



CITY OF MORRO BAY PLANNING COMMISSION MEETING AGENDA

Veteran's Memorial Building
Regular Meeting 6:00 p.m.

209 Surf Street, Morro Bay
Wednesday February 16, 2011

Chairperson Rick Grantham
Vice-Chairperson John Diodati
Commissioner Paul Nagy
Commissioner Jamie Irons
Commissioner John Solu
Rob Livick, Secretary

I. CALL MEETING TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. ACCEPTANCE OF AGENDA

V. DIRECTOR'S REPORT/WRITTEN COMMUNICATIONS

A. Oral Report

VI. PUBLIC COMMENT:

Members of the audience wishing to address the Commission on matters other than scheduled hearing items may do so when recognized by the Chairman, by standing and stating their name and address. Comments should be limited to three minutes.

VII. CONSENT CALENDAR

A. Approval of minutes from Planning Commission meeting February 7, 2011

VIII. PRESENTATIONS-None

Informational presentations are made to the Commission by individuals, groups or organizations, which are of a civic nature and relate to public planning issues that warrant a longer time than Public Comment will provide. Based on the presentation received, any Planning Commissioner may declare the matter as a future agenda item in accordance with the General Rules and Procedures. Presentations should normally be limited to 15-20 minutes.

IX. FUTURE AGENDA ITEMS - None

X. PUBLIC HEARINGS –

A. **Site Location:** Citywide

Applicant: City of Morro Bay

Request: The City of Morro Bay is holding a public workshop on the proposed Sign Ordinance Amendment (Amendment #AO0-010 City-Wide Text Amendment). The purpose of the workshop is to solicit input from the public on the Draft Sign Ordinance. The purpose of this amendment will be to update the City's current sign regulations to provide regulations that result in an information

system that expresses the character and environment of the City of Morro Bay and its community. The new sign regulations will recognize the importance of business activity to the economic vitality of the City. Specifically, these regulations are intended to:

- A. Encourage communications which aid orientation and identify businesses and activities.
- B. Preserve and enhance the aesthetic character of the City.
- C. Apply basic principles of good design and sensitivity to community appearance to signage.
- D. Restrict signs that overload the public’s capacity to receive information, violate privacy or which increase the probability of accidents by distracting driver’s attention or obstructing a driver’s vision.

Recommended CEQA Determination: No further environmental review necessary beyond that previously approved for the 2005 Zoning Ordinance Update.

Staff Recommendation: Receive public input on Draft Sign Ordinance.

Staff Contact: Kathleen Wold, Planning Manager (805) 772-6211

XI. OLD BUSINESS

- A. Current and Advanced Planning Processing List

XII. NEW BUSINESS-None

XIII. ADJOURNMENT

Adjourn to the next regularly scheduled Planning Commission meeting at the Veteran’s Memorial Building, 209 Surf Street, on Wednesday March 2, 2011 at 6:00 p.m.

PLANNING COMMISSION MEETING PROCEDURES

Materials related to an item on this Agenda submitted to the Planning Commission after distribution of the agenda packet are available for public inspection in the Public Services Office at 955 Shasta Avenue, during normal business hours, Mill’s ASAP, 495 Morro Bay Boulevard, or Morro Bay Library, 695 Harbor, Morro Bay, CA 93442. Planning Commission meetings are conducted under the authority of the Chair who may modify the procedures outlined below. The chair will announce each item. Thereafter, the hearing will be conducted as follows:

1. The Planning Department staff will present the staff report and recommendation on the proposal being heard and respond to questions from commissioners.
2. The Chair will open the public hearing by first asking the project applicant/agent to present any points necessary for the commission, as well as the public, to fully understand the proposal.
3. The Chair will then ask other interested persons to come to the podium to present testimony either in support of or in opposition to the proposal.
4. Finally, the Chair may invite the applicant/agent back to the podium to respond to the public testimony. Thereafter, the Chair will close the public testimony portion of the hearing and limit further discussion to the commission and staff prior to the commission taking action on a decision.

RULES FOR PRESENTING TESTIMONY

Planning Commission hearings often involve highly emotional issues. It is important that all participants conduct themselves with courtesy, dignity and respect. All persons who wish to present testimony must observe the following rules:

1. When you come to the podium, first identify yourself and give your place or residence both orally and on the sign in sheet at the podium. Commission meetings are audio and video tape-recorded and this information is required for the record.
2. Address your testimony to the Chair. Conversation or debate between a speaker at the podium and a member of the audience is not permitted.

This Agenda is available for copying at ASAP Reprographics and at the Public Library

3. Keep your testimony brief and to the point. Speak about the proposal and not about individuals. On occasion, the Chair may place time limits on testimony: Focus testimony on the important parts of the proposal: do not repeat points made by others. Please, no applauding or making comments from the audience during the testimony of others.
4. Written testimony is encouraged so they can be distributed in the packets to the Planning Commission. However, letters are most effective when presented at least a week in advance of the hearing. Written testimony provided after the staff reports are distributed and up to the meeting will also be distributed to the Planning Commission but there may not be enough time to fully consider the information. Mail should be directed to the Public Services Department, attention: Planning Commission Secretary.

APPEALS

If you are dissatisfied with any aspect of an approval or denial of a project, you have the right to appeal this decision to the City Council up to 10 calendar days after the date of action. The appeal form is available at the Public Services Department and on the City's web site. If legitimate coastal resource issues related to our Local Coastal Program are raised in the appeal, there is no fee if the subject property is located within the Coastal Appeal Area. If the property is located outside the Coastal Appeal Area, the fee is \$250 flat fee. If a fee is required, the appeal will not be considered complete if the fee is not paid. If the City decides in the appellant's favor then the fee will be refunded.

City Council decisions may also be appealed to the California Coastal Commission pursuant to the Coastal Act Section 30603 and the City Zoning Ordinance. Exhaustion of appeals at the City is required prior to appealing the matter to the California Coastal Commission. The appeal to the City Council must be made to the City and the appeal to the California Coastal Commission must be made directly to the California Coastal Commission Office. These regulations provide the California Coastal Commission 10 working days following the expiration of the City appeal period to appeal the decision. This means that no construction permit shall be issued until both the City and Coastal Commission appeal period have expired without an appeal being filed.

The Coastal Commission's Santa Cruz Office at (831) 427-4863 may be contacted for further information on appeal procedures.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Public Services' Administrative Technician at (805) 772-6261. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

HEARING IMPAIRED: There are devices for the hearing impaired available upon request at the staff's table.

COPIES OF VIDEO, CD: Copies of the video recording of the meeting may be obtained through AGP Video at (805) 772-2715, for a fee.

ON THE INTERNET: This agenda may be found on the Internet at: www.morro-bay.ca.us/planningcommission or you can subscribe to Notify Me for email notification when the agenda is posted on the City's website. To subscribe, go to www.morro-bay.ca.us/notifyme and follow the instructions.

AGENDA ITEM: VII-A

DATE: February 16, 2011

ACTION: _____

CITY OF MORRO BAY
PLANNING COMMISSION
SYNOPSIS MINUTES

(Complete audio- and videotapes of this meeting are available from the City upon request)

Veteran's Memorial Building
Regular Meeting, 6:00 p.m.

209 Surf Street, Morro Bay
February 7, 2011

Vice-Chairperson Jamie Irons
Commissioner Paul Nagy

Chairperson John Diodati
Rob Livick, Secretary

Commissioner Rick Grantham
Commissioner John Solu

I. CALL MEETING TO ORDER

Chairperson Diodati called the meeting to order at 6:00 p.m.

II. PLEDGE OF ALLEGIANCE

Diodati led the pledge.

III. ROLL CALL

Chairperson Diodati took roll and noted that all Commissioners are present, including the presence of three new Commissioners. Each of the Commissioners briefly introduced themselves.

Staff Present: Rob Livick, Kathleen Wold, Sierra Davis and City Attorney Rob Schultz.

IV. ELECTION OF CHAIR AND VICE-CHAIR

MOTION: Commissioner Solu moved to nominate Commissioner Grantham as Chair and Commissioner Nagy seconded the motion. The motion carried unanimously (5-0).

MOTION: Irons moved to nominate Commissioner Diodati as Vice-Chair and Grantham seconded the motion. The motion carried unanimously (5-0).

V. APPOINTMENT OF SECRETARY

Commissioners agreed to appoint Public Services Director Rob Livick as Secretary.

VI. ACCEPTANCE OF AGENDA

Irons moved to accept the Agenda and Vice-Chairperson Diodati seconded the motion. The motion carried unanimously (5-0).

VII. DIRECTOR'S REPORT/WRITTEN COMMUNICATIONS

Rob Livick briefed the Commission on the new meeting schedule approved by the City Council for the Planning Commission, Public Works Advisory Board, and Joint Powers Agreement (JPA) meeting. Livick also summarized items scheduled for the February 8, 2011 City Council meeting.

VIII. PUBLIC COMMENT

Grantham opened the Public Comment period and hearing no public comment, closed the Public Comment period.

IX. CONSENT CALENDAR

A. Approval of minutes from the meeting on December 20, 2010.

MOTION: Solu moved the Planning Commission approve the minutes. Irons seconded the motion. The motion carried unanimously (5-0).

X. PRESENTATIONS

City Attorney Rob Schultz gave a detailed presentation on the Brown Act explaining the history, importance and applicability of the Brown Act to the Planning Commission.

XI. FUTURE AGENDA ITEMS – None

XII. PUBLIC HEARINGS - None

XIII. OLD BUSINESS

A. Current Planning Processing List/Advanced Work Program

Wold explained the current and advance projects work program clarifying how the list is ordered. Commissioners reviewed the work program and had no discussion.

B. Status of Sign Ordinance

Davis presented a staff report updating the Planning Commission on the City Sign Ordinance including a public workshop soliciting input on the Sign Ordinance at the next Planning Commission meeting on February 16, 2011.

Commissioner Solu offered the following discussion items: clarification on banners and window signs, definition of permanent versus temporary, the available time to put A-frame signs out, cost of signs, and whether signs need to remain on the premises or if allowed in the public right of way.

XIV. NEW BUSINESS

A. Discussion of topics for the Joint City Council/Planning Commission meeting, February 22, 2011

Commissioners discussed potential topics and agreed upon the following:

1. Address and identify resolutions that pertain to the Planning Commission and which affect decision-making;
2. Bylaws affecting the Planning Commission specifically those establishing rules and procedures;
3. Section 2.28 of the Municipal Code and whether changes are needed;
4. Downtown visioning status; and
5. City Council direction for Planning Commission.

XV. ADJOURNMENT

Chairperson Grantham adjourned the meeting at 7:15p.m. to the next regularly scheduled Planning Commission meeting at the Veterans Hall, 209 Surf Street, on Wednesday, February 16th, 2011 at 6:00 p.m.

Rick Grantham, Chairperson

ATTEST:

Rob Livick, Secretary



AGENDA NO: X-A

MEETING DATE: February 16, 2011

Planning Commission Staff Report

TO: Planning Commission

DATE: February 16, 2011

FROM: Kathleen Wold, Planning Manager

SUBJECT: Workshop for Amendment to Sign Ordinance

RECOMMENDATION:

Receive public input on Draft Sign Ordinance.

BACKGROUND/DISSION:

On April 12, 2010 Public Services staff took forward a report to City Council regarding the status of the City's A-frame Sign Program. After receiving information regarding the status of A-frame signs and reviewing the options presented by staff within the staff report, the City Council directed staff to proceed with amending Title 17.68 (Sign Ordinance) by utilizing the sign ordinance contained within the Updated Zoning Ordinance approved by Council in 2005 and an A-frame Sign Program similar in design to Atascadero's A-frame sign program. Pursuant to this direction an amendment was taken to the Planning Commission on May 17, 2010 reflecting this direction. At this meeting the Planning Commission continued the item and requested that staff to hold a public workshop on the sign amendment.

We have attachment various documents to assist you with framing the issues and formulating your recommendations for this public workshop.

Attachments:

Attachment A: The Current Chapter 17.68 Sign Regulations

Attachment B: The new proposed Draft Chapter 17.68 Sign Regulations

Attachment C: A table which details the formatting differences between the current sign regulations and proposed draft sign regulations.

Attachment D: A table detailing the practical differences between the current sign regulations and Proposed Sign Regulations.

Attachment E: City of Atascadero A-frame sign rules

Attachment F: Staff report and minutes from the April 12, 2010 City Council meeting.

Attachment G: Minutes from the May 17, 2010 Planning Commission meeting.

Prepared By: *KW*

Planning Manager Review: *KW*

Director Review: *A*

City Attorney Review (If Applicable): _____

Morro Bay, California, Code of Ordinances >> Title 17 - ZONING* >> Chapter 17.68 - SIGNS >>

Chapter 17.68 - SIGNS

Sections:

- 17.68.010 - Purpose and intent.
- 17.68.015 - Findings.
- 17.68.020 - Definitions.
- 17.68.030 - Prohibited signs.
- 17.68.040 - Advertising on city property.
- 17.68.050 - Miscellaneous specifications.
- 17.68.060 - Permits.
- 17.68.070 - Exceptions.
- 17.68.080 - Minor adjustments.
- 17.68.090 - Planning commission interpretation.
- 17.68.100 - Exception permits.
- 17.68.110 - Signs in various zones.
- 17.68.120 - Miscellaneous signs and their regulations.
- 17.68.130 - Maintenance.
- 17.68.140 - Abandoned signs.
- 17.68.150 - Existing nonconforming signs.
- 17.68.155 - Time limits for nonconforming signs.
- 17.68.160 - Penalties for violation.

| 17.68.010 - Purpose and intent.

It is the purpose of this chapter to regulate signs as an information system which expresses the character and environment of the city and its community. It is further intended that these regulations recognize the importance of business activity to the economic vitality of the city. Standards shall attempt to:

- A. Encourage communications which aid orientation and identify activities;
- B. Preserve and enhance the aesthetic character of the surroundings;
- C. Relate signing to basic principles of good design, encouraging pleasing community appearance; and
- D. Restrict signs which overload the public's capacity to receive information, violate privacy or which increase the probability of accidents by distracting attention or obstructing vision.

(Ord. 445 § 3 (part), 1995)

| 17.68.015 - Findings.

In adopting the regulations for signs, the city council does find the following:

- A. That an excessive amount of signage, both in terms of number and size, as well as improper shape or design, can be distracting to motorists and pedestrians and this condition adversely affects the public safety by creating a potential traffic hazard;
- B. That excessive and poorly designed signs are confusing and reduce the effectiveness of all signs; this condition reduces the ability of residents and visitors to readily locate public facilities as well as businesses and services. Consequently, this condition not only adversely affects public safety by interfering with safe travel but also affects the public welfare by reducing convenience to residents and visitors and the viability of commercial districts;
- C. That signs provide important information to the public for a variety of purposes: excessive and poorly designed signs interfere with the effective transmitting of this information to the detriment of the public welfare;
- D.

That excessive and poorly designed signs detract from the city's appearance and visual environment: this fact is recognized both in the city's general plan as well as its certified local coastal program. The visual environment is important to the property values and pleasant, enjoyable quality of life for residents and, therefore, signs which degrade that environment adversely affect the public welfare. Furthermore, the visual quality of the coastal zone, which encompasses virtually the entire city, is recognized in the California Coastal Act as a resource of statewide importance and, therefore, regulation of the size, shape, design and other features of signs which become part of the visual environment and which can detract from it if not carefully controlled is important for protecting this public resource. Also, the visual quality of the city enhances its appeal to the tourists who contribute significantly to the local economy; therefore, protection and enhancement of the visual environment is important to the vitality of the local economy.

(Ord. 445 § 3 (part), 1995)

17.68.020 - Definitions.

For purposes of this chapter, the following definitions shall apply:

"Area of sign" means and shall be computed as the entire area measured in square feet, within a single continuous perimeter enclosing the extreme limits of lettering, representations, emblems, logos or any figure or integral part of the display or used to differentiate such sign from the background against which it is placed (exclusive of a background panel the same color as the wall to which it is attached). Only one face of a double-faced sign shall be considered in determining sign area provided both sides are of essentially similar design and not more than twelve inches apart and on planes parallel to each other. The support, uprights or structure on which any sign is supported shall not be included in determining the sign area unless such supports, uprights or structures are designed in such a manner as to form an integral part of the sign display. Where a sign consists of a series of individual letters, numerals, symbols or other similar components and is painted or attached flat against the wall of a building or structure, and where such components are without integrated background definition and are not within a circumscribed or framed area, the total area of the sign shall be defined as the sum of the area within not more than eight straight lines enclosing such components plus twenty percent of the area within the lines. Stripes or designs on the building whose principal purpose is to accentuate, highlight or exaggerate sign(s) shall be construed as part of such signs(s) when calculating area of sign(s).

"Attraction board" means a device used to display information regarding conveniences, services and rates currently offered by facilities providing temporary accommodation.

"Bench sign" means a sign located on any part of the surface of a bench or seat placed on or adjacent to a public right-of-way.

"Billboard" means the same as outdoor off-site freestanding sign.

"Canopy" means an ornamental rooflike structure upon which a sign may be attached or otherwise affixed which is usually located over gasoline pumps.

"Changeable copy sign" means a sign designed so that characters, letters or illustrations can be changed or rearranged without substantially altering the face or the surface of the sign.

"Director" means the community development director or his authorized representative(s).

"Display structures" for pedestrian viewing mean and include enclosed display of products sold, bulletin type advertising stands such as racks or directory signs as defined in this section.

"Display surface" means the area made available by the sign structure for the purpose of making visible the advertising message.

"Freestanding sign" means any sign which is supported by one or more uprights, poles or braces in or upon the ground which are not a part of any building or enclosed within the exterior walls of any building, and are separated therefrom by a distance of a least six inches.

"Frontage" means, for purposes of computing allowable sign area, the linear measurement in feet of the property line directly fronting on a public street, or other public right-of-way to which such sign is oriented, excluding California State Highway One.

"Height of a sign" means the greatest vertical distance measured from the ground level directly beneath the sign to the top of the sign or from the nearest property line fronting on a public street, whichever is lower.

"Illuminated sign" means a sign which uses an artificial light source to make the message readable.

"Marquee" means a permanent roof structure attached to and supported by a building and projecting therefrom. A "marquee sign" is any sign affixed to a marquee.

"Monument sign" means a freestanding sign not exceeding eight feet in height and relating to the design and building materials and the architectural theme of the buildings on the same property.

"Outdoor-off-site freestanding sign" means a sign placed for the purpose of advertising products or services that are not produced, stored or sold on the property or any other subject not related to the property or use of the property, upon which the sign is located.

"Pole sign" means any freestanding sign exceeding eight feet in height.

"Projecting sign" or "pedestrian sign" means a sign other than a surface sign which extends outwards, suspended from or supported by a building or structure.

"Roof sign" means a sign erected upon, over or above the roof of a building or structure, or any sign affixed to the wall of a building so that it projects above the eave line of a roof.

"Sign" means any medium, including its structure and component parts, which is primarily used for, or having the effect of attracting attention from streets, parking lots, sidewalks or other outside public private areas.

"Temporary sign" means any sign, banner, pennant, valance or advertising display constructed of cloth, canvas, light fabric, cardboard, wallboard, paper or other light materials, with or without frames, intended to be displayed for a limited period of time only.

"Wall sign" means any sign attached to, erected against or painted upon the wall of a building or structure, the face of which is in a single plane parallel to the plane of the wall. Such sign shall not project from the building more than twelve inches, or extend above the roofline or parapet line.

"Wind sign" means banners or objects of plastic or other light material designed to move and attract attention for purposes of advertising upon being subjected to pressure by wind or breeze.

"Window sign" means any sign placed inside or upon a window facing the outside and which is intended to be seen from the exterior.

(Ord. 445 § 3 (part), 1995)

17.68.030 - Prohibited signs.

The following types of signs are prohibited:

- A. Roof signs, except as otherwise provided in this section;
- B. Signs which incorporate, in any manner, any flashing, moving, pulsating or intermittent lighting, with the exception of approved time and temperature displays;
- C. Signs in connection with any home occupation;
- D. Bench signs or advertising signs located on other similar structures provided for the use of passengers along the route of a bus, not including plaques containing the names of persons or organizations which have made gifts or donations of such street furniture;
- E. Signs which make noise;
- F. Signs placed or displayed on vehicles parked in a conspicuous location to be used for on-site or off-site advertising, with the exception of signs advertising such vehicles for sale and vehicle identification signs in locations where sale of vehicles is permitted;
- G. Billboards;
- H. Tire stacks;
- I. Signs incorporating the words "stop," "look," or "danger;"
- J.

Illuminated signs of red, green or yellow within a view of a signalized intersection, or any unofficial sign, signal or device which purports to be or is an imitation of or resembles, any official traffic sign or signal, or which attempts to direct the movement of traffic, or which interferes with the visibility of any official traffic control device or warning signal;

K.

Sandwich board or A-frame signs, and other portable signs or posters of a miscellaneous or temporary character which are tacked, painted, pasted or otherwise placed or affixed and made visible from a public way, on the walls of buildings, on barns, sheds, trees, fences, utility poles or other structures, sidewalks or patios, except as otherwise provided in this section;

L.

Signs which move or rotate in whole or in part, except for barber poles or clocks;

M.

Signs, banners, pennants, valances or any other advertising display constructed of cloth, canvas, light fabric, paper, cardboard, wallboard or other light materials except for awnings and temporary signs as provided for in this chapter;

N.

Signs on fences or free standing walls not part of a building.

(Ord. 445 § 3 (part), 1995)

17.68.040 - Advertising on city property.

No person, except a public officer in performance of a public duty, shall paste, post, print, nail, tack, suspend or otherwise affix or place any card, banner, handbill, sign, poster, flag, advertisement or notice of any kind over any sidewalk, alley, street, land, park or other public place or property of the city, except as may be required by other city, county, state or national regulations, or without first obtaining the approval of the planning director. Application for such approval shall be made in writing stating the manner of intended use the method of erection and the purpose of intended use and the length of time requested. The director may require an exception permit or such other required permit prior to approving such uses.

(Ord. 445 § 3 (part), 1995)

17.68.050 - Miscellaneous specifications.

A.

Obstruction to Exits. No sign shall be erected so as to obstruct any fire escape, required exit, window or door opening intended as a means of egress.

B.

Obstruction to Ventilation. No sign shall be erected which interferes with any opening required for ventilation.

C.

Clearance from Electrical Power Lines and Communication Lines. Signs shall maintain all clearances from electrical conductors in accordance with the regulations of the California Public Utilities Commission and the orders of the Division of Industrial Safety, state of California, and from all communications equipment or lines located within the city.

D.

Clearance from Surface and Underground Facilities. Signs and their supporting structures shall maintain clearance and noninterference with all surface and underground facilities and conduits for water, sewage, gas, electricity and communications equipment or lines. Signs shall not be placed in public utility easements unless express written permission from the affected public utility is obtained for the sign.

E.

Drainage. The roofs of canopies or marquees exceeding twenty-five square feet shall be drained to prevent dripping or flow onto public sidewalks or streets and shall be connected to an approved disposal source of adequate conductors.

F.

Visible Supports. Visible angle iron or other frames supporting projecting signs and canopy signs as well as chain supports are prohibited, except those structures of an artistic nature which are integral to the sign's aesthetic design.

G.

Glare Prohibited. No sign shall be permitted to emit undue reflection or glare on surrounding property. No sign shall emit or reflect light exceeding ten foot-candle power at ten feet from the face of the sign.

