

JON M. BIGGS
COMMUNITY DEVELOPMENT DIRECTOR



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**CITY OF PACIFIC GROVE
COMMUNITY DEVELOPMENT DEPARTMENT**

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**CITY OF PACIFIC GROVE
PLANNING COMMISSION**

Distribution-Planning Commission Packet/Agenda:

- CDD Director re PC meeting of 8/4/05
 PC Members Planners
 Library CDD Public Info Binder
 Owner Applicant Appellant

Name: _____

AGENDA

August 4, 2005
6:00 p.m.
Council Chambers, Pacific Grove City Hall
300 Forest Avenue, Pacific Grove, California

NOTE: The Planning Commission will also meet in a plan and site review session on Tuesday, August 2, 2005 at 4:00 p.m. in the Community Development Department Conference Room, 300 Forest Avenue, Pacific Grove, California. The limited purposes of this session are (1) to visit the site of project(s) listed on this agenda and (2) to allow staff to respond to Commissioner inquiries regarding factual aspects of the applications. **THE PLAN AND SITE REVIEW IS AN OPEN MEETING. MEMBERS OF THE PUBLIC MAY ATTEND.** Transportation for members of the public will not be provided to the location(s) of the site visit(s).

Copies of the Planning Commission Agenda Packet are available for review at the Pacific Grove Public Library and the Community Development Department.

Planning Commission Members: Linda Smith Bailey, Bob Davis (Chair), Dan Miller, Eric Miller, Bruce Obbink, Craig Riddell (Vice Chair) [Vacancies: One]

1. ROLL CALL

2. MINUTES

- Minutes of the site review meeting of July 19, 2005;
- Minutes of the regular meeting of July 21, 2005.

3. COMMENTS FROM THE PUBLIC

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

the Planning Commission. Comments will be limited to three minutes. Comments concerning matters set for public hearing on this evening's agenda will not be heard until the public hearing is called.)

4. ITEMS TO BE CONTINUED OR WITHDRAWN

- 4.A** A public hearing to consider Use Permit Application No. 2879-05; Use Permit Application No. 2880-05; Variance Application NO. 05-1686
PROJECT ADDRESS: 1129 David Avenue
APPLICANT: David Prew, Designer
PROJECT DESCRIPTION: (1) Use Permit Application No. 2879-05; to convert a detached 420 square foot dwelling unit having nonconforming setbacks into a secondary housing unit. The proposed conversion includes requests to waive the requirement to place underground, all utilities to the subject unit and to place the required off-street parking space for the unit on a driveway in tandem with a required covered off-street parking space for the single-family residence on the site. (2) Use Permit Application No. 2880-05; to allow a one-story addition that maintains an existing nonconforming building line of the one-story single-family dwelling; (3) Variance Application No. 05-1686 for two driveways on one building site and to reduce the minimum distance between a carport opening and a property line from 20' to 16'. (Staff Contact: Nelson)
REASON FOR CONTINUANCE: Homeowners requested continuance to the regular meeting of 8/14/05)

5. CONSENT AGENDA

- 5.A** A continued public hearing to consider an appeal of the Architectural Review Board's denial of Architectural Approval Application No. 3469-05. (This hearing is for final architectural approval)
PROJECT ADDRESS: 275 Spruce Avenue
APPLICANT: Mark Ellis for Eric Miller Architects and Thomas Schellenberg, owner
APPELLANTS: Mark Ellis for Eric Miller Architects and Thomas Schellenberg, owner
PROJECT DESCRIPTION: Proposed second-housing unit, garage, and workshop. (Staff: Nelson) [Continued from Special Meeting of 6/30/05]
- 5.B** A public hearing to consider Use Permit Application No. 2881-05
PROJECT ADDRESS: 1245 Forest Avenue
APPLICANT: International Design Group
PROJECT DESCRIPTION: Construct a new detached accessory building that includes a 900 square foot garage, a 128 square foot greenhouse, and a 242 square foot storage room. (Staff Contact: Nelson)

- 5.C A public hearing to consider Use Permit Application No. 2878-05
 PROJECT ADDRESS: **137 4th Street**
 APPLICANT: Susan K. Black
 PROJECT DESCRIPTION: Incorporate an existing 240 square foot storage area into the floor plan of one dwelling unit of a nonconforming 3-unit dwelling group. (Staff: Rideout)

6. REGULAR AGENDA

- 6.A Continued consideration of the proposed Library expansion including (1) Site Plan Review Committee approval, (2) Vacation of a portion of Grand Avenue, (3) General Plan Land Use Designation, (4) Local Coastal Program Land Use Plan & Map Amendment, (5) Local Coastal Program Land Use Designation Change, (6) Local Coastal Program Land Use Designation, (7) Zoning Designation, (8) Use Permit Application, (9) Architectural Approval Application, (10) Tree Removal Permit Application, (11) Lot Line Adjustment Application, and (12) Water Allocation Request.

