



**AGENDA SUMMARY  
PLANNING COMMISSION SPECIAL MEETING  
TUESDAY, NOVEMBER 15, 2016  
6:00 P.M.  
ARROYO GRANDE WOMAN'S CLUB AND COMMUNITY CENTER  
211 VERNON STREET, ARROYO GRANDE**

**1. CALL TO ORDER:**

**2. ROLL CALL**

**3. FLAG SALUTE:**

**4. AGENDA REVIEW:**

The Commission may revise the order of agenda items depending on public interest and/or special presentations.

**5. COMMUNITY COMMENTS AND SUGGESTIONS:**

This public comment period is an invitation to members of the community to present issues, thoughts, or suggestions on matters not scheduled on this agenda. Comments should be limited to those matters that are within the jurisdiction of the Planning Commission. The Brown Act restricts the Commission from taking formal action on matters not published on the agenda. The Commission requests that public comment be limited to three (3) minutes and be accompanied by voluntary submittal of a "speaker slip" to facilitate meeting organization and preparation of the minutes.

**6. WRITTEN COMMUNICATIONS:**

Correspondence or supplemental information for the Planning Commission received after Agenda preparation. In compliance with the Brown Act, the Commission will not take action on correspondence relating to items that are not listed on the Agenda, but may schedule such matters for discussion or hearing as part of future agenda consideration.

**7. CONSENT AGENDA:**

**7.a. APPROVAL OF MINUTES**

Recommended Action: Approve the minutes of the October 4, and November 1, 2016 meetings.

Documents:

[10-04-16Minutes Draft.pdf](#)

[11-01-16Minutes Draft.pdf](#)

**8. PUBLIC HEARINGS:**

**8.a. CONTINUED CONSIDERATION OF VESTING TENTATIVE PARCEL MAP 15-001 AND PLANNED UNIT DEVELOPMENT 15-001; SUBDIVISION OF ONE (1) LOT INTO FOUR (4) LOTS AND CONSTRUCTION OF FOUR (4) ONE-BEDROOM SINGLE FAMILY ATTACHED RESIDENCES; LOCATION – 1177 ASH STREET; APPLICANT – JEFFREY EMRICK**

Recommended Action: It is recommended that the Planning Commission adopt a Resolution approving Vesting Tentative Parcel Map 15-001 and Planned Unit Development 15-001.

Documents:

[PC 2016-11-15\\_8a VTPM 15-001 PUD 15-001 1177 Ash Street.pdf](#)

**8.b. CONSIDERATION OF DEVELOPMENT CODE AMENDMENT 15-001; LOCATION – ARROYO GRANDE VILLAGE AREA; APPLICANT – VERIZON WIRELESS**

Recommended Action: It is recommended that the Planning Commission continue this item to a date certain of December 20, 2016.

Documents:

[PC 2016-11-15\\_8b DCA 15-001 Village Area.pdf](#)

**9. NON-PUBLIC HEARING ITEMS:**

**9.a. CONSIDERATION OF STAFF PROJECT 15-011; REVIEW OF DRAFT SCOPE OF WORK FOR THE 2016/17 PARKING STUDY; LOCATION – CITYWIDE**

Recommended Action: It is recommended the Planning Commission review the draft scope of work prepared for the 2016/17 parking study and provide feedback to address the Commission's parking concerns.

Documents:

[PC 2016-11-15\\_9a STAFF 15-001 Parking Scope of Work.pdf](#)

**10. NOTICE OF ADMINISTRATIVE DECISIONS:**

This is a notice of administrative decision for Minor Use Permits, including any approvals, denials or referrals by the Community Development Director. An administrative decision must be appealed or called up for review by the Planning Commission by a majority vote.

**10.a. NOTICE OF ADMINISTRATIVE DECISIONS SINCE NOVEMBER 1, 2016**

Documents:

[PC 2016-11-15\\_10a Administrative Decisions.pdf](#)

**11. COMMISSION COMMUNICATIONS:**

Correspondence/Comments as presented by the Planning Commission.

**12. STAFF COMMUNICATIONS:**

Correspondence/Comments as presented by the Community Development Director.

**13. ADJOURNMENT**

All staff reports or other written documentation, including any supplemental material distributed to a majority of the Planning Commission within 72 hours of a regular meeting, relating to each item of business on the agenda are available for public inspection during regular business hours in the Community Development Department, 300 E. Branch Street, Arroyo Grande. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. To make a request for disability-related modification or accommodation, contact the Legislative and Information Services Department at 805-473-5414 as soon as possible and at least 48 hours prior to the meeting date.

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**ACTION MINUTES  
SPECIAL MEETING OF THE PLANNING COMMISSION  
TUESDAY, OCTOBER 4, 2016  
ARROYO GRANDE WOMAN'S CLUB AND COMMUNITY CENTER  
211 VERNON STREET  
ARROYO GRANDE, CALIFORNIA**

**1. CALL TO ORDER**

Chair George called the Special Planning Commission meeting to order at 6:00 p.m.

**2. ROLL CALL**

Planning Commission: Commissioners Terry Fowler-Payne, John Keen, John Mack, Glenn Martin, and Lan George were present.

Staff Present: Community Development Director Teresa McClish, Planning Manager Matt Downing, Interim City Engineer Jim Garing, Traffic Consultant Nate Stong, and Secretary Debbie Weichinger were present.

**3. FLAG SALUTE**

Commissioner Martin led the flag salute.

**4. AGENDA REVIEW**

Commissioner Fowler-Payne moved to hear Item 10. before Item 8.a. Commissioner Martin seconded and the motion passed on a 5-0 voice vote.

**5. COMMUNITY COMMENTS AND SUGGESTIONS**

Patty Welsh, stated the City needs to provide training for the Commissioners and thanked them for their service.

**6. WRITTEN COMMUNICATIONS**

The Commission received the following material after preparation of the agenda:

1. Memo from Community Development Director McClish dated October 4, 2016 regarding additional correspondence for Agenda Item 8.a.
2. Memo from Community Development Director McClish dated October 4, 2016 regarding Turning Movement Report, prepared by Metro Traffic Data for Agenda Item 8.a.

**7. CONSENT AGENDA**

**7.a. Consideration of Approval of Minutes.**

Commissioner Mack stated the minutes lacked comments and discussion. Community Development Director McClish stated the minutes are "Action Minutes".

Action: Commissioner Keen moved to approve the minutes of the Regular Planning Commission Meeting of September 20, 2016, as submitted. Commissioner Martin seconded, and the motion passed upon the following roll call vote:

**AYES:** Keen, Martin, Fowler-Payne, George  
**NOES:** Mack  
**ABSENT:** None

**10. NOTICE OF ADMINISTRATIVE DECISIONS SINCE SEPTEMBER 20, 2016**

This is a notice of administrative decision for Minor Use Permits, including any approvals, denials or referrals by the Community Development Director. An administrative decision must be appealed or called up for review by the Planning Commission by a majority vote.

<b>Case No.</b>	<b>Applicant</b>	<b>Address</b>	<b>Description</b>	<b>Action</b>	<b>Planner</b>
ARCH 16-004	Mike Ventrella	318 Grace Lane	New Single Family Home	A	S. Anderson
ARCH 16-007	Camay Arad	148 W. Branch Street	Replacement of Awnings	A	S. Anderson
PPR 16-015	David Montanaro	265 N. Elm Street	New Vacation Rental	A	S. Anderson

Commissioner Keen stated he has a conflict on PPR 16-015 and would need to recuse himself if it were to be considered by the Commission.

Chair George was presented a photograph regarding PPR 16-015, 265 N. Elm Street, that shows parking is impacted. Planning Manager Downing stated the parking is sufficient for the site and there is no requirement for additional parking for the vacation rental.

**8. PUBLIC HEARINGS**

**8.a. CONTINUED CONSIDERATION OF THE EAST CHERRY AVENUE SPECIFIC PLAN PROJECT (GENERAL PLAN AMENDMENT 15-001; DEVELOPMENT CODE AMENDMENT 15-001; SPECIFIC PLAN 15-001; VESTING TENTATIVE TRACT MAP 15-001; CONDITIONAL USE PERMIT 15-004; CONDITIONAL USE PERMIT 16-001) AND ENVIRONMENTAL IMPACT REPORT; LOCATION – EAST CHERRY AVENUE AND TRAFFIC WAY; APPLICANTS – SRK HOTELS, MANGANO HOMES, INC., AND ARROYO GRANDE VALLEY JAPANESE WELFARE ASSOCIATION**

Community Development Director McClish stated that this item is a continuation of deliberations from the September 20th Commission meeting.

Planning Manager Downing presented the staff report addressing water, traffic impact analysis, piecemealing of development; ag mitigation; parking; residential lot sizes compared to the neighborhood; and identified modified Conditions of Approval for the proposed project.

Chair George stated that this is a continued item from the last meeting, the public comment period is closed, and that the Commission may finish their deliberations on the proposed project.

After discussion, it was moved by Commissioner Mack to open the meeting for public comment. Chair George suggested the motion be amended to have a time restriction so the Commission may finish deliberations. Commissioner Martin seconded the motion.

Commissioner Mack amended the motion to allow public comment until 9:00 pm. Commissioner Martin seconded, and the motion was passed upon the following roll call vote:

**AYES:** Mack, Martin, Fowler-Payne, George  
**NOES:** Keen  
**ABSENT:** None

Community Development Director McClish, Consultant Stong, Interim City Engineer Garing, EIR Project Manager Rita Bright responded to questions from the Commission relating to potential resolution modifications; the existing well; evaluation of water use for ag production; vehicle recharging stations; grey water; Traffic Way and South Traffic Way traffic; line of sight on Traffic Way; reduced residential density; anticipated price of the homes; Santa Maria Valley Groundwater Basin Adjudication; metered water/metered well; irrigation meters; Lopez water and the project's impacts; size/speed/construction of future roundabouts; project review by Caltrans; semi-trucks traveling through future roundabouts; developer's participation in funding future roundabout; that the size of the parcel is not significant for continued agricultural production; and massing of homes on Subarea 2.

Carol Florence, Principal Planner, Oasis, recommended that the Commission certify the EIR and adopt the Specific Plan; she said at the last meeting she asked that the hotel development on Subarea 1 be deferred from the entitlement package; presented the proposed modifications; and explained the contribution of fair share traffic mitigation for future intersection improvements on West Branch Street.

Andy Mangano addressed questions regarding three car garages; widening the alley with the reduction of homes, making a portion of the alley standard street width; additional on-street parking; adding parking by widening the lots; guest parking; and single story homes versus two story homes.

Chair George opened the public hearing:

Jeffery Purchin, owner of Five Cities Swim School, Traffic Way, expressed safety is his concern and suggested making Cherry Lane and Traffic Way four lanes.

Deborah Love, presented slides; asked if there has been an adjustment made in the General Plan with Diablo Canyon power plant closing, which will create a financial impact; how will widening of East Cherry happen; expressed concern with the high school traffic and stated it does impact people coming off the freeway; suggested turning houses on Cherry to interior so garages are on the project site; remove alley and take out second row of houses, which will allow more parking; this will provide for bigger lots; supports reducing the number of homes from 58 to 44; suggested smaller/no chain hotel and restaurant and smaller shops; and hotel site should not be too close to the trailer park.

Patty Welsh, stated her concern with water; questioned the "Gentlemen's Agreement" for the Santa Maria Valley Groundwater Basin; future roundabouts; and is against the proposed project.

Vard Ikeda, representative of the Japanese Welfare Association, Subarea 3, explained why this project needs to be part of the Specific Plan. Speaking as a farmer, Subarea 2 is a constant worry with the noise and dust; supports the traffic improvements that will be made and is disappointed in the reduced number of homes as it impacts affordability; and asked the Commission to support the Specific Plan.

Gary Kobara, farmer and representative of the Japanese Welfare Association, Subarea 3, stated he would rather see the property get a higher density with lower priced homes; and asked the Commission to support the Specific Plan.

LeAnn Akins, Cornwall Avenue, presented a letter regarding the Specific Plan from residents that were unable to attend the meeting and presented an additional petition (added names to the

September 20, 2016 petition) opposing the project; she expressed concern with the infrastructure of adding effluent to the South San Luis Obispo County Sanitation District treatment plant, which needs to be updated; she is concerned with retaining local businesses; and asked if developer will support local businesses/employees when building.

Robert Johnson, East Cherry Avenue, suggested installation of a stop sign at Traffic Way off ramp as an immediate improvement; would like to see residents on South Traffic Way be able to use El Campo Road to get to their homes; and supports the developers reduction of houses in the project.

Shirley Gibson, Halcyon, stated she sees a major compromise by the developer, is sympathetic to the Japanese Welfare Association, and that the traffic signal at the three-way stop on Traffic Way will improve the traffic.

Upon hearing no further comments, Chair George closed the public hearing.

Commissioner Martin stated he supports the project as proposed; he said the addition of the project will mitigate some of the traffic issues; applauds the applicant's recognition and support for participating in the solution of the potential traffic issues; appreciates the condition added limiting the building permits in the event of a moratorium; the City needs more medium density affordable housing; and is ready to recommend approval of the project.

Commissioner Mack stated the EIR still needs to be looked at even with the hotel being deferred; Caltrans should be consulted regarding Traffic Way off-ramp and Traffic Way and include their recommendations in the EIR; is in support of Subarea 3; can support Subarea 2 if it can show it is water neutral and a benefit to the City; concern with sewer as the Sanitation District is at its breaking point; concern that the Planning Commission is changing policy regarding the LESA standard, which should go before the City Council; concern with the traffic issues, i.e. Traffic Way; the PUD should accommodate guest parking; there is a discrepancy of cost of the traffic solution as there may be properties that need acquisition; would like to see Subarea 3 move forward independently; water and traffic issues need to be addressed now; the Commission is rezoning agricultural to multi-family, which is not in the General Plan; and would recommend denial of the project and let the City Council address issues.

Commissioner Keen stated he is in favor of moving forward with the project with the additional conditions; is convinced water is offset for this project; if Subarea 3 needs irrigation water, would rather see them use the ag well; the future roundabout and developer's percentage is adequately handled; the traffic signal will help that intersection; in agreement with the conditions in Attachment 3 of the staff report; and in favor of removing CUP 16-001 (Subarea 1).