H.

Sign Orientation. No sign shall be permitted which is so oriented as to be viewed primarily across an adjacent private property line; all signs must be visible directly from a public right-of-way, other public open space or parking lot or courtyard on the same site as the sign, without view lines extending over private property different from that on which the sign is located.

I.
Lighting. Light sources shall be steady and stationary. Lighting shall not be distracting to pedestrians, motorists and neighboring property. No sign shall emit or reflect light exceeding ten foot-candle power at ten feet from the face of the sign.

J.
Projecting Signs and Rooflines. No projecting sign shall extend above the roofline or parapet of the building or structure to which it is attached.

(Ord. 445 § 3 (part), 1995)

17.68.060 - Permits.

A.
Required. No sign shall be erected or altered, including painted signs, without first obtaining a permit to do so from the director or his authorized representative, except as otherwise provided in this chapter. No permit shall be issued for any sign which does not conform to adopted sections of the Uniform Building Code and Uniform Sign Code and to other applicable provisions of the construction standards of the city. The director may apply reasonable conditions to the approval of a sign permit to help ensure compliance with this chapter.

B.
Application. Application for a sign permit shall be made in writing upon forms furnished by the community development department. Such application shall include a sign plan as required in this section.

C.
Fees. Applications for a sign permit shall be accompanied by a fee in the amount set by resolution of the city council.

D.
Sign Plan Required. Application for a sign permit as required by this chapter shall be accompanied by a plan or plans drawn to scale, which includes the following:

1.
The proposed design, dimensions, copy, color, lighting methods and location of the sign on the property, including the dimensions of the sign's supporting members, and details of all connections, guy lines, supports and footings, and materials to be used;

2.
The maximum and minimum height of the sign;

3.
The method of attachment to any structure;

4.
The position (orientation) of the proposed sign and its relation to adjacent buildings and structures, property lines and public rights-of-way;

5.
The size and color relationships of such sign to the appearance and design of existing or proposed buildings and structures on the property;

6.
The location of off-street parking facilities, including major points of entry and exit for motor vehicles where directional signs are proposed;

7.
The sizes and dimensions of all other signs existing on the property;

8.
The location and size of any building(s) or structure(s) on the property, both existing and proposed;

9.
A statement of sign valuation;

10.
Such other information as the community development director may reasonably require to secure compliance with this chapter and the ordinances of the city;

11.
Where the scale and scope of the sign proposal so warrants, the director may waive some of the informational requirements above, provided all information necessary for adequate review of the proposal is submitted.

E.
Sign Review Criteria. The allowed number and area of signs as outlined in this chapter are intended to be maximum standards which do not necessarily ensure architectural compatibility. Therefore, in addition to the enumerated standards, consideration shall be given to a sign's relationship to the overall appearance of the subject property. Simplicity and sign effectiveness shall be considered along with the following criteria in review of signs. In approving a sign permit or sign exception permit as provided for in Section 17.68.070 the reviewing body must find that these criteria are met:

1.
The sign is consistent with the intent and purpose of this chapter;

2.

The sign does not constitute a detriment to public health, safety and welfare;

3.

The size, shape, color, materials, design and location of the sign are compatible with and bear harmonious relationship to all signs on a parcel and to the use, as well as to the neighborhood and surroundings;

4.

Signs on all proposed buildings or new additions to existing buildings are designed as an integral part of the total building design;

5.

The location of the proposed sign and the design of its visual elements (lettering, words, figures, colors, decorative motifs, spacing and proportions) are legible under normal viewing conditions prevailing where the sign is to be installed;

6.

The location and design of the proposed sign does not obscure from view or unduly detract from existing or adjacent signs;

7.

The location and design of the proposed sign, its size, shape, illumination, and color does not detract from or interfere with or intrude upon adjacent properties or their occupants;

8.

The location and design of a proposed sign in close proximity to any residential district does not adversely affect the value or character of the adjacent residential district;

9.

Review of signs at city entryways as defined in the city's scenic highway element shall also be subject to the following provisions:

a.

Sign area, height and location shall be designed so as not to interfere with view corridors as defined and specified in the coastal plan/coastal element;

b.

Freestanding signs shall not exceed eight feet in height except within two hundred feet of Highway One or Highway 41 where the provisions of Section 17.68.110 shall apply. Where feasible, all freestanding signs within or along city entryways shall be placed within a landscaped planter.

(Ord. 445 § 3 (part), 1995)

17.68.070 - Exceptions.

The following signs or modifications to signs shall not require a sign permit. These exceptions shall not be construed as relieving the owner of the sign from the responsibility of its safe erection and safe and attractive maintenance, and its compliance with applicable provisions of this chapter or any other law or chapter regulating same:

A.

Changing Copy. The changing of the advertising copy or message of an approved sign specifically designed for the use of replaceable copy;

B.

Maintenance. The electrical, repainting or cleaning maintenance of a sign;

C.

Nameplates. Signs not exceeding one square foot in area and bearing only property numbers, post box numbers, or names of the occupants of premises;

D.

Government Flags. Flags and insignia of any government, except when displayed in connection with commercial promotion;

E.

Legal Notices. Legal notices, identification information, or directional signs erected by government bodies;

F.

Architectural Features. Integral decorative or architectural features of buildings except letters, trademarks, moving parts or lights;

G.

Traffic Direction Signs. Signs directing and guiding traffic and parking on private property, not exceeding three square feet in area but bearing no advertising matter;

H.

Announcement Signs. One sign per street frontage on real property where construction, structural alteration or repair is to take place, or is taking place, which contains information regarding the purpose for which the building is intended and the individuals connected with the project, including names of architects, engineers, contractors, developers, finances and tenants, provided the area of such sign shall not exceed sixteen square feet in area;

I.

Real Estate and "Open House" Signs. During the period which real estate is offered for sale or lease, one sign per frontage not exceeding four square feet in area in R-1 or R-2 residential districts, or eight square feet in other districts, advertising the sale, lease, or rent of the property upon which it is located and the identification of the person or firm (agent) handling such sale, lease or rental. Such signs shall not exceed six feet in height. No flags or banners are permitted. One off-site "Open House" sign, not to exceed eighteen inches by twenty-four inches in area for providing direction to real estate which is available for inspection and sale, during daylight hours only, for a period not to exceed thirty days and with permission of property-owners of site on which such sign is placed;

J.

Subdivision Signs. One sign per street frontage, signs not exceeding fifty square feet in aggregate area, for the advertising of the sale of a subdivision may be displayed on the site of the subdivision upon approval of a final map and initiation of construction for a period of one year. The display period may be extended by written approval of the planning director for a reasonable period of time, not to exceed one year at any one time;

K.

Plaques. Commemorative plaques placed by historical agencies recognized by the city of Morro Bay and county of San Luis Obispo or the state of California, consisting of noncombustible material (e.g. bronze or stone);

L.

Political Campaign Signs. Political campaign signs not to exceed sixty-four square feet in area per site shall be permitted only on private property;

M.

Signs on Awnings, Etc. Painted, nonilluminated or indirectly lighted signs may be permitted on the borders of canopies, awnings, arcades or similar attachments or structures if located and, erected in a manner satisfactory to the director or an authorized representative. Such signs shall be included in the total permitted sign area;

N.

Decorative Wind Socks. Decorative wind socks not exceeding six feet in length, not advertising any location, business, goods or services and not extending over public property. Such signs extending over public property shall obtain a sign permit prior to installation;

O.

Garage Sale Signs. One unlighted sign shall be permitted for garage sales, provided such sign shall not exceed four square feet in area and shall be displayed on the property where such sale shall take place and only on the day of said sale.

(Ord. 493, 2002; Ord. 445 § 3 (part), 1995)

17.68.080 - Minor adjustments.

The director may grant for either new or existing signs, minor adjustments to sign colors, landscaping requirements or height, or authorize deviations from sign area not to exceed twenty percent; and on sloping roofs, the allowance of roof signs not to extend above the ridge line, for existing buildings only, when it is determined that no other possible, reasonable method of sign is available. In granting adjustments, the director may apply reasonable conditions to help ensure that the provisions of this chapter are met.

(Ord. 445 § 3 (part), 1995)

17.68.090 - Planning commission interpretation.

The planning commission shall have authority and duty to interpret the provisions of this chapter at the request of the planning director, or when a written appeal from a decision of the director is filed with the planning commission. Decisions made by the planning commission may be appealed to the city council within ten days of that decision.

(Ord. 445 § 3 (part), 1995)

17.68.100 - Exception permits.

Exception permits for signs not conforming with the provisions of this chapter may be granted by the planning commission, pursuant to the following provisions:

A.

Application. Application for an exception permit shall be made by the sign owner or by the lessee if approved by the property owner in writing, on a form prescribed by the city, and shall be accompanied by a fee as established by resolution of the city council;

B.

Public Hearing. Upon receipt of the required application and fee, a public hearing shall be held by the planning commission. Notice of such hearing shall be given by publication in the official newspaper of the city at least ten days prior to the hearing and by mailing the notice, postage prepaid, at least five days prior to the hearing to all property owners whose names and addresses appear on the latest adopted tax roll as owning property within a distance of three hundred feet from the exterior boundaries of the applicant's property;

C.

Provisions for Granting. Exception permits may be granted if the commission finds that the sign will not be contrary to the purposes of this chapter, will not be materially detrimental to the health, safety, comfort or general welfare of persons residing in the neighborhood or detrimental or injurious to property or improvements in the neighborhood or to the general welfare of the city, and that adverse effects can be prevented with the imposition of conditions. The planning commission may impose conditions on the approval of a sign exception permit to ensure that the above listed provisions are met;

D.

Imitating Traffic Signs. Exception permits shall not be granted for signs imitating traffic signs or affecting visibility of traffic-control devices, as prohibited in this chapter. No exception permit shall be granted for illuminated signs of red, green or yellow within view of a signalized intersection;

E.

Appeal. In cases where the applicant or any other person is not satisfied with the action of the planning commission, they may within ten days, appeal the decision of the commission to the city council on forms provided by the city. Notice shall be given to the planning commission of such appeal and the commission shall submit a report to the city council setting forth the reasons for the action taken. The city council shall render its decision within sixty days after the filing of such appeal.

(Ord. 445 § 3 (part), 1995)

17.68.110 - Signs in various zones.

The following regulations regarding signs shall apply to the specified zoning districts as provided below: sign permits shall be required for the sign types described in the following zones unless expressly exempted:

A.

Agriculture Zone. One unlighted sign per street frontage for the purpose of advertising the sale of products grown on the premises may be allowed in the agriculture zone and shall not require a sign permit. The aggregate area of such signs shall not exceed eight square feet per property.

B.

Residential Zones. The following signs may be permitted in residential zones:

1.

Surface Signs. One identification surface sign not to exceed twenty square feet in area shall be permitted on any multifamily dwelling of more than four attached units;

2.

One surface sign or monument sign not to exceed .5 square feet per one linear foot of frontage or twenty-four square feet, whichever is less, shall be permitted for other allowable nonresidential uses, except as otherwise provided in this chapter;

3.

For hotels, motels and bed and breakfast establishments in R-4 districts, signs may be permitted in accordance with the provisions for commercial and industrial zones as provided in subsection I of this section as well as attraction boards as provided in Section 17.68.120;

4.

For bed and breakfast establishments in R-3 districts, one surface sign or monument sign not to exceed .5 square feet for each linear foot of frontage, and attraction boards as provided in the Section 17.68.120;

5.

Subdivision or Tract Name Signs. One nonilluminated sign not to exceed twenty-four square feet in area or one nonilluminated sign not to exceed twelve square feet each per exclusive entrance to a subdivision or tract name with a maximum of four per tract shall be permitted;

6.

Mobile Home Parks. A mobilehome park may be allowed one externally illuminated or nonilluminated identification sign, not to exceed the equivalent of one square foot of sign area per ten linear feet of frontage on each right-of-way upon which it takes vehicular access. No sign shall have a surface area of greater than thirty square feet or be erected at right angles to the right-of-way. Such signs shall not exceed eight feet in height.

C.

Commercial and Industrial Zones. The following signs may be permitted in commercial and industrial zones, except the G-O zone:

1.

Surface signs and aggregate allowable area per site:

a.

Provided no other types of signs are erected on the property, surface signs may be permitted to a maximum area of two square feet for each one linear foot of building frontage on the site.

b.

Where surface signs are used in conjunction with other types of signs on the same site, the aggregate area allowed for all signs shall not exceed one square foot for each one linear foot of building frontage on the site.

c.

Any sign, or the aggregate of all signs for any one property shall require an exception permit if such signs exceed two hundred square feet in area, or except if the sign program is approved pursuant to a conditional use permit or coastal development permit.

2.

Monument Signs. One monument identification sign not to exceed six feet six inches in height may be permitted per site. Monument signs set back at least five feet from the property line(s) may be eight feet in height provided, however, such sign is placed in a landscaped planter or berm subject to approval by the director. Monument signs may be placed in required setback areas but must be a minimum of one foot from the property line. Monument signs shall not interfere with safety sight angles on corners and at driveways. As a condition of any sign permit for a monument sign, additional landscaping of the site may be required to better integrate sign appearance with the site.

3.

Projecting Signs. The total area of a projecting identification sign shall not exceed one square foot for each one linear foot of building frontage on the site. No projecting sign shall encroach more than twelve inches over a public right-of-way. In addition such signs shall be a minimum of eight feet in height above a sidewalk or other public pedestrian right-of-way and shall otherwise comply with applicable provisions of Title 14 of this code.

4.

Pole Signs. One pole sign for identification purposes only may be allowed per business site or per shopping center, subject to the following conditions:

a.

For a shopping center the total area of the sign shall not exceed one square foot for each linear foot of property frontage, or one hundred square feet, whichever is less;

b.

Such signs shall not encroach more than twelve inches over a public right-of-way;

c.

Such signs shall not exceed fifteen feet in height; except within two hundred feet of Highway One where twenty-five feet may be approved subject to a conditional use permit approved pursuant to Chapter 17.60;

d.

Such signs shall be placed within a landscaped planter;

e.

As a condition of any sign permit for a pole sign additional landscaping of the property may be required where needed to better integrate sign appearance with the site through scale and softening effects;

f.

Such signs and their supporting elements shall be designed so as to be harmonious with any building or structures on the site, including architectural style, colors and scale;

g.

Other provisions of this section notwithstanding, no pole sign shall be permitted on a property which fronts on a street right-of-way (excluding Highway One) which directly faces an R-1, R-2 or R-3 zoning district.

5.

Marquee Signs. One marquee sign may be permitted in conjunction with theaters, museums, galleries and similar uses subject to obtaining a sign exception permit. One identification sign not to exceed twelve inches in the vertical dimension or six inches in thickness (width) may be placed immediately below the marquee sign. Such sign shall not project beyond the marquee face, nor be less than eight feet above a sidewalk or other public pedestrian right-of-way. Removable copy may be changed on the face of permitted marquee signs without securing a sign permit;

6.

Restaurant Menus. In addition to those signs permitted by this chapter, a restaurant may display a sign not to exceed three square feet in area on a wall or window, which displays the menu and/or daily specials;

7.

Temporary Signs within Window Area. Temporary informational signs and posters including sale, special events and other similar signs, which do not exceed twenty-five percent of the window area, or ten square feet, whichever is greater may be located on the inside of the window, or painted on said window for a period not to exceed thirty days;

8.

Frontage and Placement.

a.

A business in a building facing on more than one public right-of-way shall be allowed the full authorized sign area on one street and one-half the authorized sign area on the other street(s);

b.

Any sign shall be oriented toward the public street on which they are located, or where no such public right-of-way exists, signs shall orient towards a common use parking lot or interior courtyard;

c.

Where the principal sign for a business is located so that it cannot be seen by pedestrian traffic, an identification sign, in addition to that otherwise allowed by this chapter may be permitted by the director.

D.

General Office Zone. The following signs may be permitted in the general office (G-O) zone: Monument or surface signs may be permitted as provided in subsection C of this section, except that the total area of all signs on a site shall not exceed one square foot per one linear foot of frontage, and provided however, freestanding signs exceeding eight feet in height are expressly prohibited.

(Ord. 445 § 3 (part), 1995)

17.68.120 - Miscellaneous signs and their regulations.

A.

Display Structure. Display structures for pedestrian viewing as defined in this chapter shall be permitted in any commercial district upon granting of an exception permit as provided in this chapter. Such display structures shall comply with building setback requirements, shall have a total area not to exceed fifty percent of the sign area requirements as prescribed in the section on commercial and industry zones for surface signs and shall be illuminated only by indirect light, semidirect light or diffused light.

B.

Special Private Event Displays and Grand Opening Signs. Temporary signs and wind signs may be erected on the premises of an establishment having a grand opening or special event, provided that such signs shall be displayed for a period not to exceed thirty calendar days previous to such event. Such signs shall be removed within seven days after the event. Such signs may be used for not more than two periods each calendar year for any property or business.

C.

Directional and Community Promotional Display Programs. Directional and community promotion sign programs advertising, directing or informing pedestrian of business service or community events and services not related to or located on the site shall be permitted on private property in commercial use areas of the city, and on public lands or rights-of-way upon granting of an exception permit.

D.

Civic Event Signs on Private Property. Temporary signs not to exceed thirty-two square feet in area announcing a campaign drive or event of a civic, public, quasi-public, philanthropic, educational or religious organization shall be permitted on private property for a period not to exceed thirty days. Such signs shall be removed within fifteen days after the event.

E.

Civic Event Signs on Public Property. Temporary signs announcing a civic, public, quasi public, philanthropic, educational or religious organization purposes may extend over public property subject to obtaining an exception permit as provided in this chapter. Such signs may extend across a public street only by permission of the city council and shall maintain a minimum vertical clearance of fourteen feet six inches. No temporary sign may be displayed for a period exceeding thirty days, for each of two periods each calendar year.

F.

Attraction Boards for Hotels, Motels and Bed and Breakfast Establishments. An attraction board may be included in the design and allowable sign area for a hotel, motel, or bed and breakfast establishment, subject to the following:

1.

The attraction board shall be designed and located so that it is made an integral part of the principal sign except as provided in this section;

2.

If the principal sign is designed and located on a building or in such a manner that an attached attraction board sign would detract from the appearance of the sign, a detached attraction board sign shall be allowed provided:

a.

That the size of the detached attraction board sign shall be counted as part of the total allowable sign area;

b.

That the maximum allowed size for a detached attraction board sign shall be five square feet;

c.

The name of the hotel or motel shall not be indicated on the attraction board sign.

3.

The following information shall be allowed on an attraction board sign:

a.

Winter rate (excluding amount);

b.

Vacancy;

c.

Credit cards;

d.

TV;

e.

Pool;

f.

Air conditioning;

g.

Continental Breakfast;

h.

Any other information as approved by the Director.

G.

Signs on Awnings and Similar Overhangs. Painted, nonilluminated or indirectly lighted signs may be permitted on the borders of marquees, canopies, awnings, arcades or similar attachments or structures, but not including mansard-style roofs or eaves, if located and erected in a manner satisfactory to the planning director or an authorized representative. Such signs shall be included in the total permitted sign area.

(Ord. 445 § 3 (part), 1995)

17.68.130 - Maintenance.

Every sign, including those signs for which no permit is required, together with all supports braces, guys and anchors shall be maintained in a safe, presentable and good structural condition at all times. The display surfaces of all signs shall be kept neatly painted, posted or otherwise maintained at all times. The owner of property on which the sign is located shall be responsible for the condition of the area in the vicinity of the sign, and shall be required to keep this area clear, sanitary and free from noxious or offensive substances, rubbish and flammable waste materials.

(Ord. 445 § 3 (part), 1995)

17.68.140 - Abandoned signs.

Any sign which is located on property that becomes vacant and is unoccupied for a period of three months or longer, or any sign which was erected for an occupant or business unrelated to the present occupant or business, except existing, nonconforming outdoor off-site freestanding signs, or any sign which pertains to a time, event or purpose which no longer exists shall be presumed to be abandoned. Permanent signs applicable to a business temporarily suspended because of a change of ownership or management of such business shall not be deemed abandoned unless the property remains vacant for a period of six months or more. An abandoned sign is prohibited and shall be removed, such removal shall be the responsibility of the property owner. Abandoned signs are found to be a public nuisance due to their misleading and distracting nature and due to their contributing to visual blight, detrimental to surrounding areas and the community generally.

(Ord. 445 § 3 (part), 1995)

17.68.150 - Existing nonconforming signs.

Signs existing at the time of adoption of the ordinance codified in this chapter, which do not comply with the provisions hereof but which were legally erected pursuant to applicable state and city ordinances and policies in effect at the time of construction, shall be regarded as nonconforming signs, and are subject to the following:

A.

Whenever there occurs a change in the type of business or use with which a sign is associated, such existing signs for the prior business shall be removed or otherwise made to conform to the provisions of this chapter.

B.

A nonconforming sign may not be expanded, extended, reconstructed, or altered in any way in its location or orientation to enable it to be read or viewed from a different direction than its original position, except in the following cases:

1.

Such sign may be removed for purposes of repair and routine maintenance, including painting, provided such sign is replaced within sixty days of its removal;

2.

Minor sign face changes not involving changes in graphic design or color are permitted;

3.

Such sign may be removed for the purpose of remodeling a building provided replacement occurs within thirty days after remodeling is completed;

4.

If change of ownership of the business occurs, and no change to the type of business advertised by any nonconforming sign, the new owner may change any name or names on such sign provided there is no change in the sign size, configuration or orientation.

C.

A nonconforming sign destroyed by the elements, fire or other accidental cause, to an extent exceeding fifty percent of its original valuation shall not be replaced as a nonconforming sign.

(Ord. 445 § 3 (part), 1995)

17.68.155 - Time limits for nonconforming signs.

The city council incorporates the time limits for compliance for nonconforming signs as originally adopted by ordinance and modified by Ordinance 242:

A.

Time Limits. There are declared to be the following time periods commencing six months from October 1, 1972, within which all nonconforming signs within the city shall be altered, removed, or otherwise made to comply with the provisions of this chapter:

1.

All signs not in conformance with the requirements provided by Chapter 14.64 as in effect on October 1, 1972, eleven years from said October 1, 1972.

2.

Exception: The following time period shall apply to signs legally erected pursuant to a valid sign permit issued within two years immediately preceding October 1, 1972: All signs not in conformance with Chapter 14.64 as in effect on October 1, 1972, fifteen years from permit date.

B.

List of Nonconforming Signs.

1.

Within six months of October 1, 1972, the building official shall compile a list of signs which as of said date do not conform to the provisions of this Chapter 14.64 and are subject to amortization in accordance with subsection A of this section, and file the same in his office.

2.

Notification.

a.

Within three months after the filing, the building official shall cause to be mailed to the owners of property and the proprietor of premises on which nonconforming signs are located, notice of the existence of such nonconforming signs and the time within which the same must be made to conform or be abated;

b.

For purposes of such notification, the last known name and address of the owner of the property in question shall be used, as shown on the last equalized assessment roll of the county of San Luis Obispo;

c.

Notification to such owner of the property shall be deemed to be notification to the owner of the sign in question;

d.

The mailing of such notice shall be done by certified mail. The failure of the owner to receive the same shall in no way impair the effectiveness of the provisions of this section or the validity of any proceedings taken for the abatement of any such sign.

C.

Abatement.

1.

