

## **ACTION MINUTES**

### **SPECIAL MEETING OF THE ARCHITECTURAL REVIEW COMMITTEE MONDAY, JANUARY 22, 2018 ARROYO GRANDE COUNCIL CHAMBERS, 215 E. BRANCH STREET ARROYO GRANDE, CA**

#### **1. CALL TO ORDER**

Chair Warren Hoag called the Special Architectural Review Committee meeting to order at 2:30 p.m.

#### **2. ROLL CALL**

ARC Members: Chair Warren Hoag, Vice Chair Bruce Berlin, and Committee Members Mary Hertel, Colleen Kubel, and Keith Storton were present.

City Staff Present: Planning Manager Matt Downing, Associate Planner Kelly Heffernon, and Planning Technician Sam Anderson were present.

#### **3. FLAG SALUTE**

Chair Hoag led the Flag Salute.

#### **4. AGENDA REVIEW**

None.

#### **5. COMMUNITY COMMENTS AND SUGGESTIONS**

None.

#### **6. WRITTEN COMMUNICATIONS**

None.

#### **7. CONSENT AGENDA**

Committee Member Storton made a motion, seconded by Vice Chair Berlin, to approve the January 8, 2018 minutes as submitted. The motion passed on the following voice vote:

**AYES:** Storton, Berlin, Hertel, Kubel, Hoag

**NOES:** None

#### **8. PROJECTS**

**8.a. CONSIDERATION OF ARCHITECTURAL REVIEW NO. 17-010; CONSTRUCTION OF A NEW 3,962 SQUARE FOOT SINGLE FAMILY PRIMARY RESIDENCE WITH A 887 SQUARE FOOT THREE-CAR GARAGE AND A 1,200 SQUARE FOOT ACCESSORY DWELLING UNIT; LOT 14 OF TRACT 3048 (HEIGHTS AT VISTA DEL MAR); LOCATION – 480 DEL MAR; APPLICANT – TOMMY TODD; ARCHITECT – CHRIS PARKER (Heffernon)**

Associate Planner Heffernon presented the staff report and responded to questions from the Committee regarding the site wall and whether an accessory dwelling unit parking space may be located in the front yard setback.

Chris Parker, architect, spoke in support of the project and responded to questions regarding the height of the wall plates, a deck shown on certain plan set pages, the proposed color of the structure, and the architectural style of the structure.

The Committee spoke in support of the project, complimenting the simple but high quality design of the project and the quality of the design guidelines prepared for the subdivision.

Committee Member Storton made a motion, seconded by Committee Member Kubel, to recommend approval of the project to the Community Development Director as submitted with the revised wall plate height presented at the meeting, with the condition that the parking space for the accessory dwelling unit be relocated out of the front yard setback.

**AYES:** Storton, Kubel, Berlin, Hertel, Hoag  
**NOES:** None

**8.b. CONSIDERATION OF CONDITIONAL USE PERMIT 16-005; CONSTRUCTION OF A 4,131 SQUARE FOOT MIXED USE STRUCTURE; LOCATION 1495 EL CAMINO REAL; APPLICANT – SCOTT PACE; ARCHITECT – GREG SOTO (Anderson)**

Planning Technician Anderson presented the staff report and responded to questions from the Committee regarding parking reductions, the double detector check, the front yard setback and right of way, the definition of the Office Mixed Use zoning district, and the permitted hours of construction.

Scott Pace, applicant, and Greg Soto, architect, spoke in support of the project and responded to questions regarding the intended uses of the first floor, the roll up door, reserved parking, the prepared health risk assessment, colors and materials of the structure, the retaining wall, fire sprinklers, access for the front apartment, and the purpose of the designated recreation room.

The Committee spoke in support of the project, providing comments on the doorway access to the front apartment unit and the character of the neighborhood.

Vice Chair Berlin made a motion, seconded by Committee Member Kubel, to recommend approval of the project to the Planning Commission, with the following conditions: 1. Modification to the door providing access to the front apartment unit from a sliding door to a more traditional door, and 2. that a color board be reviewed by the Architectural Review Committee prior to final project approval.

**AYES:** Berlin, Kubel, Hertel, Storton, Hoag  
**NOES:** None

**8.c. CONTINUED CONSIDERATION OF ADMINISTRATIVE SIGN PERMIT 17-020; ONE (1) NEW WALL SIGN FOR A NEW BUSINESS; LOCATION 214 EAST BRANCH STREET; APPLICANT – RANDY BROWNELL, WELL SEEN SIGNS (Anderson)**

Planning Technician Anderson presented the staff report. The Committee had no questions.

Randy Brownell, applicant, spoke in support of the project and provided a color swatch and material example to help visualize the sign.

The Committee spoke in support of the project, complimenting the revised material and colors.

Committee Member Hertel made a motion, seconded by Committee Member Storton, to recommend approval of the project to the Community Development Director as submitted.

**AYES:** Hertel, Storton, Berlin, Kubel, Hoag  
**NOES:** None

**9. DISCUSSION ITEMS**

None.

**10. COMMITTEE COMMUNICATIONS**

Committee Member Hertel updated the Committee on the upcoming Jim Guthrie Community Service Grant Panel meeting dates.

**11. STAFF COMMUNICATIONS**

Planning Manager Downing thanked the Committee for their willingness to deal with difficult projects and plan sets, and updated the Committee on upcoming meeting dates due to cancellations resulting from holidays.

**12. ADJOURNMENT**

The meeting was adjourned at 3:44 p.m. to a regular meeting on February 5, 2018 at 2:30 p.m.

**/s/Warren Hoag, Chair**

**ATTEST:**  
**Sam Anderson, Planning Technician**  
(Approved at ARC Mtg 02-05-2018)