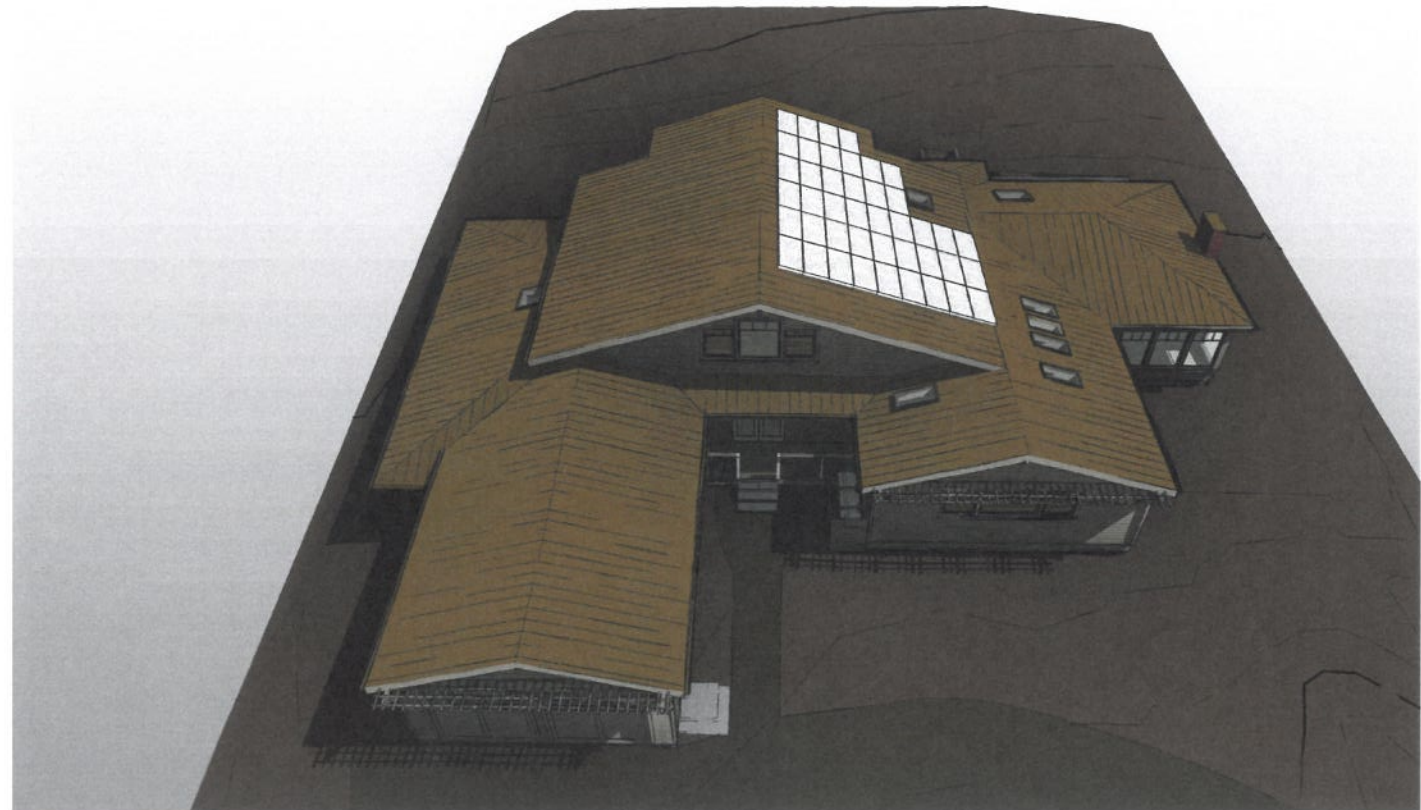
3 3D AT GROVE ACRE SOUTH VIEW  
SCALE:



4 3D EAST BACKYARD VIEW  
SCALE:



1 3D NORTH EAST VIEW  
SCALE:



5 3D SOUTH-WEST AERIAL VIEW  
SCALE:

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

**AGENDA REPORT**

**TO:** Chair Boyle and Members of the Architectural Review Board

**FROM:** Alyson Hunter, Senior Planner

**MEETING DATE:** March 10, 2020

**SUBJECT:** Coastal Development Permit Process Review

**CEQA:** Not a "Project" per § 15378 of the California Environmental Quality Act (CEQA) Guidelines.

**RECOMMENDATION**

Receive as information only.