Commissioner Fowler-Payne stated her concern with water; suggested staff talk with Caltrans regarding project/South Traffic Way; not opposed to the residential; concerned with not amending the EIR taking out the hotel and see what water and traffic impacts will be; concern with health issues with the Lopez water; concerned with traffic; opposes the future roundabouts; cannot support the EIR unless the impacts from the hotel are removed; suggested that the Japanese Welfare Association (JPA), Subarea 3 do a Lot Line Adjustment/Vesting Rights; due to a structure burning they would not have to pay any building fees; the setback does not apply to ag zoning; not totally opposed to the project; still has unanswered question from the last meeting; would like to see a Focused EIR for only the residential and JWA; and is not opposed to the residential project but still concerned about water.

Chair George spoke in support of the project.

Action: Commissioner Martin moved to adopt a resolution entitled “**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ARROYO GRANDE RECOMMENDING THE CITY COUNCIL APPROVE THE EAST CHERRY AVENUE SPECIFIC PLAN PROJECT (GENERAL PLAN AMENDMENT 15-001; DEVELOPMENT CODE AMENDMENT 15-001 SPECIFIC PLAN 15-001; VESTING TENTATIVE TRACT MAP 15-001; CONDITIONAL USE PERMIT 15-004); AND CERTIFY THE ASSOCIATED ENVIRONMENTAL IMPACT REPORT AND RELATED CEQA FINDINGS; LOCATION – EAST CHERRY AVENUE AND TRAFFIC WAY; APPLICANTS – SRK HOTELS, MANGANO HOMES, INC., AND ARROYO GRANDE VALLEY JAPANESE WELFARE ASSOCIATION**” as modified with the following 1) Administrative edits throughout the Resolution to appropriately reflect date action is taken. 2) Modify conditions on page 20 and page 46 – modify “[Date]” to June 30. 3) Add a condition to Subarea 2 for greywater systems, to read: “Residences shall include a dual water use system, with separate connections for potable and non-potable water, with the latter intended for use on landscaping, as proposed by the applicant”. 4) Modify condition 141 on Page 37 and 38 to require road improvements prior to issuance of a building permit. 5) Modify conditions 152 and 153 on Page 66 to require traffic signal installation and road improvements prior to issuance of a building permit. 6) Modify condition 147 on Page 94 to require road improvements prior to issuance of a building permit. 7) Add a condition of approval to Subarea 1 to require electric vehicle charging stations be installed, to read: “Any future development shall include the installation of two (2) electric vehicle charging facilities on Subarea 1, in locations determined by the Community Development Director”. 8) Add a condition of approval to Subarea 2 to require electric vehicle charge facilities be installed, to read: “Any future development shall include the installation of electric vehicle charging connections within residential garage in Subarea 2. 9) Add a condition of approval that requires all homes in Subarea 2 to be Solar Ready. 10) Add a condition of approval that prohibits issuance of building permits for one (1) year due to drought concerns. 11) The reduction of lots facing on East Cherry and reflected across alley, from 12 to 9, reducing the total number of buildable sites to 51. 12) Add one (1) covered or uncovered parking space for a single additional vehicle on each lot in the alley. 13) widen the alley way from the interior street to Cherry to meet City standards. and 14) Defer Conditional Use Permit 16-001, retaining the infrastructure as offered by the applicant.

Commissioner Keen said on page 42, to strike Condition of Approval 22, as electrical panels should only be required in Subarea 1.

Chair George asked for clarification of parking spots in Condition of Approval 12. Commissioner Martin stated 1 spot for each lot which equals a total of 18 parking spots.

Commissioner Keen seconded, and the motion passed with the two clarifications above on the following roll call vote:

**AYES:** Martin, Keen, George  
**NOES:** Fowler-Payne, Mack  
**ABSENT:** None

Chair George called for a break at 8:37 pm and reconvened at 8:46 pm.

## **9. NON-PUBLIC HEARING ITEM**

### **9.a. CONSIDERATION OF PLANNING COMMISSION APPOINTMENT TO THE COMMUNITY SERVICE GRANT PANEL**

Planning Manager Downing presented the staff report. It was the consensus of the Commission that Chair George be appointed to the Community Service Grant Panel, and Commissioner Martin appointed as the alternate.

**11. COMMISSION COMMUNICATIONS**

In response to Commissioner Fowler-Payne's concern, Community Development Director McClish stated she will contact the Utility staff that works with Zone 3 with regard to chemicals in the Lopez water.

Commissioner Mack reported that the owner of the PUD on Ash Street has been cutting and clearing the trees and modified the drip line. Commissioner Fowler-Payne added that the new owner cut one tree down. Chair George asked how it works when the Commission has Conditions of Approval that are disregarded. Community Development Director McClish indicated she is aware and will follow up on the details of what happen and report back to the Commission. Depending on the type of violation there are fines that could apply to illegal tree removal. In answer to Commissioner Keen, Director McClish said the conditions are placed on the front page of plan sets and follow the land.

**12. STAFF COMMUNICATIONS**

Director McClish reminded the Commission about the SLO County Planning Academy.

In response to Commissioner Fowler-Payne, Director McClish stated the City was not going to hold a workshop for the Harvest Festival.

**13. ADJOURNMENT**

On motion by Chair George, seconded by Commissioner Keen and unanimously carried, the meeting adjourned at 9:05 p.m.

**ATTEST:**

\_\_\_\_\_  
**DEBBIE WEICHINGER  
SECRETARY TO THE PLANNING COMMISSION**

\_\_\_\_\_  
**LAN GEORGE, CHAIR**

(Approved at PC Meeting November 1, 2016)

**ACTION MINUTES  
SPECIAL MEETING OF THE PLANNING COMMISSION  
TUESDAY, NOVEMBER 1, 2016  
ARROYO GRANDE WOMAN'S CLUB AND COMMUNITY CENTER  
211 VERNON STREET  
ARROYO GRANDE, CALIFORNIA**

**1. CALL TO ORDER**

Chair George called the Special Planning Commission meeting to order at 6:00 p.m.

**2. ROLL CALL**

Planning Commission: Commissioners Terry Fowler-Payne, John Mack, Glenn Martin, and Lan George were present. Commissioner John Keen was absent.

Staff Present: Planning Manager Matt Downing and Secretary Debbie Weichinger were present.

**3. FLAG SALUTE**

Chair George led the flag salute.

**4. AGENDA REVIEW**

None

**5. COMMUNITY COMMENTS AND SUGGESTIONS**

None

**6. WRITTEN COMMUNICATIONS**

The Commission received the following material after preparation of the agenda:

1. Memo from Community Development Director McClish dated October 31, 2016 regarding additional correspondence for Agenda Item 8.a.
2. Memo from Community Development Director McClish dated November 1, 2016 regarding Agenda Item 8.a., requesting to continue item to a date certain of November 15, 2016.

**7. CONSENT AGENDA**

It was the consensus of the Commission to review the items on the Consent Agenda.

**7.a. Consideration of Approval of Minutes.**

In response to questions by Chair George, Planning Manager Downing said that the Resolution for Item 8.a of the October 4<sup>th</sup> minutes will be reviewed and will make modifications accordingly.

**Action:** Chair George moved, and Commissioner Martin seconded the motion to continue Item 7.a. to the next Commission meeting. The motion passed on the following voice vote:

**AYES:** George, Martin, Fowler-Payne, Mack

**NOES:** None

**ABSENT:** Keen

**7.b. Consideration of Time Extension 16-001; Location – 318 Short Street; Applicant – Bob Christianson.**

**Action:** Commissioner Mack moved, and Commissioner Martin seconded the motion to approve Time Extension 16-001. The motion passed on the following voice vote:

**AYES:** Mack, Martin, Fowler-Payne, George  
**NOES:** None  
**ABSENT:** Keen

**7.c. Consideration of Lot Line Adjustment 16-002; Location – 504 and 512 Ide Street; Applicant – David and Jessica Iwerks; Representative – Leaha Magee, MBS Land Surveys.**

In response to questions by the Commission, Planning Manager Downing said the purpose of the Lot Line Adjustment is so the owner can expand his home in the future; gave the location of the tree near the fence line; and indicated the plan could be marked for the oak tree to be protected under the Community Tree Program; and that the street trees are to be planted at the time of building permit.

**Action:** Commissioner Martin moved to adopt a Resolution approving Lot Line Adjustment No. 16-002, as modified to include a notation acknowledging the oak tree preservation Ordinance and the specific location of the oak tree. Chair George seconded the motion. The motion passed on the following roll call vote:

**AYES:** Martin, George, Fowler-Payne, Mack  
**NOES:** None  
**ABSENT:** Keen

**8. PUBLIC HEARINGS**

**8.a. CONTINUED CONSIDERATION OF VESTING TENTATIVE PARCEL MAP 15-001 AND PLANNED UNIT DEVELOPMENT 15-001; SUBDIVISION OF ONE (1) LOT INTO FOUR (4) LOTS AND CONSTRUCTION OF FOUR (4) ONE-BEDROOM SINGLE FAMILY ATTACHED RESIDENCES; LOCATION – 1177 ASH STREET; APPLICANT – JEFFREY EMRICK**

Chair George stated that the Commission received a memo from staff, indicating the applicant is requesting to continue this item to a date certain of November 15, 2016.

Individual Commissioners provided the following comments/concerns: if the proposal is consistent with the zoning district; expressed concern with the parking issues on the street i.e. commercial trucks; suggested the trash can location be located in front of the clustered mail boxes with a red curb so the trucks do not need to go down the alley and would help with visibility for vehicles coming out of the driveway; would like the correct color renderings; and would like to have the actual color board.

Planning Manager Downing said he will update the Commission on the status of Neighborhood Services enforcement of the commercial trucks parking along Ash Street at the next meeting when the item is considered.

Chair George opened the public hearing:

Doree Rodgers, Ash Street, provided the following comments: Ash Street is congested, there is no parking; the garbage cans are moved from the street to the sidewalk so people can park; spoke against the proposed project.

Alison Dumas, Ash Street, provided the following comments: said parking and water is a problem, and is against the proposed project.

Upon hearing no further comments, Chair George closed the public hearing.

**Action:** Chair George moved, and Commissioner Martin seconded the motion to continue this item to a date certain of November 15, 2016. The motion passed on the following roll call vote:

**AYES:** George, Martin, Fowler-Payne, Mack  
**NOES:** None  
**ABSENT:** Keen

**9. NON-PUBLIC HEARING ITEM**

9.a. None

**10. NOTICE OF ADMINISTRATIVE DECISIONS SINCE OCTOBER 4, 2016**

This is a notice of administrative decision for Minor Use Permits, including any approvals, denials or referrals by the Community Development Director. An administrative decision must be appealed or called up for review by the Planning Commission by a majority vote.

<b>No.</b>	<b>Case</b>	<b>Applicant</b>	<b>Address</b>	<b>Description</b>	<b>Action</b>	<b>Planner</b>
MEX 16-008		James R. Murphy	113 N. Mason Street	Replacement of a 7'6" fence	A	S. Anderson
PPR 16-016 and ASP 16-022		Willis & Bennett, Inc.	405 E. Branch Street	Establishment of a new location and signage for a relocated business.	A	P. Holub
TUP 16-022		South County Historical Society	128 Bridge Street	Annual rummage sale. Saturday, November 5 <sup>TH</sup> , 2016, from 8:00 AM to 2:00 PM and Sunday, November 6 <sup>TH</sup> , 2016 from 11:00 AM to 1:00 PM	A	P. Holub

In answer to Commissioner Fowler-Payne's question, Planning Manager Downing said the maximum height of the fence will be 7'6".

**11. COMMISSION COMMUNICATIONS**

Commissioner Martin stated he is attending the APA Academy in San Luis Obispo. He also attended to Annual APA Conference in Pasadena and reported he has learned a lot.

**12. STAFF COMMUNICATIONS**

Tree Removal – 1029 Ash Street: On motion of Chair George, and seconded by Commissioner Mack it was moved that the Tree Removal – 1029 Ash Street be agendized at a future available meeting.

After discussion, the motion was amended by Commissioner Mack that staff include exhibits showing the approved plans with drip lines before and after tree removals and arborist information. Chair George agreed with the modification. The motion passed on the following roll call vote:

**AYES:** George, Mack, Fowler-Payne, Martin  
**NOES:** None  
**ABSENT:** Keen

Planning Manager Downing gave a report on his attendance at the APA State Conference held in Pasadena.

Commissioner Mack asked about the Parking Standards. Planning Manager Downing reported that the scope of work is tentatively scheduled for the next Commission meeting.

**13. ADJOURNMENT**

On motion by Chair George, seconded by Commissioner Mack and unanimously carried, the meeting adjourned at 6:53 p.m.

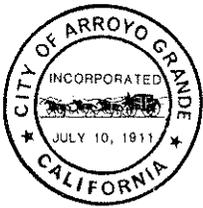
**ATTEST:**

\_\_\_\_\_  
**DEBBIE WEICHINGER  
SECRETARY TO THE PLANNING COMMISSION**

\_\_\_\_\_  
**LAN GEORGE, CHAIR**

(Approved at PC Meeting \_\_\_\_\_)

DRAFT



## MEMORANDUM

**TO:** PLANNING COMMISSION

**FROM:** TERESA McCLISH, COMMUNITY DEVELOPMENT DIRECTOR

**BY:** *KH.* KELLY HEFFERNON, ASSOCIATE PLANNER

**SUBJECT:** CONTINUED CONSIDERATION OF VESTING TENTATIVE PARCEL MAP 15-001 AND PLANNED UNIT DEVELOPMENT 15-001; SUBDIVISION OF ONE (1) LOT INTO FOUR (4) LOTS AND CONSTRUCTION OF FOUR (4) ONE-BEDROOM SINGLE-FAMILY ATTACHED RESIDENCES; LOCATION – 1177 ASH STREET; APPLICANT – JEFFREY EMRICK

**DATE:** NOVEMBER 15, 2016

### RECOMMENDATION:

It is recommended that the Planning Commission adopt a Resolution approving Vesting Tentative Parcel Map 15-001 and Planned Unit Development 15-001.

### IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

None.

