

**ACTION MINUTES  
MEETING OF THE PLANNING COMMISSION  
TUESDAY, JUNE 1, 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 Jim Guthrie, Jamie Maraviglia, Ken Sage, Vice Chair Schiro and Chair Glenn Martin were present.

Staff Present: City Manager Whitney McDonald, City Engineer Robin Dickerson, Associate Planner Andrew Perez and Assistant Planner Patrick Holub were present.

**3. FLAG SALUTE**

Chair Martin led the flag salute.

**4. AGENDA REVIEW**

Chair Martin recommended and the Commission agreed that item 7.b be pulled from the consent agenda.

**5. COMMUNITY COMMENTS AND SUGGESTIONS**

None.

**6. WRITTEN COMMUNICATIONS**

The Commission received one supplemental memo regarding item 8.a as well as received one email after the start of the meeting in support of the project that was read into the record.

**7. CONSENT AGENDA**

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

**Recommended Action:** Approve the minutes of the May 18, 2021 Regular Planning Commission meeting.

**Action:** Commissioner Guthrie moved and Vice Chair Schiro seconded the motion to approve the minutes of May 18, 2021.

The motion passed on the following roll-call vote:

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

**7. ITEMS PULLED FROM THE CONSENT AGENDA**

**7.b. CONSIDERATION OF LOT LINE ADJUSTMENT NO. 21-001; LOCATION – 811 EAST CHERRY AVENUE; APPLICANT – KAREN ESTES, REPRESENTATIVE – TRISH HALL**

**Recommended Action:** It is recommended that the Planning Commission adopt a Resolution approving Lot Line Adjustment No. 21-001

Associate Planner Perez responded to Commissioner questions regarding a structure over a property line, necessary future improvements and construction occurring on East Cherry Avenue.

City Manager McDonald expressed a desire to have the City Attorney review the application and recommended continuance of the item.

**Action:** Chair Martin moved and Vice Chair Schiro seconded the motion to continue item 7.b. to a date uncertain.

**AYES:** Martin, Schiro, Maraviglia, and Sage  
**NOES:** None  
**ABSENT:** None

**8. PUBLIC HEARINGS**

**8.a CONSIDERATION OF APPEAL TO PLANNING COMMISSION CASE 21-001; APPEAL OF PLOT PLAN REVIEW 21-007 FOR THE ESTABLISHMENT OF A VACATION RENTAL; LOCATION – 341 ZOGATA WAY; APPELLANT – VICTOR AND JOAN MONTALBAN, ET. AL.**

**Recommended Action:** It is recommended that the Planning Commission adopt a Resolution denying Appeal Case No. 21-001 and approving Plot Plan Review 21-007.

Assistant Planner Holub presented the staff report and responded to Commissioner questions regarding the downstairs guest room's permitting status, performance standards, as well as the potential for adding additional conditions.

Chair Martin opened the public hearing.

Sandy Simpson spoke against the project, reiterating her concerns from her letter.

Victor Montalban, appellant, spoke against the project and expressed his displeasure with the approval process.

Joan Montalban, appellant, spoke against the project and expressed displeasure with the approval process.

Don Simpson, Zogata Way, spoke against the project stating that it is not appropriate to have a business in a residential neighborhood.

Steph Burkard spoke in support of the project.

Janice Reid spoke against the project stating her displeasure with the appeal process.

Hearing no further public comment, Chair Martin closed the public hearing.

**Action:** Vice Chair Schiro moved and Commissioner Guthrie seconded the motion to adopt a Resolution denying Appeal Case No. 21-001 and approving Plot Plan Review 21-007.

The motion passed on the following roll-call vote:

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

**8.b CONSIDERATION OF RECOMMENDATION TO THE CITY COUNCIL TO ADOPT GENERAL PLAN AMENDMENT 20-001, CIRCULATION ELEMENT UPDATE, MITIGATED NEGATIVE DECLARATION, AND MULTIMODAL TRANSPORTATION IMPACT GUIDELINES; LOCATION – CITYWIDE**

**Recommended Action:** It is recommended that the Planning Commission adopt a Resolution recommending that the City Council adopt the 2021 Circulation Element Update, adopt the Mitigated Negative Declaration in compliance with the California Environmental Quality Act (CEQA), and adopt the Multimodal Transportation Impact Study Guidelines attached to the proposed Resolution.

City Manager McDonald introduced the consultant team.

Todd Tregenza, consultant, presented the staff report and responded to Commissioner questions regarding roadway widths, private versus public streets and flexibility in standard street designs.

City Engineer Dickerson responded to Commissioner questions regarding roadway widths and street cross-sections.

Chair Martin opened the public hearing. Hearing no public comment, Chair Martin closed the public hearing.

**Action:** Commissioner Guthrie moved and Vice Chair Schiro seconded the motion to adopt a Resolution recommending that the City Council adopt the 2021 Circulation Element Update, adopt the Mitigated Negative Declaration in compliance with the California Environmental Quality Act (CEQA), and adopt the Multimodal Transportation Impact Study Guidelines with the added suggestion that equal consideration be given to minimum versus maximum width roadways.

The motion passed on the following roll-call vote:

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

**9. NON-PUBLIC HEARINGS**

**CONSIDERATION OF A CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2021/22 – 2025/26 CONSISTENCY WITH GENERAL PLAN**

**Recommended Action:** It is recommended that the Planning Commission adopt a Resolution finding that the Capital Improvement Program is consistent with the General Plan.

Assistant Planner Holub presented the staff report and responded to Commissioner questions regarding General Plan policies.

**Action:** Chair Martin moved and Commissioner Sage seconded the motion to adopt a Resolution finding that the Capital Improvement Program is consistent with the General Plan.

**PLANNING COMMISSION  
MINUTES  
JUNE 1, 2021**

The motion passed on the following roll-call vote:

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

**10. ADMINISTRATIVE DECISIONS SINCE MAY 18, 2021**

<b>Case No.</b>	<b>Applicant</b>	<b>Address</b>	<b>Description</b>	<b>Action</b>	<b>Appeal Deadline</b>
PPR21-011	David Murray, St. Barnabas Church	301 Trinity Ave	Construction of a 200sf accessory storage building in the PF zone	A	6/2/21
PPR21-012	Anthony Viggiano	454 Spanish Moss	Establishment of a Vacation Rental in the PD zone	A	6/2/21

**11. COMMISSION COMMUNICATIONS**

Commissioner Guthrie mentioned that the public hearing was not opened for item 8.b.

Chair Martin opened the public hearing for item 8.b. Seeing no public comments, Chair Martin closed the public hearing for item 8.b.

Vice Chair Schiro mentioned that the Arroyo Grande High School baseball finally lost a game and are highly ranked in CIF.

Commissioner Maraviglia asked if the June 15<sup>th</sup> meeting would be held in person. Responding, City Manager McDonald said that the City Council would be discussing in-person meetings on June 8<sup>th</sup>.

**12. STAFF COMMUNICATIONS**

None.

**13. ADJOURNMENT**

The meeting adjourned at 8:35 p.m.

**ATTEST:**

  
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**PATRICK HOLUB**  
**ASSISTANT PLANNER**  
**(Approved at PC Meeting 6-15-21)**

  
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**GLENN MARTIN, CHAIR**