PROJECT ADDRESS: **550 Central Avenue (Pacific Grove Library), 560 Central Avenue (Jewell Park), and Grand Avenue between Central Avenue and Park Place**

APPLICANT: City of Pacific Grove

PROJECT DESCRIPTION: Proposed expansion to the Pacific Grove Public Library which includes the vacation of the portion of Grand Avenue between Central Avenue and Park Place and converting vehicle traffic on Park Place to one-way eastbound and converting vehicle traffic on Fountain Avenue between Park Place and Central Avenue to one-way southbound. The Planning Commission will develop a recommendation to the City Council regarding the following applications/requests:

- A Mitigated Negative Declaration and Mitigation Monitoring Program
- Vacation of a portion of Grand Avenue
- Amend the Local Coastal Program Land Use Plan and Map to include a new Public Library land use designation.
- Change the current Local Coastal Program Land Use designation of the library site from Medium-High density residential to the new Public Library Local Coastal Program Land Use designation.
- Assign the new Public Library Local Coastal Program Land Use Plan designation to the vacated portion of Grand Avenue.
- Assign a Public (P) General Plan Land Use Designation to the vacated portion of Grand Avenue.
- Assign a U zoning designation to the vacated portion of Grand Avenue
- Water Allocation for the proposed project.

The City Council will consider the applications and recommendations of the Planning Commission at a future Council meeting, date to be determined. [Continued from 6/2/05, 6/16/05, 7/7/05, and 7/21/05] (Staff: Nelson)

7. CITY COUNCIL ACTIONS

8. ARCHITECTURAL REVIEW BOARD ACTIONS

- Receive the Minutes of the July 26, 2005 site review meeting of the Architectural Review Board.
- Receive the Minutes of the July 26, 2005 regular meeting of the Architectural Review Board.

9. HISTORIC RESOURCES COMMITTEE ACTIONS**10. CORRESPONDENCE****11. COMMITTEE REPORTS****12. REPORTS OF COMMISSIONERS**

Commissioners may ask a question for clarification, make a brief announcement or make a brief report on his or her activities. In addition, the Commission 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 agendaize a matter of business on a future agenda (G.C. 54954.2).

13. REPORTS OF COMMUNITY DEVELOPMENT DIRECTOR**14. ADJOURNMENT**

NOTE: PLEASE NOTE THAT SECTION 65009(B)(2) OF THE CALIFORNIA GOVERNMENT CODE PROVIDES THAT LEGAL CHALLENGES TO THE CITY'S ACTION ON A PROJECT MAY BE LIMITED TO ONLY THOSE ISSUES RAISED IN TESTIMONY DURING THE PUBLIC HEARING PROCESS.

THE PLANNING COMMISSION WILL NOT CONSIDER ANY NEW ITEMS AFTER 9:00 P.M. ANY ITEMS REMAINING ON THE AGENDA WILL BE CONTINUED EITHER TO THE NEXT REGULAR MEETING OR A SPECIAL MEETING AT THE DISCRETION OF THE PLANNING COMMISSION.

THE CITY OF PACIFIC GROVE DOES NOT DISCRIMINATE AGAINST PERSONS WITH DISABILITIES. THE COUNCIL CHAMBERS AT THE PACIFIC GROVE CITY HALL IS AN ACCESSIBLE FACILITY. 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**I. SITE REVIEW**

If the project, at the time of the site review, is not visible without entering a structure or yard area, the applicant must be present or make arrangements to show the project area.

II. APPEARANCE BY APPLICANT OR REPRESENTATIVE

The applicant or his/her representative must be present at the public hearing meeting for which the item is scheduled. If unable to attend, the applicant must submit a written request for continuance prior to the meeting. **The Commission may deny an item if the applicant or representative is not present and if a continuance is not requested.**

III. SUBMITTAL OF WRITTEN COMMUNICATIONS

In order to receive due consideration by the Planning Commission, written communications pertaining to agenda items should be submitted to the Community Development Department by 12:00 noon on the Tuesday prior to the meeting.