### BACKGROUND:

Location



**PLANNING COMMISSION  
CONSIDERATION OF VTPM 15-001 AND PUD 15-001; 1177 ASH STREET  
NOVEMBER 15, 2016  
PAGE 2**

The subject property is an undeveloped parcel located on Ash Street between Walnut and Elm Streets behind an existing residence in the Multi-Family (MF) zoning district. The 0.22-acre site is surrounded by single and multi-family residential development on all sides and is accessed by an eighteen foot (18') wide easement on the east side of the property. A 15" diameter Coast Live Oak tree is located on the eastern property line behind the back of sidewalk and is proposed to remain. The property is mostly flat with a two foot (2') drop from north to south.

Planning Commission

The Planning Commission considered this project on July 5, 2016. Public comments focused on issues of parking, additional traffic on Ash Street, trash pickup location, high density on a small site, basketball court nuisance, fence maintenance, water availability, mailbox location, and postal carrier conflict with parked cars. Commissioner comments focused on these concerns as well as the architecture, and the Commission continued consideration of the project to a date uncertain. The Commission also directed the applicant to revise the architecture for Architectural Review Committee consideration and recommendation. The Planning Commission meeting minutes are included as Attachment 1.

Architectural Review Committee

The Architectural Review Committee (ARC) first considered this project on June 6, 2016 and discussed issues related to open space requirements, density unit calculations, adequacy of guest parking, and landscaping. The ARC unanimously recommended approval with a condition that the *Myoporum Parvifolium* be replaced with a different drought-tolerant species on the landscape plan that does not grow as wide.

The ARC considered the project revisions on September 19, 2016 and unanimously recommended approval with conditions related to landscaping and widening of the fin at the west side profile for increased architectural detailing (see Attachment 2 for meeting minutes).

**ANALYSIS OF ISSUES:**

Project Description

The proposed project consists of subdividing a 0.22-acre property into four (4) parcels with an average lot size of 2,360 square feet. The four (4) parcels would be developed with two-story townhomes configured with two (2) buildings of two (2) townhomes connected over a shared property line. Each of the one-bedroom units would provide approximately 875 square feet of living space and an attached 240 square foot one-car garage. Of the 875 square feet of living space, 489 square feet is proposed for the first floor and 386 square feet is proposed for the second floor. Four (4) guest parking spaces are also provided.

Based on comments received at the Planning Commission public hearing on July 5, 2016, the project has been revised as follows:

- Building architecture includes a hipped roof, entry walkway and second floor storage area. The proposed colors and materials have not changed.

**PLANNING COMMISSION  
CONSIDERATION OF VTPM 15-001 AND PUD 15-001; 1177 ASH STREET  
NOVEMBER 15, 2016  
PAGE 3**

- The site plan has been modified to include a ten foot (10') setback for Parcel 4 from the southerly boundary of the site.
- The landscape plan has been modified based on previous comments from the ARC and to incorporate low or ultra-low water use plantings (see Attachment 3 for plant descriptions).
- The basketball half court has been removed.

The applicant has also widened the fin on the rear (west) elevation in response to recent comments from ARC, which is shown on sheet 6 of the project plans.

General Plan

The General Plan designates the subject property for High Density Residential land uses. Development of the proposed project meets Policies LU3-3, LU11-1 and LU11-3 of the General Plan Land Use Element, which state:

**LU3-3:** Accommodate the development of apartment buildings as well as condominium and townhouses in areas designated as Multiple-Family Residential – High Density (MFR-HD).

**LU11-1:** Require that new developments be at an appropriate density or intensity based upon compatibility with the majority of existing surrounding land uses.

**LU11-3:** Intensity of land use and area population shall be limited to that which can be supported by the area's resource base, as well as circulation and infrastructure systems.

Development Standards

The subject property is zoned Multi-Family (MF). The primary purpose of the MF district is to provide for a variety of residential uses, encourage diversity in housing types with enhanced amenities, or provide transitions between higher intensity and lower intensity uses. The district is also intended as an area for development of small lot single-family detached, single-family attached, and multi-family attached residential dwelling units, planned unit developments, condominiums, and certain senior housing types.

The design of the proposed project as a small lot single-family attached housing project is allowed in the MF zoning district following approval of a Planned Unit Development (PUD). For multi-family dwellings with a residential zoning district, a one-bedroom or studio is equal to 0.5 density units. With a maximum density of nine (9) dwelling units per acre and a 0.22-acre site, the maximum number of units is 1.98. However, pursuant to Development Code Section 16.32.030, all remainders of fifty-one (51) percent or greater shall be rounded to the next higher whole number in the MF zoning district. Therefore, four (4) one-bedroom units equate to two (2) dwelling units consistent with the maximum allowable density. The development standards for the MF district and the proposed project are identified in the following table:

**PLANNING COMMISSION  
 CONSIDERATION OF VTPM 15-001 AND PUD 15-001; 1177 ASH STREET  
 NOVEMBER 15, 2016  
 PAGE 4**

**Table 1: Site Development Standards for the MF Zoning District**

<b>Development Standards</b>	<b>MF District</b>	<b>Parcel 1</b>	<b>Parcel 2</b>	<b>Parcel 3</b>	<b>Parcel 4</b>	<b>Notes</b>
Maximum Density	9	0.5	0.5	0.5	0.5	Code Met
Minimum Building Site	10,000 sq. ft.	2360 sq.ft.	2360 sq.ft.	2360 sq.ft.	2376 sq.ft.	Can adjust with PUD
Minimum lot width	80'	29.87'	29.5'	29.5'	29.5'	Can adjust with PUD
Minimum lot depth	100'	80'	80'	80'	80'	Can adjust with PUD
Minimum front yard setback	20'	24'	24'	24'	24'	Code Met
Minimum interior side yard setback	10'	9.7'; 0'	9.3'; 0'	9.3'; 0'	9.3'; 0'	Can adjust with PUD
Minimum rear yard setback	15'	10'	10'	10'	10'	Can adjust with PUD
Maximum lot coverage	40%	31%	31%	31%	31%	Code Met
Maximum height for buildings	30' or 2 stories, whichever is less	22'	22'	22'	22'	Code Met
Minimum distance between buildings	10'	0'	18.7'	18.7'	0'	Attached dwellings permitted with PUD

As shown in the table above, the proposed project meets most requirements of the Arroyo Grande Municipal Code (AGMC), but requires an approved PUD in order to deviate from the setback and lot dimension standards. This process is used where greater flexibility in design is desired to provide a more efficient use of land than would be possible through strict application of conventional zone or land use district regulations. For example, the building site for the proposed project is much smaller than the minimum building site required by the AGMC. Building sites of this size are typically seen in condominium conversions. However, a PUD can be used to deviate from the minimum building site requirements in exchange for open space and other amenities.

Access and Parking

The project site is accessed from Ash Street via an eighteen foot (18') wide shared driveway. A shared Driveway and Maintenance Agreement has been included with the project to outline responsibilities for the maintenance of the access and common drainage facilities. A driveway easement benefitting the subject property has been recorded on the adjacent developed parcel fronting Ash Street.

**PLANNING COMMISSION  
 CONSIDERATION OF VTPM 15-001 AND PUD 15-001; 1177 ASH STREET  
 NOVEMBER 15, 2016  
 PAGE 5**

Parking for one-bedroom townhome developments is required at a rate of one (1) space in an enclosed garage and 0.5 guest spaces per unit. The proposed project therefore requires four (4) enclosed garage spaces and two (2) total guest spaces. Each unit will have its own enclosed single-car garage as well as one (1) uncovered guest parking space, for a total of four (4) enclosed garage spaces and four (4) uncovered guest parking spaces. Hence, the proposed parking exceeds AGMC requirements by a total of two (2) guest spaces.

Regarding the issue brought up by local residents of commercial truck parking in the neighborhood, the Arroyo Grande Police Department has indicated that a Resolution of the City Council that defines the locations and types of vehicles associated with restricted parking is needed before specific parking restrictions can be enforced. Included as Attachment 4 is a Memorandum from Michael Martinez, Arroyo Grande Police Commander, regarding commercial parking considerations.

Open Space

The applicant proposes to substitute two (2) additional parking spaces in-lieu of providing additional usable open space per Table 16.32.050-C of the Development Code. Below are the calculations for required and proposed open space areas.

**Table 2: Required Open Space Areas**

Lot	1	2	3	4	Total	%
Lot Area	2,360 sq. ft.	2,360 sq. ft.	2,360 sq. ft.	2,376 sq. ft.	9,456 sq. ft.	100%
Private OS	236 sq. ft.	236 sq. ft.	236 sq. ft.	238 sq. ft.	946 sq. ft.	10 %
Common OS	708 sq. ft.	708 sq. ft.	708 sq. ft.	714 sq. ft.	2,838 sq. ft.	30 %
Usable OS	944 sq. ft.	944 sq. ft.	944 sq. ft.	952 sq. ft.	3,784 sq. ft.	40 %

**Table 3: Proposed Open Space Areas**

Lot	1	2	3	4	Total	%
Lot Area	2,360 sq. ft.	2,360 sq. ft.	2,360 sq. ft.	2,376 sq. ft.	9,456 sq. ft.	100%
Private OS	497 sq. ft.	490 sq. ft.	490 sq. ft.	497 sq. ft.	1,974 sq. ft.	20.9 %
Common OS	382 sq. ft.	373 sq. ft.	373 sq. ft.	383 sq. ft.	1,511 sq. ft.	16.0 %
Usable OS	879 sq. ft.	863 sq. ft.	863 sq. ft.	880 sq. ft.	3,485 sq. ft.	36.9 %

As illustrated above, the proposed percentage of private open space is greater than the Development Code requires, while the common and usable open space percentages have decreased. The applicant has provided the following justification for the proposed 3.1% decrease in usable open space:

*"We believe that the proposed one bedroom units will be occupied by a single individual or couple and the need for public passive open space will not be as great as the need for additional on-site guest parking spaces. This is why we are proposing one guest parking space and one garage parking space for each unit where 0.5 parking space and one garage parking space is required by Development Code Section 16.56.060.*

**PLANNING COMMISSION  
CONSIDERATION OF VTPM 15-001 AND PUD 15-001; 1177 ASH STREET  
NOVEMBER 15, 2016  
PAGE 6**

*Additionally, we believe that due to the assumed user profile that additional private open space in lieu of common open space would be desirable.*

Section 16.32.050.E(5)(l)(v) of the Development Code states that *“the Planning Commission may permit minor deviations from open space standards when it can be determined that: A) the objectives underlying these standards can be met without strict adherence to them; and/or B) because of peculiarities in the tract of land or the facilities proposed, it would be unreasonable to require strict adherence to these standards.”* If the Planning Commission determines that the 3.1% reduction in usable open space is a minor deviation given the additional two (2) guest parking spaces, then the project can be considered compliant with open space requirements.

Architecture

The architectural design is modernistic, incorporating a variety of integrated boxy elements composed of stucco and corrugated steel. The architecture was revised to include a hipped roof to help soften the boxy features and a wider fin on the west (rear) elevation to match the front (east) elevation. An entry walkway was also added. The proposed colors and materials have not changed, which include beige and brown stucco on the body of the building, with dark green for the trim, front door, and garage door. The proposed siding at the rear of the building is red corrugated high carbon steel. A color board is included with the project plans.

Landscaping

The previous conceptual landscape plan included four (4) new Brown Pine (*Podocarpus Neriifolius*) trees, one (1) new Improved Myer Lemon tree, one (1) new Dancy Mandarin Orange tree, and four (4) new Asian Pear (*Pyrus Pyrifolia*) trees with drought tolerant shrubs and ground cover. As recommended by the ARC, the fruit trees and *Myoporum Parvifolium* shrubs have been replaced with more appropriate species given the planting site conditions (constrained area with limited solar exposure). The replacement trees include four (4) Alta Southern Magnolias and two (2) Fruitless Olive trees. Attachment 3 provides more detailed information about the plant selection. As recommended by the ARC, a condition has been added to require the final landscape plan to include plant species that can thrive with limited sun exposure and planter area. All landscaping is required to comply with the State's Model Water Efficient Landscape Ordinance adopted by the City prior to issuance of building permit.

**ALTERNATIVES:**

The following alternatives are provided for the Commission's consideration:

- Adopt the attached Resolution, approving Tentative Parcel Map 15-001 and Planned Unit Development 15-001 as proposed;
- Modify and adopt the attached Resolution, approving Tentative Parcel Map 15-001 and Planned Unit Development 15-001;
- Do not adopt the attached Resolution and provide direction regarding findings for denial of the project; or
- Provide direction to staff.

**PLANNING COMMISSION  
CONSIDERATION OF VTPM 15-001 AND PUD 15-001; 1177 ASH STREET  
NOVEMBER 15, 2016  
PAGE 7**

**ADVANTAGES:**

The proposed project will construct additional residential units in an area identified in the General Plan for high density residential development. It is anticipated that the residences will be affordable by design given the compact nature of the overall development and smaller size of the units.

**DISADVANTAGES:**

Open space requirements per Table 16.32.050-C of the Development Code are not fully met. However, Section 16.32.050.E(5)(l)(v) of the Development Code allows flexibility for the Planning Commission to approve minor deviations to open space requirements when the objectives underlying these standards can be met without strict adherence to them. For this project, two (2) additional guest parking spaces have been added. This may be considered an amenity to offset the 3.1% additional usable open space requirement.

**ENVIRONMENTAL REVIEW:**

The project has been reviewed in compliance with the California Environmental Quality Act (CEQA) and determined to be categorically exempt per Section 15315 of the CEQA Guidelines regarding minor land divisions.

**PUBLIC NOTIFICATION AND COMMENT:**

A notice of public hearing was mailed to all property owners within 300' of the project site, published in The Tribune, and posted at City Hall and on the City's website in accordance with Government Code Section 54954.2. The project site was also posted with public hearing information. Two letters were received for the previous public hearing on July 5, 2016 (Attachment 5). No additional comments have been received.

