

**ACTION MINUTES
SPECIAL MEETING OF THE PLANNING COMMISSION
TUESDAY, DECEMBER 20, 2016
ARROYO GRANDE WOMAN'S CLUB AND COMMUNITY CENTER
211 VERNON STREET
ARROYO GRANDE, CALIFORNIA**

1. CALL TO ORDER

Vice-Chair Keen called the Special Planning Commission meeting to order at 6:00 p.m.

2. ROLL CALL

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

Staff Present: Planning Manager Matt Downing and Secretary Debbie Weichinger were present.

3. FLAG SALUTE

Commissioner Mack 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 Special Planning Commission Meeting of December 6, 2016 as submitted.

Action: Commissioner Martin moved to approve the minutes of the Special Planning Commission Meeting of December 6, 2016, with the following modification: PAGE 4, first paragraph, should read "..... component of the project; supports the transitional housing component if the length of stay is limited to one year;.....". Commissioner Keen seconded, and the motion passed on a 4-0-1 voice vote.

8. PUBLIC HEARINGS

Due to the applicant not present for item 8.a. Planning Manager Downing recommended the Commission review 8.b. before 8.a.

8.b. CONSIDERATION OF CONDITIONAL USE PERMIT 16-003; DEMOLITION OF AN EXISTING BUILDING, RETAINING WALLS AND TREES FOR THE CONSTRUCTION OF A NEW FIRST FLOOR OFFICE AND TWO (2) SECOND FLOOR RESIDENTIAL UNITS; LOCATION – 227 SOUTH HALCYON ROAD; APPLICANT MATT CEBULLA

Planning Manager Downing presented the staff report recommending the Planning Commission adopt a Resolution approving Condition Use Permit 16-003 and responded to Commission questions regarding the reduction of parking in order to keep trees; relocation of street trees; location of windows; location of overhead utilities; if there is an open space requirement; if Traffic Commission reviewed the project; alignment of driveway and apron; parking stall requirements; ADA parking space; and the number of street trees required.

Matt Cebulla, representative, responded to Commission questions regarding the driveway width; saving the street trees; number of bathrooms; water meters; approach/alignment of driveway; relocation of tree; length of on-site parking spaces; area wall; trash location; reduction of parking space to accommodate trash; party responsible for trash bill; impact of drip line for trees; and water meter/tier rates.

Vice Chair Keen opened the public hearing.

Keith Spierling stated he wants the trees to remain and asked that the driveway be left in its current configuration.

Upon hearing no further comments, Vice Chair Keen closed the public hearing.

The Commission provided comments on the proposed project.

Action: Commissioner Martin moved to adopt a resolution entitled “**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ARROYO GRANDE APPROVING CONDITIONAL USE PERMIT 16-003; LOCATED AT 227 SOUTH HALCYON ROAD; APPLIED FOR BY MATT CEBULLA**”, with the following modifications: adjust the ADA parking spaces to be compliant with standards; reduce on-site parking by one space to protect one or more site trees and improve vehicle turnaround and parking space size; increase the size of the trash enclosure to accommodate one to two additional cans; modify the design of the driveway and approach to be as straight as possible while complying with Engineering Standards. Commissioner Keen seconded the motion.

The Commission discussion included if findings need to be made; number of trash cans for tenants; and removal of parking space.

The motion passed on the following roll call vote:

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

Vice Chair Keen called for a break at 7:13 pm and reconvened at 7:18 pm.

8.a. CONTINUED PUBLIC HEARING TO CONSIDER DEVELOPMENT CODE AMENDMENT 15-001; ORDINANCE RELATING TO SMALL CELL TELECOMMUNICATION FACILITIES; LOCATION – CITYWIDE; APPLICANT – VERIZON WIRELESS

Planning Manager Downing presented the staff report and recommended the Commission adopt a Resolution recommending that the City Council adopt an Ordinance amending the Municipal Code Sections 16.04.070(C), 16.36.030(A) and 16.44.040-A relating to small cell telecommunication facilities, and a Resolution amending the City's Telecommunication Facilities Siting and Permit Submittal Requirements. Mr. Downing responded to questions regarding the proposed project clarifying locations requiring a Minor Use Permit versus a Conditional Use Permit; revenue for the City; if facilities are allowed on buildings; Planning Commission approval for locations of small cell sites in the Village; maximum size; space rental from the City; and duration of agreement.

Commissioner Fowler-Payne suggested putting a restriction on installation of small cells on street lights in the Village.

