

**ACTION MINUTES  
MEETING OF THE PLANNING COMMISSION  
TUESDAY, SEPTEMBER 7, 2021  
ARROYO GRANDE COUNCIL CHAMBERS  
215 EAST BRANCH STREET  
ARROYO GRANDE, CALIFORNIA**

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Planning Commission: Commissioners Kevin Buchanan, Jim Guthrie, Jamie Maraviglia, Vice Chair Frank Schiro and Chair Glenn Martin were present.

Staff Present: Community Development Director Brian Pedrotti, Associate Planner Andrew Perez and Assistant Planner Patrick Holub were present.

**3. FLAG SALUTE**

Commissioner Maraviglia led the flag salute.

**4. AGENDA REVIEW**

None.

**5. COMMUNITY COMMENTS AND SUGGESTIONS**

None.

**6. WRITTEN COMMUNICATIONS**

None.

**7. CONSENT AGENDA**

**7.a. CONSIDERATION OF APPROVAL OF MINUTES**

**Recommended Action:** Approve the minutes of the August 17, 2021 Regular Planning Commission meeting.

**7.b. CONSIDERATION OF LOT LINE ADJUSTMENT 21-003; LOCATION – 1200 EAST GRAND AVENUE; APPLICANT – JAMES MOTTER; REPRESENTATIVE – JAMES COOPER, GARING, TAYLOR AND ASSOCIATES**

**Recommended Action:** It is recommended that the Planning Commission adopt a Resolution approving Lot Line Adjustment No. 21-003.

**Action:** Commissioner Guthrie moved and Vice Chair Schiro seconded the motion to approve the consent agenda.

The motion passed on the following roll-call vote:

**AYES:** Guthrie, Schiro, Buchanan, Maraviglia and Martin

**NOES:** None

**ABSENT:** None

**8. PUBLIC HEARINGS**

**8.a. CONSIDERATION OF CONDITIONAL USE PERMIT 21-006; ESTABLISHMENT OF A FITNESS FACILITY IN AN EXISTING COMMERCIAL SPACE; LOCATION – 134 NELSON STREET; APPLICANT – TARA WARWICK, TARAFIED FITNESS, LLC**

**Recommended Action:** It is recommended that the Planning Commission adopt a Resolution approving the project.

Assistant Planner Holub presented the staff report.

Tara Warwick, applicant, spoke in support of the project and gave a summary of the business model.

Chair Martin opened the public hearing.

Michelle Chariton mentioned that she appreciates the new business coming into the Village but that they should consider making the facility ADA accessible.

Seeing no further public comments, Chair Martin closed the public hearing.

**Action:** Vice Chair Schiro moved and Commissioner Maraviglia seconded the motion to adopt the prepared Resolution approving Conditional Use Permit 21-006 as submitted.

The motion passed on the following roll-call vote:

**AYES:** Schiro, Maraviglia, Guthrie, Buchanan and Martin

**NOES:** None

**ABSENT:** None

**8.b. CONSIDERATION OF CONDITIONAL USE PERMIT 21-005; ADDITION TO AN EXISTING COMMERCIAL STRUCTURE AND ESTABLISHMENT OF AN ART GALLERY AND WINE TASTING COLLECTIVE; LOCATION – 211 EAST BRANCH STREET; APPLICANT – ERIC AND GILLIAN VON BERG; REPRESENTATIVE – JENNIFER MARTIN, JENNIFER MARTIN ARCHITECTURE AND DESIGN**

**Recommended Action:** It is recommended that the Planning Commission adopt a Resolution approving the project.

Vice Chair Schiro recused himself from the meeting due to the project's proximity to a business he owns.

Associate Planner Perez presented the staff report and responded to Commissioner questions regarding parking in-lieu fees, architectural changes since the ARC's consideration and the historic nature of the building.

Chair Martin opened the public hearing. Seeing no public comments, Chair Martin closed the public hearing.