Nonconforming signs listed in subsection A of this section, shall either be made to conform with the provisions of this chapter, or abated within the applicable period of time set forth in subsection A of this section.

2.

In the event a sign is not abated in accordance with subsection (C)(1) of this section the building official shall order the same abated by the owner of the property and any other person known to be responsible for the maintenance of the sign. It is thereafter unlawful for any such person to maintain or suffer to be maintained any such sign on any property owned or controlled by him.

3.

Unless some other mode of abatement is approved by the building official in writing, abatement of nonconforming signs shall be accomplished in the following manner

a.

Movable Signs—Rotations Exceeding Eight R.P.M. By reducing rate of rotation to eight r.p.m. or less or by removing the sign.

b.

Other Signs. By removal of the sign, including its dependent structures and supports; or pursuant to a sign permit dully issued, by modification, alteration or replacement thereto, in conformity with the provisions of this chapter.

(Ord. 445 § 3 (part), 1995)

17.68.160 - Penalties for violation.

A.

Whenever a sign is found to be erected or maintained in violation of any provision of this chapter or of any other chapter or law, the director shall order that such sign be altered, repaired, reconstructed, demolished or removed as may be appropriate to abate such condition. Any work required to be done shall be completed within ten days of the date of such order, unless otherwise specified in writing.

B.

Failure, neglect or refusal to comply with such order of the director shall be sufficient basis for the revocation of any permit granted under this chapter.

C.

The director shall have the power and authority to remove or cause to be removed, at the owner's expense, any sign erected or maintained in violation of the provisions of this chapter.

D.

The installation and/or maintenance of a sign in violation of this chapter or in violation of any conditions affixed to a sign permit shall be deemed a misdemeanor.

(Ord. 445 § 3 (part), 1995)

ATTACHMENT B

Chapter 17.68 Sign Regulations

Sections:

17.68.010 Purpose

17.68.020 Exempt Signs

17.68.030 Prohibited Signs

17.68.040 General Sign Standards

17.68.050 Regulations for Residential Districts

17.68.060 Regulations for Commercial Districts, Mixed-Use and Industrial Districts

17.68.070 Specific Sign Types and Standards

17.68.080 General Design Principles

17.68.090 Zoning Clearance or Sign Permit Required

17.68.100 Master Sign Program

17.68.110 Maintenance, Abandonment, and Removal

17.68.120 Provisions for Nonconforming and Illegal Signs

17.68.130 Appeals

17.68.010 Purpose

The purpose of this Chapter is to regulate signs as an information system that expresses the character and environment of the City of Morro Bay and its community. These regulations recognize the importance of business activity to the economic vitality of the City. Specifically, these regulations are intended to:

- A. Encourage communications which aid orientation and identify businesses and activities.
- B. Preserve and enhance the aesthetic character of the City.
- C. Apply basic principles of good design and sensitivity to community appearance to signage.
- D. Restrict signs that overload the public's capacity to receive information, violate privacy or which increase the probability of accidents by distracting driver's attention or obstructing a driver's vision.

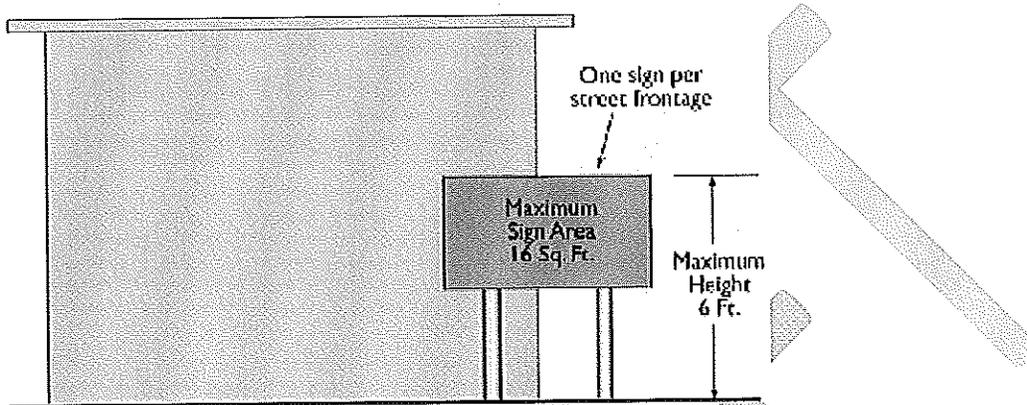
17.68.020 Exempt Signs

The following signs or modifications to signs do not require zoning conformance review, nor shall the area of such signs be included in the maximum allowable sign area measurement for the purposes of this Chapter. These exceptions shall not be construed as relieving the owner of the sign from the responsibility of the safe erection and safe and attractive maintenance of the sign, of obtaining a building permit where applicable, or of compliance with applicable provisions of this Chapter or any other requirement of this Title.

- A. **Announcement Signs.** One sign, not exceeding 16 square feet in area and 6 feet in height, per

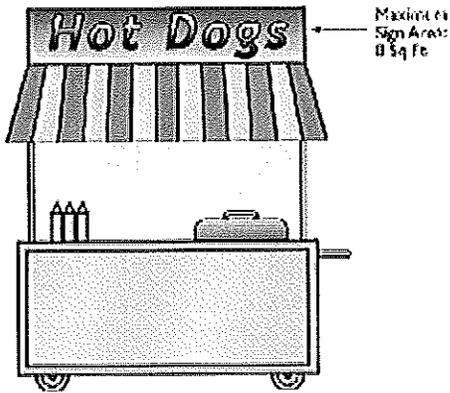
street frontage on real property where construction, structural alteration or repair is to take place, or is taking place, which contains information regarding the purpose for which the building is intended and the individuals connected with the project, including names of architects, engineers, contractors, developers, finances and tenants. Announcement signs are exempt only for the duration of the construction of the building and shall be removed prior to issuance of a certificate of occupancy.

FIGURE 17.25-A: ANNOUNCEMENT SIGN STANDARDS



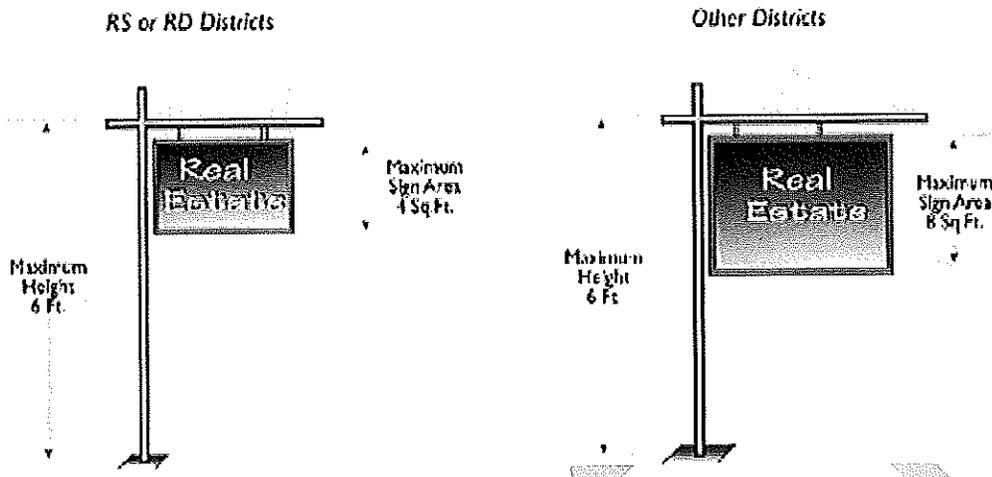
- B. **Change of Business Signs.** A temporary attachment or covering of wood, plastic, or canvas over a permanent sign indicating a change of ownership or activity may be displayed no longer than 30 days following the change of ownership or activity for which the sign is intended, or up to 90 days following issuance of a building permit. The sign shall be no larger than the previously permitted permanent sign.
- C. **Equipment Signs.** Signs, not more than eight square feet in sign area, incorporated into displays, machinery, or equipment by a manufacturer, distributor, or vendor that identify or advertise only the product or service dispensed by the machine or equipment, such as signs customarily fixed to automated teller machines (ATMs), gasoline pumps, menu boards, and umbrellas. If a vending machine is visible from the street, the sign area shall be included in the total sign area allowed for the use.
- D. **Flags.** Flags and insignia of any government, except when incorporated into a commercial sign.
- E. **Garage Sale Signs.** One unlighted sign is permitted for garage sales, provided such sign does not exceed four square feet in area and is displayed on the property where such sale shall take place only on the day of the sale.
- F. **Mobile Vendor (Non-permanent Vendor) Signs.** Signs fixed to mobile vending carts that identify or advertise the name, product, or service provided by the vendor. Each mobile vending cart is limited to a maximum sign area of eight square feet.

FIGURE 17.25-B: MOBILE VENDOR SIGN STANDARDS



- G. **Official Government Signs and Legal Notices.** Official notices issued by a court, public body or office and posted in the performance of a public duty; notices posted by a utility or other quasi-public agent in the performance of a public duty; historical markers erected by a governmental body; identification information; directional signs erected by government bodies; or other signs required or authorized by law.
- H. **Parking and Directional Signs.** On-site parking and directional signs, not exceeding eight square feet in sign area and five feet in height, that do not include any advertising messages or symbols.
- I. **Political Campaign Signs.** Political campaign signs not to exceed sixty-four square feet in area per site and shall be permitted only on private property;
- J. **Real Estate and "Open House" Signs.** Signs conveying information about the sale, rental, or lease of a property and the identification of the person or firm (agent) handling such sale, lease or rental, provided they comply with the following standards. Real estate and open house signs are exempt only during the period for which the property is offered for sale or lease.
1. **Maximum Number.** One on-site per frontage.
 2. **Maximum Sign Area.**
 - a. RS or RD Districts. 4 square feet.
 - b. Other Districts. 8 square feet.
 3. **Maximum Height.** 6 feet.

FIGURE 17.25-C: REAL ESTATE SIGN STANDARDS

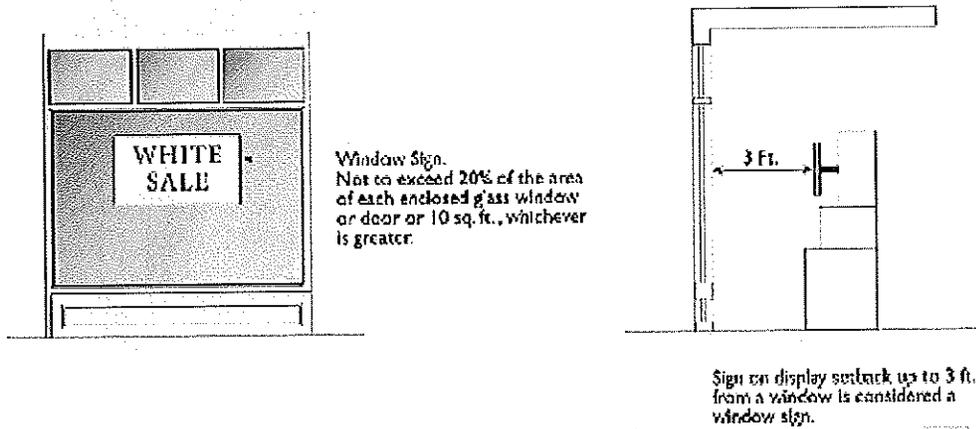


- K. **Off-Site Directional Sign.** One off-site sign not to exceed 36 square feet, providing direction to real estate available for sale or lease, during daylight hours only. Permission from the property owners of the site where the sign is placed is required.
- L. **Small Signs.** Any sign no larger than eight square feet in area, attached to a freestanding sign structure no higher than five feet, a window, or a building wall. This exception may include, but is not limited to, commercial and non-commercial signs, freedom of speech signs, organization identification signs, and commemorative plaques within the required size limits.
- M. **Subdivision Signs.** One sign per frontage, advertising the sale of a subdivision may be displayed on the site of the subdivision upon approval of a final map and initiation of construction for a period of one year. The display period may be extended with written approval of the Director for a reasonable period of time, not to exceed one year at any one time.

Maximum Height	8 ft.
Maximum Sign Area	24 sq. ft.
Maximum Number per Subdivision or Tract	4

- N. **Window Signs.** Window signs not exceeding 20 percent coverage of each glass window or glass door to which the sign is attached or 10 square feet, whichever is greater. Any sign that is hung within three feet of a window, attached to a display located within three feet of a window, or painted on the window is considered a window sign. For temporary window signs, refer to Section 17.68.070.

FIGURE 17.25-D: WINDOW SIGNS



17.68.030 Prohibited Signs

The following types of signs, materials, designs, messages, and locations are prohibited:

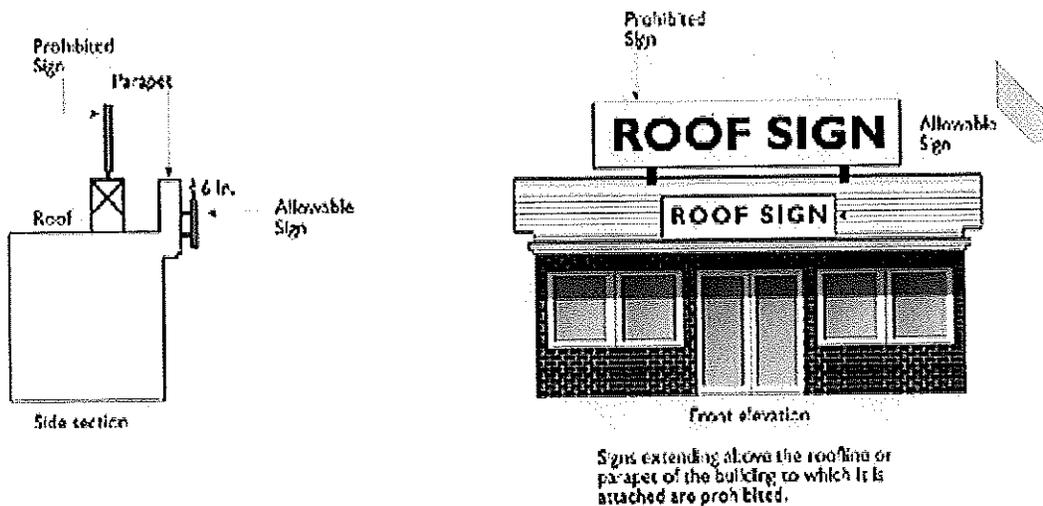
- A. **Animated and Moving Signs.** Signs that incorporate, in any manner, any flashing, moving, rotating, pulsating or intermittent lighting, with the exception of approved time and temperature displays.
- B. **Banners, Streamers, or Pennants.** Signs, banners, pennants, valances or any other advertising display constructed of cloth, canvas, light fabric, paper, cardboard, wallboard or other light materials except for awnings and temporary signs as provided for in this Chapter.
- C. **Billboards.** Off premises outdoor advertising signs.
- D. **Emissions.** Signs that produce noise or sounds in excess of 40 decibels, excluding voice units at drive-through facilities, and signs that emit visible smoke, vapor, particles, or odor.
- E. **Fence Signs.** Signs on fences or free-standing walls, not part of a building.
- F. **Obscenities.** Signs that depict, describe, or relate to “specified sexual activities” or “specified anatomical areas” as defined in Chapter 17.41: Terms and Definitions.
- G. **Obstruction to Exits.** Signs that obstruct any fire escape, required exit, window or door opening intended as a means of egress.

H. **Obstruction to Ventilation.** Signs that interfere with any opening required for ventilation.

I. **Posters and Snipe Signs.** Posters of a miscellaneous or temporary character that are tacked, painted, pasted or otherwise placed or affixed and made visible from a public way, on the walls of buildings, on barns, sheds, trees, fences, utility poles or other structures, sidewalks or patios, except as otherwise provided in this Chapter.

J. **Roof Signs.** Signs erected upon, over or above the roof of a building or structure, or any sign affixed to the wall of a building so that it projects above the eave line of a roof. No projecting sign shall extend above the roofline or parapet of the building or structure to which it is attached.

FIGURE 17.25-E: PROHIBITED ROOF SIGNS



K. **Signs Creating Traffic Hazards.** Signs located in such a manner as to constitute a traffic hazard or obstruct the view of any authorized traffic sign or signal device, or signs that may be confused with any authorized traffic sign, signal, or device; or that makes use of the words "stop", "look", "danger", or any other word, phrase, symbol, or character that interferes with, misleads, or confuses vehicular drivers.

L. **Signs on Public Bus Shelters or Benches.** Signs located on bus shelters, benches, or similar structures provided for the use of passengers along the route of a bus, not including plaques containing the names of persons or organizations which have made gifts or donations of such street furniture.

M. **Vehicle Displays.** Signs placed or displayed on vehicles parked in a conspicuous location to be used for on-site or off-site advertising, with the exception of signs advertising such vehicles for sale and

vehicle identification signs in locations where sale of vehicles is permitted.

N. **Tire Stacks.** Signs placed on stacked tires.

17.68.040 General Sign Standards

This Section establishes rules for measuring sign area, general physical standards, and requirements applicable to all signs and the districts in which they are located. More detailed standards applicable to specific sign types (e.g. building mounted, freestanding, and other sign types) in each zoning districts follow this Section.

A. **Maximum Allowable Sign Area.** The maximum allowable total sign area per property shall be as specified under the regulations in Section 17.68.050 and 17.68.060 for specific districts, unless a different limit is approved under a

Master Sign Program (see Section 17.68.100) or approved by the Planning Commission.

B. **Computation of Sign Area.** The methodology for computing the sign area of all sign types shall be as follows:

1. **Single-faced Signs.** The sign area of signs with sign faces on a single plane and viewable from only one side of the plane shall be measured as the entire area within a single continuous perimeter composed of squares or rectangles that enclose the extreme limits of all sign elements including, but not limited to, sign structures or borders, written copy, logos, symbols, illustrations, and color.
2. **Double-faced Signs.** Double-faced signs with sign faces that are parallel (back-to-back) and a distance of less than three feet apart, or sign faces that have an interior angle of 45 degrees or less, shall be counted as a single sign with only one face measured in calculating sign area. Where the faces are not equal in size, the larger sign face shall be used as the basis for calculating sign area.
3. **Multi-faced Signs.** The sign area of signs with three or more sign faces, or signs with two sign faces with a distance greater than three feet apart or an interior angle greater than 45 degrees, shall be calculated as the sum of all the sign faces.
4. **Three-dimensional Signs.** Signs that consist of, or have attached to them, one or more three-dimensional objects (i.e., balls, cubes, clusters of objects, sculpture, or statue-like trademarks), shall have a sign area of the sum of two adjacent sides or sign faces.

FIGURE 17.25-F: MEASUREMENT OF SIGN AREA

Sign Area = Height x Width

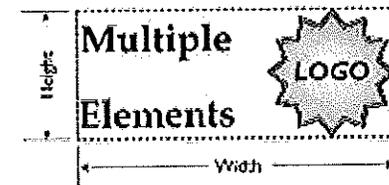
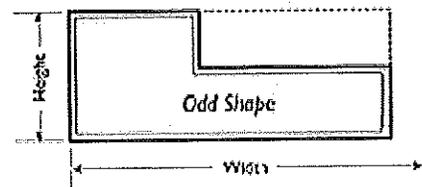
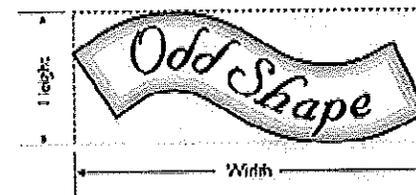
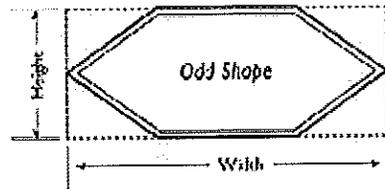
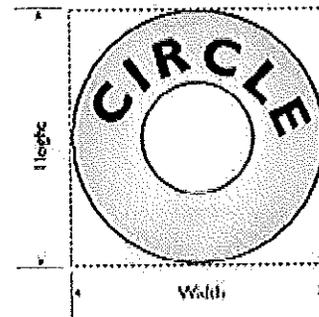
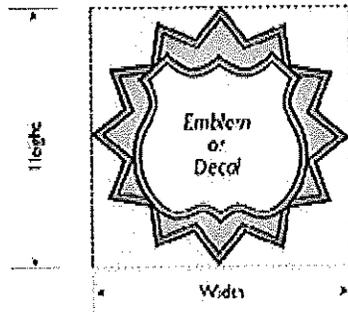
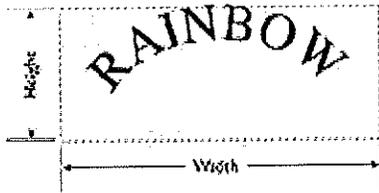


FIGURE 17.25-G: MEASUREMENT OF DOUBLE AND MULTI-FACED SIGN AREA

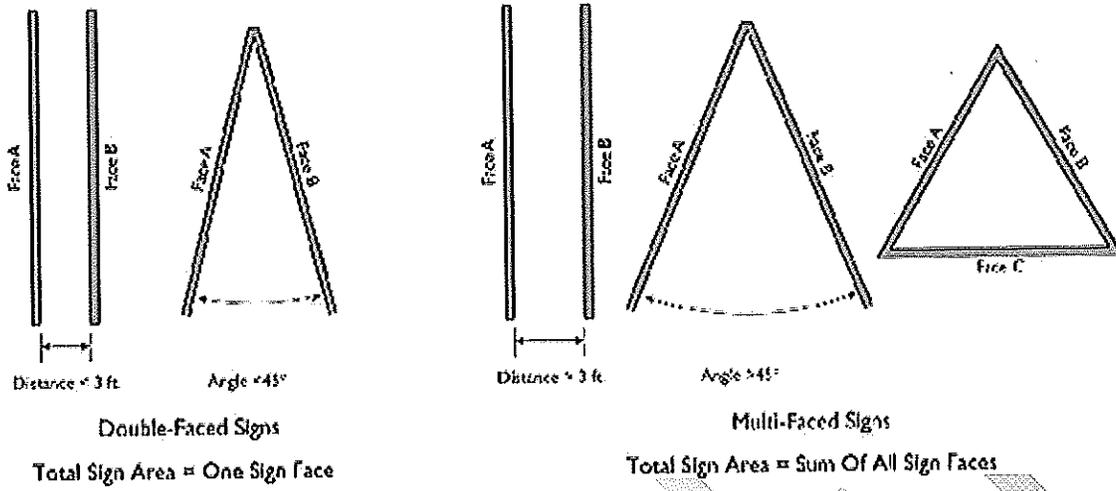
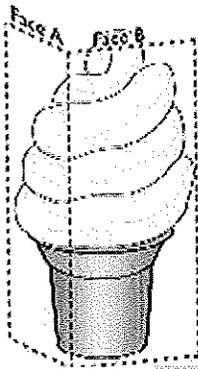


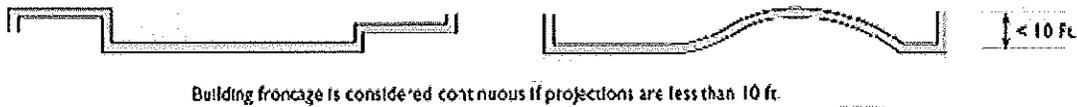
FIGURE 17.25-H: MEASUREMENT OF THREE-DIMENSIONAL SIGNS

Sign Area = Sum of two adjacent sides



C. Building Frontage. A building's frontage is considered continuous if projections or recesses in a building wall do not exceed ten feet in any direction.

