

**ACTION MINUTES
MEETING OF THE PLANNING COMMISSION
TUESDAY, MARCH 20, 2018
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 Frank Schiro, John Mack, Terry Fowler-Payne, and Glenn Martin were present. Commissioner Lan George was absent.

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

3. FLAG SALUTE

Commissioner Schiro led the flag salute.

4. AGENDA REVIEW

Commissioner Mack requested Item 7.b. be pulled.

5. COMMUNITY COMMENTS AND SUGGESTIONS

None

6. WRITTEN COMMUNICATIONS

None

7. CONSENT AGENDA

Commissioner Mack moved, and Commissioner Schiro seconded the motion to approve Consent Agenda Item 7.a. The motion passed on the following roll call vote:

AYES: Mack, Schiro, Fowler-Payne, Martin

NOES: None

ABSENT: George

7.a. Consideration of Approval of Minutes

Action: Approved the minutes of the Regular Planning Commission Meeting of March 6, 2018 as submitted.

ITEM PULLED FROM THE CONSENT AGENDA

7.b. Consideration of Certificate of Compliance 18-001; Location – 529 Crown Hill; Applicant – Benjamin Hall; Representative – Jenny Emrick, Garing, Taylor & Associates

Recommended Action: Adopt a Resolution approving Certificate of Compliance 18-001
Planning Manager Downing presented the staff report and recommended the Commission adopt a Resolution approving Certificate of Compliance 18-001.

Commissioner Fowler-Payne provided the following comments: the map submitted is inadequate; said the lots are land locked; the exhibit is not what the State requires; feels that not all of the legal descriptions for parcels are correct; and requested this item come back with corrections.

Commissioner Mack provided the following comments: expressed concern with this item being consent and not a public hearing; stated the map is not legible; don't know what easements are on the site; there should be two ways in and out; should have access to other lots for safety reasons; and would like the applicant present.

Chair Martin said the quality and thoroughness is incomplete and suggested to table this item to a date uncertain.

Planning Manager Downing provided the entitlement history of the project and stated that the City Engineer and the Staff Advisory Committee recommended approval of the project.

Action: Commissioner Mack made a motion that Certificate of Compliance 18-001 be continued to the next Planning Commission meeting as a Non-Public Hearing Item; a 24" x 36" of the original subdivision map be provided; additional information from the file be provided; and the exhibit be properly labeled. Commissioner Fowler-Payne seconded the motion. The motion passed on the following roll call vote:

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

8. PUBLIC HEARINGS

None

9. NON-PUBLIC HEARING ITEM

9.a. CONSIDERATION OF 2017 GENERAL PLAN ANNUAL REPORT

Planning Manager Downing presented the staff report and recommended the Commission receive and file the 2017 General Plan Annual Report for final acceptance by the City Council. Planning Manager Downing responded to Commission questions regarding the Bridge Street Bridge project; affordable housing; housing in-lieu fees; developer incentives to include affordable housing; the Housing Element; and vacation homes. It was the consensus of the Commission that the 2017 General Plan Annual Report be received and filed.

9.b. ELECTION OF OFFICERS

Commissioner Schiro nominated Glenn Martin as Chair. Commissioner Fowler-Payne nominated John Mack as Chair. On motion by Commissioner Schiro, seconded by Commissioner Mack, and unanimously carried by a voice vote, the nominations were closed.

Planning Manager Downing called for a vote for Glenn Martin to serve as Chair. The vote died upon the following roll call vote:

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

Planning Manager Downing called for a vote for John Mack to serve as Chair. The vote died upon the following roll call vote:

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

On motion by Chair Martin, seconded by Commissioner Fowler-Payne, and unanimously carried, the item was continued to the next meeting when there is a full Commission.

10. ADMINISTRATIVE DECISIONS SINCE MARCH 6, 2018

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
PPR 18-005	Laureen Wallravin	176 Pine Street	New homestay in an existing single family residence	A	C. Turner

In response to Commissioner Fowler-Payne's question, Planning Manager Downing stated that the applicant does not need to post a notice of the homestay on the property.

11. COMMISSION COMMUNICATIONS

In response to Commissioner Mack, Mr. Downing said water resources are typically handled as part of the Water Master Plans or similar documents.

12. STAFF COMMUNICATIONS

Planning Manager Downing reported on the following: the April 3, 2018 Commission meeting will be cancelled due to lack of a quorum; Planning Technician Anderson will be leaving the City; and provided an update on the Halcyon Complete Streets project.

13. ADJOURNMENT

The meeting adjourned at 7:23 p.m.

ATTEST:

DEBBIE WEICHINGER
SECRETARY TO THE PLANNING COMMISSION
(Approved at PC Meeting _____)

GLENN MARTIN, CHAIR