Materials submitted subsequent to that time, or directly to the Commission at the meeting, may, at the Commission's discretion, result in a continuance of the item.

IV. APPEALS AND APPEAL PERIOD

Decisions rendered by the Planning Commission may be appealed to the City Council using a form available at the Community Development Department. An appeal using this appeal form plus an appeal fee must be filed with the Community Development Department within 10 days of the action being appealed.

NOTE: The aforementioned appeal period notwithstanding, the City Council reserves the right to call up for review Planning Commission decisions until its next regularly scheduled meeting. Please check with the staff if you have any questions about this.

V. BUILDING PERMIT

Planning Commission approval of an application does not constitute an approval to do any construction without a building permit. Please contact the Building Division at 648-3183 for information about building permits.

No building permit pertaining to a Planning Commission action may be issued until the 10-day appeal period and the City Council's call up period has passed.

VI. EFFECTIVE DATE OF ENTITLEMENT

PLEASE NOTE THAT YOUR USE PERMIT/VARIANCE DOES NOT BECOME EFFECTIVE AND **THEREFORE** NEITHER A BUILDING PERMIT NOR OCCUPANCY CERTIFICATE MAY BE ISSUED UNTIL THE RESOLUTION GRANTING THE USE PERMIT/VARIANCE HAS BEEN SIGNED BY THE APPLICANT AND PROPERTY OWNER. THIS RESOLUTION WILL BE MAILED TO THE APPLICANT FOLLOWING THE PLANNING COMMISSION ACTION.

**CITY OF PACIFIC GROVE
PLANNING COMMISSION**

SITE REVIEW MINUTES

July 19, 2005

4:00 p.m.

Community Development Department Conference Room

Commissioners Present: Bailey, Davis, D. Miller, Obbink, Riddell

Commissioners Absent: E. Miller

Vacancies: One

Staff: Biggs, Garcia, Nelson

Staff presented the following projects:

1324 Lawton Avenue

APPLICANT: International Design Group

PROJECT DESCRIPTION: Construct additions to the front and rear of a single-family residence. The proposed project results in building coverage that exceeds the maximum permitted and the property does not meet the minimum off-street parking requirement. The project includes tree trimming. (Staff: Nelson)

214 3rd Street

APPELLANTS: Peter Motta and Mary Heney

PROJECT DESCRIPTION: Proposed new detached garage/accessory building on a site developed with a single-family dwelling. (Staff: Garcia) [Continued from 6/30/05]

**550 Central Avenue
(Pacific Grove Library);
560 Central Avenue
(Jewell Park), and Grand
Avenue between Central
Avenue and Park Place**

APPLICANT: City of Pacific Grove

PROJECT DESCRIPTION: Proposed expansion to the Pacific Grove Public Library which includes the vacation of the portion of Grand Avenue between Central Avenue and Park Place and converting vehicle traffic on Park Place to one-way eastbound and converting vehicle traffic on Fountain Avenue between Park Place and Central Avenue to one-way southbound. The Planning Commission will develop a recommendation to the City Council regarding the following applications/requests:

- A Mitigated Negative Declaration and Mitigation Monitoring Program
- Vacation of a portion of Grand Avenue
- Amend the Local Coastal Program Land Use Plan and Map to include a new Public Library land use designation.
- Change the current Local Coastal Program Land Use designation of the library site from Medium-High density residential to the new Public Library Local Coastal

Program Land Use designation.

- Assign the new Public Library Local Coastal Program Land Use Plan designation to the vacated portion of Grand Avenue.
- Assign a Public (P) General Plan Land Use Designation to the vacated portion of Grand Avenue.
- Assign a U zoning designation to the vacated portion of Grand Avenue
- Water Allocation for the proposed project.

The City Council will consider the applications and recommendations of the Planning Commission at a future Council meeting, date to be determined. [Continued from 6/2/05, 6/16/05, and 7/7/05] (Staff: Nelson)

No sites were visited.

There being no further business, the Commissioners adjourned at 4:25 p.m. at the Community Development Center Conference Room.

Jon M. Biggs, Secretary

CITY OF PACIFIC GROVE
PLANNING COMMISSION

MINUTES

July 21, 2005
Tape 05-15
6:00 p.m.
Council Chambers, Pacific Grove City Hall

1. **ROLL CALL**

Roll Call

Present: Bailey, Davis (Chair), D. Miller, Obbink, Riddell
Absent: E. Miller
Vacancies: One
Staff: Biggs, Nelson

2. **MINUTES**

Dan Miller stated that there was an omission in the July 7, 2005 minutes with regard to a question he had raised concerning the 450 Asilomar Avenue project which had come before the Architectural Review Board on June 28, 2005 but was continued, and for this reason he did not call the item up for review by the Planning Commission at the July 7th meeting. The proposed amendment is to allow exterior alterations and an addition to a new single-family dwelling currently under construction. Miller requested that the July 7, 2005 minutes be amended to reflect this.

