



**MEETING MINUTES
PLANNING COMMISSION
CITY HALL COUNCIL CHAMBERS
154 SOUTH EIGHTH STREET
GROVER BEACH, CALIFORNIA
TUESDAY, JANUARY 12, 2010
6:30 P.M.**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a City meeting, please contact the City Clerk's Office (473-4568) at least 48 hours prior to the meeting to ensure that reasonable arrangements can be made to provide accessibility to the meeting.

CALL TO ORDER 6:30 p.m.

FLAG SALUTE Commissioner Marshall

PRESENT: Commissioners Alex, Blum, Marshall, Vice Chair Long, and Chair Coleman.

ABSENT: Commissioner Roberson.

PUBLIC COMMENTS: *At this point of the meeting, members of the public may bring up any items within the jurisdiction of the Planning Commission that are not on the agenda. Please limit your comments to three (3) minutes. The Planning Commission will listen to all comments; however, in compliance with the Brown Act, the Commission cannot act on items not on the agenda.*

There was no one present who wished to comment.

CONSENT ITEMS:

- 1. Approval of Minutes of Planning Commission meetings of September 9, 2008 and November 17, 2009.**

Commissioner Blum made the motion to adopt the minutes as written; Commissioner Marshall seconded the motion, and it was carried with a vote of 5-0-1-0.

PUBLIC HEARING ITEMS:

- 2. Development Permit Application No. 09-022**

Applicant – Community Health Center of the Central Coast

This is a request for a Use Permit to allow a medical office at 592 South 13th Street (APN 060-295-025) in the Neighborhood Commercial (C-N) District. The project planner is Janet Reese.

Recommended Action: Adopt the Resolution granting the Use Permit.

Planner Reese presented the staff report. She described the background of the project, the previous planning commission action and the additional services being requested. She indicated that there were no changes in the hours of operation.

Staff identified that loitering was a potential issue, however when a mobile van was temporarily stationed at the site, it was not an issue.

Staff is recommending approval of the project.

Commissioner Marshall if any input was received from the person who had previously made complaints. Planner Reese indicated that there was no input.

Larry Bacus spoke on behalf of CHC (Community Health Center of the Central Coast) and was available for questions.

Commissioner Marshall asked why they were only proposing one exam room. Mr. Bacus stated that they do not anticipate a high need for the exam room and currently only have room for one.

Chair Coleman asked if the facility was intended to only serve the homeless. Mr. Bacus stated that they will be serving people without insurance in addition to the homeless.

There was no further public comment and Chair Coleman closed the public hearing.

Vice Chair Long stated that the current use table has some inconsistencies relating to medical offices vs. clinics. Interim Director Beck stated that some of those issues may be addressed in the zoning updates.

Commissioner Marshall made the motion to accept staff's recommendation; Vice Chair Long seconded the motion, and it was carried with a vote of 5-0-1-0, with Commissioner Roberson absent.

DISCUSSION

3. Guest Parking

Interim Director Pat Beck presented the staff report, and stated that the subject had been addressed at a previous Planning Commission meeting to allow the Commissioners time to review the issue.

She stated that Ms. Jennifer Mouzis had brought up the issue at a City Council meeting; the City Council directed staff to present the issue to the Planning Commission.

She outlined the current requirements, displayed various pictures and presented some issues related to two-unit or more, developments. She discussed various ways for smaller projects to provide additional parking, including allowing for parking in front of the garage. This could possibly cause access difficulties. She stated that for properties with existing units, it is more difficult to address parking. It is more problematic when two units want to divide later and still be able to provide the required parking.

Ms. Beck described the background of the parking issues and zoning updates related to parking. The current standard has been in place for approximately 20 years. Some properties that do not meet the standard could have been built prior to those changes.

Ms. Beck presented comparisons to other cities and indicated that many have decided that guest parking isn't needed at a 1 per unit. She stated that it is about balancing the competing issues. Several cities have adopted a standard; that for very small projects, no guest parking is required.

