

ACTION MINUTES

MEETING OF THE ARCHITECTURAL REVIEW COMMITTEE MONDAY, MARCH 6, 2017 ARROYO GRANDE CITY HALL, 300 EAST BRANCH STREET ARROYO GRANDE, CA

1. CALL TO ORDER

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

2. ROLL CALL

ARC Members: Chair Warren Hoag and Committee Members Mary Hertel, John Rubatzky, and Keith Storton were present. Committee Member Bruce Berlin was absent.

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

3. FLAG SALUTE

John Rubatzky led the Flag Salute.

4. COMMUNITY COMMENTS AND SUGGESTIONS

None.

5. APPROVAL OF MINUTES

John Rubatzky made a motion, seconded by Mary Hertel, to approve the minutes of January 9, 2017, as submitted.

The motion carried on a 3-0-1 voice vote, with Keith Storton abstaining and Bruce Berlin absent.

6. PROJECTS

6.a. CONSIDERATION OF VESTING TENTATIVE TRACT MAP 16-001 (TRACT 3079) AND DEVELOPMENT CODE AMENDMENT 17-001; REVIEW OF DESIGN GUIDELINES FOR A 7-LOT RESIDENTIAL SUBDIVISION; LOCATION – RODEO DRIVE AND GRACE LANE; APPLICANT – KIRBY GORDON; REPRESENTATIVE – JEFF EMRICK (Heffernon)

Associate Planner Heffernon presented the staff report and responded to questions from the Committee regarding the history and environmental constraints of the site.

Kirby Gordon, applicant, introduced his co-applicants Margaret Gordon and Bob Kiddo, and spoke in support of the project, responding to questions regarding the proposed roadway dedication, plans for existing oaks on the site, and driveway design for flag lots.

The Committee provided comments in support of the project's design guidelines, density, and landscaping for initial tract improvements.

Mary Hertel made a motion, seconded by Keith Storton, to recommend approval of the project's design guidelines to the Planning Commission, with the following conditions:

1. Require landscaping along the Grace Lane and Rodeo Drive frontages that utilizes native or Mediterranean plant materials to create an enhanced natural look;
2. Include the requirement for Pampas Grass eradication on each lot in the design guidelines;
3. Retain all Oaks on undisturbed areas of the site; and
4. Consideration shall be given on Lots 5-7 in the design guidelines to detailed articulation and/or additional screening to the rear building elevations facing Grace Lane and Rodeo Drive.

The motion carried on a 4-0 voice vote, with Bruce Berlin absent.

7. DISCUSSION ITEMS

7.a. ELECTION OF OFFICERS

Chair Hoag opened the nominations for Chair.

Mary Hertel nominated Warren Hoag to serve as Chair.

Hearing no further nominations, the nominations were closed.

Warren Hoag was elected Chair on a 4-0 voice vote, with Bruce Berlin absent.

Chair Hoag opened the nominations for Vice Chair.

John Rubatzky nominated Bruce Berlin to serve as Vice Chair.

Hearing no further nominations, the nominations were closed.

Bruce Berlin was elected Vice Chair on a 4-0 voice vote, with Bruce Berlin absent.

7.b. CONSIDERATION OF MATERIALS PROPOSED FOR THE HERITAGE SQUARE PARK RESTROOM

Planning Manager Downing and Capital Improvement Project Manager Jill McPeek presented a sample of the concrete roof for the Heritage Square Park Restroom project.

Committee members provided comments regarding the look and characteristics of the sample, including that maintenance will be constant, that the Committee is unsure the molding of the roof will work after seeing the sample, that a painted, sealed roof will reflect the sun more than traditional composition shingles, and that they were reluctant to accept the product originally.

Chair Hoag invited members of the public to comment on the item.

Mark Vasquez spoke about concerns regarding the sample, including the how fascia would be accomplished.

It was the consensus of the Committee that while they would like to see a sample made using composition shingles instead of shake shingles, the sample provided reinforced concerns they had about utilizing concrete to construct the restroom. No formal action was taken.

8. COMMITTEE COMMUNICATIONS

Chair Hoag welcomed Keith Storton to the Committee and asked about information regarding annual filing of Form 700s.

9. STAFF COMMUNICATIONS

Planning Manager Downing provided a summary of the damage cause by recent storms and thanked Public Works, Police, and Fire personnel for all their efforts throughout the storm. Planning Manager Downing also gave a status report on the Council Chambers upgrade project and indicated it is anticipated that planning-related webinar trainings will resume in May.

10. ADJOURNMENT

The meeting was adjourned at 4:43 p.m. to a meeting on March 20, 2017 at 2:30 p.m.

/s/Warren Hoag, Chair

ATTEST:

Matthew Downing, Planning Manager
(Approved at ARC Mtg 04-03-2017)