FIGURE 17.25-1: BUILDING FRONTAGE



D. Materials. Paper, cardboard, or other material subject to rapid deterioration shall be limited to signs displayed for no more than 30 days.

E. Illumination. Signs may be illuminated subject to all of the following standards:

1. All lighting is subject to necessary electrical permits.
2. Freestanding and building-mounted signs adjacent to an R district shall be illuminated only during hours when the establishment is open for business.
3. External lighting shall be properly shielded to prevent glare upon an adjacent public right-of-way or adjacent property.
4. Illumination shall be constant in intensity and color and shall not consist of flashing, animated or changing lights.

F. Changeable Copy. Changeable copy shall cover no more than 25 percent of the total sign area, except for the following uses which are exempt from this restriction: churches and establishments for religious assembly, cinemas, gas station gas price signs, indoor theaters, schools, colleges, and signs that flash the time and temperature.

G. Construction and Maintenance.

1. Unless exempt, signs and supporting structures shall be installed in accordance with the Building Code.
2. All signs, together with all supporting structures, shall be maintained in the following manner:
 - a. Signs shall be kept free of rust, dirt and chipped, cracked or peeling paint.
 - b. All hanging, dangling, torn or frayed parts of signs shall be promptly repaired and graffiti and unauthorized attachments shall be removed.
 - c. Burned-out illumination shall be promptly replaced.
 - d. Sign areas shall be kept free and clear of all noxious substances, rubbish, and weeds.
3. If a sign is removed from its supporting structure for longer than 90 days, the supporting structure

shall be removed.

- H. **Abandoned Signs.** Sign faces shall be removed or made blank within 60 days after the activity, product, business, service or other use which was being advertised has ceased or vacated the premises. Any signs not removed or made blank within this time shall be removed pursuant to the removal procedures set forth in Section 17.68.110 of this Chapter.
- I. **Substitution of Sign Message.** The owner of a permitted sign may substitute a non-commercial message for a commercial message or a commercial message for a non-commercial message.
- J. **Encroachment into Public Street or Sidewalk.** Any sign projecting over a public street or sidewalk requires approval of the Director or City Engineer, except that projecting signs and pole signs are allowed a maximum encroachment of 12 inches over a public street or sidewalk subject to approval of an encroachment permit.
- K. **Clearance from Utilities.** Signs and their supporting structures shall maintain clearance and not interfere with electrical conductors, communications equipment or lines, surface and underground facilities and conduits for water, sewage, gas, electricity and communications equipment or lines. Signs shall not be placed in public utility easements unless express written permission from the affected public utility is obtained.
- L. **Drainage.** The roofs of canopies or marquees exceeding 25 square feet shall be drained to prevent dripping or flow onto public sidewalks or streets and shall be connected to an approved disposal source of adequate conductors.
- M. **Sign Orientation.** No sign, other than a projecting sign, shall be permitted that is so oriented as to be viewed primarily across an adjacent private property line. All signs must be visible directly from a public right-of-way, other public open space or parking lot or courtyard on the same site as the sign, without view lines extending over private property different from that on which the sign is located.
- N. **Lighting.** Light sources shall be steady, and stationary lighting shall not be distracting to pedestrians, motorists and neighboring property. No sign shall emit or reflect light exceeding ten foot-candle power at ten feet from the face of the sign.

17.68.050 Regulations for Residential Districts.

The following regulations shall apply to all R districts, as well as residential dwellings located in nonresidential districts. Sign permits shall be required for the sign types described in the following zones unless expressly exempted.

A. **Multi-family Dwellings.** One building-mounted sign or monument sign per multi-family dwelling complex of four or more units is permitted, with a maximum sign area of 20 square feet.

B. Hotels, Motels, and Bed and Breakfast Establishments.

1. R2 Districts. One surface sign or monument sign per bed and breakfast establishment and attraction boards as provided in the Section 17.68.070(C)(5) are permitted with a maximum sign area of 0.5 square feet per linear foot of building frontage.

2. R3 and R4 Districts. Signs may be permitted in accordance with the provisions for commercial zones as provided in Section 17.68.060 below as well as attraction boards as provided in Section 17.68.070(C)(5).

C. **Subdivision or Tract Name Signs.** One non-illuminated sign not to exceed 24 square feet in area or one non-illuminated sign not to exceed 12 square feet in area, per exclusive entrance to a subdivision or tract name with a maximum of four per tract is permitted.

1. Maximum Sign Area. 30 square feet.

2. Maximum Height. 8 feet.

D. **Mobile Home Parks.** A mobile home park may be allowed one externally illuminated or non-illuminated identification sign, not to exceed the equivalent of one square foot of sign area per ten linear feet of frontage on each right-of-way upon which it takes vehicular access. No sign shall have a surface area of greater than 30 square feet or be erected at right angles to the right-of-way.

1. Maximum Sign Area. 30 square feet.

2. Maximum Height. 8 feet.

E. **Non-residential Uses.** One building-mounted sign or monument sign per each allowable non-residential uses is permitted.

1. Maximum Sign Area. 0.5 square feet per linear foot of building frontage up to 24 square feet.

2. Maximum Height. 15 feet above finished grade for building-mounted signs and eight feet for monument signs.

17.68.060 Regulations for Commercial, Mixed-Use and Industrial Districts

The following standards apply to signs in commercial, mixed-use and industrial zones.

A. **Sign Area and Allowable Signs.** Signage in Commercial, Mixed-Use, and Industrial zoning districts shall comply with the standards in Table 17.68 – B.

1. **Calculation of Sign Area.** For individual signs, the sign area of the proposed sign shall be multiplied by the sign factor specified in Table 17.68 – B to calculate the sign area to be applied towards the maximum sign area allowed.
2. **Minimum Sign Area.** All commercial, mixed-use, and industrial uses shall be allowed a minimum sign area of 20 square feet.

B. **Sign Placement.** Signs shall be oriented towards the public street or the harbor frontage on which they are located, or where no such public right-of-way or harbor frontage exists, signs shall be oriented towards a common use parking lot or interior courtyard. Where the principal sign for a business is located so that it cannot be seen by pedestrian traffic, an identification sign, in addition to that otherwise allowed by this Chapter, may be permitted.

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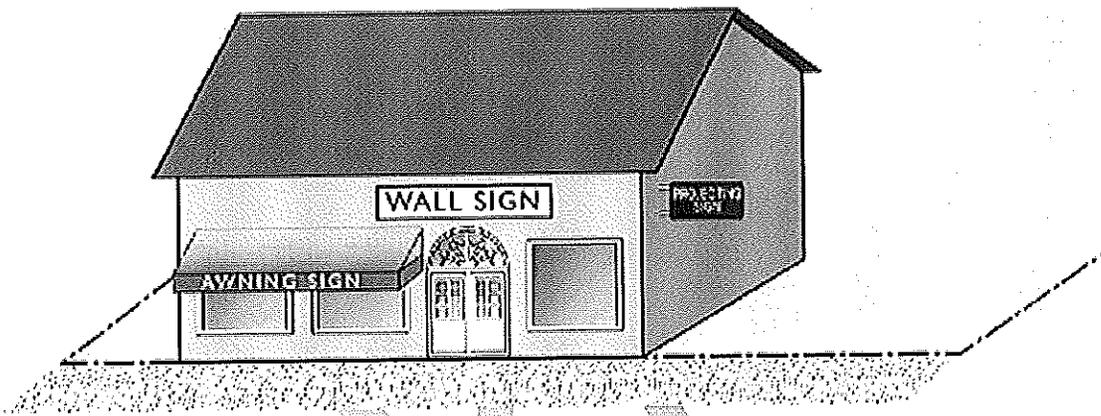
TABLE 17.68 – B: SIGN AREA AND SIGN STANDARDS FOR COMMERCIAL, MIXED-USE, AND INDUSTRIAL DISTRICTS							
Zoning Districts	Sign Area Allowed (sq. ft. per 1 linear ft. of building frontage)	Total Maximum Sign Area (sq. ft.)	Permitted Sign Types	Sign Type Factor	Maximum Number of Signs	Maximum Sign Area Per (sq. ft.)	Additional Regulations
Frontage: C1, MCR, CVS, GO, WF, and GC	Primary 0.5	Secondary 100	Awning and Canopy	1	1	24	Section 17.68.070(A)(1)
			Projecting	1	1 per frontage	16; 8 under a canopy or awning	Section 17.68.070(A)(3)
			Wall	2	2 per frontage	24	Section 17.68.070(A)(4)
			Marquee	1	1 per site	1.5 per linear ft. Section of building frontage	Section 17.68.070(A)(2)
			Monument	3	1 per site	24	Section 17.68.070(B)(1)
			Temporary Sidewalk	1	1 per site	12	Section 17.68.070(B)(3)
C2, CF, M1, M2 H & MMR	2	1	200 Awning and Canopy Wall	1	1 per site	60	Section 17.68.070(A)(1)
			Window	2	1 per building or tenant space	25	Section 17.68.070(A)(4)
			Monument	2	2 per frontage	60	Section 17.68.070(A)
			Pole	3	1 per frontage	60	Section 17.68.070(B)(1)
					1 per site or shopping center	60	Section 17.68.070(B)(2)

1. For buildings facing on more than one public right-of-way

17.68.070 Specific Sign Types and Standards

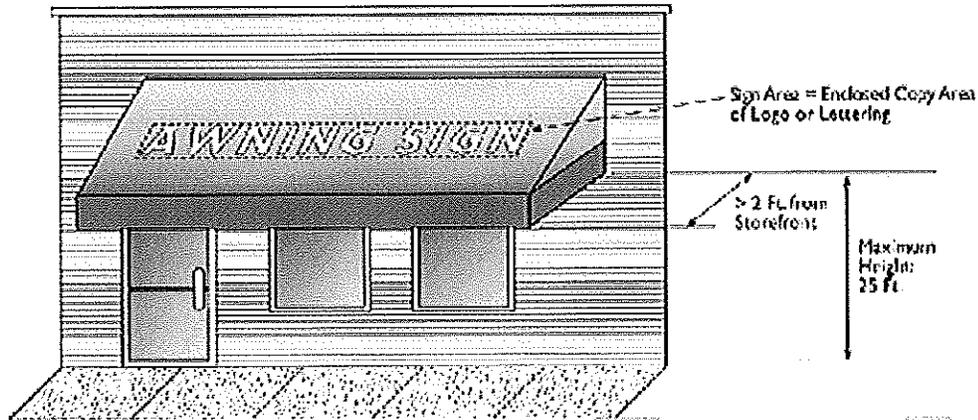
A. **Building-Mounted Signs.** Building-mounted signs consist of wall signs, awning and canopy signs, projecting signs, and marquee signs. There is no limit on the maximum number of building mounted signs, provided that the total size of all such signs does not exceed the total maximum signage area permitted for all signs in the zoning district where the sign is located, established by Sections 17.68.050 and 17.68.060.

FIGURE 17.25-J: BUILDING-MOUNTED SIGN TYPES



1. **Awning and Canopy Signs.** Signs painted on awnings, canopies, arcades, or similar attachments or structures. Sign area for awning and canopy signs is calculated as the area within a single continuous enclosure around only the copy area of the lettering or logo of the sign. Awning and canopy signs are also subject to the specific zoning district standards in 17.68.050 and 17.68.060.
 - a. **Maximum Height.** 25 feet above a sidewalk or public right-of-way.
 - b. **Marquee Signs.** A sign permanently affixed to a marquee is allowed in conjunction with theaters, museums, galleries, and similar uses. Removable copy may be changed on the face of permitted marquee signs without securing a sign permit. Marquee signs are subject to the specific zoning district standards in 17.68.050 and 17.68.060.
 - c. **Maximum Height.** Marquee signs may not project above the marquee face.

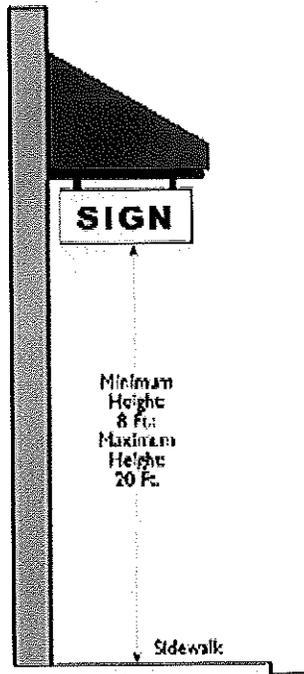
FIGURE 17.25-K: AWNING AND CANOPY SIGNS



2. **Projecting Signs.** Signs under canopies or covers in conjunction with pedestrian walkways, or signs projecting from the building wall. Projecting signs are subject to the specific zoning district standards in 17.68.080.

- a. **Minimum Height.** 8 feet above a sidewalk or other public right-of-way.
- b. **Maximum Height.** 20 ft. above a sidewalk or other public right-of-way, but not above an eave or roof.

FIGURE 17.25-L: PROJECTING SIGNS



Projecting Under Awning Sign

3. **Wall Surface Signs** (“Wall” Signs). Wall surface signs include any sign attached to, erected against or painted upon the wall of a building or structure, the face of which is in a single plane parallel to the plane of the wall. Wall signs also include signs on a false or mansard roof. Wall signs are subject to the standards in Table 17.68 – C. No wall surface sign may cover wholly or partially any required wall opening. Wall signs are also subject to the specific zoning district standards in 17.68.050 and 17.68.060.

TABLE 17.68 – C: WALL SURFACE SIGN STANDARDS	
Minimum Horizontal and Vertical Separation Between Signs	3 ft.
Maximum Projection from Surface of Building	12 in
Minimum Vertical Separation Between Sign and Roof Line	1 ft. (8 inches on a fascia or mansard roof)
Maximum Height	20 ft. above a sidewalk or Above public right-of-way.

- B. **Freestanding Signs.** Freestanding signs consist of signs not attached to a building or structure, including monument signs and pole signs. Freestanding signs shall not interfere with safety sight angles on corners and at driveways. No more than one freestanding sign is allowed on a site.

1. **Monument Signs.** Freestanding signs erected on the ground or on a monument base designed as an architectural unit. Monument signs are also subject to the specific zoning district standards in 17.68.050 and 17.68.060.

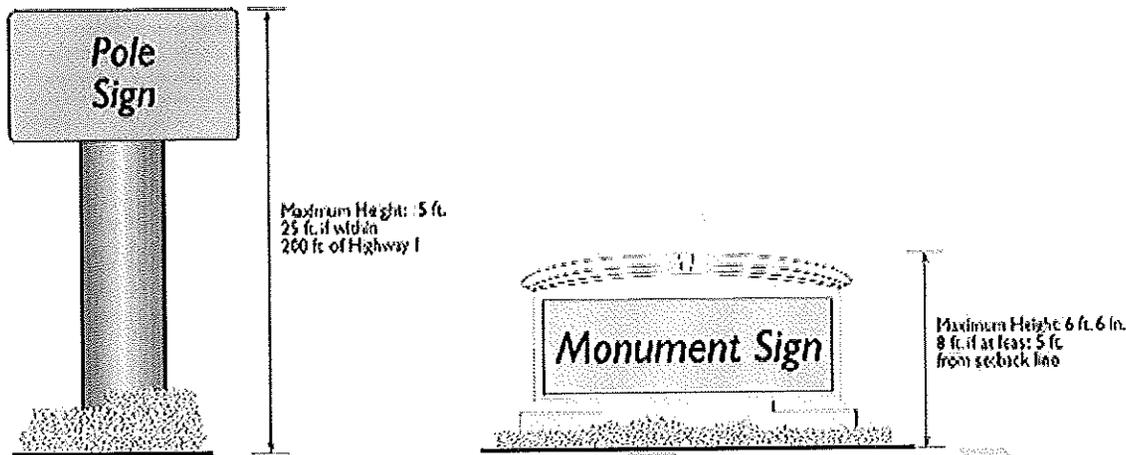
- a. Maximum Height. six feet six inches. eight feet if setback a minimum of five feet from property line.
- b. Minimum Setbacks – C1 and C2, CVS, and MCR Districts. one foot from setback line.
- c. Landscaping. Signs higher than six feet six inches shall be placed in a landscaped planter or berm. As a condition of any sign permit for a monument sign, additional landscaping of the site may be required to better integrate sign appearance with the site.

2. **Pole Signs.**

- a. Landscaping. Pole signs shall be placed within a landscaped planter with at least 28 square feet of planting area. As a condition of any sign permit for a pole sign, additional landscaping of the property may be required where needed to better integrate sign appearance with the site through scale and softening effects.
- b. Design. Such signs and their supporting elements shall be designed so as to be harmonious with any building or structures on the site, including architectural style, colors and scale.
- c. Maximum Height. 15 feet; 25 feet within 200 feet of Highway 1, subject to approval of a conditional use permit.
- d. Other Requirements. Pole signs are subject to the specific zoning district standards in 17.6.050 and 17.68.060.

3. **Temporary Sidewalk Signs.** Signs not permanently attached to the ground or any other permanent supporting structure, such as “A-frame” or sandwich type sign, and sidewalk or curb signs. Temporary sidewalk signs shall not impede safe pedestrian circulation. Temporary sidewalk signs are subject to the specific zoning district standards in 17.68.050 and

FIGURE 17.25-M: FREESTANDING SIGN TYPES



17.68.060. C. Other Sign Types.

1. **Display Structures.** Display structures for pedestrian viewing, as defined in this Chapter, are permitted in any commercial district. Such display structures must comply with building setback requirements, and shall be illuminated only by indirect light or diffused light. The maximum sign area is 50 percent of the maximum building mounted sign area allowance for the building and frontage with which they are associated.
2. **Special Private Event Displays and Grand Opening Signs.** Temporary signs and wind signs may be erected on the premises of an establishment having a grand opening or special event provided that such signs shall be displayed for a period not to exceed thirty calendar days previous to such event. These signs shall be removed within seven days after the event, and such signs may be used for not more than two periods each calendar year for any property or business.
3. **Directional and Community Promotional Display Programs.** Directional and community promotion sign programs advertising, directing or informing pedestrian of business service or community events and services not related to or located on the site shall be permitted on private property in C districts, and on public land with the granting of an encroachment permit.
4. **Civic Event Signs.** Temporary signs announcing a campaign drive or event of a civic, public, quasi-public, philanthropic, educational or religious organization.
 - a. Maximum Sign Area. 32 square feet.
 - b. Maximum Time Period. 30 days. Such signs shall be removed within 15 days after the event.

5. **Attraction Boards for Hotels, Motels and Bed and Breakfast Establishments.** An attached or detached attraction board, not to exceed five square feet in sign area, is allowed, provided it is included within the calculation of the maximum allowable sign area for a hotel, motel, or bed and breakfast establishment.

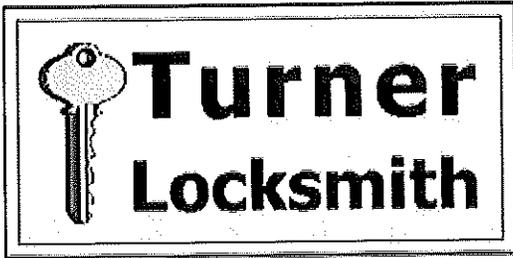
17.68.080 General Design Principles

The following principles are general criteria that should be considered in the design of all signs. Creative design is strongly encouraged, and signs should make a positive contribution to the aesthetic appearance of the street or commercial area where they are located. These principles will be used in reviewing and approving proposed signs and Master Sign Programs (see Section 17.68.100).

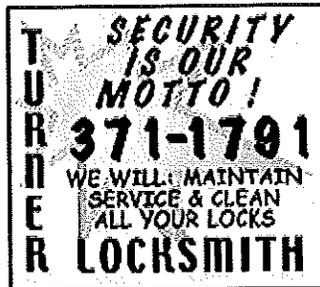
- A. **Visibility.** A sign shall be conspicuous and readily distinguished from its surroundings.
- B. **Legibility.** The size and proportion of the elements of the sign's message, including logos, letters, icons and other graphic images, shall be selected based on the average distance and average travel speed of the viewer. Sign messages oriented towards pedestrians may be smaller than those oriented towards automobile drivers. Colors chosen for the sign text and/or graphics shall have sufficient contrast with the sign background in order to be easily read during both day and night hours.
- C. **Readability.** A sign message should be easily recognized and designed in a clear, unambiguous and concise manner, so that a viewer can understand or make sense of what appears on the sign. Excessive use of large areas of several colors can create competition for the eye and significantly reduce readability.

FIGURE 17.25-N: VISIBILITY AND LEGIBILITY

This:



Not This:



This:



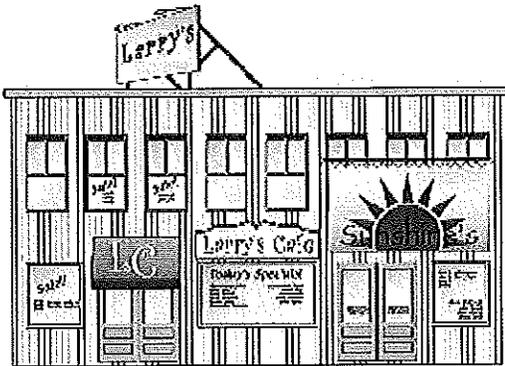
Not This:



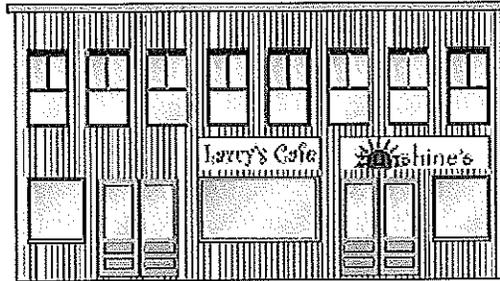
D. **Architectural Compatibility.** A sign (including its supporting structure, if any) shall be designed as an integral design element of a building's architecture, and shall be architecturally compatible, including color and scale, with any building to which the sign is to be attached and with surrounding structures. A sign which covers a window, or which spills over "natural" boundaries or architectural features and obliterates parts of upper floor of buildings is detrimental to visual order and may not be permitted.

E. **Consistency with Area Character.** A sign should be consistent with distinct area or district characteristics and incorporate common design elements such as sign materials or themes. Where signs are located in close proximity with a residential area, the sign should be designed and located so they have little or no impact on adjacent residential neighborhoods.

FIGURE 17.25-O: ARCHITECTURAL COMPATIBILITY



These signs block building's elements and create a chaotic image.



These signs complement the building's form and create a more orderly appearance.

17.68.090 Zoning Clearance or Sign Permit Required

- A. **Authority.** No sign, other than an exempt sign, shall be erected or altered, without first obtaining a zoning clearance or sign permit from the Director. The Director may attach reasonable conditions on the approval of the sign permit to help ensure compliance with this Chapter. These conditions may require the removal, modification or relocation of existing signs where the proposed sign(s) would be located on sites where existing signs are nonconforming.
- B. **Application Requirements.** Applications for a sign permit shall be made in writing upon forms furnished by the Director, accompanied by the required fee and plans drawn to scale and with all of the following information. Where the scale and scope of the sign proposal so warrants, the Director may waive some of the informational requirements listed below, provided all information necessary for adequate review of the proposal is submitted.
1. The proposed design, dimensions, copy, color, lighting methods and location of the sign on the site, including the dimensions of the sign's supporting members, and details of all connections, guy lines, supports and footings, and materials to be used.
 2. The maximum and minimum height of the sign.
 3. The location of off-street parking facilities, including entries and exits where directional signs are proposed.
 4. The size and dimension of all signs existing on the site.
 5. The location and horizontal frontage of any building(s) on the property, both existing and

proposed.