She stated that Staff is concerned about allowing guest parking to occur in the front setback as it creates too much paving and not enough landscaping. The Planning Commission's comments and recommendations will be presented to the City Council in February.

City Attorney Koczanowicz cautioned against providing guest parking on an adjacent property.

Chair Coleman asked if diagonal parking had been considered for in front of PUDs on the streets. Beck indicated that for smaller projects, the parking that could be added would be very limited once driveways are included. Chair Coleman stated that on-street parking could take the place of on site.

Vice Chair Long indicated that this issue had been discussed by a Parking Committee.

Commissioner Blum expressed concern about shared parking spaces, as they could create potential conflicts between neighbors. He stated that the trend seems to be that garages are used for storage rather than parking. If the requirement for guest parking is eliminated, it may actually eliminate primary parking for people who are not able to use their garage for parking. He is in favor of one space per unit. He stated that the trend shouldn't be that people put pavers in the front in place of landscaping. Mr. Koczanowicz stated that problems could arise in situations where a required retention basin was replaced with pavers.

Commissioner Blum asked if the city has the resources and time to address the issues with people replacing landscaping with parking. He indicated that the projects that have been presented to the Commission have been able to provide the required parking.

Ms. Beck indicated that they do see the situation at the staff level, but since they don't meet the standards, they are not presented to the Planning Commission.

Vice Chair Long indicated that applicants can request a variance or use another mechanism to move their project forward.

Vice Chair Long agrees with Commissioner Blum that reducing guest parking isn't the best idea.

Commissioner Alex agrees that people are using garage for storage, but the guest parking could also be utilized for something other than parking. He thinks they should lower the parking standards. Commissioner Marshall agreed with Commissioner Alex.

Commissioner Marshall stated that guest parking takes up more space and creates more hardscape. He also expressed concern that if they reduce the guest parking requirements, then the applicants may just make the units larger. He would rather have the parking given up for additional landscaping.

Jennifer Mouzis, Grover Beach resident, stated that if you retain parking spots, allow it to be located in the setbacks or in front of the garage where it doesn't impact the fire lane. Each house would only impact its own site.

Commissioner Marshall believes that there shouldn't be parking in the setbacks, nor should it be in front of someone's garage. Staff should revisit the issue. He was impressed that other communities don't require guest parking and he feels it isn't necessary. He suggested for larger homes, three parking spaces for five bedrooms.

Ms. Beck indicated that it was the City Council direction was to look at small PUDs and second dwelling units.

Commissioner Marshall recommended that the City Council direct staff to look at this and consider looking at condos like single-family units. He reiterated that he would like the trade off to add

landscaping.

Commissioner Blum stated that it is possible that the residents would remove the landscaping. Mr. Koczanowicz stated that Code Enforcement is complaint-driven.

Chair Coleman asked if they were only talking about projects going forward.

Mr. Koczanowicz stated that if standards are changed, it will be going forward, but it would also apply to someone wanting to divide a parcel with two existing dwelling units.

Ms. Beck stated that there doesn't have to be consensus at this point. Staff can inform City Council of the various feelings and suggestions of the Commissioners.

Vice Chair Long stated that it would be nice to trade guest parking for landscaping.

Ms. Beck suggested that it could also use material that serves a dual purpose, i.e. grasscrete.

Mr. Koczanowicz asked if there was consensus regarding parking in setbacks.

The Commissioners indicated that there is a consensus.

Commissioner Marshall asked about tandem parking.

Planner Reese stated that most of the PUD lots can't accommodate the parking for the front unit.

Mr. Koczanowicz stated that tandem covered parking is not prohibited.

Ms. Beck stated that staff will prepare a report for the City Council and receive direction for how to proceed.

4. Vacation Rentals

Pat Beck presented the staff report. Staff contacted major property management companies for feedback and also received information from Finance regarding the TOT amounts.

She stated that there has only been one complaint regarding a vacation rental, so it hasn't been a major problem in the City at this time.

Ms. Beck stated that Pismo Beach has an area for providing vacation rentals; general residential is separated from vacation rentals. She noted that the situation is different in Grover Beach, which is more similar to the County.

