

CITY OF PACIFIC GROVE  
PLANNING COMMISSION

SITE REVIEW MINUTES

June 20, 2006

4:00 p.m.

Community Development Department Conference Room

Commissioners Present: Linda Bailey, Bob Davis, Steven MacDonald, Dan Miller,  
Craig Riddell, Gary Sprader

Commissioners Absent: Eric Miller

Staff: Jon Biggs, Sheree Garcia, Barbara Nelson, Sally Rideout

Staff presented the following projects:

**208 Ridge Road**                    APPLICANT: Michael Stilwell, property owner  
PROJECT DESCRIPTION: Construct a one-story addition to a  
one-story single-family dwelling while maintaining a  
nonconforming side yard setback. (Staff: Sally Rideout)

**50 Quarterdeck**                    APPLICANT: Teri Takikawa, Takikawa Designs  
PROJECT DESCRIPTION: Remodel and construct additions on  
a site that has a substandard size covered parking space in a  
garage that has less than the minimum required distance between  
the garage opening and the front property line. Use permit  
approval is also sought to retain plumbing fixtures (utility sink,  
washer, and toilet) in the garage that were installed without  
required permits and approvals. The proposed project includes  
removal of one palm tree and one cypress tree. The property is  
located in an archaeologically sensitive area. (Staff: Barbara  
Nelson)

**1109 Lincoln Avenue**            APPLICANT: Roman Kristl, Contractor  
PROJECT DESCRIPTION: Allow additions of more than 120  
square feet to a single-family residence that has fewer than the  
required two off-street parking spaces. The proposed project  
increases the roof pitch on the first floor, which encroaches into  
the required side yard setback. (Staff: Sheree Garcia)

The following sites were visited by the named Commissioners (staff in attendance are noted in parentheses).

**1109 Lincoln Avenue:** Bailey, Davis, MacDonald, Dan Miller, Riddell, Sprader (Garcia, Rideout)  
**50 Quarterdeck:** Bailey, Davis, MacDonald, Dan Miller, Riddell, Sprader (Garcia, Rideout)

There being no further business, the Commissioners adjourned at 5:00 p.m. at the site visited.

Jon Biggs, Secretary

CITY OF PACIFIC GROVE  
PLANNING COMMISSION

MINUTES

June 22, 2006  
Tape 06-12  
6:00 p.m.  
Council Chambers, Pacific Grove City Hall

1. **ROLL CALL**

Roll Call

Present: Linda Bailey, Bob Davis, Steven MacDonald, Dan Miller,  
Eric Miller, Craig Riddell (Chair), Gary Sprader

Absent: None

Staff: Jon Biggs, Barbara Nelson, Sally Rideout, Marilyn Schultz

2. **MINUTES**

On a motion by Steven MacDonald-Dan Miller, the Commission voted 7-0  
to **approve the following minutes:**

**Minutes  
Approved**

- Minutes of the site review meeting of June 6, 2006;
- Minutes of the regular meeting of June 8, 2006.

3. **COMMENTS FROM THE PUBLIC**

None.

**Public  
Comment**

4. **REQUESTS FOR CONTINUANCE OR WITHDRAWAL**

None.

**Requests for  
Continuance  
Or Withdrawal**

**COMMISSIONER RIDDELL STEPPED DOWN AND LEFT THE  
ROOM PRIOR TO CONSIDERATION OF THE CONSENT  
AGENDA DUE TO A FINANCIAL CONFLICT OF INTEREST**

5. **CONSENT AGENDA**

On a motion by Bailey-Davis, the Commission voted 6-0 to **approve the  
consent agenda** based on the findings and subject to the terms and  
conditions contained in the staff report prepared for presentation at the  
meeting of June 22, 2006.