6. Any other information deemed necessary by the Director.

C. Required Findings. In approving a sign permit, the Director must find that:

1. The size, shape, color, materials, design and location of the sign conforms to the design principles and standards of this Chapter.
2. Signs on all proposed buildings or new additions to existing buildings are designed as an integral part of the total building design.
3. The location of the proposed sign and the design of its visual elements (lettering, words, figures, colors, decorative motifs, spacing and proportions) are legible under normal viewing conditions that prevail where the sign is to be installed.
4. Review of signs at city entryways as defined in the Scenic Highway Element of the General Plan shall also be subject to the following provisions:
 - a. Sign area, height and location of signs shall be designed so as not to interfere with view corridors as defined and specified in the General Plan/Local Coastal Plan.
 - b. Freestanding signs shall not exceed eight feet in height except within two hundred feet of Highway 1 or Highway 41. Where feasible, all freestanding signs within or along city entryways shall be placed within a landscaped planter.

17.68.100 Master Sign Program

- A. **Applicability.** Any site having four or more non-residential occupants shall submit a master sign program to be reviewed and approved by the decision-making authority for the use (e.g. the Director or the Planning Commission). Any site having three or fewer non-residential occupants may submit a master sign program to be reviewed and approved by the decision-making authority. Additionally, projects involving construction or renovation of more than 25,000 square feet of space in the commercial and mixed use districts shall submit a master sign program which must be approved prior to issuance of any occupancy permit.
- B. **Application Requirements.** Applications for approval of a master sign program shall be submitted to the Director and shall include the following:
 1. **Master Sign Program.** A Master Sign Program, drawn to scale, delineating the site proposed to be included within the signing program and the general location of all signs.

2. Drawings and Sketches. Drawings and/or sketches indicating the exterior surface details of all buildings on the site on which wall signs, directory signs, ground signs or projecting signs are proposed.
 3. Statement for Modifications. A statement of the reasons for any requested modifications to the regulations or standards of this Chapter.
 4. Sign Standards. A written program specifying sign standards, including color, size, construction details, placement, and necessity for City review for distribution to future tenants.
- C. Allowable Modifications. A Master Sign Program may provide for additional sign area and other deviations from the standards of this Chapter, provided that the Master Sign Program is consistent with the provisions of Sections 17.68.040 and 17.68.080.
- D. Required Findings. In approving a Master Sign Program, the decision-making authority shall find that all of the following are met:
1. The proposed signs are compatible in style and character with any building to which the sign is to be attached, any surrounding structures, and any adjoining signage on the site;
 2. Future tenants will be provided adequate opportunities to construct, erect or maintain a sign for identification; and
 3. Directional signage and building addressing is adequate for pedestrian and vehicular circulation and emergency vehicle access.
- E. Conditions of Approval. The Planning Commission may attach any reasonable conditions necessary to carry out the intent of the Master Sign Program requirement, while still permitting each sign user opportunities for effective identification and communication.
- F. Administrative Approval of Signs Consistent with Master Sign Program. Following approval of a Master Sign Program, the Director is authorized to issue building permits or other permits, as deemed necessary, to install signs that conform to an approved Master Sign Program. Minor modifications of individual sign area may be approved, provided the maximum allowed by an approved Master Sign Program is not exceeded.

17.68.110 Maintenance, Abandonment and Removal

- A. **Maintenance.** Every sign, including those signs for which no permit is required, together with all supports braces, guys and anchors shall be maintained in a safe, presentable and good structural condition at all times. The display surfaces of all signs shall be kept neatly painted, posted or

otherwise maintained at all times. The owner of property on which the sign is located shall be responsible for the condition of the area in the vicinity of the sign, and shall be required to keep this area clear, sanitary and free from noxious or offensive substances, rubbish and flammable waste materials.

B. **Abandonment.** The following signs shall be presumed to be abandoned:

1. **Located on Property.** Any sign which is located on property that becomes vacant and is unoccupied for a period of three months or longer.
2. **Unrelated to Property.** Any sign which was erected for an occupant or business unrelated to the present occupant or business, except existing, nonconforming outdoor off-site freestanding signs.
3. **Time, Event or Purpose Sign.** Any sign which pertains to a time, event or purpose which no longer exists.
4. **Temporarily Suspended Business.** Permanent signs applicable to a business temporarily suspended because of a change of ownership or management of such business shall not be deemed abandoned unless the property remains vacant for a period of six months or more.

C. **Removal.** Abandoned signs are found to be a public nuisance due to their misleading and distracting nature and due to their contributing to visual blight, detrimental to surrounding areas and the community generally. An abandoned sign is prohibited and shall be removed by the property owner.

17.68.120 Provisions for Nonconforming and Illegal Signs

- A. **Existing Non-conforming Signs.** Signs existing at the time of adoption of this Title, that do not comply with the provisions of this Chapter but that were legally erected pursuant to applicable state and city ordinances in effect at the time of construction, shall be regarded as nonconforming signs, subject to the following:
1. **Use Change.** Whenever the type of business or use with which a nonconforming sign is associated changes, the nonconforming sign associated with business shall be removed or otherwise made to conform to the provisions of this Chapter.
 2. **Limited Expansion.** A nonconforming sign may not be expanded, extended, reconstructed, or altered in any way in its location or orientation to enable it to be read or viewed from a different direction than its original position. Except in the following cases:
 - a. Such sign may be removed for purposes of repair and routine maintenance, including painting, provided such sign is replaced within 60 days of its removal;
 - b. Changes in sign face, copy, graphic design or color are permitted.

- c. Such sign may be removed for the purpose of remodeling a building provided replacement occurs within 30 days after remodeling is completed.
- d. If change in ownership of the business occurs, without any change to the type of business advertised by a nonconforming sign, the new owner may change any name or names on such sign provided that there is no change in the sign size, configuration or orientation.

3. Other Requirements. Nonconforming signs are also subject to the provisions of Chapter 17.68: Nonconforming Uses and Structures.

B. **Illegal Signs.** Whenever a sign is found to be erected or maintained in violation of any provision of this Chapter, this Title, or any other Federal, State, or local law, and such sign is not a nonconforming sign (e.g. it was a legal sign under the sign regulations in effect prior to adoption of the ordinance codified in this Chapter), the Director shall order that such sign be altered, repaired, reconstructed, demolished or removed, as may be appropriate, to abate such condition or the Director may initiate proceedings to abate the sign as a public nuisance under the provisions of the Business and Professional Code (Sections 5499.1 to 5499.16). Any work required to be done shall be completed within ten days of the date of such order, unless otherwise specified in writing.

17.68.130 Appeals of Sign Permits

17.68.130.A Rights of Appeal

A. **Persons Who May Appeal.** Except as provided for elsewhere in this Title, appeals may be made by the following persons, in the following instances:

1. **Local Appeals.** Appeals to the Planning Commission or City Council may be filed by the applicant, by the owner of property, or by any other person aggrieved by a decision that is subject to appeal under the provisions of this Title.

B. **Final Decision Required.** Unless otherwise specified by Federal or State law, an appeal must be brought and a final decision rendered by the hearing body before the matter may be appealed to a court of law.

17.68.130 Time Limits

Unless otherwise specified in State or Federal law, all appeals shall be filed within 10 days of the date of action.,

17.36.040 Local Appeals

- A. **Proceedings Stayed by Appeal.** The timely filing of an appeal shall stay all proceedings in the matter appealed, including, but not limited to, the issuance of City building permits and business licenses.
- B. **Appeals of Director Decisions.** A decision of the Director on any application may be appealed to the Planning Commission by filing a written appeal with the Planning Department. The appeal shall identify the decision being appealed and shall clearly and concisely state the reasons for the appeal.
- C. **Appeals of Planning Commission Decisions.** Decisions of the Planning Commission may be appealed to the City Council by filing a written appeal with the City Clerk. The appeal shall identify the decision being appealed and shall clearly and concisely state the reasons for the appeal.
- D. **Transmission of Record.** The Director, or in the case of appeals to the City Council, the City Clerk, shall schedule the appeal for consideration by the authorized appellate body within 60 days of the date the appeal was filed. The Director shall forward the appeal, the Notice of Action, and all other documents that constitute the record to the appellate body. The Director also shall prepare a staff report that responds to the issues raised by the appeal and may include a recommendation for action.
- E. **Appellate Body Action.** The appellate body shall review the appeal, the administrative record, and any written correspondence submitted after the appeal has been filed, and may take one of the following actions:
1. Conduct a public hearing and decide on the action; or
 2. Remand the matter to the decision-making body or official to cure a deficiency in the record or the proceedings.
- F. **No "De Novo" Review.** At an appeal or review, the appellate body shall consider only the same application, plans, and related project materials that were the subject of the original decision.
- G. **Appellate Body Decision.** The appellate body shall render its decision within 60 days of the date the hearing is closed unless State law requires a shorter deadline. An action to grant an appeal shall require a majority vote of the appellate body members. A tie vote shall have the effect of rejecting the appeal.
- H. **Standards of Review.** When reviewing any decision on appeal, the appellate body shall use the same standards for decision-making required for the original decision. The appellate body may adopt the same decision and findings as were originally approved.

17.12 Definitions

Abandoned Sign. A sign that no longer applies to a business space, building, or site, due to lack of a valid business license, change of business name, or for any other reason that renders the sign not applicable to the premises involved.

Attraction Board means a device used to display information regarding conveniences, services and rates currently offered by facilities providing temporary accommodation.

Banners. A temporary sign of fabric, plastic, paper or other light pliable material not enclosed in a rigid frame, and which is suspended, mounted, or attached to buildings or poles at two ends or continuously across its longest side so as to allow movements of the sign by atmospheric conditions.

Bench sign means a sign located on any part of the surface of a bench or seat placed on or adjacent to a public right-of-way.

Billboard means the same as outdoor off-site freestanding sign.

Building Mounted Sign. Any sign mounted or erected on or against any building or façade and includes all walls signs, awning and canopy signs and projecting signs.

Business Sign. Any interior or exterior sign which is intended to identify the name or portions of the business name and which is viewable from any exterior area open to the public.

Canopy shall refer to an ornamental roof like structure upon which a sign may be attached or otherwise affixed which is usually located over gasoline pumps.

Changeable Copy sign means a sign designed so that characters, letters or illustrations can be changed or rearranged without substantially altering the face or the surface of the sign.

Construction Sign. A sign displayed by a contractor, subcontractor, or architect on a project site whenever a building permit has been issued for construction, alteration, or repair of a structure and when work is in progress on site pursuant to such permit.

Directory Sign. A collection of signs which list names of individual businesses located in a single building, courtyard, or property. Directories are located on private property at one or more entrance(s) facing or near the public right of way.

Freestanding sign means any sign which is supported by one or more uprights, poles or braces in or upon the ground which are not a part of any building or enclosed within the exterior walls of any building, and are separated there from by a distance of a least six inches.

Frontage constitutes for purposes of computing allowable sign area, the linear measurement in feet of

the property line directly fronting on a public street, or other public right-of-way to which such sign is oriented, excluding California State Highway One

Height of a sign means the greatest vertical distance measured from the ground level directly beneath the sign to the top of the sign or from the nearest property line fronting on a public street, whichever is lower.

Illuminated Sign. A sign which radiates light from any internal source or is backlit and is visible from any public right-of-way or from any area open to the public.

Marquee Sign. A projecting sign that is part of a permanent entryway or canopy and traditionally associated with theaters. A marquee may include a projecting vertical sign extending above the cornice line of a building.

Master Sign Plan. A coordinated program of all signs, including exempt and temporary signs for a business, or businesses if applicable, located on a development site. The sign program shall include, but not be limited to, indications of the locations, dimensions, colors, letter styles and sign types of all signs to be installed on a site.

Monument Sign. A freestanding sign not erected on one or more poles or similar structures but erected to rest on the ground or to rest on a monument base designed as an architectural unit.

Nonconforming Sign. Any sign that existed prior to a change in the municipal code that prohibits such signs or any sign installed without approval from the City that requires approval by the City.

Open House Sign. An open house sign advertises that a house is open for view as part of the sale or exchange of the property.

Outdoor-off-site freestanding sign means a sign placed for the purpose of advertising products or services that are not produced, stored or sold on the property or any other subject no related to the property or use of the property, upon which the sign is located.

Real Estate Sign. A sign identifying that a property is for sale, lease, exchange, or rent. The purpose of this sign is to help owners in the sale of their property by providing information on the location of the property to potential buyers without impairing the appearance of the community.

Roof Sign. Any sign erected, constructed, and maintained wholly upon or over the roof of any building.

Signs. Any object, structure, symbol, emblem, logo, or display, or any combination thereof, which is intended to or does identify, attract attention to, advertise, or communicate information of any kind to

the public. See also Chapter 17.68: Signs.

Sign Area. The entire area of a sign calculated for maximum sign area purposes, pursuant to Chapter 17.68:

Sign Face. The surface or surfaces used for the display of a sign message as seen from any one direction.

Snipe Sign. An off-site sign which is tacked, nailed, posted, pasted, glued or otherwise attached to trees, poles, stakes, fences or to other objects.

Temporary Sign. A sign or advertising display designed or intended to be displayed for a short period of time.

Wall Sign. Any sign that is fastened, affixed, or attached to and erected parallel to a building wall.

Window sign means any sign placed inside or upon a window facing the outside and which is intended to be seen from the exterior.

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ATTACHMENT C

TABLE INDICATING CURRENT SIGN SECTION, THE PROPOSED SECTION AND THE CHANGES BETWEEN THE TWO DOCUMENTS IN FORMATTING

Current Section	Proposed Section	Changes
17.68.010 Purpose and intent	17.22.010 Purpose	Title of section changed. The section did not substantially change, only one word was changed.
17.68.015 Findings	"See Zoning Clearance or Sign Permit Required"	Findings were not included as a separate section in the new ordinance. The findings that shall be made in order to approve a sign are included in subsection, "Zoning Clearance or Sign Permit Required."
See "Exceptions"	17.22.020 Exempt Signs	The section outlines provisions for exempt signs and signs that do not require zoning conformance review, nor shall the area of such signs be included in the maximum allowable sign area measurements. 14 exceptions.
17.68.020 Definitions	Moved to general definition section included in new sign ordinance	Definitions were moved to Chapter 17.12, definitions for the entire zoning ordinance.
17.68.030 Prohibited signs	17.22.030 Prohibited Signs	Prohibited signs have been reworded and reorganized. The new sign ordinance moved the subsection "Sandwich board or A-Frame signs" subsection to "Specific Sign Types and Standards" in the new ordinance. The following three sections were added to the new sign ordinance, "Obscenities", "Obstructions to Exits", and "Obstructions to Ventilations."
17.68.040 Advertising on city property	See "Prohibited Signs" Section	Added into Prohibited Sign section in new ordinance.
17.68.050 Miscellaneous specifications	See "Prohibited Sign" Section	Added into Prohibited Sign section in new ordinance.
17.68.060 Permits	See in "Zone Clearance or Sign Permit Required"	Information added into "Zoning Clearance or Sign Permit Required" subsection.

17.68.070 Exceptions	See "Exempt Signs"	
17.68.080 Minor adjustments	17.22.040 General Sign Standards	
17.68.090 Planning commission interpretation	See 17.68.130 "Appeals"	Appeals procedures as provided within Section 17.68.130
17.68.100 Exception permit		The current code allows for an applicant to apply for an exemption permit for signs not conforming with the provision of this chapter which may be granted by the Planning Commission. The new sign ordinance defines exempt signs as signs that do not need to be reviewed or counted towards the sign area on a single site. Therefore the new code clearly defines acceptable signs and prohibited signs and does not provide for discretionary exemptions to the sign ordinance.
17.68.110 Signs in various zones	17.22.050 Regulations for Residential Districts	The subsection "Signs in Various Zones" and "Miscellaneous Signs and Their Regulations" was divided into four sections to provide a clear understanding of sign area that is allowed with certain uses and the design standards for each type of sign.
17.68.120 Miscellaneous signs and their regulations	17.22.060 Regulations for Commercial Districts, Mixed-Use and Industrial Districts	See previous section.
	17.22.070 Specific Sign Types and Standards	See previous section.
	17.22.080 General Design Principles	See previous section.
	17.22.090 Zoning Clearance or Sign Permit Required	The new sign ordinance has renamed the "Permit" subsection in the current sign ordinance and addresses the authority, application requirements, and required findings that the City must make in order to process a sign application.

	17.22.100 Master sign Program	New section that specifically addresses any site having four or more non-residential occupants shall submit a master sign program to be reviewed and approved by the decision making authority.
17.68.130 Maintenance	17.22.110 Maintenance, Abandonment, and Removal	Maintenance and Abandoned signs were combined into one section "Maintenance, Abandonment, and Removal".
17.68.140 Abandoned signs	See "Maintenance, Abandonment, and Removal."	Maintenance and Abandoned signs were combined into one section "Maintenance, Abandonment, and Removal".
17.68.150 Existing nonconforming signs	17.22.120 Provisions for Nonconforming and Illegal Signs	"Existing nonconforming signs" and "Time limits for nonconforming signs" were combined into one section "Provisions for Nonconforming and Illegal Signs".
17.68.155 Time limits for nonconforming signs	See "Provisions for Nonconforming and Illegal Signs"	Added section into "Provisions for Nonconforming and Illegal Signs"
17.68.160 Penalties for violation	See "Provisions for Nonconforming and Illegal Signs"	Penalties for violation are included in "Provisions for Nonconforming and Illegal Signs"

ATTACHMENT D

Table Detailing The Practical Differences Between The Current Sign Regulations And The Proposed Draft Regulations

Current Code

Proposed Code

Agricultural Zone	One unlighted sign per street frontage, no sign permit, shall not exceed eight square feet per property.	No provisions to allow signs in the agricultural zone.
Residential Zone	Surface Signs: One identification, not to exceed 20 square feet in area shall be permitted on any multifamily dwelling of more than four attached units. One Surface sign or monument sign not to exceed .5 square feet one linear foot of frontage or twenty-four square feet, whichever is less, shall be permitted for other allowable nonresidential uses, except as otherwise provided in this chapter.	Multi-family Dwelling. One building-mounted sign or monument sign per maximum sign area of 20 square feet. Non-residential Uses. One building-mounted sign or monument sign per each allowable non-residential uses is permitted. (1) Maximum Sign Area. 0.5 square feet per linear foot of building frontage up to 24 square feet. (2) Maximum Height. 15 feet above finished grade for building-mounted signs and eight feet for monument signs.
	For hotel, motels and bed and breakfast establishments in R-4 districts, signs may be permitted in accordance with the provisions for commercial and industrial zones as provided in subsection I of this section as well as attraction boards as provided in Section 17.68.120.	Signs may be permitted in accordance with the provisions for commercial zones as well as attraction boards.
	For bed and breakfast establishments in R-3 districts, one surface sign or monument sign not to exceed .5 square feet for each linear foot of frontage, and attraction boards as provided in the Section 17.68.120	One Surface sign or monument sign per bed and breakfast establishment and attraction boards are permitted with a maximum sign area of 0.5 square feet per linear foot of building frontage.
	Subdivision or Tract Name Signs. One nonilluminated sign not to exceed twenty-four square feet in area or one nonilluminated sign not to exceed 12 square feet each per exclusive entrance to a subdivision or tract name with a maximum of four per tract shall be permitted	Subdivision or Tract Name Signs. One non-illuminated sign not to exceed 24 square in area or one non-illuminated sign not to exceed 12 square feet in area, per exclusive entrance to a subdivision or tract name with a maximum of four per tract is permitted. (1) Maximum Sign Area. 30 square feet. (2) 8 feet.

Current Code

Proposed Code

	<p>Mobile Home Park. A mobilehome park may be allowed one externally illuminated or nonilluminated identified sign, not to exceed the equivalent of one square foot of sign area per ten linear feet of frontage on each right-of-way which it takes vehicular access. No sign shall have a surface area of greater than thirty square feet or be erected at right angles to the right-of-way. Such sign shall not exceed eight feet in height.</p>	<p>Mobile Home Parks. A mobile home park may be allowed one externally illuminated or non-illuminated identification sign, not to exceed the equivalent of one square foot of sign area per ten linear feet of frontage on each right-of-way upon which it takes vehicular access. No sign shall have a surface area of greater than 30 square feet or be erected at right angles to the right-of-way. (1) Maximum Sign Area. 30 square feet. (2) Maximum Height. 8 feet.</p>
<p>Commercial and Industrial Zones (except G-O zone)</p>	<p>Provided no other types of signs are erected on the property, surface signs may be permitted to a maximum area of two square feet for each one linear foot of building frontage on the site.</p>	<p>Wall Surface Signs ("Wall" Signs) Wall surface signs include any sign attached to, erected against or painted upon the wall of a building or structure, the face of which is in a single plane parallel to the plane of the wall. Wall signs also include signs on a false or mansard roof. No wall surface sign may cover wholly or partially any required wall opening. Minimum Horizontal and Vertical Separation Between Signs - 3 ft. Minimum Projection from Surface of Building - 12 in. Minimum Vertical Separation Between Sign and Roof Line - 1 ft. (8 inches on a fascia or mansard roof). Maximum Height - 20 ft. above a sidewalk or above public right-of-way. See Table 17.68 B.</p>
	<p>Where surface signs are used in conjunction with other types of signs on the same site, the aggregate area allowed for all signs shall not exceed one square foot for each one linear foot of building frontage on the site.</p>	
	<p>Any sign, or the aggregate of all signs for any one property shall require an exception permit if such signs exceed two hundred square feet in area, or except if the sign program is approved pursuant to a conditional use permit or coastal development permit.</p>	

Current Code

Proposed Code

<p>Monument Signs. One monument identification sign not to exceed six feet six inches in height may be permitted per site. Monuments signs set back at least five feet from the property line(s) may be eight feet in height provided, however, such sign is placed in a landscaped planter or berm subject to approval by the director. Monument signs may be placed in required setback area but must be a minimum of one foot from the property line. Monument signs shall not interfere with safety sight angles on corners and at driveways. As a condition of any sign permit for a monument sign, additional landscaping of the site may be required to better integrate sign appearance with the site.</p>	<p>Monument Signs. Freestanding signs erected on the ground or on a monument base designed as an architectural unit. (a) Maximum Height. 6 feet, 6 inches. 8 feet if setback a minimum of five feet from property line. (b) Minimum Setbacks - for C-1, CVS, MCR, one foot from setback line. (c) Landscaping. Signs higher than 6 feet 6 inches shall be placed in a landscaped planter or berm. See Table 17.68 B.</p>
<p>Projecting Signs. The total area of a projecting identification sign shall not exceed one square foot for each one linear foot of building frontage on the site. No projection sign shall encroaching more than twelve inches over a public right-of-way. In addition such signs shall be a minimum of eight feet in height above a sidewalk or other public pedestrian right-of-way and shall otherwise comply with applicable provisions of Title 14 of this code.</p>	<p>Projecting Signs. Signs under canopies or covers in conjunction with pedestrian walkways, or signs projecting from the building wall. Projecting signs are subject to the specific zoning district standards. (a) Minimum Height. 8 feet above a sidewalk or public right-of-way. (b) Maximum height. 20 ft. above a sidewalk or other public right-of-way, but not above a eave or roof. See Table 17.68 B.</p>
<p>Pole Signs. One pole sign for identification purposes only may be allowed per business site or per shopping center, subject to the following conditions: (a) for a shopping center the total area of the sign shall not exceed one square foot for each linear foot of property frontage, or one hundred square feet, which is less; (b) shall not encroach more than 12 inches over public right of way; (c) shall not exceed fifteen feet in height; except within 200 feet of highway one where 25 feet may be approved subject to a condition use permit approved pursuant to Chapter 17.60. (d) shall be placed within a landscape planter; (e) design criteria; (f) design criteria; (g) no pole sign shall be permitted on a property which fronts on a street right-of-way (excluding Highway One) which directly faces an R-1, R-2 or R-3 zoning district.</p>	<p>Pole Signs. (a) Landscaping. Pole signs shall be placed within a landscaped planter with at least 28 square feet of planting area. (b) Design. Such signs and their supporting elements shall be designed so as to be harmonious with any building or structures on the site, including architectural style, colors and scale. (c) Maximum height. 15 feet. 25 feet within 200 feet of Highway 1, subject to approval of a conditional use permit. See Table 17.68 B.</p>