Staff highlighted some of the issues, including the situations in which a vacation rental is contributing Transient Occupation Tax (TOT), but not getting the zoning clearance. There needs to be a defined process for vacation rentals.

Ms. Beck indicated that some of the anticipated issues could include: noise, parking, and the number of people using site (more or less than long term rental or primary ownership home). The impact may be less than other residential uses, due to the seasonal nature of vacation rentals. Issues that have occurred in other communities may not apply to Grover Beach.

Ms. Beck outlined possible options for the Commission.

Commissioner Alex indicated that for the short term it is acceptable, but that staff should continue to monitor the situation. He would not want to discourage tourism.

Commissioner Marshall asked if vacation rentals have additional fire safety requirements. Mr. Koczanowicz indicated that the requirements would be the same as regular residential units. Commissioner Marshall asked if insurance is required for the operation of the vacation rental. He stated that the City should have a defined ordinance that addresses vacation rentals. He would like to keep it as simple as possible, with approval given at the staff level, but including notification of people in the neighborhood. He indicated that he favored Alternative 3, which includes R-1.

Ms. Beck described AUP process and appeals. She stated that if they think SF zones can accommodate vacation rentals, they could have an administrative process to address those.

Chair Coleman, Vice Chair Long and Commissioner Blume indicated that this should be handled at an administrative level, and should encourage tourism, while giving consideration to the other neighbors. Chair Coleman also stated that because of the small numbers of units that are being utilized in this way, she believes they should monitor on an annual basis.

Commissioner Blum stated that no residential areas should be excluded. He stated that if there are problems with a vacation rental, it could be referred to the Planning Commission. He would also like to see the City publicize that it is open to having vacation rentals.

Commissioner Long asked what kind of administrative process could be adopted. Ms. Beck stated that there could be a staff level approval that would verify that the house met the standards that are set, and notify the neighbors; the administrative approval would be final unless there were problems reported or it is appealed. If it is appealed and was done as an AUP, there would be a Planning Commission Public Hearing. The Commission could set what the appropriate level of review and how much notification would be required.

Vice Chair Long felt that an administrative procedure would be appropriate and that he likes the idea of publicizing the new process and potential for vacation rentals.

Vice Chair Long asked how the proprietors are informed about the requirement for the TOT. Ms. Beck indicated that property management companies are aware of the requirement. Ms. Beck indicated that the process should be clear about what the rules are and what fees are required.

Mr. Koczanowicz stated that they should also provide information about Business Tax Certificates.

Linda Sartuche, Pismo Coast Management addressed the Commission. She stated that she currently manages 41 properties, and that vacation rentals in Grover Beach are mostly converting back to long term rentals. She stated that as long as the permit process isn't difficult and cost-prohibitive, people will do the right thing. She also stated that owners have to provide insurance, smoke detectors and fire extinguishers in the units. Also, Pismo Beach requires that contact information be provided, in case of complaints.

The discussion was concluded.

COMMISSIONERS' COMMENTS:

Report from City Council Representatives

Commissioner Marshall will report next month.

Other Commissioners' Comments

Commissioner Alex expressed concern about closing businesses. Mr. Buckingham stated that he tries to stay in regular contact with commercial brokers to get information on issues or potential vacancies.

Commissioner Coleman asked about wineries/wine tasting. Mr. Buckingham felt that there could be some long term interest but nothing as yet.

COMMUNITY DEVELOPMENT DIRECTOR'S REPORT

Minor Modifications: September-December 2009

STAFF COMMENTS

Economic Development Specialist Status Report

Updated on some Grand Avenue improvement projects.

ASSIGNMENT TO ATTEND CITY COUNCIL MEETING(S)

ADJOURNMENT 8:26

/s/
CHAIR COLEMAN

/s/
SECRETARY TO THE PLANNING COMMISSION
BRUCE BUCKINGHAM, COMMUNITY DEVELOPMENT DIRECTOR

(Approved at PC Meeting: March 09, 2010)