

**ACTION MINUTES  
MEETING OF THE PLANNING COMMISSION  
TUESDAY, SEPTEMBER 3, 2019  
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 Jamie Maraviglia, Andrea Montes, Ken Sage, Vice Chair Frank Schiro and Chair Glenn Martin were present.

Staff Present: Community Development Director Teresa McClish, Planning Manager Matt Downing, Assistant Planner Andrew Perez, and Permit Technician 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**

The Commission received the following material after preparation of the agenda:

1. One memo dated September 3, 2019 from Community Development Director McClish related to Agenda Item 9.a.

**7. CONSENT AGENDA**

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

**Recommended Action:** Approve the minutes of the August 20, 2019 Regular Planning Commission Meeting.

**7.b. CONSIDERATION OF CERTIFICATE OF COMPLIANCE 19-001; LOCATION – 460 COACH ROAD; APPLICANT – MARTIN DELEON, MBS LAND SURVEYS**

**Recommended Action:** It is recommended that the Planning Commission adopt a Resolution approving Certificate of Compliance 19-001.

**Action:** Vice Chair Schiro moved to approve the consent agenda as submitted. Commissioner Maraviglia seconded and the motion passed on the following voice vote:

**AYES:** Schiro, Maraviglia, Montes, Sage, and Martin

**NOES:** None

**ABSENT:** None

**8. PUBLIC HEARINGS**

None.

**9. NON-PUBLIC HEARINGS**

**9.a. CONSIDERATION OF A STATUS REPORT ON THE CITY'S SHORT TERM RENTAL ORDINANCE (Downing)**

**Recommended Action:** It is recommended that the Planning Commission discuss the short term rental ordinance, provide feedback to staff, and make a recommendation to the City Council, if necessary.

Planning Manager Downing presented the staff report and responded to Commissioner questions regarding enforcement, parking, and the permitting process.

Chair Martin opened the public comment period.

Jimmy Lehey asked whether the number of vacation rentals impacts the price of rental housing in the City.

Chair Martin closed the public comment period.

It was the consensus of the Commission that the following items be discussed by the City Council:

1. Implementation of parking requirements;
2. Administrative fines for non-permitted short term rentals;
3. Utilization of compliance technology to address non-permitted short term rentals; and
4. Reconsideration of current buffer distances or methods.

**10. ADMINISTRATIVE DECISIONS SINCE AUGUST 20, 2019**

<b>Case No.</b>	<b>Applicant</b>	<b>Address</b>	<b>Description</b>	<b>Action</b>	<b>Planner</b>
PPR 19-019	Tom & Karen Franck	626 Cerro Vista Circle	Establishment of a vacation rental in an existing single family residence.	A	A. Perez
PPR 19-023	Figueroa Mountain Brewery	1462 E. Grand Ave.	Establishment of a new outdoor dining area in an existing parking lot for an existing restaurant.	A	A. Perez
TUP 19-007	St. Patrick School	900 W. Branch Street	57 <sup>th</sup> Annual Saint Patrick BBQ and Auction	A	A. Perez
PPR 18-030	Aaron & Mallory Scribner	408 Bakeman Street	Establishment of a vacation rental in an existing single family residence	A	A. Perez
ARCH 19-002	Arroyo Grande Comercial, LLC	1570 W. Branch Street	Commercial façade approval for entitled drive-thru	A	M. Downing

**11. COMMISSION COMMUNICATIONS**

Vice Chair Schiro reminded the public that the Arroyo Grande Beer Feast event, which will raise funds for Meals on Wheels, will be held on October 12, 2019.

**12. STAFF COMMUNICATIONS**

Community Development Director McClish informed the Commission that the September 17<sup>th</sup> meeting would be cancelled due to a lack of a quorum, while staff and some Commissioners attend the American Planning Associate Conference in Santa Barbara.

**13. ADJOURNMENT**

The meeting adjourned at 7:48 p.m.

**ATTEST:**

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**PATRICK HOLUB**  
**PERMIT TECHNICIAN**  
**(Approved at PC Meeting \_\_\_\_\_)**

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**GLENN MARTIN, CHAIR**

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