Tricia Knight, representative, Verizon, presented the proposed project and provided the following comments; there will be only one carrier per pole; the small cells should be invisible in the core of the Village and a CUP is required to ensure that; after site is built, emergency services will be contacted regarding interference; envisions installing small cells on buildings in the core of the Village; and responded to questions from the Commission. Ms. Knight presented pictures of samples of how small cell telecommunication facilities look in other Cities.

Vice Chair Keen opened the public hearing. Upon hearing no comment, Vice Chair closed the public hearing.

Commissioner Fowler-Payne stated she does not support installing the small cell antennas on the light poles in the Village now or in the future due to the Village being vintage and is in support of installing the antennas on top of the roof of buildings.

Commissioner Martin spoke in support of the Resolution and Ordinance supporting the use of CUPs to evaluate future proposals in the Village.

Commissioner Mack expressed concern with the location of the small cell antennas on the poles in the Village core; stated the Village is vintage; suggested to install antenna on the roof of buildings; and would like to see the interference report to check if businesses are being affected.

Vice-Chair Keen supported installing the small cell antennas on signal light poles in the Village and spoke in support of the resolution and ordinance.

Action: Commissioner Keen moved to adopt a resolution entitled "**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ARROYO GRANDE RECOMMENDING THAT THE CITY COUNCIL ADOPT AN ORDINANCE AMENDING SECTIONS 16.04.070(C), 16.36.030(A) AND 16.44.040-A OF THE ARROYO GRANDE MUNICIPAL CODE RELATING TO SMALL CELL TELECOMMUNICATION FACILITIES, AND ADOPT A RESOLUTION AMENDING THE TELECOMMUNICATION FACILITIES SITING AND PERMIT SUBMITTAL REQUIREMENTS; DEVELOPMENT CODE AMENDMENT CASE NO. 15-001; LOCATION – CITYWIDE; APPLICANT – VERIZON WIRELESS**". Commissioner Martin seconded.

In response to Commissioner Mack, Planning Manager Downing said the small cell antennas would not automatically go to the Historical Resources Committee (HRC) for review, but proposals would be required to meet the Design Guidelines for the Village.

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

Motion died.

Action: Commissioner Mack moved to amend the previous motion to include HRC review for proposals that are visibly seen within the Village Core Downtown. Commissioner Keen seconded the motion.

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

Action: Commissioner Keen moved to adopt a resolution entitled "**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ARROYO GRANDE RECOMMENDING THAT THE CITY COUNCIL ADOPT AN ORDINANCE AMENDING SECTIONS 16.04.070(C), 16.36.030(A) AND 16.44.040-A OF THE ARROYO GRANDE MUNICIPAL CODE RELATING TO SMALL CELL TELECOMMUNICATION FACILITIES, AND ADOPT A RESOLUTION AMENDING THE TELECOMMUNICATION FACILITIES SITING AND PERMIT SUBMITTAL REQUIREMENTS; DEVELOPMENT CODE AMENDMENT CASE NO. 15-001; LOCATION – CITYWIDE; APPLICANT – VERIZON WIRELESS**", including the amendment made by the previous motion to recommend review by the HRC of small cell proposals that can be visually seen in the Village Core Downtown District. Commissioner Martin seconded the motion. The motion passed on the following roll call vote:

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

9. NON-PUBLIC HEARING ITEM

None

10. NOTICE OF ADMINISTRATIVE DECISIONS SINCE DECEMBER 6, 2016

This is a notice of administrative decision for Minor Use Permits, including any approvals, denials or referrals by the Community Development Director. An administrative decision must be appealed or called up for review by the Planning Commission by a majority vote.

Case No.	Applicant	Address	Description	Action	Planner
ARCH 16-006 MEX 16-007	Elizabeth Luis	107 McKinley Street	Construction of a new secondary dwelling unit and reduction of	A	S. Anderson

			parking space minimum turnaround requirement		
TUP 16-027	Rabobank	1026 E. Grand Avenue	Temporary installment of an artificial Christmas tree in front of Rabobank from 12- 7-16 to 1-9-17	A	L. Klein

In response to Commissioner Martin's question, Planning Manager Downing explained the reason for a TUP on private property.

11. COMMISSION COMMUNICATIONS

Commissioner Martin wished all a Merry Christmas and Happy Holidays.

12. STAFF COMMUNICATIONS

Planning Manager Downing stated that the January 3, 2017 Commission meeting will be cancelled.

13. ADJOURNMENT

On motion by Vice-Chair Keen, seconded by Commissioner Martin and unanimously carried, the meeting adjourned at 8:42 p.m.

ATTEST:

DEBBIE WEICHINGER

LAN GEORGE, CHAIR

SECRETARY TO THE PLANNING COMMISSION

(Approved at PC Meeting _____)