



CITY OF PACIFIC GROVE

300 FOREST AVENUE
PACIFIC GROVE, CALIFORNIA 93950
TELEPHONE (831) 648-3190 • FAX (831) 648-3184

NOTICE OF REGULAR MEETING

ARCHITECTURAL REVIEW BOARD

DATE & TIME: TUESDAY, SEPTEMBER 8, 2009 – 6:00 P.M.

LOCATION: CITY HALL, COUNCIL CHAMBERS – 300 FOREST AVENUE

NOTE: The Architectural Review Board (ARB) may move and reorder the items on the consent and regular agendas. The public is encouraged to be present at the start of the meeting to hear and comment on items of interest.

The Architectural Review Board will not begin consideration of any item on the agenda later than 9 p.m. unless, by majority vote, the ARB decides to consider an item or items after 9 p.m. Any items on this agenda not considered this evening will be continued to a future meeting.

The general findings and conditions of approval for architectural approval applications are noted on the last page of this agenda. These apply to all final approvals of architectural applications. Special and additional findings and conditions may be added to an architectural approval as deemed necessary by the ARB.

All projects are subject to the California Environmental Quality Act (CEQA) and disclosure. CEQA status is noted on the agenda for each project.

Structures listed on the City's Historic Resources Inventory (HRI) are denoted on the agenda with an "(HRI)" next to their project address.

Architectural Review Board (ARB) Members:

Robin Aeschliman
Jeff Becom
Jeff Edmonds, Vice-Chair
Ken Hinshaw
Doug Howe, Chair
Wilda Northrop

Members of the audience may come forward to review and observe exhibits being presented for any agenda item. Public comment on a specific agenda item may be made after the applicant has presented his/her project to the Board.

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

Review and take action on the minutes from the August 25, 2009, Regular ARB Site Review and Regular Meeting.

4. COMMENTS FROM THE PUBLIC

(Comments from the audience may concern matters not on the agenda, but must deal with matters subject to the jurisdiction of the Board. Comments will not receive Board action.)

5. COMMUNICATIONS

6. WRITTEN CORRESPONDENCE

7. CITY COUNCIL ACTIONS

8. PLANNING COMMISSION ACTIONS

9. SUBCOMMITTEE REPORTS

10. ADMINISTRATIVE ARCHITECTURAL APPROVALS

11. ITEMS WITHDRAWN OR TABLED

12. REQUESTS FOR CONTINUANCE

a. Project Address: 1034 Hillside Avenue

Architectural Approval Application No. 3846-08 and Tree Permit Application 090090 for proposed demolition of an existing single family residence and construction of a new two-story single family residence and removal of two trees.

Applicant: Steve Mickel

CEQA status: Class 3 Categorical Exemption

Recommended Architectural Review Guidelines: 1, 2, 6, 14, 21, 22, 23, 24, 34, 36, 37 and 38.

Staff reference: Associate Planner, Valerie Tallerico

Recommended action: **Continue to the October 27, 2009 meeting.**

13. CONSENT AGENDA

- a. Project Address: 108 Monterey Avenue**
Architectural Approval Application No. 3904-09 (Final) for a design change to a proposed single-family dwelling on a vacant lot. Design change consists of a new second-story deck above the front porch, new French doors to access proposed second-story deck, and window modifications on the front façade.
Applicant: Jeanne Byrne, on behalf of Rick Nisbett and Steven Lutton
CEQA status: Class 3 Categorical Exemption
Recommended Architectural Review Guidelines: 7, 34, 35 and
Staff reference: Senior Planner, Karen Vaughn
Recommended action: Discuss and take appropriate action.
- b. Project Address: 409 Fountain Avenue (HRI)**
Sign Permit Application No. 09-0170 (Final) for a proposed sign for a new business.
Applicant: April Whitehead
CEQA status: Class 1 Categorical Exemption
Recommended Architectural Review Guidelines: 36 and 37
Staff reference: Associate Planner, Valerie Tallerico
Recommended action: Discuss and take appropriate action.
- c. Project Address: 117 Lighthouse Avenue**
Architectural Approval Application No. 3906-09 (Final) for a remodel of an existing single-family dwelling, including replacement of all windows with wood windows and installation of two new windows and a new roof.
Applicant: George Skyllas, on behalf of Charles and Jennifer Gillmartin
CEQA status: Class 1 Categorical Exemption
Recommended Architectural Review Guidelines: 33, 35, 38 and 39.
Staff reference: Associate Planner, Valerie Tallerico
Recommended action: Discuss and take appropriate action.

14. REGULAR AGENDA

- a. Project Address: 156 Pacific Avenue (HRI)**
Architectural Approval Application No. 3891-09 (Final) for proposed window, door and siding changes to a single-family dwelling listed on the City's Historic Resources Inventory.
Applicant: Darrell Stephens Construction, on behalf of Georgiana Foletta
CEQA status: Class 31 Categorical Exemption
Recommended Architectural Review Guidelines: Architectural Review Guidelines for Historic Buildings No's. 3 and 5, appendix I.
Staff reference: Senior Planner, Karen Vaughn
Recommended action: Discuss and take appropriate action

b. Project Address: 176 Sloat Avenue

Architectural Approval Application No. 3835-08, Tree Permit No. 080472 to demolish the existing residential structure and carport and construct a new 3,421 square foot residence. The project also removes a small existing ornamental 11 inch multi-trunk tea tree in the front yard to make way for construction of the new residence.

