



CITY OF PACIFIC GROVE
300 FOREST AVENUE
PACIFIC GROVE, CALIFORNIA 93950
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MINUTES OF SPECIAL MEETING

SITE PLAN REVIEW COMMITTEE

DATE & TIME: Thursday November 5, 2009 – 10:00 A.M.
LOCATION: CITY HALL, CITY MANAGER’S CONFERENCE ROOM – 300 FOREST AVENUE, PACIFIC GROVE

AGENDA

1. CALL TO ORDER

The meeting was called to order at 9:17 a.m.

2. ROLL CALL

Site Plan Review Committee members present:

- Lynn Burgess, Chief Planner
- John Kuehl, Interim Building Official
- Celia Perez-Martinez, Public Works Manager
- Jim Gunter, Fire Prevention Officer

Staff present:

- Karen Vaughn, Senior Planner

3. COMMENTS FROM THE PUBLIC

None

- 4. PROJECT ADDRESS:** 1212 Forest Avenue
APPLICATION NO.: Architectural Approval Application No. 3914-09
APPLICANT(S): Ray Parks & Associates, on behalf of Safeway Stores
CEQA STATUS: Categorically Exempt, Class 1
PROJECT DESCRIPTION: 1,052 sq. ft. addition to the front of the existing structure, paving and planter improvements, removal of 1,642 sq. ft. of paved area, and removal of 18 parking spaces.

The Site Plan Review Committee discussed issues concerning parking, traffic congestion at the main entrance, water usage, drainage and stormwater runoff, sewer line improvements, grease traps, trash/refuse, and trees and landscaping.

Celia Perez-Martinez noted that stormwater BMP's would not be triggered due to the limited size of the project and minimal area of disturbance. She did note, however, that the dollar value of the proposed project would trigger required improvements to stormwater and sanitary sewer facilities.

On a motion by Martinez, seconded by Gunter, the Site Plan Review Committee approved by a vote of 4-0 the following findings and conditions:

Findings:

1. Street improvements necessary to control and provide for the safe movement of traffic related to the proposed project are in place.
2. The proposed project includes a number of improvements regarding pedestrian travel, access and safety on the property and along adjacent public walkways.
3. Safe and sanitary control of surface or subsurface drainage will be provided prior to issuance of a building permit. The applicant and the Public Works Department will work together to prepare appropriate plans and conditions to address this finding.
4. The site currently provides for proper refuse storage and disposal.
5. Adequate parking for the proposed project is currently available on-site.
6. The project fulfills the purposes of Municipal Code Section 23.74.030.

Conditions of Approval:

1. Applicant shall install appropriate directional striping and arrows at the primary entrance (Forest and Prescott) and along the first lane of parking stalls to help direct traffic flow and to relieve congestion
2. Applicant shall proceed with CCTV videotaping of existing sewer lines and work with the Public Works Department regarding any required upgrades/improvements.
3. Applicant shall meet with the Public Works Department to design a mutually agreed upon drainage system to accommodate surface drainage.

5. ADJOURNMENT

The meeting was adjourned at 10:13 a.m.