Current Code

Proposed Code

<p>Marquee Signs. One marquee sign may be permitted in conjunction with theaters, museums, galleries and similar uses subject to obtaining a sign exception permit. One identification sign not to exceed twelve inches in the vertical dimension or six inches in thickness (width) may be placed immediately below the marquee sign. Such sign shall not project beyond the marquee face, nor be less than eight feet above a sidewalk or other public pedestrian right-of-way. removable copy may be changed on the face of permitted marquee signs without securing a sign permit.</p>	<p>Marquee Signs. A sign permanently affixed to a marquee is allowed in conjunction with theaters, museums, galleries, and similar uses. Removable copy may be changed on the face of permitted marquee signs without securing a sign permit. Marquee signs are subject to the specific zoning district standards. (a) Maximum Height. Marquee signs may not project above the marquee face. See Table 17.68 B.</p>
<p>Restaurant Menus. In addition to those signs permitted by this chapter, a restaurant may display a sign not to exceed three square feet in area on a wall or window, which displays the menu and/or daily specials;</p>	
<p>Temporary Sign within a Window Area. Temporary informational signs and posters including sale, special events and other similar signs, which do not exceed 25% of the window area, or ten square feet, whichever is greater may be located on the inside of the window, or painted on said window for a period not to exceed thirty days.</p>	
<p>General Office Zone The following signs may be permitted in the general office (G-O) zone: Monument or surface signs may be permitted as provided in subsection C of this section, except that the total area of all signs on a site shall not exceed one square foot per one linear foot of frontage, and provided however, freestanding signs exceeding eight feet in height are expressly prohibited.</p>	

Current Code

Proposed Code

<p>Miscellaneous signs and their regulations.</p>	<p>Display Structure. Display structures for pedestrian viewing shall be permitted in any commercial district upon granting of an exception permit as provided in this chapter shall be permitted in any commercial district granting an exception permit as provided in this chapter. Such display structures shall comply with building setback requirements, shall have a total area not to exceed fifty percent of the sign area requirements as prescribed in the section on commercial and industry zones for surface signs and shall be illuminated only by indirect light, semidirect light or diffused light.</p>	<p>Display Structure. Display structures for pedestrian viewing as defined in this Chapter, are permitted in any commercial district. Such display structures must comply with building setback requirements and shall be illuminated only by indirect light or diffused light. The maximum sign area is 50 percent of the maximum building-mounted sign area allowance for the building and frontage with which they are associated.</p>
	<p>Special Private Event Displays and Grand Opening Signs. Temporary signs and window signs may be erected on the premises of an establishment having a grand opening or special event, provided that such signs shall be displayed for a period not to exceed thirty calendar days previous to such event. Such signs shall be removed within seven days after event. Such signs may be used for not more than two periods each calendar year for any property or business.</p>	<p>Special Private Event Displays and Grand Opening Signs. Temporary signs and window signs may be erected on the premises of an establishment having a grand opening or special event provided that such signs shall be displayed for a period not to exceed thirty calendar days prior to such event. These signs shall be removed within seven days after event, and such signs may be used for not more than two periods each calendar year for any property or business.</p>
	<p>Directional and Community Promotional Display Programs. Directional and community promotion sign programs advertising, directing or informing pedestrian of business services or community events and services not related to or located on the site shall be permitted on private property in commercial use areas of the city, and on public lands or rights-of-way upon granting of an exception permit.</p>	<p>Directional and Community Promotional Display Programs. Directional and community promotion sign programs advertising, directing or informing pedestrian of business services or community events and services not related to or located on the site shall be permitted on private property in C districts, and on public land with the granting of an encroachment permit.</p>

Current Code

Proposed Code

<p>Civic Event Signs on Private Property. Temporary signs not to exceed thirty-two square feet in area announcing a campaign drive or event of a civic, public, quasi-public, philanthropic, educational, or religious organization shall be permitted on private property for a period not to exceed thirty days. Such signs shall be removed within fifteen days after the event.</p>	<p>Civic Event Signs. Temporary signs announcing a campaign drive or event of a civic, public, quasi-public, philanthropic, educational or religious organization. (a) Maximum Sign Area: 32 square feet. (b) Maximum Time Period: 30 days. Civic event signs shall be removed within 15 days after the event.</p>
<p>Civic Event Signs on Public Property. Temporary signs announcing a civic, public, quasi-public, philanthropic, educational, or religious organization purposes may extend over public property subject to obtaining an exception permit as provided in this chapter. Such signs may extend across a public street only by permission of the city council and shall maintain a minimum vertical clearance of fourteen feet six inches. No temporary sign may be displayed for a period exceeding thirty days, for each of two periods each calendar year.</p>	<p>Same as events held on private property.</p>
<p>Attraction Boards for Hotels, Motels and Bed and Breakfast Establishments. An attraction board may include in the design and allowable sign area for a hotel, motel, or bed and breakfast establishment, subject to the following: (1) The attraction board shall be designed and located so that it is made an integral part of the principal sign except as provided in this section; (2) If the principal sign is designed and located on a building or in such a manner that an attached attraction board sign would detract from the appearance of the sign, a detached attraction board sign shall be allowed provided; that the size of the attraction board sign shall be counted as pan of the total allowable sign area, and that the maximum allowable size for a detached attraction board sign shall be five square feet.</p>	<p>Attraction Boards for Hotels, Motels and Bed and Breakfast Establishments. An attached or detached attraction board, not to exceed five square feet in sign area, is allowed, provided it is included within the calculation of the maximum allowable sign area for a hotel, motel or bed and breakfast establishment. See Table 17.68 B.</p>

Current Code

Proposed Code

<p>Signs on Awnings and Similar Overhangs, painted, nonilluminated or indirectly lighted signs may be permitted on the borders of marquees, canopies, awnings, arcades or similar attachments of structures, but not including mansard-style roofs or eaves, if located and erected in a manner satisfactory to the planning director or an authorized representative. Such signs shall be included in the total permitted sign area.</p>	<p>Awnings and Canopy Signs. Signs painted on awnings, canopies, arcades, or similar attachments or structures. Sign area for awning and canopy signs is calculated as the area within a single continuous enclosure around only the copy area of the lettering or logo of the sign. Awning and canopy signs are also subject to the specific district standards. (a) Maximum height. 25 feet above a sidewalk public right-of way. See Table 17.68 B.</p>
	<p>Temporary Sidewalk Signs. Signs not permanently attached to the ground or any other permanent supporting structure, such as "A-frame" or sandwich type sign, and sidewalk and curb signs. Temporary sidewalk signs shall not impede safe pedestrian circulation. See Table 17.68 B.</p>

TABLE 17.68 - B: SIGN AREA AND SIGN STANDARDS FOR COMMERCIAL, MIXED-USE, AND INDUSTRIAL DISTRICTS								
Zoning Districts	Sign Area Allowed (sq. ft. per 1 linear ft. of building frontage)	Total Maximum Sign Area (sq. ft.)	Permitted Sign Types	Sign Type Factor	Maximum Number of Signs	Maximum Sign Area Per (sq. ft.)	Additional Regulations	
Frontage:	Primary	Secondary						
C1, MCR, CVS, GO, WF, and GC	0.5	100	Awning and Canopy	1		24	Section 17.68.070(A)(1)	
			Projecting	1	1 per frontage	16; 8 under a canopy or awning	Section 17.68.070(A)(3)	
			Wall	2	2 per frontage	24	Section 17.68.070(A)(4)	
			Marquee	1		1.5 per linear ft. Section of building frontage	Section 17.68.070(A)(2)	
			Monument	3	1 per site	24	Section 17.68.070(B)(1)	
			Temporary Sidewalk	1	1 per site	12	Section 17.68.070(B)(3)	
C2, CF, M1, M2 H & MMR	2	1	200	Awning and Canopy	1	1 per site	60	Section 17.68.070(A)(1)
				Wall	1	1 per building or tenant space	25	Section 17.68.070(A)(4)
				Window	2	2 per frontage		Section 17.68.070(A)
				Monument	2	1 per frontage	60	Section 17.68.070(B)(1)
				Pole	3	1 per site or shopping center	60	Section 17.68.070(B)(2)

1. For buildings facing on more than one public right-of-way

ATTACHMENT E

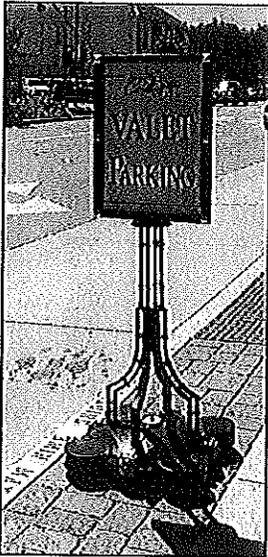
CITY OF ATASCADERO



new

BANNER SIGN & A-FRAME SIGN RULES

On September 26, 2006, the City Council amended the sign ordinance to update requirements for banner signs and free standing portable signs ("A-frame" signs). The update was a joint effort with the Chamber of Commerce and Downtown Main Street Association to improve the sign ordinance. Below is a summary of the new rules:



*Decorative portable signs
enhance the street scene*

PORTABLE "A-FRAME" SIGNS ARE NOW PERMITTED:

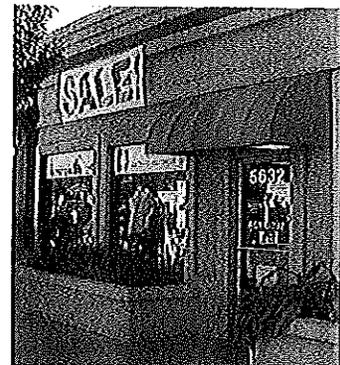
- One portable sign per street frontage is permitted.
- Height: 5 feet maximum; Width: 2 feet maximum.
- Portable signs must be located on the business's property or within the boundaries of the shopping center or commercial complex.

PORTABLE SIGNS ON SIDEWALKS REQUIRE PERMITS:

- Portable signs on the sidewalk will require an encroachment permit
- No fee for encroachment permits of existing portable signs through January 26, 2007.
- Portable signs must be located directly in front of the property where the advertised business is located.
- Minimum 4 foot wide access path must be provided on sidewalk.
- Must not block line of sight on driveway corners or intersections.
- See placement requirement flyer.

BANNER SIGN UPDATES:

- One banner sign per street frontage is allowed.
- Maximum area: 40 square feet.
- Must be secured flat against a building or structure.
- The allowable display time for a banner sign is extended from 20 days to 30 days. All banners must then remain down for 60 days.



*Banner signs can be
displayed for 30 days*

GOOD SIGNS ARE GOOD FOR BUSINESS

The purpose of the sign ordinance is to ensure the business district is appealing to customers by preventing sign clutter. The City, the Chamber of Commerce, and the Main Street Association would encourage all businesses to follow the new rules. Please check to see if you have more than one banner sign or if it has been up too long. Your cooperation is appreciated and it will benefit the entire business district.

For more information and applications visit the City's Permit Center at www.atascadero.org or City Hall at 6907 El Camino Real or call a Planner at 461-5000.



CITY OF ATASCADERO
 DEPARTMENT OF PUBLIC WORKS
 6907 BL. CAMINO REAL ATASCADERO, CA 93422
 Telephone: (805) 470-3486 * Fax: (805) 470-3487

A-FRAME SIGN ENCROACHMENT PERMIT

ADDRESS OF BUSINESS: _____

PROPERTY OWNER: _____

TENANT: _____
(If Tenant Is Applicant, must have Property Owner Approval)

CONTACT INFO: _____
 ADDRESS PHONE

FEES: \$150.00 PERMIT TAG NO. _____

A COPY OF THIS PERMIT SHALL BE KEPT ON THE SITE

1. All Portable sign placement must conform to City Standard Drawings M-16 and R-12
2. A dimensioned drawing of the sign and a site plan shall be included showing location of sign in relation to the business and the right of way.
2. Portable signs must be located directly in front of the property where the advertised business is located.
3. This Encroachment Permit applies to the location shown on the approved site plan. Placement of signs in locations not approved with an Encroachment Permit will be referred to the Code Enforcement Officer.

INDEMNITY:

The permitted shall defend, indemnify, and safe harmless the City, it's officers, agents and employees from any and all claims, demands damages, costs, expenses or liability arising out of this permit, or by reason of anything related thereto including but not limited to defects in design, increase condemnation, or of agents, employees or independent contractors directly responsible to the permittee; providing further that the foregoing shall apply to any wrongful acts or omissions committed jointly by the permittee's agents, employees, or independent contractors and the city, its agents, employees, or independent contractors. Nothing contained in the foregoing indemnity provisions shall be construed to require the permittee to indemnify the city against any responsibility or liability in contravention of Section 2782 of the civil code.

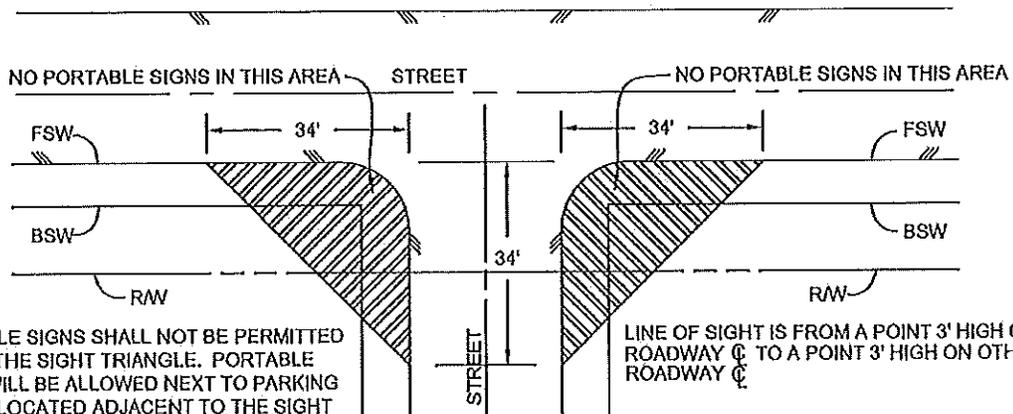
AGREEMENT:

The permittee agrees to pay all costs which the City may incur enforcing provisions of this permit.

Owner Signature Tenant Signature Engineering Division

Date paid: _____ Receipt no.: _____

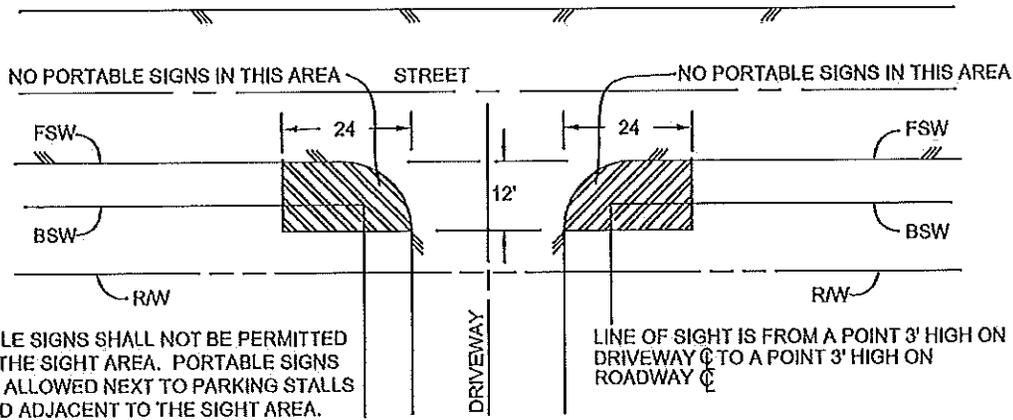
REVISIONS				APPROVALS	
DESCRIPTIONS	BY	DATE	APPROVED	COUNCIL RESOLUTION NO.	3/10/92



PORTABLE SIGNS SHALL NOT BE PERMITTED WITHIN THE SIGHT TRIANGLE. PORTABLE SIGNS WILL BE ALLOWED NEXT TO PARKING STALLS LOCATED ADJACENT TO THE SIGHT TRIANGLE.

LINE OF SIGHT IS FROM A POINT 3' HIGH ON ROADWAY C-C TO A POINT 3' HIGH ON OTHER ROADWAY C-C

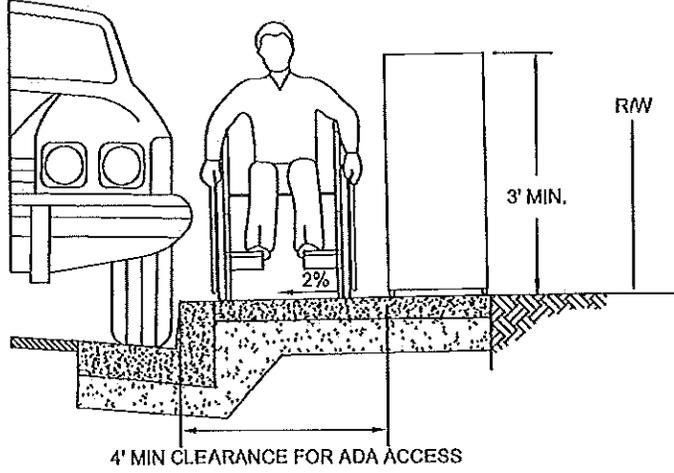
INTERSECTIONS



PORTABLE SIGNS SHALL NOT BE PERMITTED WITHIN THE SIGHT AREA. PORTABLE SIGNS WILL BE ALLOWED NEXT TO PARKING STALLS LOCATED ADJACENT TO THE SIGHT AREA.

LINE OF SIGHT IS FROM A POINT 3' HIGH ON DRIVEWAY C-C TO A POINT 3' HIGH ON ROADWAY C-C

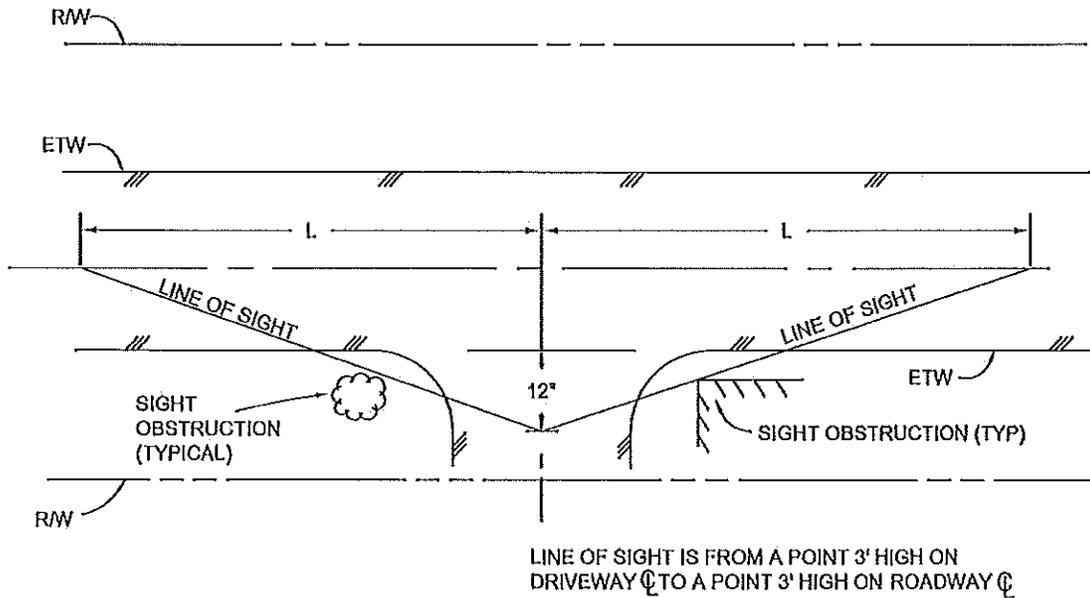
DRIVEWAYS



- NOTES:
1. PORTABLE SIGNS OVER 3' HIGH MUST CONFORM TO STANDARD DRAWING R-12.
 2. ALL PORTABLE SIGN OWNERS SHALL OBTAIN AN ENCROACHMENT PERMIT FROM THE CITY OF ATASCADERO.
 3. PORTABLE SIGNS MUST BE LOCATED DIRECTLY IN FRONT OF THE PROPERTY WHERE THE ADVERTISED BUSINESS IS LOCATED.
 4. PROPERTY OWNER IS REQUIRED TO IDEMNIFY THE CITY FOR ANY LIABILITY ASSOCIATED WITH A SIGN IN THE PUBLIC RIGHT OF WAY.

DRAWN BY: MRW DESIGNED BY: DMA DATE: 8/21/06 FILE NAME: M-16.DWG	CITY OF ATASCADERO ENGINEERING DEPARTMENT	DRAWING NO. M-16
PORTABLE SIGN LOCATIONS DRIVEWAYS AND INTERSECTING ROADS		

REVISIONS				APPROVALS	
DESCRIPTIONS	BY	DATE	APPROVED	COUNCIL RESOLUTION NO. 26-92 3/10/92	



M.P.H.	LENGTH
20	100'
25	150'
30	200'
40	300'
50	440'
65	500'

NO SIGHT OBSCURING OBJECTS, CUT BANKS, ETC, OVER 3' IN HEIGHT SHALL BE PERMITTED WITHIN THE SIGHT TRIANGLE. UTILITY POLES, OPENLY SPACED TREES WITH NO FOLIAGE LOWER THAN 8', AND TRAFFIC DEVICES ARE ALLOWABLE IF VISUAL OBSTRUCTION IS MINIMAL.

DRAWN BY: RAL	CITY OF ATASCADERO ENGINEERING DEPARTMENT	DRAWING NO.
DESIGNED BY: SJS		R-12
DATE: 2/27/92	MINIMUM SIGHT DISTANCE FOR DRIVEWAYS AND INTERSECTING ROADS WITH STOP CONTROL	
FILE NAME: R-12.DWG		

ATTACHMENT F



AGENDA NO: _____

MEETING DATE: April 12, 2010

Staff Report

TO: Honorable Mayor and City Council **DATE** April 12, 2010
FROM: Rob Livick, Acting Public Services Director
Kathleen Wold, Senior Planner
SUBJECT: Status Report on the A-frame Sign Program

RECOMMENDATION:

Staff recommends that the City Council review the various options regarding A-frame sign regulations and give direction to staff as to how staff is to proceed.