**Consent  
Agenda  
approved**

- 5.A A continued public hearing to consider Use Permit Application No. 2919-06  
PROJECT ADDRESS: **208 Ridge Road**  
APPLICANT: Michael Stilwell, property owner  
PROJECT DESCRIPTION: Construct a one-story addition to a one-story single-family dwelling while maintaining a non-conforming side yard setback. (Staff: Sally Rideout) [Continued from June 8, 2006]
- Tree Removal Permit No. CDD 58261 approved**

**COMMISSIONER RIDDELL RETURNED TO HIS SEAT**

**6. REGULAR AGENDA**

- 6.A A public hearing to consider Use Permit Application No. 2916-06 and Tree Permit Application No. CDD 58250  
PROJECT ADDRESS: **50 Quarterdeck Way**  
APPLICANT: Teri Takikawa, Takikawa Designs  
PROJECT DESCRIPTION: Remodel and construct additions on a site that has a substandard size covered parking space in a garage that has less than the minimum required distance between the garage opening and the front property line. Use permit approval is also sought to retain plumbing fixtures (utility sink, washer, and toilet) in the garage that were installed without required permits and approvals. The proposed project includes removal of one palm tree and one cypress tree. The property is located in an archaeologically sensitive area. (Staff: Barbara Nelson)
- UP 2916-06 and Tree Permit CDD 58250 approved**

Senior Planner Barbara Nelson presented the staff report.

Commissioner Davis clarified that he does not reside within 500 feet of the project and therefore does not have a conflict of interest in voting on the project.

Speakers:

- Teri Takikawa, designer, presented the project.

There being no further speakers, the Chairman closed the public hearing.

On a motion by Eric Miller-Craig Riddell, the Commission voted 4-3 (Dan Miller, Bob Davis and Steven MacDonald voted no) to **approve Use Permit Application No. 2916-06 and Tree Permit Application No. CDD 58250** based on the finding and subject to the terms and conditions contained in the staff report prepared for the meeting of June 22, 2006, with the following modifications to the terms and conditions:

1. Condition number 2, that required removal of the toilet and capping of the plumbing in the garage, is omitted, thereby allowing retention of the toilet in the garage.
2. Condition number 10 (which will become condition number 9 in the Planning Commission resolution after the omission of condition 2) is modified to read as follows:

“The applicants shall plant four trees on the site to replace the two trees approved for removal. Two of the four replacement trees shall be a 5-gallon (minimum size) Monterey cypress trees, and the remaining two, to be planted in the front of the residence, shall be a smaller variety of tree. Trees required for replacement planting shall be planted on the site prior to final approval of the building permit upon completion of construction.”

- 6.B** A public hearing to consider Use Permit Application No. 2917-06  
PROJECT ADDRESS: **1109 Lincoln Avenue**  
APPLICANT: Roman Kristl, owner  
PROJECT DESCRIPTION: Allow additions of more than 120 square feet to a single-family residence that has fewer than the required two off-street parking spaces. The proposed project increases the roof pitch on the first floor, which encroaches into the required side yard setback. (Staff: Sheree Garcia)

**UP 2917-06**  
*Continued*  
*To 07/20/06*

Associate Planner Rideout presented the staff report.

The Chairman opened the public hearing.

Speakers:

- Roman Kristl, owner, presented the project.
- David Dilworth spoke concerning accountability of work in relation to the tree roots and parking requirements.

There being no further speakers, the Chairman closed the public hearing.

On a motion by Dan Miller-Bob Davis, the Commission voted 6-1 (Linda Bailey voted no) to **continue deliberation to the regular meeting of July 20, 2006** to allow applicant time to investigate the possibility of excavating the front yard to enlarge the existing garage to create one additional off-street parking space.

**AT THIS POINT THE PLANNING COMMISSION TOOK A FIVE MINUTE RECESS BEFORE CONSIDERING ITEM 6.C**

**6.C PLANNING COMMISSION SUBCOMMITTEE  
PRESENTATION ON POSTING AND NOTICING  
RECOMMENDATIONS**

PC Subcomm.  
On Posting,  
Noticing, etc.  
*Continued*  
To 7/20/06

Eric Miller, subcommittee chair, gave an overview of the Planning Commission subcommittee's recommendations.

The Chairman opened the public hearing.

Speakers:

- Diana Dennis stated that she generally likes the recommendations but expressed concern with the existing 300 foot notification radius and suggested that larger projects be subject to a larger noticing radius. She also spoke to the issue of story poles, suggesting a sufficient penalty if procedures are not followed correctly. She went on to say that the Planning Commission has taken huge steps in their new recommendations to correct previous problems with the noticing process.
- David Dilworth, representing H.O.P.E. (Helping our Peninsula's Environment) stated that the recommendations have some very good parts, such as the post card (versus a sealed envelope), posting of the notice, site plan, and most affected elevations in a real estate style frame at the project site, and the netting proposals for additions. However, he expressed concerns about the proposed mailing radius and didn't feel it was adequate.

