

**ACTION MINUTES
REGULAR MEETING OF THE PLANNING COMMISSION
TUESDAY, MAY 3, 2016
COUNCIL CHAMBERS, 215 EAST BRANCH STREET
ARROYO GRANDE, CALIFORNIA**

1. CALL TO ORDER

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

2. ROLL CALL

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

Staff Present: Community Development Director Teresa McClish, Planning Manager Matt Downing, City Engineer Matt Horn and Office Assistant II Jane Covert-Lannon 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 reviewed the following material after preparation of the agenda:

1. Memo dated May 3, 2016 from Planning Intern Sam Anderson regarding Agenda Item 8.a.
2. Memo dated May 3, 2016 from Planning Manager Matt Downing regarding Agenda Item 8.b.

7. CONSENT AGENDA

Chair George invited public comment on the Consent Agenda. No public comments were received.

Action: Chair George moved, and Vice Chair Keen seconded the motion to approve Consent Agenda Items 7.a. through 7.b., with the recommended courses of action. The motion passed on the following voice vote:

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

NOES: None

ABSENT: None

7.a. Consideration of Approval of Minutes.

Action: Approve the minutes of the Regular Planning Commission Meeting of April 5, 2016, as submitted.

7.b. Consideration of a Resolution Approving a Street Name for Tract 3072; Location – Southwest Corner of E. Grand Avenue and South Courtland Street; Applicant; Wathen Castanos Homes.

Action: Adopted a Resolution approving the street name for Tract 3072.

8. PUBLIC HEARINGS

8.a. Consideration of Appeal to Planning Commission 16-002; Architectural Review 15-011 and Minor Exception 16-001; One Foot (1') Reduction of Side Yard Setback and a Two Foot (2') Reduction of Front Yard Setback for a New Two Story Residence and Attached Secondary Dwelling Unit; Location – 306 Short Street; Applicant – Cindy Nott; Representative – Michael Fisher.

Planning Manager Downing presented the staff report and modified the recommendation to continue the item to a date certain of May 17, 2016.

Chair George opened the public hearing. Hearing no public comments, Chair George closed the public hearing.

Action: Vice-Chair Keen moved, and Commissioner Martin seconded the motion to continue Consideration of Appeal to Planning Commission 16-002; Architectural Review 15-011 and Minor Exception 16-001; One Foot (1') Reduction of Side Yard Setback and a Two Foot (2') Reduction of Front Yard Setback for a New Two Story Residence and Attached Secondary Dwelling Unit; Location – 306 Short Street to a date certain of May 17, 2016 on the following roll call vote.

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

8.b. Consideration of Tentative Parcel Map 15-002 and Planned Unit Development 15-002; Subdivision of One (1) Lot Into Four (4) Lots and Construction of Four (4) New Attached Townhome Residences; Location – 189 Brisco Road; Applicant – Edward Shapiro; Representative – Greg Soto.

Planning Manager Downing presented the staff report and recommended that the Planning Commission adopt a Resolution approving Tentative Parcel Map 15-002 and Planned Unit Development 15-002.

Planning Manager Downing and City Engineer Horn responded to Commission questions regarding site grades, garbage collection, wall heights and fencing for the drainage basin, and driveway bulbout design.

Chair George opened the public hearing.

Greg Soto, project representative, and Edward Shapiro, applicant, responded to questions from the Commission regarding construction hours and timing, site grading, drainage, and spoke in support of the project.

Hearing no further comment, Chair George closed the public hearing

Community Development Director McClish and Planning Manager Downing provided specific phrasing of potential conditions of approval for the Commission to consider.

Action: Chair George moved to adopt a resolution entitled **“A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ARROYO GRANDE APPROVING TENTATIVE PARCEL MAP 15-002 AND PLANNED UNIT DEVELOPMENT 15-002; LOCATED AT 189 BRISCO ROAD;**

APPLIED FOR BY EDWARD SHAPIRO", with the following modification to add Conditions of Approval: 1) Condition #13 shall read "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", 2) Condition #120 – Replace the silk floss trees with an alternative tree species that requires less maintenance, 3) Condition #124 – The developer shall work with City staff to specify the size of required driveway bulbout, 4) Condition #125 – The depth of the drainage basin shall be no more than two feet (2') to eliminate the need for fencing. Should a deeper basin be necessary and require installation of a fence, the fence design shall require Design Review by the Architectural Review Committee for a recommendation to the Community Development Director, 5) Condition #126 – All new driveway grades shall comply with the latest edition of Engineering Standard 2130, 6) Condition #127 – The developer shall comply with all Fire Department regulations, including red striping and signing fire lanes adjacent to the common driveway. Commissioner Mack seconded and the motion passed on the following roll call vote:

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

9. NON-PUBLIC HEARING ITEM
None

10. NOTICE OF ADMINISTRATIVE DECISIONS SINCE APRIL 19, 2016
None

11. COMMISSION COMMUNICATIONS
None

12. STAFF COMMUNICATIONS

Community Development Director McClish informed the Commission of the promotion of Matt Downing to Planning Manager.

13. ADJOURNMENT

On motion by Vice Chair Keen for adjournment, and seconded by Commissioner Martin and unanimously carried, the meeting adjourned 7:06 p.m.

ATTEST:

**JANE COVERT-LANNON
SUBSTITUTE SECRETARY TO
THE PLANNING COMMISSION**

LAN GEORGE, CHAIR

(Approved PC Meeting)