Applicant: Craig Holdren on behalf of Kevin and Stephanie Gersten

CEQA status: Mitigated Negative Declaration adopted August 11, 2009

Recommended Architectural Review Guidelines: 1, 2, 4, 5, 6, 9, 19, 20, 21, 23, 24, 25, 26, 27, 29, 32, 33, 34, 35, 36, 37 and 38

Staff reference: Senior Planner, Sarah Hardgrave

Recommended action: Discuss and take appropriate action.

c. Project Address: 1111 Surf Avenue

Architectural Approval Application No. 3874-09 (Concept) for the proposed demolition of the existing single story residence except for floor framing and foundation and new construction of a single family residence using the existing floor framing and foundation with first and second floor additions totaling an additional 1,050 square feet to the residence. The proposed project includes a total floor area of 2,598 sq. ft.

Applicant: George Ash, Architect, on behalf of Kathleen White

CEQA status: Mitigated Negative Declaration prepared

Recommended Architectural Review Guidelines: 1, 2, 5, 6, 9, 14, 16, 24, 27, 28, 29, 33, 34, and 36.

Staff reference: Associate Planner, Valerie Tallerico

Recommended action: Discuss, adopt Mitigated Negative Declaration and take appropriate action on Architectural Approval.

15. REPORTS OF BOARDMEMBERS

Boardmembers may ask a question for clarification, make a brief announcement or make a brief report on his or her activities. In addition, the Board members may provide a referral to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning a City matter or direct staff to place a request to agendize a matter of business on a future agenda (G.C. 54954.2).

16. REPORTS OF THE COMMUNITY DEVELOPMENT DEPARTMENT

Reference: Chief Planner, Lynn Burgess

17. ADJOURNMENT

Note: Materials for this agenda, and copies of previous meeting agendas and minutes for the Architectural Review Board, are available for review at the Community Development Department, 300 Forest Avenue, Pacific Grove. Materials related to an item on this Agenda submitted to the Architectural Review Board after distribution of the agenda packet are available for public inspection at the Community Development Department, 2nd Floor of City Hall, during normal business hours (8 a.m. – 2 p.m.) and can be requested for review at the Business Desk, 1st Floor of City Hall, from 2 p.m. – 5 p.m. Materials can also be requested of staff during the Architectural

Review Board hearing.

THE CITY OF PACIFIC GROVE DOES NOT DISCRIMINATE AGAINST PERSONS WITH DISABILITIES. **THE CITY MANAGER'S CONFERENCE ROOM AND CITY COUNCIL CHAMBERS IN PACIFIC GROVE CITY HALL ARE ACCESSIBLE MEETING PLACES.** A LIMITED NUMBER OF DEVICES ARE AVAILABLE TO ASSIST THOSE WHO ARE HEARING IMPAIRED. IF YOU WOULD LIKE TO USE ONE OF THESE DEVICES, PLEASE CONTACT THE COMMUNITY DEVELOPMENT DEPARTMENT SECRETARY AT (831) 648-3190.

NOTICE TO APPLICANTS

Applicants or their representatives must be present at the meeting for which their item, **including those items on the Consent Agenda**, is scheduled. **If unable to attend, the applicant must submit a written request for continuance prior to the meeting. The item may be denied if continuance is not requested.**

Decisions rendered by the Architectural Review Board may be appealed to the Planning Commission using a form available at the Community Development Department. The appeal form, plus an appeal fee, must be filed with the Community Development Department within 10 days (5 days in the case of a single-family dwelling in an R-1 zone as considered under the terms of subsection F. of Section 23.73.040 of the Municipal Code) of the action or decision being appealed. Notwithstanding the time limit for appeal set out in the above section, the Planning Commission and the City Council shall always have until their next regularly scheduled meeting following Architectural Review Board action to decide to review such action. No building permit pertaining to an Architectural Review Board action may be issued until the appeal period has passed.

Applicants are requested to contact the Building Department for building permit requirements. No sign approved by the Architectural Review Board shall be painted, erected, or otherwise installed until the appeal period has passed. **Any proposed exterior changes from approved plans require Architectural Review Board review and approval.** There is a fee for design changes submitted after the architectural approval application has been granted final approval.

Applicants with approved projects that have been deemed statutorily or categorically exempt under the California Environmental Quality Act (CEQA) may file a Notice of Exemption (NOE) directly with the Monterey County Clerk in order to reduce the CEQA challenge period from 180 days to 35 days (CEQA Guidelines Section 15062). Applicants wishing to file the NOE should contact their planner for instructions on how to file the notice with Monterey County. Please note the Monterey County Clerk has a \$50 filing fee for a NOE.

Filing of a NOE by the City of Pacific Grove is not required. CEQA determinations are included in the public hearing notices for all projects.

STANDARD FINDING FOR APPROVAL OF AN ARCHITECTURAL APPROVAL APPLICATION

The architecture and general appearance of the building(s) will be in keeping with the neighborhood and the completed project will not be detrimental to the orderly and harmonious development of the City nor impair the desirability of investment or occupation in the neighborhood.

STANDARD CONDITIONS OF ARCHITECTURAL APPLICATION APPROVALS

1. This approval shall be null and void if a building permit has not been applied for within one year from the date of approval. Application for extension of this approval must be made prior to the expiration date.
2. All construction must occur in strict compliance with the proposal as set forth in the application(s) for permits, subject to any special conditions. Any deviation from the approved plans must be reviewed and approved by the staff and may require Architectural Review Board approval.
3. The terms and conditions shall be perpetual, and it is the intention of the Architectural Review Board and the permittee to bind all future owners and possessors of the subject property to the terms and conditions.
4. Review by the Public Works Department is required prior to issuance of the building permit. The applicant shall obtain an encroachment permit from the Public Works Department before undertaking any work in the Public way and prior to issuance of the building permit.

STANDARD FINDING FOR APPROVAL OF A SIGN PERMIT APPLICATION

The proposed sign effectively conveys the business type and identity to the public and possesses pleasing elements of design that protects and enhances the architectural character and harmony of the community, buildings, and neighborhood in which it is located.

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.