**Attachments:**

1. Planning Commission Meeting Minutes of July 5, 2016
2. Architectural Review Committee Meeting Minutes of September 19, 2016
3. Plant descriptions
4. Memorandum from Michael Martinez, Arroyo Grande Police Commander, dated November 7, 2016
5. Comment Letters
6. Project plans including color and materials board (previously distributed)

## RESOLUTION NO.

### A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ARROYO GRANDE APPROVING VESTING TENTATIVE PARCEL MAP 15-001 AND PLANNED UNIT DEVELOPMENT 15-001; LOCATED AT 1177 ASH STREET; APPLIED FOR BY JEFF EMRICK

**WHEREAS**, the applicant has filed Vesting Tentative Parcel Map 15-001 and Planned Unit Development 15-001 to subdivide a 0.22-acre site into four (4) lots and construct four (4) one-bedroom, 1.5 bath townhome units including a one-car garage per unit and four (4) guest parking spaces; and

**WHEREAS**, the Planning Commission of the City of Arroyo Grande has considered Vesting Tentative Parcel Map 15-001 and Planned Unit Development 15-001 at a duly noticed public hearing on November 15, 2016 in accordance with the Municipal Code of the City of Arroyo Grande; and

**WHEREAS**, the Planning Commission has reviewed the project in compliance with the California Environmental Quality Act (CEQA), the State CEQA Guidelines, and the Arroyo Grande Rules and Procedures for Implementation of CEQA and have determined that this project is categorically exempt per Section 15315 of the CEQA Guidelines; and

**WHEREAS**, the Planning Commission finds, after due study, deliberation and public hearing, the following circumstances exist:

#### **Tentative Parcel Map Findings**

1. The proposed tentative parcel map is consistent with goals, objectives, policies, plans, programs, intent and requirements of the Arroyo Grande General Plan, as well as any Specific Plan, and the requirements of this title;

*The proposed Parcel Map is consistent with the goals, objectives, and policies of the General Plan, specifically Policies LU3-3, LU11-1, and LU11-3 of the General Plan Land Use Element.*

2. The site is physically suitable for the type of development proposed;

*The site is approximately 0.22 acres and is physically suitable for four (4) residences as proposed on a residential infill lot.*

3. The site is physically suitable for the proposed density of development;

*The site is 0.22-acres, is located in the Multi-Family zoning district on a relatively flat site, and is physically suitable for the density of four (4) residences as proposed.*

**RESOLUTION NO.**

**PAGE 2**

4. The design of the tentative parcel map or the proposed improvements are not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat;

*The tentative parcel map is proposed on an infill residential lot and the design of the map and associated improvements are not likely to cause substantial environmental damage.*

5. The design of the subdivision or type of improvements is not likely to cause serious public health problems;

*The design of the parcel map on an infill residential lot and the type of improvements proposed is not likely to cause serious public health problems.*

6. The design of the tentative parcel map or the type of improvements will not conflict with easements acquired by the public at large for access through, or use of, property within the proposed tentative parcel map or that alternate easements for access or for use will be provided, and that these alternative easements will be substantially equivalent to ones previously acquired by the public;

*The project site does not contain any existing public easements and therefore the proposed project will not interfere with any public easements. All existing private easements will remain or be appropriately updated.*

7. The discharge of waste from the proposed subdivision into an existing community sewer system will not result in violation of existing requirements as prescribed by Division 7 (commencing with Section 13000) of the California Water Code;

*The proposed discharge of waste into the existing waste system is conditioned to meet requirements.*

8. Adequate public services and facilities exist or will be provided as the result of the proposed tentative parcel map to support project development;

*Adequate public services and facilities exist for the proposed parcel map and subsequent development.*

**Planned Unit Development Findings:**

1. That the proposed development is consistent with the goals, objectives and programs of the general plan and any applicable specific plan.

*The proposed Parcel Map and subsequent residential development is consistent with the goals, objectives, and policies of the General Plan, specifically Policies LU3-3, LU11-1, and LU11-3 of the General Plan Land Use Element.*

2. That the site for the proposed development is adequate in size and shape to accommodate the use and all yards, open spaces, setbacks, walls and fences, parking area, loading areas, landscaping, and other features required.

*With the flexibility offered by the Planned Unit Development and the modified development standards for lot size and setbacks, the site is adequate to meet the intent of the Multi-Family zoning district.*

3. That the site for the proposed development has adequate access, meaning that the site design and development plan conditions consider the limitations of existing streets and highways.

*The site has adequate common access from Ash Street for the design of the proposed project and the newly created lots.*

4. That adequate public services exist, or will be provided in accordance with the conditions of development plan approval, to serve the proposed development; and that the approval of the proposed development will not result in a reduction of such public services to properties in the vicinity so as to be a detriment to public health, safety or welfare.

*The proposed development is consistent with the General Plan, adequate public services are available to serve the project, and proposed development will not result in a reduction of public services in the vicinity so as to be a detriment to public health, safety or welfare.*

5. That the proposed development, as conditioned, will not have a substantial adverse effect on surrounding property, or the permitted use thereof, and will be compatible with the existing and planned land use character of the surrounding area.

*With the flexibility offered by the Planned Unit Development and the modified development standards for lot size and setbacks, the project will not have an adverse effect on the surrounding property.*

RESOLUTION NO.

PAGE 4

6. That the improvements required, and the manner of development, adequately address all natural and manmade hazards associated with the proposed development and the project site, including, but not limited to, flood, seismic, fire and slope hazards.

*There are no known natural and manmade hazards associated with the proposed development and the project site, including, but not limited to, flood, seismic, fire and slope hazards.*

7. The proposed development carries out the intent of the planned unit development provisions by providing a more efficient use of the land and an excellence of design greater than that which could be achieved through the application of conventional development standards.

*The planned unit development provides a more efficient use of the land by allowing modifications to the development standards for lot size and setbacks and allowing for additional residential lots in the Multi-Family zoning district.*

8. The proposed development complies with all applicable performance standards listed in Section 16.32.050(E).

*The proposed development meets the standards of Planned Unit Developments including open space requirements. Minor deviations from open space standards are allowed when it can be determined that the objectives underlying these standards can be met without strict adherence to them. In this case, the inclusion of the recreational amenity of a half basketball court provides sufficient justification for a 3.1% reduction in usable open space.*

9. The clustering of dwelling units is approved pursuant to a specific plan, planned unit development, or similar mechanism.

*The Planned Unit Development is allowing for the clustering of residences in a small lot, attached format in the Multi-Family zoning district.*

10. The overall permitted density of the project area is not exceeded.

*The overall density of the proposed project is in compliance with the allowable density of the project site. Pursuant to Arroyo Grande Municipal Code Section 16.32.030, all remainders of fifty-one (51) percent or greater shall be rounded to the next higher whole number in the Multiple Family zoning district.*

**RESOLUTION NO.**

**PAGE 5**

11. The resulting project will not require a greater level of public services and facilities than would an equivalent nonclustered project.

*The development resulting from the Planned Unit Development will be of a density consistent with the zoning district and will therefore not require a greater level of public services and facilities than an equivalent nonclustered project.*

12. The result of clustering residential units is a more desirable and environmentally sensitive development plan which creates usable open space areas for the enjoyment of project residents and which preserves significant environmental features.

*The result of clustering lots allows for the development of additional residential lots and reduces development pressure on non in-fill lots.*

13. The project development pattern, including the net density of developed area and proposed lot sizes which result from clustering are compatible with surrounding areas.

*With modifications to lot size and setbacks, the resulting development will be at a scale and intensity consistent and compatible with the surrounding properties.*

**NOW, THEREFORE, BE IT RESOLVED** that the Planning Commission of the City of Arroyo Grande hereby approves Tentative Parcel Map 15-001 and Planned Unit Development 15-001 as shown in Exhibit "B", attached hereto and incorporated herein by this reference, with the above findings and subject to the conditions as set forth in Exhibit "A", attached hereto and incorporated herein by this reference.

On motion by Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, and by the following roll call vote, to wit:

**AYES:**

**NOES:**

**ABSENT:**

the foregoing Resolution was adopted this 15<sup>th</sup> day of November, 2016.

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LAN GEORGE  
CHAIR

ATTEST:

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DEBBIE WEICHINGER  
SECRETARY TO THE COMMISSION

AS TO CONTENT:

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TERESA MCCLISH  
COMMUNITY DEVELOPMENT DIRECTOR

EXHIBIT 'A'  
CONDITIONS OF APPROVAL  
TENTATIVE PARCEL MAP 15-001 AND  
PLANNED UNIT DEVELOPMENT 15-001  
1177 ASH STREET

This approval authorizes the subdivision of a 0.22-acre property into four (4) parcels and development four (4) residences in the Multi-Family (MF) zoning district.

**PLANNING DIVISION CONDITIONS**

**GENERAL CONDITIONS:**

1. The applicant shall ascertain and comply with all Federal, State, County and City requirements as are applicable to this project.
2. The applicant shall comply with all conditions of approval for Tentative Parcel Map 15-001 and Planned Unit Development 15-001.
3. Development shall occur in substantial conformance with the plans presented to the Planning Commission at their meeting of November 15, 2016 and marked Exhibit "B".
4. The applicant shall agree to indemnify and defend at his/her sole expense any action brought against the City, its present or former agents, officers, or employees because of the issuance of said approval, or in any way relating to the implementation thereof, or in the alternative, to relinquish such approval. The applicant shall reimburse the City, its agents, officers, or employees, for any court costs and attorney's fees which the City, its agents, officers or employees may be required by a court to pay as a result of such action. The City may, at its sole discretion, participate at its own expense in the defense of any such action but such participation shall not relieve applicant of his/her obligations under this condition.
5. Development shall conform to the Multi-Family Apartment (MF) zoning district standards except as otherwise approved.
6. At the time of application for construction permits, plans submitted shall show all development consistent with the approved site plan, floor plan, architectural elevations and landscape plan, as modified per these conditions.
7. All conditions of approval for the project shall be included in construction drawings.
8. This approval shall expire on November 15, 2018 unless the final map is recorded or an extension is granted pursuant to Section 16.12.140 of the Development Code.

## RESOLUTION NO.

### PAGE 8

9. Setbacks, lot coverage, and floor area ratios shall be as shown on the development plans, including those specifically modified by these conditions.
10. Development shall comply with Development Code Sections 16.48.070, "Fences, Walls and Hedges"; 16.48.120, "Performance Standards"; and 16.48.130 "Screening Requirements".
11. The developer shall comply with Development Code Chapter 16.56, "Parking and Loading Requirements". All parking spaces adjacent to a wall, fence, or property line shall have a minimum width of 11 feet.
12. The developer shall comply with Development Code Chapter 16.80 "Inclusionary Affordable Housing Requirements".
13. Noise resulting from construction and operational activities shall conform to the standards set forth in Chapter 9.16 of the Municipal Code. Construction activities shall be restricted to the hours of 7 AM and 5 PM Monday through Friday. No construction shall occur on Saturday or Sunday. The developer shall invite neighbors to the project's preconstruction meeting and provide regular notice to neighboring residences during heavy disruption events, including, but not limited to, material deliveries, concrete deliveries, and impacts to the driveway. Hours for large truck deliveries shall be limited to 8 AM until 4 PM Monday through Friday.
14. All new construction shall utilize fixtures and designs that minimize water and energy usage. Such fixtures shall include, but are not limited to, low flow showerheads, water saving toilets, instant water heaters and hot water recirculating systems. Water conserving designs and fixtures shall be installed prior to final occupancy.
15. At the time of application for construction permits, the applicant shall provide details on any proposed exterior lighting, if applicable. The lighting plan shall include the height, location and intensity of all exterior lighting consistent with Section 16.48.090 of the Development Code. All lighting fixtures shall be shielded so that neither the lamp nor the related reflector interior surface is visible from adjacent properties. All lighting for the site shall be downward directed and shall not create spill or glare to adjacent properties. All lighting shall be energy efficient (e.g. LED).
16. For projects approved with specific exterior building colors, the developer shall paint a test patch on the building including all colors. The remainder of the building may not be painted until inspected by the Community Development Department to verify that colors are consistent with the approved color board. A 48-hour notice is required for this inspection.
17. All Fire Department Connections (FDC) shall be located near a fire hydrant, adjacent to a fire access roadway, away from the public right-of-way, incorporated into the design of the site, and screened from public view.

**RESOLUTION NO.**

**PAGE 9**

18. All conditions of this approval run with the land and shall be strictly adhered to, within the time frames specified, and in an on-going manner for the life of the project. Failure to comply with these conditions of approval may result in an immediate enforcement action. If it is determined that violation(s) of these conditions of approval have occurred, or are occurring, this approval may be revoked pursuant to Development Code Section 16.08.100.
19. Prior to issuance of building permit, a final Landscape and Irrigation Plan shall be submitted in conformance with Development Code Chapter 16.84 (Model Water Efficient Landscaping Ordinance). The Landscape and Irrigation Plan is subject to review and approval by the Community Development and Public Works Departments. The Plan shall include plant species that can thrive with limited sun exposure and planter area.
20. Landscaping in accordance with the approved landscaping plan shall be installed or bonded for before final building inspection/establishment of use.
21. A copy of these conditions shall be incorporated into the construction plans.

**SPECIAL CONDITIONS:**

22. If the Coast Live Oak tree located to the east of the access driveway needs to be pruned for emergency vehicle access or other reasons, it shall be pruned under supervision of a Certified Arborist using the International Society of Arboricultural (ISA) Pruning Standards.
23. Additional paving within the drip line of the existing Coast Live Oak tree shall be avoided. If paving proves necessary for emergency vehicle access, only permeable pavers within the dripline shall be allowed.

**SUBDIVISION CONDITIONS**

24. The developer shall comply with Development Code Chapter 16.64 "Dedications, Fees and Reservations."
25. The applicant shall comply with Development Code Chapter 16.20 "Land Divisions".
26. The developer shall comply with Development Code Chapter 16.68 "Improvements".
27. The applicant shall submit Covenants, Conditions and Restrictions (CC&R's) that are reviewed and approved by the City Attorney and recorded prior to or concurrently with the final map. At a minimum, the CC&R's shall:
  - a. Provide for maintenance of the driveways, common areas, and other facilities;
  - b. Prohibit additions to the units;

RESOLUTION NO.

PAGE 10

- c. Require garages to be kept clear for parking cars at all times; and
  - d. Inform residents of the water conservation requirements placed on this project.
28. A joint maintenance agreement for the common landscape, drainage and access driveway shall be submitted for review and approval of the City Attorney. The joint maintenance agreement shall be recorded prior to or concurrently with the final map.