**Minutes
approved
with change
to minutes
of 7/7/05**

On a motion by Bailey-Riddell the Commission voted 5-0 to **approve the following minutes, subject to the change indicated below:**

- Minutes of the special site review meeting of June 28, 2005;
- Minutes of the special meeting of June 30, 2005;
- Minutes of the regular meeting of July 7, 2005, with the following change:

Item 8 of the Minutes of July 7, 2005 is amended by adding an additional bulleted section to read as follows:

- Dan Miller posed a question about the Architectural Review Board's action concerning a proposed amendment to the project approvals for a residence under construction at 450 Asilomar Avenue, and advised that he had not sought to call up the item for review by the Planning Commission because, as informed by staff, the Architectural Review Board had taken no action on the project other than to continue consideration of the item to a future meeting.

3. COMMENTS FROM THE PUBLIC

None.

**Public
Comment**

4. REQUESTS FOR CONTINUANCE OR WITHDRAWAL

None.

**Continuances/
Withdrawals**

5. CONSENT AGENDA

On a motion by Obbink-D. Miller the Commission voted 5-0 to **approve the consent agenda** based on the suggested findings and subject to the terms and conditions contained in the staff report prepared for the meeting of July 21, 2005.

**Consent
Agenda**

- 5.A** A public hearing to consider Use Permit Application No. 2856-05, Variance Application No 05-1685, and Tree Permit No. CDD 57776
PROJECT ADDRESS: 1324 Lawton Avenue
APPLICANT: International Design Group
PROJECT DESCRIPTION: Construct additions to the front and rear of a single-family residence. The proposed project results in building coverage that exceeds the maximum permitted and the property does not meet the minimum off-street parking requirement. The project includes tree trimming. (Staff: Nelson)

**UP 2856-05;
Variance
05-1685; and
Tree Permit
CDD 57776
*approved***

Correspondence Received:

- Letter dated 7/19/05 from owners Kent and Laura Headley, indicating their willingness to comply with all terms and conditions proposed in the staff report.

6. REGULAR AGENDA

(COMMISSIONER BAILEY STEPPED DOWN AND LEFT THE ROOM PRIOR TO ITEM 6.A. BECAUSE SHE WAS NOT AT THE MEETING AT WHICH THIS PROJECT WAS INITIALLY PRESENTED TO THE COMMISSION)

- 6.A** A continued public hearing to consider an appeal of the Architectural Review Board's concept approval of Architectural Approval Application No. 3443-05
PROJECT ADDRESS: 214 3rd Street
APPLICANT: Jeff Edmonds
APPELLANTS: Peter Motta and Mary Heney
PROJECT DESCRIPTION: Proposed new detached garage/ accessory building on a site developed with a single-family

**Appeal of
ARB Decision:
*Appeal
denied and
Arch. approval
granted
(Final)***

dwelling. (Staff: Garcia) [Continued from 6/30/05]

Correspondence Received:

- Letter dated 7/12/05 from the appellants, and signed by Mary Heney, Peter Motta, and Jeff Edmonds, indicating their approval of the “new plan” developed cooperatively by the parties.
- Memo from staff enclosing revised drawings representing the “new plan.”

Speakers:

- Jeff Edmonds, designer, presented the revised design.
- Pete Motta, appellant, stated he could accept the revised plans, but asked what the fees would be should he decide to file any additional appeals concerning this project.

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

Dan Miller commended the applicants and appellants for working together to develop a plan all parties could agree to.

On a motion by D. Miller-Obbink, the Commission voted 4-0 to **deny the appeal and grant final approval of Architectural Approval Application No. 3443-05. Approval is based on the standard finding for approval of an architectural approval application.**

(COMMISSIONER BAILEY RETURNED TO HER SEAT)

- 6.B** Continued consideration of the **proposed Library expansion** including (1) Site Plan Review Committee approval, (2) Vacation of a portion of Grand Avenue, (3) General Plan Land Use Designation, (4) Local Coastal Program Land Use Plan & Map Amendment, (5) Local Coastal Program Land Use Designation Change, (6) Local Coastal Program Land Use Designation, (7) Zoning Designation, (8) Use Permit Application, (9) Architectural Approval Application, (10) Tree Removal Permit Application, (11) Lot Line Adjustment Application, and (12) Water Allocation Request.