FISCAL IMPACT:

This update report on the City's A-Frame sign guidelines will not generate any fiscal impact. The City may experience a negative fiscal impact from the processing of an A-Frame sign exception permits if the fee is not increased to reflect actual expenses incurred from the processing. In 2003 the master fee schedule indicated that a fee of \$307.80 was required, however the fee was reduced to \$25.00 by City Council. Currently the fee for an A-frame sign permit exception is \$20.00 and \$660.00 for other sign permit exceptions.

BACKGROUND:

The City's current Zoning Ordinance was adopted in 1997 and in this ordinance A-Frame signs are specifically prohibited. Over the next 13 years there have been various reviews and modifications to Chapter 17.68 "Signs" with a specific emphasis on A-frame signs. In 1998 the Planning Commission approved revised A-frame sign exception permit guidelines. These guidelines were adopted to address the A-frame sign issue on an interim basis pending adoption of a new sign ordinance, which would permanently modify the A-frame regulations. The time frame given in these guidelines was December 21, 2000. No new sign regulations were adopted by December 31, 2000 therefore the Planning Commission decided to consider sign exception permits on a year-by-year, case-by-case basis issuing permits valid for one year only. In 2005 the city undertook a comprehensive Zoning Ordinance update that included completely revised sign regulations. The new sign regulations permit temporary sidewalk signs (A-frame sign) in commercial, mixed-use and industrial districts. The new Zoning Ordinance was approved by City Council in 2005 and submitted to the California Coastal

Prepared By: _____ Dept Review: _____

City Manager Review: _____

City Attorney Review: _____

Commission for certification, to date the document has not been certified resulting in the new sign regulations not being effective. Because of the lack of certification the City must continue to utilize the 1997 sign regulations including the A-frame signs regulations.

In 2009 the City received several complaints regarding unpermitted A-frame signs. In response to concerns regarding unpermitted A-frame signs police volunteer Ken Vesterfelt conducted a field survey within the city documenting all the A-frame signs currently being utilized by businesses. The survey indicated that as of 2009 there were 73 A-frame signs on display within the community. The actual number of A-frame signs may currently with the community may have changed since this survey. The last A-frame sign permit exception granted was in 2004, all those permits would have expired in 2005 resulting in all 73 of the current signs being without benefit of a permit.

DISCUSSION

The City Council requested that the Sign Exception Process be re-evaluated by staff to ensure that the process for approving the A-frame signs has been successful and, if necessary, make recommendations to improve the process.

In evaluating the current A-Frame sign program staff was able to determine that the program is not successful. Currently when a business desires to utilize an A-frame sign they must apply for an A-Frame Sign exception Permit. The processing of an A-Frame sign is more cumbersome than applying for a regular sign to be permanently installed. Most regular sign permits can be reviewed and approved administratively, but A-Frame sign exceptions must have a public hearing before the Planning Commission. The applicant must pay the \$20 application fee and the \$116.00 encroachment permit fee prior to placing the A-Frame Sign within the Public-right-of-way. The City has a history of taking these permits once a year so if a business does not submit prior to the annual review of these permits they must either be taken separately or wait until the next round of permits are taken the following year. This process has proven to be too burdensome on both the public and City staff and therefore over the last few years appears while permits have been accepted with the necessary fee none have been taken for approval.

Staff researched the surrounding cities to find out how other cities are handling A-Frame signs the following matrix provides the details:

City	Process	Permits Needed	Cost
Arroyo Grande	A-frame signs not allowed within public right-of-way allowed only on private property and as part of a comprehensive sign program	Sign Permit	\$100 fee for Sign Program
Atascadero	Allows one sign	When within the Public right-of-way needs encroachment permit.	No planning permit fee. Public Works encroachment permit fee of \$150.
Grover Beach	Prohibits A-Frame Signs		
Paso Robles	Allows for A-frame signs with appropriate permit. Permit taken to the Development Review Committee Signs not allowed on private property or in landscape planters Maximum size of 12 square feet A minimum of 4 feet clearance shall be maintained on the sidewalk at all times. No signs permitted unless the sidewalk is a minimum of 6 feet wide. One sign only on adjacent street frontage.		\$20 fee for A-frame sign permit. No encroachment.
Pismo Beach	Prohibits A-Frame Signs		
San Luis Obispo	Allowed on private property only. No public-right-of way. No planning permit required only building permit sign permit fee		Estimate Building sign permit fee \$200.

After reviewing current city policies, the updated Zoning Ordinance and other City's policies staff offers the following options:

Option	Pros	Cons
Enforce the current Zoning Ordinance prohibiting A-Frame signs	No additional work load for staff.	Restricts businesses from advertising via A-Frames within the public-right-of-way. Currently there is a minimum of 73 signs which would need to be removed.
Separate the new Zoning Ordinance sign regulations from the remaining ordinance and submit to coastal for separate certification.	Minimal additional staff work. Provides a permanent solution to an ongoing problem. Eliminates the need for serial interim solutions. Allows for A-Frame signs.	Applicant would still incur cost of encroachment permit if the sign is to be placed within the public right-of-way.
Implement guidelines using the Atascadero A-Frame sign program.	User friendly permit process with clear concise procedures. Allows one portable sign per street frontage. Maximum width and height 2 feet by 5 feet. Allowed on private property and within the public right-of-way with encroachment permit.	Interim solution only. Still requires a sign permit exception from the Planning Commission in accordance with Section 17.68.100.
Implement both the Atascadero A-Frame Sign Program and Process the Updated Zoning Ordinance Sign regulations for separate certification from the California Coastal Commission	Will provide complete regulations for A-Frame signs in a clear and concise manner.	Additional staff time to process the Text Amendment and to implement the A-Frame regulations.

CONCLUSION:

In reviewing the processing of A-Frame signs over the last 12-13 years it becomes apparent that current guideline are cumbersome and not a beneficial use of either the business owner's or city staff's time. In making recommendations on how to modify or update the process to make it more user friendly and in particular to allow A-Frame signs with minimal effort on the part of the business community and city staff it is apparent that a permanent solution should be pursued to eliminate the need for these types of permits to have a public hearing before the Planning Commission. Staff's opinion is that the best way to achieve this is to pursue separate certification from CCC for the Updated Zoning Ordinance Sign Regulations. Not only will this remedy the issues with permitting A-Frame signs it will also provide the community with complete updated sign regulations. Staff also recommends implementing the program similar to the Atascadero A-Frame Sign Program, as this would complete the package with a clear concise implementation tool. Staff recommends that if the Council chooses to request certification of the Updated zoning Ordinance Sign Regulations that they grant amnesty for the current A-frame signs to a date specific allowing sufficient time for staff to pursue certification through the CCC.

Attachments:

Exhibit A-City of Atascadero A-Frame sign Rules

Exhibit B-2009 list of A-Frame signs within the community

Exhibit C-Current A-Frame sign application

Exhibit D-Current Sign Regulations

Exhibit E-New Sign Regulations excerpted from the 2005 Updated Zoning Ordinance.

MINUTES - MORRO BAY CITY COUNCIL
CLOSED SESSION – APRIL 12, 2010
CITY HALL CONFERENCE ROOM - 5:00 P.M.

Mayor Peters called the meeting to order at 5:00 p.m.

PRESENT:	Janice Peters	Mayor
	Carla Borchard	Councilmember
	Rick Grantham	Councilmember
	Noah Smukler	Councilmember
	Betty Winholtz	Councilmember

STAFF:	Andrea Lueker	City Manager
	Robert Schultz	City Attorney

CLOSED SESSION

MOTION: Councilmember Borchard moved the meeting be adjourned to Closed Session. The motion was seconded by Councilmember Smukler and unanimously carried. (5-0)

Mayor Peters read the Closed Session Statement.

CS-1 GOVERNMENT CODE SECTION 54956.8; REAL PROPERTY TRANSACTIONS. Instructing City's real property negotiator regarding the price and terms of payment for the purchase, sale, exchange, or lease of real property as to 1 parcel.

Property: Morro Bay Power Plant Outfall.
Negotiating Parties: Dynegy and City of Morro Bay.
Negotiations: Lease Terms.

CS-2 GOVERNMENT CODE SECTION 54957; PERSONNEL ISSUES. Discussions regarding Personnel issues including the potential dismissal of five (5) public employees.

The meeting adjourned to Closed Session at 5:00 p.m. and returned to regular session at 5:50 p.m.

MOTION: Councilmember Grantham moved the meeting be adjourned. The motion was seconded by Councilmember Borchard and unanimously carried. (5-0)

The meeting adjourned at 5:50 p.m.

MINUTES - MORRO BAY CITY COUNCIL
REGULAR MEETING – APRIL 12, 2010
VETERANS MEMORIAL HALL - 6:00 P.M.

Mayor Peters called the meeting to order at 6:00 p.m.

PRESENT:	Janice Peters	Mayor
	Carla Borchard	Councilmember
	Rick Grantham	Councilmember
	Noah Smukler	Councilmember
	Betty Winholtz	Councilmember
STAFF:	Andrea Lueker	City Manager
	Robert Schultz	City Attorney
	Bridgett Kessler	City Clerk
	Rick Algert	Harbor Director
	Rob Livick	Acting Public Services Director
	John DeRohan	Police Chief
	Tim Olivas	Police Commander
	Mike Pond	Fire Chief
	Susan Slayton	Administrative Services Director
	Joe Woods	Recreation & Parks Director

ESTABLISH QUORUM AND CALL TO ORDER

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

MAYOR AND COUNCIL MEMBERS REPORTS, ANNOUNCEMENTS &
PRESENTATIONS

CLOSED SESSION REPORT - City Attorney Robert Schultz reported the City Council met in Closed Session, and no reportable action under the Brown Act was taken.

PUBLIC COMMENT

Peter Candela, Chamber of Commerce, thanked Police Chief John Derohan for all his dedication and involvement with the Chamber, saying he will be missed. He said the police department's help at all the Chamber events certainly made the Chamber's job much easier. He said every year the Chamber holds the candidates forum, and this year the Chamber will partner with the Business Forum and the Lion's Club. To do this, they need the facility, and AGP will videotape the forum. He said they are considering passing the cost of AGP to the candidates, but would appreciate it if the cost of the facility could be waived. He then reported on the BID and the fulfillment program. They have gone from 200-300 fulfillments every month to over 1,000 every month. In the past five months, they have exceeded 6,000 fulfillments. As a comparison, last year there were 5,000 fulfillments in a 12-month period. He said Morro Bay is actually doing more fulfillments than Pismo right now.

Ed Krovitz announced that on Sunday, April 25, from 11:00 a.m. to 1:00 p.m., at Tognazzini's Dockside Too there will be an opportunity to meet Rick Grantham, who is a candidate for Mayor of Morro Bay. There will be complimentary food and music at the event. This will be a chance to talk with Rick on any issues or concerns people have regarding the City.

Marilyn Glesmann, representing the Morro Bay Garden Club, said in August they will be coordinating Dahlia Daze to celebrate Dahlias as Morro Bay's official flower. She gave a brief history of Dahlia Daze. She said this year the theme for Dahlia Daze is Dancing Dahlias and will feature Miss Karen's Dance Studio as dancing Dahlias, the local 4-H groups, Morro Bay Historical Society, and other area garden clubs and Dahlia growers. There will be a wine and cheese kickoff reception on Friday evening, August 27, from 4:00 p.m. to 6:00 p.m., at the Morro Bay Community Center. It will feature Kevin Larkin, the current president of the National Dahlia Growers Society. The program on Saturday will be from 1:00 p.m. to 4:00 p.m. There will be hundreds of varieties of Dahlias. Local artists' paintings will feature floral designs. Everyone is welcome to bring their cut Dahlias to display. There will be plants available for purchase. She requested the co-sponsor rate for this event.

Nancy Johnson announced her candidacy for City Council. She said she is running for City Council because she cares about Morro Bay. She said she will research thoroughly before making any decisions. She will work to make sound policies that will help to improve our City. She said she will be accountable to every voter who elects her and not to any special interest groups. She will make herself available to listen to people about their needs and interests. She is holding a series of "meet and greet" events. She encouraged people who are interested in learning more about her to get people together and she will go to their home to meet with them. She gave her phone number, 772-3738. She said she is having a get-together on April 23 from 5:30 p.m. to 7:00 p.m. at the Pelican Grill. People can get two tacos and a beer for \$10. There will be music and prizes.

D'Onna Kennedy announced her candidacy for City Council. She will be having a "meet and greet" at Fred's Grill on Sunday, April 18, from 4:00 p.m. to 6:00 p.m., including refreshments. She said she is against marijuana dispensaries in Morro Bay. She said she knows the effects this can have on a City. She has information and reports on the consequences other states have had with marijuana dispensaries. She thanked the people who came out for her town hall meeting.

Peter Beaman, a member of the Morro Bay 4th Committee, said Morro Bay will be having fireworks on the Fourth of July. He said their fundraiser last Sunday was rained out. They have rescheduled it for next Sunday, April 18 at Tognazzini's Dockside Too from 1:00 p.m. to dark. Tickets people bought for the original event will be honored. He encouraged everyone to come out and help support fireworks in Morro Bay.

Neil Farrell wanted to remind everyone about the Oyster Feed for the Morro Bay 4th event. He said Morro Bay Beautiful had a young artist here from Bakersfield on

Saturday to do some more tile mosaics on two art cans on the Harbor Walk. However, due to the weather, he could not finish the cans and will probably return on Wednesday to complete the work. Neil said to be sure to check out the can across from the restrooms by the rock. He said it is gorgeous. Neil thanked everyone for the citywide yard sale over the weekend. He talked about all the people that came into town for the event.

Bill Yates said he felt compelled to announce that he is a candidate for Mayor since everyone seemed to have done that tonight. He said he felt that by everyone talking about their candidacy is taking away from business time. He said he is running for Mayor because he is frustrated. He said he does not understand why the medical marijuana dispensary is the number one issue when there are so many other issues that he feels are more important. He said his reception will be April 25, from 5:00 p.m. to 7:00 p.m., at Windows on the Water. On May 5, Troy Leage is putting on a pig roast luau for Bill Yates and George Leage. In closing, he commended Chief Derohan.

Ken Vesterfelt reminded everyone that the car show is coming up the weekend of April 30. They are expecting 500 cars to be in the event this year. He encouraged any business, resident, or council member to buy a gift certificate to their favorite restaurant, gas station, grocery store, etc., to encourage car show participants to keep returning each year. The car show is very good for businesses in town that weekend. He thanked the "Follies" for their donation to the car show. In closing, he thanked Chief Derohan for all the work he has done for the city.

Perry Brennan reported on the Medical Marijuana Subcommittee. He said there were approximately 23 people in attendance at the meeting last week, of whom 10 or 11 were not Morro Bay residents. One doctor was from Santa Barbara. Of those in attendance, 15 were in favor of the dispensary, and six against. Of the 15, 10 or 11 were from out of the city. He said it looked to him that "we are being overwhelmed by the outsiders who can't get this approved in their city and they want to come to Morro Bay and bring their money and rent an expensive space and open their marijuana dispensaries." He feels this needs to be on the ballot so the citizens of Morro Bay can make the decision. He felt the City Council does not seem to want to make a decision on the issue.

Noah made a comment regarding the marijuana subcommittee, stating the next meetings are scheduled for May 4 and May 18, both from 5:30 p.m. to 7:30 p.m., at the Community Center.

Mayor Peters closed the hearing for public comment.

A. CONSENT CALENDAR

Unless an item is pulled for separate action by the City Council, the following actions are approved without discussion.

A-1 RESOLUTION NO. 18-10 COMMENDING POLICE VOLUNTEER KEN VESTERFELT; AND, RESOLUTION NO. 19-10 COMMENDING CORINNE

BLACK FOR THEIR SWIFT ACTIONS TO HELP CATCH BANK FRAUD SUSPECTS; (POLICE)

RECOMMENDATION: Adopt Resolution Nos. 18-10 and 19-10.

A-2 APPROVAL OF THE MINUTES FOR THE REGULAR CITY COUNCIL MEETING OF MARCH 22, 2010; (ADMINISTRATION)

RECOMMENDATION: Approve as submitted.

A-3 CONSIDERATION OF APPROVAL FOR A SUBLEASE ON A PORTION OF LEASE SITE 113W, LOCATED AT 1215 EMBARCADERO, BETWEEN VIRG'S FISH'N, INC., AND ALAN AND WENDY RACKOV, DOING BUSINESS AS LOST ISLE ADVENTURES; (HARBOR)

RECOMMENDATION: Adopt Resolution No. 20-10.

A-4 AUTHORIZATION TO FILE NOTICE OF COMPLETION FOR THE HARBORWALK PROJECT; (PUBLIC SERVICES)

RECOMMENDATION: Accept the Harborwalk project as completed by Souza Construction, Inc.

A-5 APPROVAL OF THE FINAL MAP FOR A ONE-LOT SUBDIVISION FOR CONDOMINIUM PURPOSES KNOWN AS TRACT 2978 AND LOCATED AT 600 MORRO BAY BOULEVARD; (PUBLIC SERVICES)

RECOMMENDATION: Adopt Resolution No. 17-10.

A-6 AN ORDINANCE OF THE CITY OF MORRO BAY, CALIFORNIA REPEALING ORDINANCE 551 AND ENACTING ORDINANCE 554 ADDING SECTION 10.76.035 TO CHAPTER 10.76 TO PROVIDE RULES AND REGULATIONS FOR THE MORRO BAY SKATE PARK; (RECREATION & PARKS)

RECOMMENDATION: Adopt Ordinance No. 554.

A-7 PROCLAMATION DECLARING APRIL 2010 AS "AUTISM AWARENESS MONTH"; (ADMINISTRATION)

RECOMMENDATION: Adopt Proclamation.

Mayor Peters pulled Items A-1 and A-7 from the Consent Calendar; and Councilmember Winholtz pulled Items A-3 and A-5.

MOTION: Councilmember Grantham moved the City Council approve Items A-2, A-4 and A-6 of the Consent Calendar. The motion was seconded by Councilmember Borchard and carried unanimously. (5-0)

A-1 RESOLUTION NO. 18-10 COMMENDING POLICE VOLUNTEER KEN VESTERFELT; AND, RESOLUTION NO. 19-10 COMMENDING CORINNE BLACK FOR THEIR SWIFT ACTIONS TO HELP CATCH BANK FRAUD SUSPECTS; (POLICE)

Mayor Peters pulled this item in order to make a presentation.

MOTION: Councilmember Grantham moved the City Council approve Item A-1 of the Consent Calendar. The motion was seconded by Councilmember Borchard and carried unanimously. (5-0)

A-3 CONSIDERATION OF APPROVAL FOR A SUBLEASE ON A PORTION OF LEASE SITE 113W, LOCATED AT 1215 EMBARCADERO, BETWEEN VIRG'S FISH'N, INC., AND ALAN AND WENDY RACKOV, DOING BUSINESS AS LOST ISLE ADVENTURES; (HARBOR)

Councilmember Winholtz said she will vote against this because she feels it is not legal according to Measure D. Since it is a tour business and not a fishing venture, it is not permitted. Rick Algert explained that all of Virg's are grandfathered in, pre-existing, nonconforming uses, in the proposition that was passed by the people.

MOTION: Councilmember Borchard moved the City Council approve Item A-3 of the Consent Calendar. The motion was seconded by Councilmember Grantham and carried with Councilmember Winholtz voting no. (4-1)

A-5 APPROVAL OF THE FINAL MAP FOR A ONE-LOT SUBDIVISION FOR CONDOMINIUM PURPOSES KNOWN AS TRACT 2978 AND LOCATED AT 600 MORRO BAY BOULEVARD; (PUBLIC SERVICES)

Councilmember Winholtz commented about the trees that were planted in the public right of way. She said this was more a side comment. She said according to past Council minutes, the Council was very strong in trying to obtain canopy trees for Morro Bay Boulevard. She said that wish did not happen for a variety of reasons. She wanted to encourage the tree committee to move swiftly forward with that list so things can get squared away.

MOTION: Councilmember Grantham moved the City Council approve Item A-5 of the Consent Calendar. The motion was seconded by Councilmember Borchard and carried unanimously. (5-0)

A-7 PROCLAMATION DECLARING APRIL 2010 AS "AUTISM AWARENESS MONTH"; (ADMINISTRATION)

Mayor Peters pulled this item in order to make a presentation.

MOTION: Councilmember Grantham moved the City Council approve Item A-1 of the Consent Calendar. The motion was seconded by Councilmember Borchard and carried unanimously. (5-0)

Mayor Peters called for a break at 7:10 p.m.; the meeting resumed at 7:15 p.m.

B. PUBLIC HEARINGS, REPORTS & APPEARANCES

B-1 CONSIDERATION OF RESOLUTION NO. 21-10 AUTHORIZING ONE-TIME RENT CREDITS FOR CITY TENANTS TO REDUCE VACANCIES ON THE EMBARCADERO AND STIMULATE BUSINESS; (HARBOR)

Harbor Director Rick Algert stated on September 14, 2009, the City Council held a public hearing to discuss strategies to prevent and reduce vacancies on the Embarcadero and stimulate business. On September 28, 2009, the City Council adopted Resolution No. 47-09 to authorize staff to negotiate payment plans on modern City lease agreements, allow for quarterly minimum rent payments on modern City leases, to waive the 2009-2010 CPI increase to minimum rent, and approve office uses on the second floor of lease site buildings in compliance with City planning and zoning requirements. In September 2009, the City Council also considered other rent concession concepts to promote new business establishments on City lease sites, but determined to monitor the situation and review those issues again within six months. The economy may be on the upswing, but the retail environment remains depressed with many commercial vacancies in the City and countywide. Mr. Algert recommended the City Council adopt Resolution No. 21-10 approving a one-time rent credit of up to \$6000 for those City tenants on modern format master leases subject to percentage of gross sales rent to reduce vacancies and stimulate business on the Embarcadero.

Mayor Peters opened the hearing for public comment.

Neil Farrell feels the problem is not the rent but the lack of customers. He suggested taking money from the Harbor reserve account and do a media blitz over in the Central Valley through radio ads, TV ads, newspaper ads, and get the name of Morro Bay in front of people, encouraging them to come here. He also suggested expediting a maritime museum to attract tourists to Morro Bay. He said he feels it would be a good fix for the long run.

Mayor Peters closed the public comment hearing.

Mayor Peters referred to Peter Candella's report that there have been many people coming to Morro Bay—they just are not buying things.

Councilmember Borchard reiterated that the Harbor Fund money is not for promoting. The BID, the Promotions, and the Visitor Center funds are used for promoting Morro Bay. The Harbor Reserve Funds need to be used for taking care of infrastructure such as replacing the pier and other things that need to be taken care of. She is in favor of offering the rent incentives and would like to see the rents stay status.

Councilman Smukler is in favor of the rent credit. He said the CPI recapture would not be a favorable thing to do. He is in favor of leaving last year's CPI increase and not try to recapture that. Leaving it at zero would be his preference.

Councilman Grantham is not in favor of recouping the 3.5 CPI. He is in favor of adopting the resolution.

Councilmember Winholtz is in favor of the Resolution.