**BUILDING AND LIFE SAFETY DIVISION CONDITIONS**

**GENERAL CONDITIONS:**

BUILDING CODES

29. The project shall comply with the most recent editions of all California Codes, as adopted by the City of Arroyo Grande.

FIRE LANES

30. **Prior to issuance of a certificate of occupancy**, the applicant shall post designated fire lanes, per Section 22500.1 of the California Vehicle Code.
31. **Prior to occupancy**, all fire lanes must be posted and enforced, per Police Department and Fire Department guidelines.

FIRE SPRINKLERS

32. Prior to Occupancy, all buildings must be fully sprinklered per Building and Fire Department guidelines.
33. Provide Fire Department approved access & sprinkler-system per National Fire Protection Association Standards.

ABANDONMENT / NON-CONFORMING

34. **Prior to map recordation, issuance of a grading permit or building permit, whichever occurs first**, applicant shall show proof of properly abandoning all non-conforming items such as septic tanks, wells, underground piping and other undesirable conditions.

SPECIAL CONDITIONS

35. **One week prior to scheduling of final inspection or any issuance of certificate of occupancy**, a project inspection by the Building, Planning and Engineering Divisions and Public Works Department is required.

**RESOLUTION NO.**

**PAGE 11**

FEES

36. Pay all required City fees at the time they are due (for your information, the "Procedure for Protesting Fees, Dedications, Reservations or Exactions" is provided below).
37. Water Meter, service main, distribution, and availability fees, to be based on codes and rates in effect at the time of building permit issuance.
38. Water neutralization fee, to be based on codes and rates in effect at the time of building permit issuance.
39. Traffic Impact fee, to be based on codes and rates in effect at the time of building permit issuance.
40. Traffic Signalization fee, to be based on codes and rates in effect at the time of building permit issuance.
41. Sewer hook-up & facility Permit fees, to be based on codes and rates in effect at the time of building permit issuance.
42. Building Permit fees, to be based on codes and rates in effect at the time of building permit issuance.
43. Strong Motion Instrumentation Program (SMIP) fee and State Green Building fee, to be based on codes and rates in effect at the time of building permit issuance in accordance with State mandate.
44. South San Luis Obispo County Sanitation District Connection fee in accordance with Municipal Code Section 13.12.180.
45. Drainage fee, as required by the area drainage plan for the area being developed.
46. Park Development fee, to be based on codes and rates in effect at the time of building permit issuance.
47. Park Improvements fee, to be based on codes and rates in effect at the time of building permit issuance.
48. Community Centers fee, to be based on codes and rates in effect at the time of building permit issuance.
49. Fire Protection fee, to be based on codes and rates in effect at the time of building permit issuance.

50. Police Facilities fee, to be based on codes and rates in effect at the time of building permit issuance.
  51. Reimburse the City for all Land Survey Professional Service needs to process project prior to issuance of Building Permit.
- 

**PROCEDURE FOR PROTESTING FEES, DEDICATIONS, RESERVATIONS OR EXACTIONS:**

- (A) Any party may protest the imposition of any fees, dedications, reservations, or other exactions imposed on a development project, for the purpose of defraying all or a portion of the cost of public facilities related to the development project by meeting both of the following requirements:
  - (1) Tendering any required payment in full or providing satisfactory evidence of arrangements to pay the fee when due or ensure performance of the conditions necessary to meet the requirements of the imposition.
  - (2) Serving written notice on the City Council, which notice shall contain all of the following information:
    - (a) A statement that the required payment is tendered or will be tendered when due, or that any conditions which have been imposed are provided for or satisfied, under protest.
    - (b) A statement informing the City Council of the factual elements of the dispute and the legal theory forming the basis for the protest.
- (B) A protest filed pursuant to subdivision (A) shall be filed at the time of the approval or conditional approval of the development or within 90 days after the date of the imposition of the fees, dedications, reservations, or other exactions to be imposed on a development project.
- (C) Any party who files a protest pursuant to subdivision (A) may file an action to attack, review, set aside, void, or annul the imposition of the fees, dedications reservations, or other exactions imposed on a development project by a local agency within 180 days after the delivery of the notice.
- (D) Approval or conditional approval of a development occurs, for the purposes of this section, when the tentative map, tentative parcel map, or parcel map is approved or conditionally approved or when the parcel map is recorded if a tentative map or tentative parcel map is not required.

- (E) The imposition of fees, dedications, reservations, or other exactions occurs, for the purposes of this section, when they are imposed or levied on a specific development.
- 

**ENGINEERING DIVISION CONDITIONS**

**POST CONSTRUCTION REQUIREMENTS REGIONAL WATER QUALITY CONTROL BOARD, STORMWATER CONTROL PLAN, OPERATIONS AND MAINTENANCE PLAN, AND ANNUAL STORMWATER CONTROL FACILITIES MAINTENANCE**

52. The Applicant shall develop, implement and provide the City with the following:
- a. Stormwater Control Plan that clearly provides engineering analysis of all Water Quality Treatment, Runoff Retention, and Peak Flow Management controls.
  - b. Operations and Maintenance Plan and Maintenance Agreements that clearly establish responsibility for all Water Quality Treatment, Runoff Retention, and Peak Flow Management controls.
  - c. Annual Maintenance Notification indicating that all Water Quality Treatment, Runoff Retention, and Peak Flow Management controls have been maintained and are functioning as designed.
  - d. All reports must be completed by either a Registered Civil Engineer or Qualified Stormwater Pollution Prevention Plan Developer (QSD).
53. **Prior to any Permit – Stormwater Control Plan.** Provide a Stormwater Control Plan that complies with Engineering Standard 1010 Section 5.2.2.
54. **Prior to Final Approval - Operations and Maintenance Plan, Maintenance Agreement, and Maintenance Notification.** Provide an Operations and Maintenance Plan, Maintenance Agreement, and Maintenance Notification that complies with Engineering Standard 1010 Section 5.2.3.

**GENERAL CONDITIONS**

55. The developer shall sweep streets in compliance with Standard Specifications Section 13-4.03F.
56. Working hours shall comply with Standard Specification Section 5-1.01.
57. All residential units shall be designed to mitigate impacts from non-residential project noise, in compliance with the City's noise regulations.
58. All project improvements shall be designed and constructed in accordance with the most recent version of the City of Arroyo Grande Standard Specifications and Engineering Standards.

## RESOLUTION NO.

## PAGE 14

59. Record Drawings ("as-built" plans) are required to be submitted prior to release of the Faithful Performance Bond.
60. Submit as-built plans at the completion of the project or improvements as directed by the Community Development Director in compliance with Engineering Standard 1010 Section 9.3. Provide one (1) set of paper prints and electronic documents on CD or flash drive in both AutoCAD and PDF format.
61. Submit three (3) full-size paper copies and one (1) electronic PDF file of approved improvement plans for inspection purposes during construction.
62. Preserve existing survey monuments and vertical control benchmarks in compliance with Standard Specifications Section 5-1.26A.

### IMPROVEMENT PLANS

63. Public Improvement Plans, Site Civil Plans, and Maps shall be submitted to the Community Development Department Engineering Division be separate submittal from any vertical construction/structures building improvement plans.
64. Improvement plans must comply with Engineering Standard 1010 Section 1 and shall be prepared by a registered Civil Engineer or qualified specialist licensed in the State of California and approved by the Public Works Department and/or Community Development Department. The following plan sheet shall be provided:
  - a. Site Plan
    - i. The location and size of all existing and proposed water, sewer, and storm drainage facilities within the project site and abutting streets or alleys.
    - ii. The location, size and orientation of all trash enclosures.
    - iii. All existing and proposed parcel lines and easements crossing the property.
    - iv. The location and dimension of all existing and proposed paved areas.
    - v. The location of all existing and proposed public or private utilities.
    - vi. Location of 100-year flood plain and any areas of inundation within project area.
  - b. Grading Plan with Cross Sections
  - c. Retaining Wall Plan and Profiles
  - d. Driveway Improvements Plan and Profile
  - e. Utilities - Sewer Plan and Profile
  - f. Utilities – Composite Utility
  - g. Signing and Striping
  - h. Erosion Control
  - i. Landscape and Irrigation Plans for Public Right-of-Way

## RESOLUTION NO.

PAGE 15

- j. Tree Protection Plan
  - k. Details
  - l. Notes
  - m. Conditions of Approval and Mitigation Measures
  - n. Other improvements as required by the Community Development Director.
  - o. Engineers estimate for construction cost based on County of San Luis Obispo unit cost.
65. Submit all retaining wall calculations for review and approval by the Community Development Director including any referenced geotechnical report.
66. Prior to approval of an improvement plan the applicant shall enter into an agreement with the City for inspection of the required improvements.
67. Applicant shall fund outsourced plan and map check services, as required.
68. The applicant shall be responsible for obtaining an encroachment permit for all work within a public right-of-way.

### STREET IMPROVEMENTS

69. Obtain approval from the Public Works Director prior to excavating in any street recently over-laid or slurry sealed. The Director shall approve the method of repair of any such trenches, but shall not be limited to an overlay or type 2 slurry seal.
70. Place type 2 slurry seal on Ash Street after all underground utilities are placed and street patching is complete.
71. Remove existing roadway striping and markers prior to any overlay or slurry seal work to the satisfaction of the Public Works Director. Use only thermoplastic roadway striping.
72. Street structural sections shall be determined by an R-Value soil test, but shall not be less than 3" of asphalt and 6" of Class II AB.

### CURB, GUTTER, AND SIDEWALK

73. Install new concrete curb, gutter, and sidewalk as directed by the Community Development Director and Public Works Director.
74. Install ADA compliant facilities where necessary or verify that existing facilities are compliant with State and City Standards.

DEDICATIONS AND EASEMENTS

75. Provide a Public Utility Easement (PUE) and Emergency Access Easement over proposed driveway. Easements shall be dedicated to the public on the map.
76. Driveway Traffic Index shall comply with Engineering Standard 7010.
77. The subdivider shall enter into a **subdivision agreement** for the completion and guarantee of improvements required. The subdivision agreement shall be on a form acceptable to the City.

GRADING AND DRAINAGE

78. **Prior to issuance of a grading permit**, the developer shall submit two (2) copies of the final project-specific Storm Water Pollution Prevention Plan (SWPPP) or a Water Quality Control Plan (WQCP) consistent with the San Luis Obispo Regional Water Quality Control Board (RWCB) requirements.
79. All grading shall be performed in accordance with the City Grading Ordinance and Standard Specifications and Engineering Standards.
80. Drainage facilities shall be designed in compliance with Engineering Standard 1010 Section 5.1.2.
81. Submit a soils report for the project shall be prepared by a registered Civil Engineer and supported by adequate test borings. All earthwork design and grading shall be performed in accordance with the approved soils report.
82. Infiltration basins shall be designed based on soil tests. Infiltration test shall include adequate borings depth and frequency to support design recommendations.

WATER

83. Each parcel shall have separate water meters.
84. Non-potable water is available at the Soto Sports Complex for construction activities. The City of Arroyo Grande does not allow the use of hydrant meters for this purpose.
85. Lots using fire sprinklers shall have individual service connections. If the units are to be fire sprinkled, a fire sprinkler engineer shall determine the size of the water meters.

## RESOLUTION NO.

PAGE 17

### SEWER

86. The applicant shall extend the sewer main to adequately serve the project across the property frontage. All new sewer mains shall be a minimum diameter of 8".
87. All sewer laterals shall comply with Engineering Standard 6810.
88. Each parcel shall be provided a separate sewer lateral. Laterals shall be sized for the appropriate use, minimum 4".
89. All sewer mains or laterals crossing or parallel to public water facilities shall be constructed in accordance with Standard Specifications and Engineering Standards.
90. Obtain approval from the South County Sanitation District for the development's impact to District facilities prior to permit issuance.
91. Obtain approval from the South County Sanitation District prior to relocation of any District facilities.

### PUBLIC UTILITIES

92. The developer shall comply with Development Code Section 16.68.050: All projects that involve the addition of over 100 square feet of habitable space shall be required to place service connections underground - existing and proposed utilities.
93. Prior to approving any building permit within the project for occupancy, all conditions of approval for project are satisfied.
94. Public Improvement Plans shall be submitted to the public utility companies for review and approval. Utility comments shall be forwarded to the Director of Public Works for approval.
95. Street lighting shall comply with Engineering Standard 1010 Section 3.1.2.Q.

### PUBLIC WORKS DEPARTMENT CONDITIONS

#### TREE PRESERVATION/TREE REMOVAL PLAN

96. **Prior to issuance of a grading or building permit**, the developer shall submit a tree preservation and tree removal plan to the Director of Public Works/City Arborist for undeveloped parcels or lots with trees. The plan shall include the location, size and species of all trees located on the lot or on adjoining lots, where development could affect the roots or limbs of trees on adjacent property.

**RESOLUTION NO.**  
**PAGE 18**

97. All significant trees to be removed as designated by the Director of Public Works/City Arborist shall be replaced at a 3:1 ratio and planted on site. With the approval of the Public Works Director, tree removal shall be mitigated by planting on site, off-site, or payment of in-lieu fees (at the current street tree fee rate for a 15-gallon tree). Larger trees may be required to mitigate tree removal. **Prior to issuance of a grading permit, all trees shall be planted or fees paid.**
98. **Prior to issuance of a grading permit**, all trees to remain on site shall be marked with a brightly colored ribbon and protected by a five foot (5') tall vinyl or chain link fence. The fence shall be located at an eight foot (8') radius from the trunk of the tree. If this radius is infeasible due to site constraints, the trunk of the tree shall be protected with connected wood boards and a five foot (5') tall vinyl or chain link fence shall be placed as far away from the trunk as possible.
99. All trees on the construction site to be preserved shall be protected under the conditions of the Community Tree Ordinance (431 C.S.) which include but are not limited to:
  - a. \_\_\_ No mechanical trenching within the drip line of a tree, unless approved by the Public Works Director.
  - b. \_\_\_ No storage of equipment, supplies, tools, etc., within 8' of the trunk of any tree.
  - c. \_\_\_ No grading shall occur under a trees dripline, unless approved by the Public Works Director.
  - d. \_\_\_ A five foot (5') tall protective fence shall be constructed a minimum of 8' from the trunk of each tree, unless approved otherwise by the Public Works Director.
100. All trees to be pruned shall be pruned under supervision of a Certified Arborist using the International Society of Arboriculture (ISA) Pruning Standards.
101. Prior to issuance of a building permit, the applicant shall submit a final landscape plan, subject to review by and approval of the Public Works Director.