**Action:** Commissioner Guthrie moved and Commissioner Buchanan seconded the motion to adopt the prepared Resolution approving Conditional Use Permit 21-005 to establish an art gallery and wine tasting collective.

The motion passed on the following roll-call vote:

**AYES:** Guthrie, Buchanan, Maraviglia, Schiro and Martin

**NOES:** None

**ABSENT:** None

**RECUSED:** Schiro

**8.c. CONSIDERATION OF APPEAL TO PLANNING COMMISSION CASE 21-002; APPEAL OF PLOT PLAN REVIEW 21-018 FOR THE ESTABLISHMENT OF A VACATION RENTAL; LOCATION – 1170 LINDA DRIVE; APPELLANTS – MICHELLE CHARITON AND JAMI FORDYCE**

**Recommended Action:** It is recommended that the Planning Commission adopt a Resolution denying Appeal Case No. 21-002 and approving Plot Plan Review 21-018.

Vice Chair Schiro returned to the meeting.

Assistant Planner Holub presented the staff report and responded to Commissioner questions regarding fees and the approval process.

Michelle Chariton, appellant, spoke in favor of the appeal and listed reasons why she believed the approval should be overturned.

Corina Garsa, applicant, spoke against the appeal, introduced herself and stated that she is the owner of the property.

Chair Martin opened the public hearing.

Jeff Metcalfe thanked the commission and stated that he has lived on Linda Drive for 32 years. He explained why he did not think the location was appropriate for a vacation rental.

Seeing no further public comments, Chair Martin closed the public hearing.

Community Development Director Pedrotti responded to Commissioner questions regarding Megan's Law.

Associate Planner Perez responded to Commissioner questions regarding the findings for denying a project without prejudice and the possibility of refunding applicant fees.

**Action:** Commissioner Guthrie moved and Vice Chair Schiro seconded the motion to adopt the prepared Resolution denying Appeal Case No. 21-002 and approving Plot Plan Review 21-018 to establish a vacation rental at 1170 Linda Drive with the following changes:

1. The operator of the vacation rental shall notify guests that no street parking shall be allowed on the northern side of the street on garbage day; and
2. The Planning Commission recommended that the appellant's appeal fees be refunded due to their appeal highlighting issues with the approval process.

The motion passed on the following roll-call vote:

**AYES:** Guthrie, Schiro, Buchanan and Maraviglia  
**NOES:** Martin  
**ABSENT:** None

**9. NON-PUBLIC HEARINGS**

None.

**10. ADMINISTRATIVE DECISIONS SINCE AUGUST 17, 2021**

<b>Case No.</b>	<b>Applicant</b>	<b>Address</b>	<b>Description</b>	<b>Action</b>	<b>Appeal Deadline</b>
PPR21-020	Nick Meads	213 Whiteley Street	Establishment of a Vacation Rental in an existing Single Family Residence	A	9/8/21
PPR21-026	Natalie Terrasas	1223 Brighton Ave	Establishment of a Vacation Rental in an existing Single Family Residence	A	9/13/21
PPR21-027	Dustin Marzolf	240 W Branch Street	Establishment of a Vacation Rental in an existing Single Family Residence.	A	9/13/21
PPR21-028	Craig Smith	1174 Brittany Ave	Establishment of a Vacation Rental in an existing Multi-Family Residence.	A	9/13/21

**11. COMMISSION COMMUNICATIONS**

Commissioner Buchanan and Vice Chair Schiro spoke about some of the changes he would like made to the short term rental process including creating a webpage to provide information on the application and appeal process as well as requiring a signed statement from listed emergency contacts that they are within the required response time.

**12. STAFF COMMUNICATIONS**

Community Development Director Pedrotti mentioned that staff will be looking at making some webpage updates based on the recommended changes.

**13. ADJOURNMENT**

The meeting adjourned at 8:58 p.m.

**ATTEST:**

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**PATRICK HOLUB**  
**ASSISTANT PLANNER**  
**(Approved at PC Meeting \_\_\_\_\_)**

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**GLENN MARTIN, CHAIR**