Chairman Riddell asked if each of the commissioners was comfortable with the proposal that all proposed new construction involving additions in square footage be flagged and staked.

A proposal was made to exempt smaller projects from the netting requirement. The Subcommittee explained their reasoning behind their decision that smaller projects not be exempt, but was open to considering language that would define a limited group of exempt additions if the Commission so desired.

On a motion by Eric Miller-Steven MacDonald, the Commission voted 7-0 to **continue deliberation to the regular meeting of July 20, 2006.**

**DIRECTOR BIGGS ASKED THE COMMISSION IF THEY WISHED TO WAIVE THE REQUIREMENT OF THE PLANNING COMMISSION RULES OF PROCEDURE WHICH STATES THAT NO NEW ITEMS WILL BE CONSIDERED AFTER 9:00 P.M. THE COMMISSIONERS AGREED THAT THEY WISHED TO PROCEED WITH ITEM 6.D SINCE**

**THERE WERE MEMBERS OF THE AUDIENCE WHO HAD BEEN WAITING TO OFFER PUBLIC COMMENT ON THIS ITEM.**

**6.D REVIEW AND DISCUSSION OF THE TREE ORDINANCE**

**Discussion  
of Tree  
Ordinance**

The Chairman opened the public hearing.

Speakers:

- Maryanne Spradling expressed concerns about enforcement issues.
- Thom Akeman, a member of the City's Natural Resources Committee, stated that most changes to the ordinance are simply tweaking of the language that clarifies the posting process, but also expressed concern about the number of tree removals in the city.
- David Dilworth suggested that tree removal permits be reviewed by the Natural Resources Committee. Dilworth also suggested conducting an annual aerial survey of the trees, stating that it was not an expensive process. He also requested follow-up on requirements for replacement planting, and suggested someone contact the City of Monterey concerning their tree regulations. He stated concerns with two things in the existing ordinance; netting and the spraying requirements which he feels encourages unnecessary use of pesticides. He went on to suggest use of an ecologist -- biologist, forester, arborist, ecologist. Concerned City may have an attitude of "fee instead of tree."

There being no further speakers, the Chairman closed the public hearing.

By consensus, the Commission agreed that the Natural Resources Committee should be allowed to complete their review and development of changes to the tree ordinance and requested that these changes be presented to the Planning Commission, at which time the Planning Commission would determine the course of action it wanted to take.

**7. CITY COUNCIL ACTIONS**

- Director Biggs reported .

**City  
Council**

**8. ARCHITECTURAL REVIEW BOARD ACTIONS**

- Received the Minutes of the June 13, 2006 site review meeting of the Architectural Review Board.

**ARB**

- Received the Minutes of the June 13, 2006 regular meeting of the Architectural Review Board.

**9. HISTORIC RESOURCES COMMITTEE ACTIONS**

Staff reported.

**HRC**

**10. CORRESPONDENCE**

None.

**Corres-  
pondence**

**11. COMMITTEE REPORTS**

Chairman Riddell commended the subcommittee on posting, noticing, etc. (Eric Miller, Linda Bailey, and Dan Miller) for their work on formulating recommendations for the Commission's consideration.

**Committee  
Reports**

**12. REPORTS OF COMMISSIONERS**

Commissioner Sprader asked that a discussion concerning appropriateness and criteria for Architectural Review Board call-ups be placed on the next agenda.

**Commissioner  
Reports**

**13. REPORT OF COMMUNITY DEVELOPMENT DIRECTOR**

Director Biggs reported.

**Director's  
Report**

**14. ADJOURNMENT:**

There being no further business, the Chair adjourned the meeting at 8:10 p.m.

Jon M. Biggs, Secretary

**JUDICIAL TIME LIMITS:** This serves as written notice that Pacific Grove Municipal Code Section 1.20.010 incorporates Section 1094.6 of the Code of Civil Procedure of the State of California and provides a **ninety-day limitation for judicial review** of any final administrative decision by the council, or any board, commissioner, or officer of the city.