~~Action: Commissioner Mack moved to adopt a resolution entitled "A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ARROYO GRANDE APPROVING CONDITIONAL USE PERMIT NO. 15-008 AND VARIANCE NO. 16-002, APPLIED FOR BY VERIZON WIRELESS, LOCATED AT 459 PUESTA DEL SOL", as modified: Add Condition of Approval for 1) a visible "No Smoking" sign shall be posted within the project site, and 2) that a second radio frequency study shall be prepared and submitted to the Community Development Department within sixty (60) days after the facility is operational. Commissioner Martin seconded, and the motion passed on the following roll call vote:~~

~~AYES: Mack, Martin, Fowler-Payne, Keen  
NOES: None  
ABSENT: George~~

~~Chair George returned to the dais.~~

\* 8.c. **CONSIDERATION OF TENTATIVE PARCEL MAP 15-001 AND PLANNED UNIT DEVELOPMENT 15-001; SUBDIVISION OF ONE (1) LOT INTO FOUR (4) LOTS AND CONSTRUCTION OF FOUR (4) ONE-BEDROOM SINGLE-FAMILY ATTACHED RESIDENCES; LOCATION - 1177 ASH STREET; APPLICANT - JEFFREY EMRICK**

Associate Planner Heffernon presented the staff report recommending that the Commission adopt a Resolution approving Tentative Parcel Map 15-001 and Planned Unit Development 15-001 and responded to questions from the Commission regarding the proposed project, including fire access plan, requirement of a fire hydrant, guest parking stalls, trash pick-up, responsibility of maintenance of the sewer laterals, necessity of a Home Owner's Association, any requirement for a traffic report, and stated the division of the lot is what is requiring the public hearing.

City Engineer Horn responded to questions from the Commission on the proposed project including location of sewer main, laterals, and traffic report.

Jeff Emrick, representative, stated he worked with the trash company on the location of trash containers, which will be on-site adjacent to the homes, parking requirements are exceeded, clarified the open space deviation, each unit will include fire sprinklers, and that there is no Home Owners' Association. Mr. Emrick responded to questions and comments from the Commission including setbacks, owner of the front house, and landscaping in the back yards.

Chair George opened the public hearing.

Beverly Cloud, speaking on behalf of her granddaughter/owner in front of the proposed project, added to a letter previously submitted, expressing concern with parking, garbage trucks, excessive traffic in/out of the 18' wide driveway, traffic on Ash Street, and opposed the density of the project.

Ed Hillyard, 1173 Ash Street, stated the basketball backstop would be facing his home; that Ash Street is congested; concern with parking, trash cans, noise from the garbage trucks; and maintenance of the fence between his property and the project site.

Diane Bonifacio, expressed concern with the traffic, safety with the possibility of the basketball going into street, water, trash, and postal carriers trying to deliver mail.

Chair George closed the public hearing.

Commissioner Mack provided the following comments: does not have a problem with the trash collection location, is not in favor of the City maintaining improvements on private property, would prefer additional guest parking stalls instead of the basketball court, does not support the architecture, is in support of the density, parking, internal setbacks, and would prefer a 10' rear setback.

Commissioner Fowler-Payne provided the following comments: asked if landscaping could be done to buffer the 18' wide driveway access, suggested installing "no parking" to prohibit parking along the frontage, suggested adding a condition that the developer pay for the fence, does not see a need for the basketball court, does not see the need for the garbage truck to back down the driveway and suggested putting the trash cans out on the street since there will not be much green waste or recycling.

Commissioner Martin provided the following comments: stated parking is an ongoing problem and this area is possibly the most congested part in the City, the project is appropriate for the site, the easement existed when the front house was purchased, supports the two parking spaces instead of the open space, the fence will be built and maintained by the owner of the proposed project, the parking needs are more critical than the basketball court, water and sewer line for the project will have negligible impact, and supports the City being responsible for the 8" sewer main.

Commissioner Keen provided the following comments: the City should not maintain the sewer main on private property, does not support the architecture, does not think the basketball court is appropriate, supports Condition of Approval No. 71, and the garbage truck backing into the project is a better alternative than impacting parking on Ash Street.

Commissioner George provided the following comments: does not support the architecture, the proposed project does not meet the development standards and therefore requires a PUD, does not meet the PUD criteria regarding open space, and cannot support the proposed project.

Action: Commissioner Martin moved to adopt a resolution entitled "***A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ARROYO GRANDE APPROVING TENTATIVE PARCEL MAP 15-001 AND PLANNED UNIT DEVELOPMENT 15-001; LOCATED AT 1177 ASH STREET; APPLIED FOR BY JEFF EMRICK***", as modified: 1) to remove Condition of Approval No. 80., 2) Modify Condition of Approval No. 95. to remove HOA and add the common area to be maintained by a maintenance agreement; 3) Condition of Approval No. 94. - Remove the word "if", 4) allow the basketball court to be optional, 5) require the fence be maintained by the owners and not the adjacent property owner. Commissioner Keen seconded, and the motion failed on the following roll call vote:

**AYES:** Martin, Keen  
**NOES:** Fowler-Payne, Mack, George  
**ABSENT:** None

Individual Commissioners discussed sending the project back to the Architectural Review Committee with the Commission's issues, including architectural style, and impacts the proposed project will have on the neighborhood.

Chair George and Commissioner Fowler-Payne opposed the project and voiced their preference not to continue the item.

Action: Commissioner Martin moved to continue the item to a date uncertain and require the proposed project to return to the ARC for a second evaluation, including looking at the impacts of the neighborhood. Commissioner Keen seconded, and the motion passed on the following roll call vote:

**AYES:** Martin, Keen, Mack  
**NOES:** Fowler-Payne, George  
**ABSENT:** None

**9. NON-PUBLIC HEARING ITEM**

None

**10. NOTICE OF ADMINISTRATIVE DECISIONS SINCE JUNE 21, 2015**

This is a notice of administrative decision for Minor Use Permits, including any approvals, denials or referrals by the Community Development Director. An administrative decision must be appealed or called up for review by the Planning Commission by a majority vote.

<b>Case No.</b>	<b>Applicant</b>	<b>Address</b>	<b>Description</b>	<b>Action</b>	<b>Planner</b>
TUP 16-008	South County Transit	800 Rodeo Drive	Extended use of County property for South County Transit bus parking yard.	A	K. Heffernon

In answer to Commissioner Keen, Associate Planner Heffernon stated the TUP is due to the previous permit expiring and will fill in the gap until a new CUP is approved.

**11. COMMISSION COMMUNICATIONS**

Commissioner Mack, referencing 8.c., stated that the last person developing should not have to fix a parking problem and suggested to come up with a parking permit, add signs for "No Truck" parking for commercial vehicles. Planning Manager Downing stated he will follow up on the commercial truck. He stated there is Neighborhood Traffic Calming Guideline and he can discuss with Diane Bonifacio, resident who wrote a letter.

In answer to Commissioner Fowler-Payne, Associate Planner Heffernon stated that trucks will be looked at in association with the Home Occupation Permits.

Commissioner Fowler-Payne reported that there are boats parked on the street. Planning Manager Downing stated staff will look into the issue and stated the City relies on resident complaints.

Commissioner Mack asked staff to review the vehicles on Ash Street. Planning Manager Downing stated that staff will contact Neighborhood Services on this matter.

In answer to Chair George, Ms. Heffernon gave updates on grey water, electric vehicles, and solar and stated staff will be taking the PACE program to the City Council, which is an incentive to get a low rate for renewable energy.

In answer to Commissioner Keen, Planning Manager Downing stated the City does not have anything in the Municipal Code prohibiting homes being constructed of Sea Train containers.

Chair Hoag opened the meeting for public comment.

Camay Arad, Arroyo Grande, asked if the designers have a target market for the homes.

Darin Cabral responded that the homes fit into the category of affordable by design.

Hearing no further comments, Chair Hoag closed the public comment period.

The Committee provided comments on garage door design and materials, window and garage door manufacturer warranties, and proposed color schemes.

Mary Hertel made a motion, seconded by Bruce Berlin, to recommend approval of the project to the Planning Commission, with the following conditions:

1. Verify the quality and durability of the garage door lites to ensure proper protections and warranties for the future home owners; and
2. Consider the use of dimensional asphalt shingles.

The motion carried on a 5-0 voice vote.

\* **6.b. CONSIDERATION OF TENTATIVE PARCEL MAP 15-001 AND PLANNED UNIT DEVELOPMENT 15-001; SUBDIVISION OF ONE (1) LOT INTO FOUR (4) LOTS AND CONSTRUCTION OF FOUR (4) ONE-BEDROOM SINGLE-FAMILY ATTACHED RESIDENCES; LOCATION – 1177 ASH STREET; APPLICANT – JEFFREY EMRICK (Downing)**

Planning Manager Downing presented the staff report and responded to questions regarding Planning Commission comments, design elements, and trash pickup location.

Jeffrey Emrick, applicant, spoke in support of the project and responded to questions from the Committee regarding building materials, changes in design, and building height.

The Committee provided comments on the project regarding the proposed landscape plan, architectural elements, and the location of HVAC components.

Bruce Berlin made a motion, seconded by Mary Hertel, to recommend approval of the project to the Planning Commission with the following conditions:

1. Amend the proposed landscape plant to take into account sun exposure, as well as plant size constraints; and
2. Widen the fin at the side profile for increased architectural detailing.

The motion carried on a 5-0 voice vote.

Bruce Berlin left the meeting at 3:45.

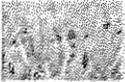
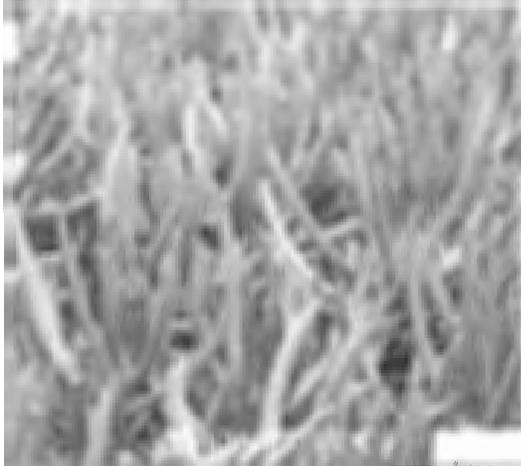
**6.c. CONSIDERATION OF ARCHITECTURAL REVIEW 16-007; REPLACEMENT OF AWNINGS; LOCATION – 148 WEST BRANCH STREET; APPLICANT – CAMAY ARAD (Holub)**

Planning Intern Holub presented the staff report.

Camay Arad, applicant, spoke in support of the project and responded to questions from the Committee regarding the awnings currently in place and trim color.

 MONROVIA®

*Grow Beautifully*



## Blue Finger

**Senecio talinoides var.  
mandraliscae**

Item #6868    USDA Hardiness Zone: 10 - 11



### Availability

**Buy Online Now and Pick-Up at your  
local Garden Center »**

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### Plant Description

A striking blue gray succulent from South Africa. Pencil-like, slightly curved leaves point upward and form a dense mat, making an attractive groundcover where a blue gray effect is desired. Easy care and drought tolerant but will tolerate regular irrigation. Attractive in containers.

### Overview

#### Light Needs:



Full sun

#### Watering Needs:



Once established, needs only occasional watering.

#### Average Landscape Size:



Forms a carpet of foliage to 2 ft. tall, 2 to 3 ft. wide.

#### Key Feature:

Waterwise

#### Blooms:

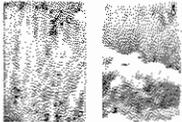
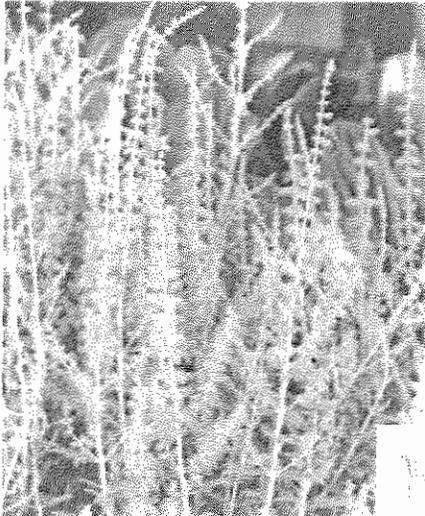
White flowers in summer.

#### Landscape Uses:

Container , Ground Cover , Rock Garden

### Detail

### Care



## Lacey Blue Russian Sage

*Perovskia atriplicifolia* 'Lisslitt'  
P.P.# 20,845

Item #8478    USDA Hardiness Zone: 4 - 10



### Availability

[Buy Online Now and Pick-Up at your local Garden Center >](#)

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### Plant Description

This hardy, heat and drought tolerant selection has an improved, sturdy, compact form that does not flop over in the landscape! Lavender-blue flower sprays enhance aromatic, deer resistant foliage. Colorful, easy care choice for accent, border or mass planting.

### Overview

#### Light Needs:



Full sun

#### Watering Needs:



Once established, needs only occasional watering.

#### Average Landscape Size:



Reaches 12 to 18 in. tall, spreading 24 to 26 in. wide.

#### Key Feature:

Compact Habit

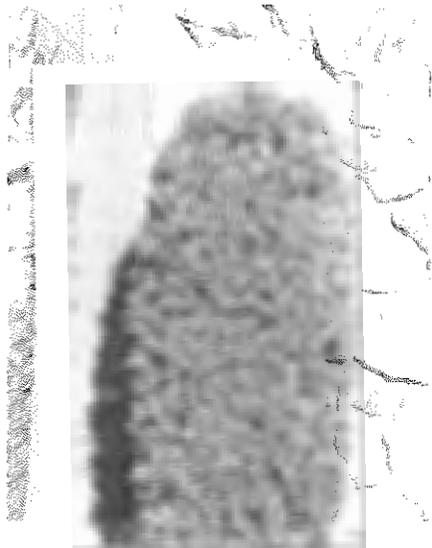
#### Blooms:

Summer to early fall.