**DISCUSSION**

The City-adopted Local Coastal Program (LCP) is on-track to be certified by the Coastal Commission at its March meeting. Immediately thereafter, the Planning Commission will become the review authority for Coastal Development Permits (CDPs). The Planning Commission will also be the final review authority on Architectural Permits (AP) when a CDP is included; the Historic Resources Committee (HRC) and the Architectural Review Board (ARB) will provide a recommendation similar to the current process involving a combined AP and Use Permit.

To assist the various review authorities, potential applicants, and the general public, staff has prepared a Frequently Asked Questions (FAQ) handout (attached) that addresses a variety of questions, procedures, and processes including the basics: *What is a CDP? What is ESHA? What role does the Coastal Commission play post-certification?*

Like all discretionary permits that the HRC reviews, there are special findings that will need to be made and an appeal process to be followed, among other procedural steps that are described further in the Implementation Plan of the LCP.

In summary, the addition of a CDP to the City's existing entitlement process will not result in the reinvention of the wheel - we have the necessary administrative protocols in place to undertake the permitting process and assert local authority.

**CITY COUNCIL GOAL ALIGNMENT**

**Goal 3.** City Asset Stewardship: Adopt a certified Local Coastal Program

**ATTACHMENTS**

1. CDP Frequently Asked Questions (FAQ) Handout

RESPECTFULLY SUBMITTED,

*Alyson Hunter*

Alyson Hunter, Senior Planner, Community Development Department



## CITY OF PACIFIC GROVE

### Community Development Department

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## Coastal Development Permit (CDP) FAQ

### Frequently Used Acronyms

**LCP:** Local Coastal Program

**LUP:** Land Use Plan [component of the LCP]

**IP:** Implementation Plan (development standards, design guidelines, and other implementing actions)

**ESHA:** Environmentally Sensitive Habitat Area

The **Local Coastal Program**, inclusive of the LUP and the IP, are located on the City's website:

<https://www.cityofpacificgrove.org/living/community-development/planning>

**For more information on the City's CDP authority and application requirements, please contact the Community Development Department at Pacific Grove City Hall, 300 Forest Avenue | 831-648-3183**

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### 1. What is a CDP?

A CDP is a discretionary permit for development within the Coastal Zone. Development is broadly defined by the Coastal Act ([PRC § 30106](#)) as follows:

"Development" means, on land, in or under water, the placement or erection of any solid material or structure; discharge or disposal of any dredged material or of any gaseous, liquid, solid, or thermal waste; grading, removing, dredging, mining, or extraction of any materials; change in the density or intensity of use of land, including, but not limited to, subdivision pursuant to the Subdivision Map Act, and any other division of land, including lot splits, except where the land division is brought about in connection with the purchase of such land by a public agency for public recreational use; change in the intensity of use of water, or of access thereto; construction, reconstruction, demolition, or alteration of the size of any structure, including any facility of any private, public, or municipal utility; and the removal or harvesting of major vegetation other than for agricultural purposes, kelp harvesting, and timber operations which are in accordance with a timber harvesting plan.

As used in this section, "structure" includes, but is not limited to, any building, road, pipe, flume, conduit, siphon, aqueduct, telephone line, and electrical power transmission and distribution line.

As indicated in the City's adopted Local Coastal Program (LCP), the Planning Commission is the review authority for CDPs.

### 2. Are there exemptions to CDP requirements?

Pursuant to Coastal Act § 30610 and Title 14 of the California Code of Regulations (CCR) and the City's LCP, the following projects are exempt from the requirements to obtain a CDP:

- A. Interior improvements to existing single-family residences that do not result in an intensification or expansion of use (ex. lowering existing kitchen or bathroom counter to accommodate a wheelchair does not require a CDP, etc.);
- B. Improvements to other existing structures;



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- C. Repair or maintenance activities (ex. the *in-kind* replacement of existing horizontal wood siding for new siding that matches the old in size, finish, and reveal does not require a CDP, etc.) ;
- D. Replacement of destroyed structures (in compliance with § 23.90.040.D and, within the Asilomar Dunes Residential Area, § 23.90.180.4.I, of the LCP); and
- E. Temporary events.

There are a variety of **exceptions** to these exemptions which apply to projects within Environmentally Sensitive Habitat Areas (ESHA) like the Asilomar Dunes Residential Area, projects that occur within a specified distance from an ESHA, certain public works projects, etc.