PROJECT ADDRESS: **550 Central Avenue (Pacific Grove Library), 560 Central Avenue (Jewell Park), and Grand Avenue between Central Avenue and Park Place**

APPLICANT: City of Pacific Grove

PROJECT DESCRIPTION: Proposed expansion to the Pacific Grove Public Library which includes the vacation of the portion of Grand Avenue between Central Avenue and Park Place and converting vehicle traffic on Park Place to one-way eastbound and

**Library
Expansion
public
comment
(Cont. to
8/4/05)**

converting vehicle traffic on Fountain Avenue between Park Place and Central Avenue to one-way southbound. The Planning Commission will develop a recommendation to the City Council regarding the following applications/requests:

- A Mitigated Negative Declaration and Mitigation Monitoring Program
- Vacation of a portion of Grand Avenue
- Amend the Local Coastal Program Land Use Plan and Map to include a new Public Library land use designation
- Change the current Local Coastal Program Land Use designation of the library site from Medium-High density residential to the new Public Library Local Coastal Program Land Use designation.
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- Assign a Public (P) General Plan Land Use Designation to the vacated portion of Grand Avenue.
- Assign a U zoning designation to the vacated portion of Grand Avenue
- Water Allocation for the proposed project.

The City Council will consider the applications and recommendations of the Planning Commission at a future Council meeting, date to be determined. [Continued from 6/2/05, 6/16/05, and 7/7/05] (Staff: Nelson)

Note: This matter was agendized solely for the purpose of receiving public comment. At the July 7, 2005 meeting the Commission continued deliberation of this item to the regular meeting of August 4, 2005 to allow more commissioners to be present.

The Chairman opened the public hearing.

Correspondence Received Since July 7th Hearing:

- Memo from staff submitting copy of the Notice of Request for Proposal for Library Architect Services for the Library Expansion Project dated 3/7/02 (to be included in Library packet in subsection 7, numbered 7-1 through 7-31).
- Letter dated 7/19/05 from Thomas and Marjory Ingersoll, in opposition to expanding the library outside of the current city block.

Speakers:

- Becky Ozeki, in attendance with her daughters, spoke in support.
- Marty Meehan spoke in opposition to closure of Grand Avenue, and went on to state that the traffic study was inadequate and should have included the entire city.
- David Hines spoke in opposition to loss of view. Would prefer construction of meeting room in Jewell Park with no closure of Grand Avenue.
- John Anderson and family spoke in support, stating that you can still see the ocean view.
- Frances Grate spoke in opposition, stating that an environmental impact report should be required.
- Carmelita Garcia spoke in opposition.
- Frances Payne Adler, spoke in support, adding that current configuration of the library made patrons feel like they were entering through the back door, diminishing importance of the library. Stated that tying in park and main entrance was a brilliant idea.
- Ken Wurzburger spoke in opposition and reiterated points made by Frances Grate.

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

Dan Miller would like to see the grass repainted, as mowing obliterated the outline.

Linda Bailey would like to see more netting to depict the trellis.

7. CITY COUNCIL ACTIONS

Staff reported.

**City
Council**

8. ARCHITECTURAL REVIEW BOARD ACTIONS

- Received the Minutes of the July 12, 2005 Architectural Review Board site review meeting.
- Received the Minutes of the July 12, 2005 Architectural Review Board regular meeting.
- Staff reported.

ARB

9. HISTORIC RESOURCES COMMITTEE ACTIONS

Staff reported.

HRC

10. CORRESPONDENCE

None.

**Corres-
pondence**

11. COMMITTEE REPORTS

- Riddell presented overview of meeting with staff concerning implementing ordinances of the Local Coastal Program and noted there was a lot of work to be done.
- Obbink stated that the archaeological committee still needs to get going. Davis reported that much work remained to be done on the archaeology guidelines.

**Committee
Reports**

12. REPORTS OF COMMISSIONERS

None.

**Commissioner
Reports**

13. REPORT OF COMMUNITY DEVELOPMENT DIRECTOR

Director Biggs reported on the Housing Division's recent success in obtaining a \$720,000 CDBG grant.

**Director's
Report**

14. ADJOURNMENT:

There being no further business, the Chair adjourned the meeting at 7:03 p.m.

Jon M. Biggs, Secretary