#### Landscape Uses:

Border , Firescaping/Fire Wise, Mass Planting , Rock Garden





## Shrubby Yew Podocarpus

**Podocarpus macrophyllus  
maki**

Item #6650    USDA Hardiness Zone: 7 - 11



### Availability

**Not Available.**

[See other plants you might like. »](#)

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### Plant Description

Medium size evergreen shrub with dense upright branching on a pyramidal form. It is heavily covered by dark green yew-like leaves. A wonderful hedge or screen plant that takes shearing very well.

### Overview

#### Light Needs:

 Partial to full sun

#### Watering Needs:

 Needs regular watering - weekly, or more often in extreme heat.

#### Average Landscape Size:

 Reaches 8 -10 ft. tall, 3 - 4 ft. wide in ten years.

#### Key Feature:

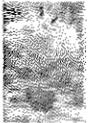
Deer Resistant

#### Blooms:

Does not flower

#### Landscape Uses:

Coastal Exposure ,  
Container , Espalier ,  
Firescaping/Fire Wise ,  
Houseplant , Poolside ,  
Specimen , Windbreak ,  
Woodland Garden



## Majestic Beauty® Fruitless Olive

*Olea europaea* 'Monher'

Item #6299    USDA Hardiness Zone: 8 - 11



### Availability

[Check here for selected retailers who have ordered»](#)

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### Plant Description

Attractive, refined appearance to the upright, open crown of this superior patio or garden tree that does not produce messy mature fruit. Gray green leaves are narrow and long, giving it an airy appearance.

Thrives in hot, dry areas. Evergreen.

### Overview

#### Light Needs:



Full sun

#### Watering Needs:



Once established, needs only occasional watering.

#### Average Landscape Size:



Slow growing 25 to 30 ft. tall, 25 ft. wide.

#### Key Feature:

Waterwise

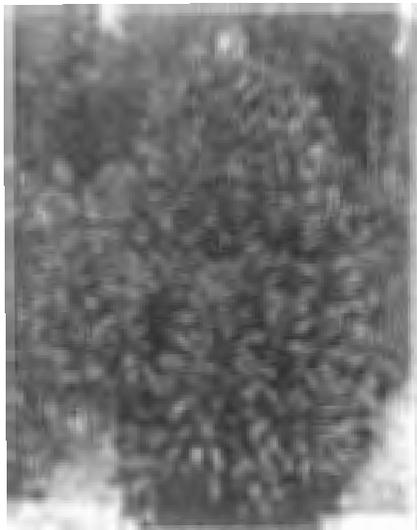
#### Blooms:

Summer

#### Landscape Uses:

Coastal Exposure , Mass Planting , Rock Garden , Specimen

### Detail



## Alta™ Southern Magnolia

**Magnolia grandiflora 'TMGH'**  
P.P.# 11612

Item #0998    USDA Hardiness Zone: 6 - 10



### Availability

**Not Available.**

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### Plant Description

A columnar form that remains upright and tight year after year without pruning. Lustrous dark green leaves have rusty undersides. White, cup-shaped fragrant flowers. Valuable for smaller spaces in urban and suburban landscapes. Evergreen.

### Overview

#### Light Needs:

 Full sun

#### Watering Needs:

 Once established, needs only occasional watering.

#### Average Landscape Size:

 Very slow growing to 20 ft. tall, 9 ft. wide in 10 years.

#### Key Feature:

Compact Habit

#### Blooms:

Summer

#### Landscape Uses:

 Coastal Exposure ,  
Firescaping/Fire Wise ,  
Very Wet Areas

### Detail

MEMORANDUM

TO: MATT DOWNING  
FROM: MICHAEL T. MARTINEZ, COMMANDER  
DATE: NOVEMBER 7, 2016  
SUBJECT: COMMERCIAL PARKING CONSIDERATIONS

The following memorandum addresses areas of concern associated with Arroyo Grande Municipal Code 10.16.025 – Parking Vehicle Over Six Feet in Height.

AGMC 10.16.025 states it is unlawful for any person to stop, leave standing, permit to be stopped or permit to be left standing a vehicle that is six feet or more in height on a city street or highway or portion thereof, pursuant to a resolution of the city council prohibiting the parking of such vehicles and where such restriction has been designated by appropriate signage and/or markers.

First and foremost the city does not have a current resolution as noted above which defines specific locations or types of vehicles associated with restricted parking. It is currently prohibited for a vehicle which measures more than six feet in height to stop or to leave standing upon a city street, highway or portion thereof. Prohibiting such vehicles could significantly impact residents and the types of vehicles that would be in violation. Some noted concerns are recreational vehicles such as travel trailers or enclosed utility trailers. Also, many residents rely on large trucks when moving furniture, equipment and during residential construction or remodel. Because the six foot restriction is not specific to types of vehicles many of your standard SUV's, vans and pickup trucks would fall in violation. As a result this would cause a significant number of complaints if we were to cite for these types of violations.

Without a current resolution which defines locations and types of vehicles I do not feel that enforcing this municipal code would be legal or fair to the residents in our community. Therefore, I recommend we adopt a resolution which specifically outlines the types of vehicles and locations where AGMC 10.16.025 would be applicable. Until a current resolution exists I suggest we remove or cover the current signage or markers displayed on city streets.

Diane and Mike Bonifacio  
1186 Ash street  
Arroyo Grande, Ca. 93420

Arroyo Grande Planning Commission  
To whom it may concern;

6/29/2016

Attention Planning Commission;

I have enclosed a couple of pictures of a major traffic concern on the 1100 block of Ash street in Arroyo Grande due to the purposed development at 1177 Ash street which is purposed for 4 townhomes. As you can see by the pictures this street is at maximum capacity every day. Pictures were shot east and west on Ash street.

Of course #1 concern was the exceptional drought we are in, my husband and I recently attended a water conservation class as we were penalized for going over 2 cons/units with our water, just can't understand how development could occur at this time?

Sincerely,

Diane Bonifacio

RECEIVED

JUN 30 2016

CITY OF ARROYO GRANDE  
COMMUNITY DEVELOPMENT

Tuesday June 28<sup>th</sup>, 2016

Re: Proposed 4-unit townhouse behind 1177 Ash Street Residence

To whom it may concern:

My Husband and I are the owners of 1177 Ash Street, where the proposed project is being viewed of a 4-unit townhouse behind our house. I am a local, born and raised in Arroyo Grande. This is a wonderful town to be raised in, full of parks, family things to do, outdoor activities and more! And now we have the opportunity to raise our 2 Daughters in our great town.

My Husband and I are most "concerned" about putting a 4-unit town house behind us, due to the horribly congested street/neighborhood, and parking. As we know Ash street is zoned for multiple dueling's/town homes/apartments, etc. This side of Ash in particular, between Walnut and Elm is the worst... How on earth will 4-8 more cars fit on this street...? Right now we have a "Huge" box truck that parks right in front of our house, and as we try to carefully pull out of our driveway with our 5 month old and 2-year-old daughters trying to see past the huge truck/cars, it is very difficult... We feel this would just cause more congestion on our end of the street... and make it more unsafe for residence leaving their driveways on this already busy street.

Also due to the lack of side-walks on a portion of both sides of the street, (coming off Elm onto Ash St.), with so many cars being parked on both sides of the street already, it causes families, elderly people in wheel carts, and kids on bike/scooters to end up walking in the street maneuvering around cars trying to stay safe while having an outing. Again this street is very congested.

Our other "concern" is the trash cans on trash day... Right now it's very difficult having the amount of trash cans that are on the street, and usually blocking our driveway, because there's cars parked in front of our house & neighbors houses on the street, leaving no room for our trash cans. Our neighbors tend to put their trash cans in our driveway because there is nowhere else to put them. How would it be possible for 12 more trash cans (green waste/recycle/trash x 4 townhouse units) to fit on our street?

Please consider our concerns at this time. We strongly feel that 4 towns homes/duplex's would not be a good fit for the vacant lot at this time.

Thank you again for considering our concerns with this proposed 4 town home unit project.

Dylan & Katie Baca  
1177 Ash Street  
Arroyo Grande, Ca. 93420  
Kateebaca7712@aol.com

Mike and Diane Bonifacio  
1186 Ash st.  
Arroyo Grande, Ca. 93420

Arroyo Grande Planning Commission  
To whom it may concern;

10/31/2016

Attention Planning Commission;

My name is Diane Bonifacio along with my husband Michael, we attended a Planning Commission meeting on the purposed development at 1177 Ash st. Arroyo Grande, Ca. ou July 5 2016, at that time I/we expressed our concerns on said development, being number one was the extreme drought ( water rationing ), extremely high volume of traffic on Ash street, at that time I submitted pictures of traffic on Ash street. These concerns are still concerns we have, I can understand developing said property but with 2 homes instead of 4, the properties here are zoned R2 the way I understand this not R 4 so does this mean all properties will be zoned R 4 in which case these high density dwellings will greatly impact this street even more so than it already is. We already have issues not being able to park in front of our own home, at the first Planning Commission meeting ( July 5, 2016 ) the council stipulated there would be follow ups on these concerns but I have only seen Code enforcement a couple of times and these concerns still remain an issue. I am only looking for some kind of resolve to better this neighborhood, as it is now traffic is a major concern and the safety of residents that live on Ash street should be a consideration. I am hopings that we can all come to an agreement on this development to benefit the neighborhood and build 2 homes instead of the purposed 4.

Sincerely,

Mike and Diane Bonifacio

*Mike Bonifacio*  
*Diane Bonifacio*

**RECEIVED**

OCT 31 2016

CITY OF ARROYO GRANDE  
COMMUNITY DEVELOPMENT

Hello members of the Planning Commission,

My name is Jeff Longfellow and I live at 1189 Ash St. I am writing in concern of the project being proposed at 1177 Ash St of the four 1 bedroom units. I was present at the last meeting on July 5, 2016 and heard all the concerns about the impact with parking, trash, increased traffic and architectural look. I also have the same concerns! I'm also concerned about the future of this small already highly populated block. It was stated by multiple members of the board that this block is the most congested block in all of Arroyo Grande!!

Even though this is the last non developed lot on this block, if you approve the change to this lot what is to stop the change to the other lots with a house on it being torn down and developed into multi housing. If you allow one to do it then others will follow. I feel that the lots are zoned R2 to keep from over growing, so why make a change that could drastically change the future of this already congested block. Keep it to the 2 units on the single lot and help to not make it a future nightmare.

Also looking over the design of the buildings all I noticed was instead of a flat roof they changed to a pitched roof and left the stucco and steel siding and the color, not really trying to blend in with the current surroundings. The housing around here is stucco and wood siding. I don't feel there was much thought into changing the look of the buildings as I had heard the commissioners ask for in the last meeting. This is not an industrial area.

In conclusion I am asking the planning board to not approve this item and have the developer build within the current regulations.

Thank you,

Jeff Longfellow



**RECEIVED**

OCT 31 2016

CITY OF ARROYO GRANDE  
COMMUNITY DEVELOPMENT



## MEMORANDUM

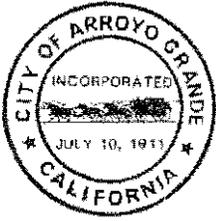
**TO: PLANNING COMMISSIONERS**

**FROM: *K.H.* KELLY HEFFERNON, ASSOCIATE PLANNER**

**SUBJECT: AGENDA ITEM 8.b. – DEVELOPMENT CODE AMENDMENT 15-001;  
LOCATION – ARROYO GRANDE VILLAGE AREA; APPLICANT –  
VERIZON WIRELESS**

**DATE: NOVEMBER 15, 2016**

The City Attorney recommends continuance of this item to a date certain of December 20, 2016 to fully research FCC regulations and recent court cases to determine how they might affect the City's Telecommunication Facilities Siting and Permit Submittal Requirements.



## MEMORANDUM

**TO:** PLANNING COMMISSION

**FROM:** TERESA McCLISH, COMMUNITY DEVELOPMENT DIRECTOR

**BY:** MATTHEW DOWNING, PLANNING MANAGER

**SUBJECT:** CONSIDERATION OF STAFF PROJECT 15-011; REVIEW OF DRAFT SCOPE OF WORK FOR THE 2016/17 PARKING STUDY; LOCATION – CITYWIDE

**DATE:** NOVEMBER 15, 2016

### **RECOMMENDATION:**

It is recommended the Planning Commission review the draft scope of work prepared for the 2016/17 parking study and provide feedback to address the Commission's parking concerns.

### **IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:**

This work program was unidentified during the 2015-2017 budget update. Staff resources will be impacted as a result of studying the City's current parking regulations and may cause deferrals to other work efforts previously identified. The City Council prioritized this work effort during their July 18, 2016 goal setting workshop, authorizing staff to seek professional contract services to help complete the study.

### **BACKGROUND:**

The Planning Commission has previously received information on City Policies to help guide the Planning Commission in its deliberations on this item (Attachment 1). Many of these policies are aimed at concentrating parking into common parking areas for maximum land use efficiency, preservation of visual aesthetics, and ensuring adequate supply. A scope of work has been prepared to help further refine the Commission's direction on the parking study (Attachment 2).

### **ANALYSIS OF ISSUES:**

Parking is an important component in many land use decisions. It affects trip generation, mode choice, urban design and form, economic viability, and personal mobility. In an automobile dependent state, region, and county, the character, competitive capability, and commercial convenience of the City is largely determined by the quantity and quality of parking availability for both short-term and long-term uses.

**PLANNING COMMISSION  
CONSIDERATION OF STAFF PROJECT 15-011  
NOVEMBER 15, 2016  
PAGE 2**

As discussed at previous Planning Commission meetings, parking studies tend to focus more on specific districts of communities instead of the Citywide nature of this study. Consideration of modifications to Citywide parking standards are typically undertaken as part of a more comprehensive zoning ordinance update, taking into consideration the impacts to land use that can arise from the increases or decreases of onsite parking requirements. However, in order to address and overcome this issue, it is the intent of the study to focus on specific example sites within the City. These example sites would include several compact residential developments, as well as commercial developments that include a mixture of uses.