In accordance to § 23.90.040 of the IP, staff will make a determination at the time of application submittal as to whether or not the project is exempt from a CDP.

### 3. Do Building Permits Trigger a CDP?

Building Permits for work that is considered “Development”, as defined in 1) above, will trigger a CDP, unless the activity is found to be exempt per 2) above. As with all building permits for new construction or exterior changes to existing buildings, the Building Department will circulate plans to the Planning Department for consistency with zoning. Generally, no Planning permits are required for re-roofing, plumbing and electrical upgrades, minor interior tenant improvements and other minor improvements that do not effect major structural components as defined in § 1.10 of the Land Use Plan (LUP).

### 4. What is a CDP Waiver?

If a project is not exempt from CDP requirements and a complete CDP application has been submitted, the City’s Community Development Director (Director) or designee will review the application to see if the issuance of a *De Minimis Waiver* (waiver) is warranted. The procedures for the issuance of waivers can be found in § 23.90.045 of the LCP’s Implementation Plan (IP). Waivers require public notice, concurrence of applicability by the Executive Director of the Coastal Commission, and review and concurrence by the Planning Commission. The same application materials, including fees, are required for the waiver as for a full CDP.

### 5. What and Where is the Appeal Jurisdiction?

The City’s LCP includes an appeal area map prepared for the City by the Coastal Commission that geographically indicates the automatic appeal jurisdiction. Within this area, the Coastal Commission retains the right to appeal any CDP authorized by the City. Other appeal areas include, but may not be limited to:

- A. Projects located between the sea and the first public road paralleling the sea or within 300 feet of the inland extent of any beach or of the mean high tide line of the sea where there is no beach, whichever is the greater distance.
- B. Projects located on tidelands, submerged lands, public trust lands, within 100 feet of any wetland, estuary, or stream, or within 300 feet of the top of the seaward face of any coastal bluff.
- C. Projects in a sensitive coastal resource area (i.e., in the Asilomar Dunes Residential Area or the Asilomar Conference Grounds).

Any aggrieved individual may appeal a CDP to the City Council and to the Coastal Commission once all local administrative remedies have been exhausted. The City’s CDP and CDP appeal fees are indicated on the most recent adopted Fee Schedule. The appeal regulations are further described in § 23.90.100 of the IP.



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#### 6. Is there a map of the Environmentally Sensitive Habitat Areas (ESHA) in the City?

No, but the *Land Habitat Sensitivity Map* (Fig. 5 in the LCP) shows areas of special biological significance and should be used by a developer's professional biologist and/or botanist in the preparation of project-specific reports to identify and properly protect ESHA resources. Sensitive resources can be found anyway in the City and it is incumbent on the development review process, on a case-by-case basis, to identify and protect them wherever they are located.

#### 7. Are there Special CDP Findings?

Yes. In most cases, a CDP will be required in addition to the standard Architectural Permit, Use Permit, Subdivision or other local discretionary permit and will be processed concurrently as part of a consolidated permit package. All permit types have individual findings that must be made in order for the review authority - the Planning Commission in those cases where a CDP is required - to be able to approve the project. The following findings must be made in order to approve a CDP:

- A. LCP Consistency. The project is consistent with the LCP.
- B. Public Views. The project protects or enhances public views.
- C. Habitat Protection. The project protects vegetation, natural habitats and natural resources consistent with LCP.
- D. Design Consistency. The design, location, size, and operating characteristics of the proposed development is consistent with applicable LCP design requirements, including design plans and area plans incorporated into the LCP.
- E. Coastal Access. The project protects or enhances public access to and along the coast.
- F. Visitor Serving. The project supports the LCP goal of providing for visitor-serving needs as appropriate, including providing low and no cost visitor and recreational facilities.
- G. Appropriate Use. The project is consistent with the allowed LCP uses associated with the property.
- H. Coastal Resources. The proposed development protects or enhances coastal resources, where applicable.

#### 8. What is the Coastal Commission's permitting role once the Local Coastal Program is certified?

After a Local Coastal Program is certified, the Commission's coastal permitting authority is transferred to the City. The City interprets the Local Coastal Program and applies the LCP's standards and regulations as required. The Commission retains permanent coastal permit jurisdiction over development proposed on tidelands, submerged lands, and public trust lands. The Coastal Commission is the appeal body for certain CDPs and reviews and approves any amendments to previously certified Local Coastal Programs.