A significant portion of the parking study is proposed to obtain quantifiable data on how much parking is provided for the different example sites and how impacted that parking is during peak times. Additionally, it is anticipated that the consultant would also use other data sources to help inform the data collection efforts. Using this collected data, it is anticipated that the selected consultant would provide an analysis of the current performance of parking in existence. Additionally, the data will be used in combination with the General Plan to create future demand projections, ensuring that parking to be required is adequate to serve the future uses. Lastly, based on the work under these two (2) efforts, the consultant will provide recommendations on modifications to the parking standards and recommend other opportunities to address future parking demand.

**ALTERNATIVES:**

The following alternatives have been identified for the Planning Commission's consideration:

- Direct staff to proceed with issuing a Request for Proposals based on the prepared scope of work;
- Revise the prepared scope of work and direct staff to proceed with issuing a Request for Proposals;
- Revise the prepared scope of work and direct staff to return to the Planning Commission with the revised scope of work prior to proceeding with a Request for Proposals;
- Do not direct staff to proceed with work on the parking study and instead provide direction to report to the City Council a recommendation to defer the parking study project until a future date; or
- Provide other direction to staff.

**ADVANTAGES:**

This work effort will allow an opportunity for the parking standards to be reviewed and necessary modifications to be made, keeping the City's parking standards current and facilitating investment and development in the community.

**PLANNING COMMISSION  
CONSIDERATION OF STAFF PROJECT 15-011  
NOVEMBER 15, 2016  
PAGE 3**

**DISADVANTAGES:**

Staff workloads are currently very high and initiation of this work program will result in other existing work efforts being delayed. However, the use of a consultant will alleviate a portion of the work associated with the project.

**ENVIRONMENTAL REVIEW:**

No environmental review is required for this item. Appropriate environmental review will be required in the future when the project is being finalized.

**PUBLIC NOTIFICATION AND COMMENTS:**

The Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2. No public comments were received.

**Attachments:**

1. Current General Plan Policies related to parking
2. Tentative Scope of Work – 2016/17 Parking Study

## Current General Plan Policies Related to Parking

### Circulation Element:

**CT3-5.2** Discourage on-street parking in Agriculture areas to enhance visibility and minimize trespassing.

**CT3-5.3** Develop adequate public or shared off-street parking lots conveniently located behind and beside buildings in Village Core and Mixed Use Corridors, according to area design guidelines.

**CT4.** Ensure compatibility and complementary relationships between the circulation/transportation system and existing and planned land uses, promoting environmental objectives such as safe and un-congested neighborhoods, energy conservation, reduction of air and noise pollution, transit, bike and pedestrian friendly characteristics.

**CT4-1** Promote “transit-oriented developments” and coordinated, compatible land use pattern by encouraging multiple family residential and special needs housing in Mixed Use Corridors, Village Core and near Office, Regional Commercial, Business Park and major Community Facility areas.

**CT4-1.3** Consider higher density allowance and reduced parking requirements within one-quarter mile of transit routes when updating Development Code.

**CT5-7** Utilize assessment and improvement districts and other supplemental private funding to correct local area deficiencies such as inadequate parking, transit and streetscape enhancement or completion of local street or trail segments that benefit the area.

### Economic Development Element:

**ED5-1.2:** Implement comprehensive design guidelines pertaining to both public and private improvements, including, but not limited to, building façade restoration, landscaping, street furniture installation, undergrounding of utilities, historic district character, and the development of parking facilities.

**ED5-1.4:** Incorporate infrastructure projects into the City’s Capital Improvement Program that address deficiencies in commercial corridors that include major street reconstruction, provision of fiber-optic cable, storm drain and sewer improvements, water capacity improvements, underground utility projects, public parking improvements, improvements to park facilities, recreation areas, community facilities, and other public buildings.

### Housing Element:

**Goal A:** Provide a continuing supply of affordable housing to meet the needs of existing and future Arroyo Grande residents in all income categories.

**A.3-3.** The City shall amend the Development Code to provide additional incentives specific for extremely low-income housing projects. Incentives may include flexible standards for on- and off-site improvements such as reduced parking requirements, reduced curb, gutter, and sidewalk requirements; reduced or deferred water and/or sewer connection fees; permit streamlining procedures and development review; or financial incentives and assistance.

**Goal B:** Ensure that housing that is constructed in the City is affordable to all income levels

**B.3.** The City may establish parking districts, or off-site shared parking, and use of in lieu fees where appropriate to enable additional density.

**Goal D:** In order to provide affordable housing, especially for extremely, very-low and low-income households, encourage apartment construction.

**D.1.** The City shall relax parking standards for apartments containing extremely, very low, low, moderate and/or senior housing.

Incentives available for "Attainable Housing" projects are anticipated to include but will not be limited to: Reduced parking standards

**Land Use Element:**

**LU4-2** The Office classification shall complement, and not conflict with, adjoining development. Features such as pedestrian oriented plazas, landscaped street yards and off-street parking areas, outdoor seating, fountains and similar amenities are encouraged. The maximum floor area ratio (FAR) shall be 0.5.

**LU5-8.3** Promote the development of buildings along a landscaped sidewalk frontage. Promote rear yard parking by discouraging front yard parking and encouraging private, shared or public parking facilities be located to the rear of buildings or side streets in Mixed Use corridors.

**LU5-11.4** Promote public transit-oriented development by allowing density bonuses and Mixed Uses with shared or public parking reduction to conventional individual parking requirements.

**LU6-9.2** Link individual buildings with each other through the use of walkways, in addition to sidewalks and encourage shared or common parking.

**LU6-9.4** Discourage private parking facilities placed along and visible from Branch Street or Traffic Way street frontage. Encourage public or shared off-street parking behind street frontage buildings.

**LU7-8** Projects in BP areas shall be located with direct access to arterial or non-residential collector streets, and developed in a campus-like setting with standards for landscaping,

building façade treatments, signage, pedestrian/employee amenities, etc., including but not limited to consideration of the following: d. use of extensive landscape in open areas and parking lots, including broad landscaped setbacks from principal peripheral streets; e. location of parking to minimize views from principal peripheral streets;

**LU12-2.9** In higher density projects with opposing garages or carports, turn individual units and orient them to avoid the monotony of parking corridors. Alternately, stagger parking areas and provide appropriate landscaping.

**LU12-7.3** Through the site plan review process, ensure that commercial facilities are oriented to the pedestrian by the incorporation of seating areas, courtyards, landscaping, and similar measures. Discourage wide expanses of parking lot between the sidewalk and the front of commercial buildings and provide safe, easily identifiable pedestrian access through the parking lot from multiple access points. Parking facilities should be convenient, well-designed, usable, aesthetically attractive, landscaped (with large shade trees) and comply with City design standards and guidelines.

**LU12-11.9** Develop specific design criteria where feasible for commercial areas not expected to develop as unified centers, in the form of conceptual approaches that integrate landscaping, driveways and parking into functionally unified wholes.

**Climate Action Plan:**

**Measure TL-5: Parking Supply Management** - Reduce parking requirements in areas such as the downtown where a variety of uses and services are planned in close proximity to each other and to transit.

**TL-5.1:** Continue to implement reduced parking requirements where appropriate.

**Measure TL-7: Smart Growth** - Identify and implement additional incentives to encourage mixed-use, higher density, and infill development near existing or planned transit stops, in existing community centers/downtown, and in other designated areas.

**TL-7.1:** Provide and promote incentives (e.g., parking reductions, priority permitting, etc.) for mixed-use and very high-density development that has a minimum density of 20 dwelling units per acre and is located within ¼-mile of an existing or planned transit stop or park and ride facility with regularly scheduled, daily service.

## Tentative Scope of Work – 2016/17 Parking Study

## 1. Task 1 – Existing Conditions, Data Collection and Analysis

## 1.1 Project Initiation

The Consultant will meet with City staff to kickoff project, review and refine project schedule, and identify available data relevant to the project, including available base maps.

## 1.2 Collect Available Data

The Consultant will work with City staff to identify and collect available data, reports, and studies related to parking. This step will allow the team to identify existing data and document the current policy and regulatory framework for on-and off-street parking.

## 1.3 Parking Policy Review

The Consultant will analyze existing parking management policies, enforcement practices, development standards, or other relevant tactics employed in the City that would influence or be influenced by a new parking management program. This evaluation should include:

- Current methods of parking supply and demand management, including parking fee/rate structure, permit programs, hours of operation, time limits, on-street parking regulations and times, restrictions, enforcement practices and procedures, signing, lighting and disabled parking;
- Flexible parking requirements for uses that implement programs proven to reduce parking demand;
- Shared and/or off-site parking, including potential incentives for developers to seek out appropriate shared parking opportunities;
- Programs to increase the adequate provision of parking and reduce barriers to new development (such as parking assessment districts);
- Bicycle parking requirements, as well as priority parking standards for small or fuel-efficient vehicles;
- Meeting all state and federal requirements for parking that is accessible to persons with disabilities; and
- Ideas of entitlement streamlining in order to expedite projects with parking schemes that help achieve City goals.

## 1.4 Document Existing Supply

The Consultant will conduct a field survey of select example sites to determine and inventory the parking supply of differing development types, including on-street parking. This will include documenting the supply by space type, verifying the off-street parking spaces, and marking the presence of disabled spaces or other markings.

### 1.5 Peak Period Count

The Consultant will conduct targeted occupancy studies to produce parking utilization data. Parking occupancy counts will be conducted during “peak-hour” on one (1) typical weekday and on one (1) typical Saturday on all on- and off-street public and private spaces in the select example sites. This count will allow the Consultant to determine the demand for parking during those times.

In the event that, depending on the project schedule, data collection efforts miss the peak usage periods, it may be necessary to use a combination of other data sources and adjustment methodologies to account for peak demand. These may include, but not be limited to:

- ULI’s *Shared Parking* seasonal adjustment methodology;
- Selected land uses from the ITE *Parking Generation* manual;
- Seasonal parking data from neighboring jurisdictions;
- Sales tax receipts;
- Transient Occupancy Tax revenue; and
- Hotel occupancy rates.

### 1.6 Analysis of Parking System Performance

The Consultant will conduct a comprehensive analysis of the parking data. Parking utilization and turnover rates and patterns will be analyzed to assess the capacity for the existing supply to meet current demand. Importantly, the Consultant will develop a comprehensive list of all land uses within the select example sites using the most current land use data available. Using this information, the Consultant will conduct an objective assessment of actual parking usage during a “typical” day for the study areas.

## 2. Task 2 – Future Parking Demand

### 2.1 Establish Development Scenarios

The Consultant will work with City staff to use the City’s land use regulations, current development plans, future number of employees, and upcoming development proposals to establish two (2) growth scenarios, including the short-term (over the next 1-4 years) and medium-term (over the next 5-10 years). These growth scenarios are to be translated into average annual land use and expansion growth rates (i.e. 25 new residential units per year; 3,000 square-feet of general office per year, 200 new employees per year, etc.) that can be used as a basis for the demand projections. For restaurants and assembly uses (such as theaters), the consultant should specifically correlate parking demand to the number of seats.

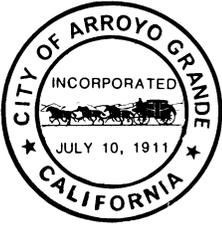
### 2.2 Identify Development Scenario Parking Surplus or Deficit

The Consultant will utilize all appropriate data sources, resources, and existing parking performance findings to project future demand. As parking supply expansion represents

a large investment for the City and property owners, accounting for projected parking demand, economic factors and community interests shall be considered, and the point at which parking expansion becomes necessary is an important metric to identify.

### 3 Task 3 – Parking Standard Recommendations

3.1 Based on the findings of Tasks 1 and 2, the consultant will provide recommendations to modify the current parking ordinance, if necessary. Additionally, parking demand strategies and solutions to address current and future parking demands, including consolidated parking facilities, joint use or shared parking, peak period parking strategies, and bicycle parking management shall be considered and recommended to the City.



**ADMINISTRATIVE ITEMS  
PLANNING COMMISSION  
NOVEMBER 15, 2016**

**(Approvals by the Community Development Director)**

**ITEM NO. 1: ARCHITECTURAL REVIEW 16-008; WINDOW RETROFIT AND RELOCATION OF FRONT DOOR AND PORCH; LOCATION – 512 IDE STREET; APPLICANT – GAMBRIL DEVELOPMENT; REPRESENTATIVE – RICK GAMBRIL**

After making the findings specified in Section 16.16.130 of the Municipal Code, the Community Development Director approved the above referenced project for a window retrofit and relocation of the front door and porch at 512 Ide Street.

**ITEM NO. 2: PLOT PLAN REVIEW 16-019; ESTABLISHMENT OF A NEW MASSAGE THERAPY BUSINESS; LOCATION – 133 BRIDGE STREET, SUITE B; APPLICANT – LEONID MOROZ**

After making the findings specified in Section 16.16.080 of the Municipal Code, the Community Development Director approved the above referenced project for the establishment of a new massage therapy business at 130 Bridge Street, Suite B.

**ITEM NO. 3: TEMPORARY USE PERMIT 16-025; HOPPER FAMILY CHRISTMAS TREE SALES; FRIDAY, NOVEMBER 25<sup>TH</sup>, 2016, TO SUNDAY, DECEMBER 25<sup>TH</sup>, 2016 FROM 9:00 AM TO 9:00 PM DAILY; LOCATION - 1587 EL CAMINO REAL; APPLICANT – JONI HOPPER**

After making the findings specified in Section 16.16.090 of the Municipal Code, the Community Development Director approved the above referenced project for the sale of Christmas trees from November 25, 2016, to December 25, 2016, at 1587 El Camino Real.

**ITEM NO. 4: TEMPORARY USE PERMIT 16-023; BINGO AND SILENT AUCTION AND WAIVER OF APPLICATION FEE; MONDAY, NOVEMBER 14<sup>TH</sup> FROM 3:00 PM TO 9:00 PM; LOCATION – 959 VALLEY ROAD; APPLICANT – PAM ZIRION**

After making the findings specified in Section 16.16.090 of the Municipal Code, the Community Development Director approved the above referenced project for a charity fundraiser on November 14, 2016, at 959 Valley Road.