MOTION: Councilmember Winholtz moved the City Council adopt Resolution No. 21-10 authorizing one-time rent credits for City tenants to reduce vacancies on the Embarcadero and stimulate business on the Embarcadero and to allow the Consumer Price Index to remain flat. The motion was seconded by Councilmember Grantham and carried unanimously. (5-0)

B-2 ORDINANCE NO. 555 TO AMEND MORRO BAY MUNICIPAL CODE CHAPTER 10.44 TO INCLUDE A NEW SECTION 10.44.070 TO REGULATE MUNICIPAL PARKING AND ESTABLISH AUTHORITY TO CHARGE FEES FOR PARKING – INTRODUCTION/ FIRST READING; (HARBOR)

Harbor Director Rick Algert stated last year Council authorized purchase of one automated parking payment machine for installation at the Tidelands Park Boat Launch Ramp and approved in the Harbor Master Fee Schedule a \$1 hour or \$5 daily maximum parking fee for the trailer and towing vehicle spaces at the Boat Launch Ramp. The machine has been purchased and will be installed shortly; however, Chapter 10 in the Morro Bay Municipal Code must be amended to provide authority for citing users who fail to pay the fee. Mr. Algert recommended the City Council approve Ordinance No. 555 for introduction and first reading by number and title only.

Councilmember Winholtz suggested an amendment to the title of the Ordinance in order to read ... SECTION 10.44.070 TO REGULATE MUNICIPAL PARKING LOTS; Council concurred.

Mayor Peters opened the hearing for public comment; there were no comments, and Mayor Peters closed the public comment hearing.

Councilmember Winholtz questioned Mr. Schultz if this lot would be limited to 10 hours. Mr. Schultz explained the limit in this lot would be 72 hours for people with boats that go out for a longer period of time.

MOTION: Councilmember Grantham moved the City Council approve Ordinance No. 555 for introduction and first reading by number and title as amended. The motion was seconded by Councilmember Borchard and carried unanimously. (5-0)

City Manager Andrea Lueker read Ordinance No. 555 by number and title.

B-3 RESOLUTION NO. 15-10 INITIATING PROCEEDINGS TO LEVY THE ANNUAL ASSESSMENT FOR THE CLOISTERS PARK AND OPEN SPACE LANDSCAPING AND LIGHTING MAINTENANCE ASSESSMENT DISTRICT; (RECREATION & PARKS)

Recreation & Parks Director Joe Woods stated Resolution No. 15-10 has been prepared for City Council review and adoption. The Resolution serves as the initiation of the annual assessment proceedings and orders an Engineer's Report detailing the proposed costs for the maintenance of the Cloisters Park and Open Space for the purpose of assessing private property owners of Tract Map No. 1996 (excluding the City's property). The Resolution also gives notice that a public hearing on the intent to levy the assessment, review and acceptance of the Engineer's Report, will be held on May 10th, 2010. Mr. Woods recommended the City Council adopt Resolution No. 15-10 initiating the proceedings to levy the annual assessment for the Cloisters Park and Open Space Landscaping and Lighting Maintenance Assessment District.

Mayor Peters opened the hearing for public comment; there were no comments, and Mayor Peters closed the public comment hearing.

MOTION: Councilmember Winholtz moved the City Council adopt Resolution No. 15-10 initiating the proceedings to levy the annual assessment for the Cloisters Park and Open Space Landscaping and Lighting Maintenance Assessment District. The motion was seconded by Councilmember Grantham and carried unanimously. (5-0)

B-4 RESOLUTION NO. 16-10 INITIATING PROCEEDINGS TO LEVY THE ANNUAL ASSESSMENT FOR THE NORTH POINT NATURAL AREA LANDSCAPING AND LIGHTING MAINTENANCE ASSESSMENT DISTRICT; (RECREATION & PARKS)

Recreation & Parks Director Joe Woods stated Resolution No. 16-10 has been prepared for City Council review and adoption. The Resolution serves as the initiation to the annual assessment proceedings and orders an Engineer's Report detailing the proposed costs for the maintenance of the North Point Natural Area for the purpose of assessing private property owners of Tract Map No. 2110 (excluding the City's property). The Resolution also gives notice that a public hearing on the intent to levy the assessment, review and acceptance of the Engineer's Report, will be held on May 10, 2010. Mr. Woods recommended the City Council adopt Resolution No.16-10 initiating proceedings to levy the annual assessment for the North Point Natural Area Landscaping and Lighting Maintenance Assessment District.

Mayor Peters opened the hearing for public comment; there were no comments, and Mayor Peters closed the public comment hearing.

MOTION: Councilmember Borchard moved the City Council adopt Resolution No.16-10 initiating proceedings to levy the annual assessment for the North Point Natural Area Landscaping and Lighting Maintenance Assessment District. The motion was seconded by Councilmember Smukler and carried unanimously. (5-0)

C. UNFINISHED BUSINESS

C-1 STATUS REPORT ON THE A-FRAME SIGN PROGRAM; (PUBLIC SERVICES)

Acting Public Services Director Rob Livick stated the City Council requested the Sign Exception Process be re-evaluated by staff to ensure that the process for approving the A-frame signs has been successful and, if necessary, make recommendations to improve the process. In evaluating the current A-Frame sign program staff was able to determine that the program is not successful. Currently when a business desires to utilize an A-frame sign they must apply for an A-Frame Sign Exception Permit. The processing of an A-Frame sign is more cumbersome than applying for a regular sign to be permanently installed. Most regular sign permits can be reviewed and approved administratively, but A-Frame sign exceptions must have a public hearing before the Planning Commission. This process has proven to be too burdensome on both the public and City staff and therefore, over the last few years, appears that while permits have been accepted accompanied by the necessary fee, none have been taken for approval. Mr. Livick recommended the City Council review the various options regarding A-frame sign regulations and give direction to staff as to how to proceed.

Mayor Peters stated she prefers Atascadero's A-frame sign regulations.

In answer to Councilmember Smukler's inquiry regarding the time it takes to hear back from the Coastal Commission once something is submitted to them, Mr. Livick said they are working to establish a better working relationship with them. Mr. Livick also said the current encroachment fee of \$116 covers the typical encroachment costs and does not need to be raised. He explained that the Atascadero plan has just a one-time fee.

Councilmember Borchard inquired if it was an annual fee or a one-time fee. Mr. Livick stated that under the Atascadero example, it is a one-time fee. However, they reserve the right to revoke it at any time if it were to become a problem. Then that business would have to re-apply.

Councilmember Smukler inquired if there is a plan for getting businesses into compliance and updating them on this transition. Mr. Livick stated it would take several weeks. They would meet with the Chamber, with the Merchants Association, and prepare informational flyers.

Councilmember Grantham stated he likes the idea of businesses signing an insurance waiver. He is not in favor of off-site signs, and that it needs to be determined what is actually off site. Public safety is an important factor. He would like an answer back on the encroachment permit. He would like to see at least a minimum four-foot clearance on an eight-foot sidewalk. He feels the signs are definitely an asset for the businesses but wants to make sure the safety aspect is covered. He would also like to know the difference between non-encroached and encroached.

Councilmember Winholtz stated she considers A-frame signs as clutter on sidewalks. She said a monument sign would be neater (with several businesses listed) and more effective in particular areas.

Councilmember Smukler stated he understands Councilmember Winholtz' statement about clutter. However, he stated that as long as it is determined to have a safe place for signs to be placed, he is comfortable with that. He feels that professional signs would cover the concern about clutter. He noted that some restaurants like to have signs out to promote specials. He would like to see insurance added to the permit and a minimum sidewalk width.

Councilmember Borchard stated she has seen A-frame signs in the back of a pickup truck advertising certain businesses in town and feels they are very unattractive. She added that sometimes they are not even close to the business. She would like the ordinance to address how far away from the business the sign can be.

Mayor Peters agreed with Councilmember Borchard that the A-frame signs in the back of pickup trucks are very unattractive and should not be encouraged.

MOTION: Councilmember Winholtz moved the City Council direct staff to forward the A-Frame Sign Ordinance to the Planning Commission and back to City Council, and then pass it on as an amendment to the Coastal Commission. The motion was seconded by Councilmember Borchard

Councilmember Winholtz amended her motion to include the entire Sign Ordinance; Councilmember Borchard amended her second. The motion carried unanimously. (5-0)

D. NEW BUSINESS

D-1 CONSIDERATION OF APPROVAL OF WATER AGREEMENT BETWEEN THE CITY OF MORRO BAY AND ROANDOAK OF GOD; (CITY ATTORNEY)

This item was pulled from the agenda.

D-2 DISCUSSION ON THE GUIDELINES FOR PUBLIC AREA USE PERMITS; (RECREATION & PARKS)

Recreation & Parks Director Joe Woods stated when public properties are not in use by the City, they are made available for use by public groups or individuals for social, cultural or recreational activities. Such use shall require an application, from which a permit is granted provided compliance is met for all adopted guidelines, rules, regulations and conditions. Guidelines are developed by staff and reviewed and adopted by the Recreation and Parks Commission pursuant to Morro Bay Municipal Code Chapter 24.24.040.B. Applications are reviewed by the Special Events Team, which consists of the Recreation and Parks Director and City Department Heads or their representatives. If the use application is permitted, the applicant is presented with assessed fees and conditions which must be met prior to actual usage; any additional City services are invoiced to the applicant after the event. The Recreation and Parks Commission has reviewed the current guidelines for public area use and recommends no amendments to Council. Mr. Woods recommended Council review the current guidelines and procedures for public area use and direct staff accordingly.

Mayor Peters inquired about the \$1 million insurance policy. Mr. Woods explained the example of having a party of approximately 75 people for a reunion and having alcoholic beverages at the event would require the party to purchase a \$1 million insurance policy. He explained that the rates for this type of insurance are very reasonable. The party could purchase the policy either through the City or through a commercial policy.

Councilmember Grantham asked how often the Special Events Team meets. Mr. Woods said they meet on the second Thursday from 2:00 p.m. to 4:00 p.m. every month. They try to have the applicants at these meetings. He said they ask people to file for a reservation 10 days before their special event. Provided staff is available, they process it in five days. On each application, there is wording to the effect that the park must remain open for all public use. There is exclusive use of a reserved area.

Councilmember Winholtz expressed the importance of having recycling containers at City parks, and encourages individuals to recycle.

Councilmember Smukler agreed with Councilmember Winholtz regarding recycling containers for the parks.

Mr. Woods stated this is required for special events. He also explained that having recycling containers in all parks all the time would double the labor and be cumbersome on staff, and staff would also have to take the recycled items to a different location. They are working to expand their Adopt-A-Park program. When that really gets going, the recycling could work much better.

Councilmember Borchard expressed concern over a particular area or parking lot being used on an ongoing basis without notifying businesses in the area. She spoke specifically in reference to the idea that the Saturday Farmers Market possibly being move to the parking lot on the Embarcadero a few months ago. Mr. Woods said this is a different situation and would require a special use permit that must applied for. Mayor Peters suggested that when the permit is for a public street, such as where the Saturday Farmers

Market is located, could there possibly be a yearly review of the event which would include public comment. Mr. Livick said they do have to renew their permit yearly; however, it does not go through the Recreation and Parks Commission.

MOTION: Mayor Peters moved the City Council direct staff to continue processing permits allowing use of public property using current guidelines and policies with amendments to recycling and zoning to be examined. The motion was seconded by Councilmember Winholtz and carried unanimously. (5-0)

Mayor Peters called for a break at 8:52 p.m.; the meeting resumed at 9:00 p.m.

D-3 REVIEW OF CURRENT PROCEDURES FOR AMPLIFIED SOUND DURING EVENTS IN PARKS; (RECREATION & PARKS)

Recreation & Parks Director Joe Woods stated when amplified music is requested through a Public Area Use application, staff includes sections of Morro Bay Municipal Code Section 9.28 as a condition to the permit. The condition on the permit is usually Morro Bay Municipal Code 9.28.030.C. and is generally stated as: "Live or amplified music during the event between the hours of 7:00pm and 7:00am shall not be audible 50 feet from where the structure is located." Applicants are required to notify adjacent neighbors of their planned use prior to the event date. Notification methods vary depending on the location and type of usage. The Recreation and Parks Commission has reviewed the current procedures and ordinances for amplified sound during events in public parks and recommends to Council no amendments. Mr. Woods recommended Council review the current procedures and ordinance for amplified sound during events in parks and direct staff accordingly.

MOTION: Councilmember Smukler moved the City Council direct staff to continue processing permits allowing amplified sound during events in public parks using current guidelines, policies and ordinances. The motion was seconded by Councilmember Grantham and carried unanimously. (5-0)

D-4 REVIEW OF CO-SPONSORSHIP REQUEST FROM MORRO BAY GARDEN CLUB FOR DAHLIA DAZE EVENT; (RECREATION & PARKS)

Mayor Peters stepped down due to a conflict of interest.

Recreation & Parks Director Joe Woods stated the Morro Bay Garden Club has recently requested co-sponsorship from the City of Morro Bay to support their annual Dahlia Daze event scheduled for August 27-28, 2010. Staff has reviewed the request and presented the application to the Recreation and Parks Commission at their regular meeting on March 23, 2010. After discussion, the Recreation and Parks Commission was in favor of co-sponsorship. The Recreation and Parks Commission found that the request for co-sponsorship met two of the three co-sponsorship conditions, and is recommending City Council waive the time of year condition based on the nature of the event. Mr. Woods recommended the City Council review and discuss the possibility of co-

sponsoring the Morro Bay Garden Club's annual Dahlia Daze event and direct staff accordingly.

Councilmember Grantham stated with the current shortfall, he is not supportive of the co-sponsorship; he would rather give a donation from discretionary funds.

MOTION: Councilmember Smukler moved the City Council support the co-sponsorship of the City and the Morro Bay Garden Club with their annual Dahlia Daze event on August 27-28, 2010 at the Morro Bay Community Center. The motion was seconded by Councilmember Winholtz and carried with Councilmember Grantham voting no. (3-1-1)

D-5 REQUEST FOR FACILITY FEE WAIVER FOR CANDIDATE FORUM;
(MAYOR)

Councilmember Grantham and Councilmember Winholtz stepped down due to a conflict of interest.

Mayor Peters stated the Morro Bay Chamber of Commerce, the Business & Community Forum, Lion's Club have volunteered to arrange a candidates' forum for the Primary Election to be held on June 8, 2010. Such forums present a valuable public service in acquainting the voters with the views and goals of the candidates for Morro Bay Mayor and City Council. The volunteering organizations are requesting that the City Council waive the fee for the Veterans' Memorial Building for a three-hour event to be held on May 4, 2010. Mayor Peters recommended the City Council discuss the request and direct staff accordingly.

Councilmember Smukler stated the applicant should be responsible for insurance and liability, clean-up and set-up, open up and lock-down of the event; Councilmember Borchard concurred.

MOTION: Mayor Peters moved the City Council grant a fee waiver for the candidate forum on May 4, 2010 for the Primary Election with the understanding that they supply the insurance and liability, set-up and clean-up, and open up and lock-down of the event. The motion was seconded by Councilmember Smukler and carried unanimously. (3-0-2)

D-6 ALLOCATION OF FUNDS GENERATED FROM THE FUNDRAISER
FOLLIES; (MAYOR)

This item was pulled from the agenda.

D-7 CONSIDERATION OF MORRO BAY-GIBRALTAR SISTER CITY
CORRESPONDENCE; (MAYOR)

Mayor Peters stated the City's advertising agent, John Sorgenfrei, has suggested the City send a letter to form a relationship with the Rock of Gibraltar and do a Sister City program with them. Karen and Harold Biaggini are planning on being in Gibraltar on April 29, 2010, and have offered to make the effort to reach out to them during that day. It is recommended the City Council approve sending a letter to Gibraltar to encourage potential future tourism business.

MOTION: Mayor Peters moved the City Council approve sending a letter to Gibraltar regarding a Sister City Program. The motion was seconded by Councilmember Grantham and carried unanimously. (5-0)

D-8 CONSIDERATION ON SENDING LETTER TO CONGRESSWOMAN LOIS CAPPS OPPOSING FARM FISH LEGISLATION; (CITY COUNCIL)

This item was pulled from the agenda.

E. DECLARATION OF FUTURE AGENDA ITEMS

Councilmember Smukler requested to agendize a discussion on a reclaimed water ordinance (long-term planning item); Council concurred.

Councilmember Winholtz requested to agendize a discussion on Recreation and Parks Commission Ordinance (Morro Bay Municipal Code Chapters 2 and 9 - Prohibited Conduct); Council concurred.

Councilmember Winholtz requested to agendize a discussion on pulling the Local Coastal Plan from the Coastal Commission; Councilmember Winholtz will prepare a report.

ADJOURNMENT

The meeting adjourned at 9:32 p.m.

Recorded by:

Bridgett Kessler
City Clerk

ATTACHMENT G

CITY OF MORRO BAY PLANNING COMMISSION SYNOPSIS MINUTES

(Complete audio- and videotapes of this meeting are available from the City upon request)

Veteran's Memorial Building
Regular Meeting, 6:00 p.m.

209 Surf Street, Morro Bay
May 17, 2010

Chairperson Nancy Johnson
Vice-Chairperson Gerald Luhr
Commissioner Jamie Irons
Commissioner Michael Lucas
Commissioner John Diodati
Rob Livick, Secretary

I. CALL MEETING TO ORDER

Chairperson Johnson called the meeting to order at 6:03 p.m.

II. PLEDGE OF ALLEGIANCE

Rob Livick led the pledge.

III. ROLL CALL

Chairperson Johnson noted Jamie Irons is absent. All other Commissioners are present.
Staff Present: Rob Livick, Kathleen Wold, Sierra Davis and Cindy Jacinth

IV. ACCEPTANCE OF AGENDA

MOTION: Agenda accepted as presented.

V. DIRECTOR'S REPORT/WRITTEN COMMUNICATIONS

Livick briefed the Commission on action taken at the May 10, 2010 City Council meeting and also on items scheduled for the May 24, 2010 City Council meeting.

VI. PUBLIC COMMENT

Johnson opened public comment. Hearing no comments, Johnson closed public comment.

VII. CONSENT CALENDAR

A. Approval of minutes from hearing held on May 3, 2010

Lucas noted the following corrections:

On page 2, Lucas asked to add "as being Class I" after his comments on the bike path.

On page 3, where it states Steve Goschke clarified plant capacity and it states "plant usage" is one gallon per minute should be amended to read "current plant usage..."

On page 3, he asked to clarify whether the motion was missing one additional condition that the "power plant would be the sole client of the water company". Johnson asked staff to check the tape to confirm whether this condition was mentioned at the May 3rd meeting.

Diodati noted on page 4, to add a bullet regarding specific economic benefits to state "studies indicate that bicycle tourism is a growing tourism segment and that these tourists have more discretionary income and are more likely to return to an area if adequate dedicated trails are available."

MOTION: Lucas/ Diodati 2nd to approve the minutes as amended. VOTE: 3-0-1. Luhr abstained.

VIII. PRESENTATIONS – None

IX. FUTURE AGENDA ITEMS

A. Downtown Visioning (Planning Commission Subcommittee).

Luhr announced the Committee will present three separate plans for the Planning Commission on June 7th.

B. Restrictions/rules on installing gates on driveways for residential and commercial properties.

C. Staff presentation on the Affordable Housing Rehabilitation Program and general affordable housing issues.

X. PUBLIC HEARINGS

Continued from the May 3, 2010 Planning Commission Meeting

A. **Site Location:** 571 Embarcadero

Applicant: Abba Imani, applicant/ Cathy Novak, agent

Request: The applicant has submitted for a Use Permit (UP0-260) to allow modifications to an existing commercial building located 571 Embarcadero. The building, known as the Salt building, is approximately 2,996 square feet. The proposed additions/modifications will add approximately 40 square feet for the relocation of the patio and approximately 80 square feet for a new walkway. The existing sidewalk along Embarcadero Road will be widened to eight feet in order to meet City standard compliance.

Recommended CEQA Determination: Adopt a Mitigated Negative Declaration

Staff Recommendation: Review and take action on Use Permit and Mitigated Negative Declaration.

Staff Contact: Sierra Davis, Planning Intern (805) 772-6297

Davis presented the staff report and noted the second motion has been amended which seeks to approve the project as a Precise Plan instead of a Concept Plan as shown in the staff report.

Luhr asked staff to clarify the lack of detail that would normally be included in a Precise Plan. Wold responded they did not receive this detail from the applicant because the amount of proposed modification is minor.

Johnson opened the Public Hearing.

Cathy Novak, Applicant Representative, presented the project and addressed the lack of project details. She noted that additional project details have not been submitted because they are waiting until the engineering design is completed.

Johnson asked for additional public comment. Hearing none, Novak returned to the podium.

Commissioners asked Applicant to clarify the type of materials, the trash enclosure location, construction set up area, signage and frosted glass design. Abba Imani, the leaseholder of the building came forward to explain the proposed trash location will still be enclosed. Novak clarified they hope the project to the north proceeds at the same time to allow for an economy of scale in construction costs and the signage and glass design are Coastal Commission requirements.

Johnson closed the public hearing and brought it back to Commissioners for discussion.

Commissioners discussed concerns regarding:

- The proposed patio location in the back
- The lack of detail that would normally be included with a Precise Plan
- The front signage changing
- Potential ADA modifications to the front of the building

Luhr objected to the layout of the patio in the back. Luhr noted that due to the concern regarding the patio being on the Bayside of the walkway, he would rather have the walkway exterior to the patio or exterior to the commercial space in order to ensure public access. Commissioners discussed the issues with the lack of detail and therefore suggested a continuance to bring the project back with additional detail which would be needed in order to approve it as a Precise Plan.

Staff was asked to clarify if there was any benefit to approving this tonight as a Concept Plan. Wold clarified the process and timeline of Concept Plan approval.

Commissioners discussed concern regarding the lease negotiation with the Harbor Department. Applicant responded that due to lease negotiations timing impacts, he is willing to have it accepted as a Concept Plan.

Discussion continued on the following:

- Ways to improve seat signage in the back
- The need to educate the public regarding the availability of seating
- How to more clearly define the walkway area and improve access to the edge
- The urgency created by the tight timeframe associated with the lease expiration

MOTION: Lucas/Diodati 2nd moved to favorably recommend the project as a Concept Plan subject to the conditions included as Exhibit B in the site plan dated May 5, 2010.

VOTE : 3-1.

B. Site Location: Citywide

Applicant: City of Morro Bay

Request: AO0-010 City-Wide Text Amendment. The City of Morro Bay will hold a public hearing to consider adopting an amendment to the City's Municipal Code Title 17 amending Section 17.68 "Signs". The purpose of this amendment will be to update the City's current sign regulations to provide regulations that result in an information system that expresses the character and environment of the City of Morro Bay and its community. The new sign regulations will recognize the importance of business activity to the economic vitality of the City. Specifically, these regulations are intended to:

- A. Encourage communications which aid orientation and identify businesses and activities.
- B. Preserve and enhance the aesthetic character of the City.
- C. Apply basic principles of good design and sensitivity to community appearance to signage.
- D. Restrict signs that overload the public's capacity to receive information, violate privacy or which increase the probability of accidents by distracting driver's attention or obstructing a driver's vision.

Recommended CEQA Determination: No further environmental review necessary beyond that previously approved for the 2005 Zoning Ordinance Update.

Staff Recommendation: Review and forward a recommendation to the City Council on the proposed Text Amendment.

Staff Contact: Kathleen Wold, Senior Planner (805) 772-6211

Wold presented the staff report.

Commissioners asked staff to clarify the details of the Sign ordinance. Wold clarified sign terms, size and height definitions.

Johnson asked staff to clarify permit fees for A-frame sign permit exception and encroachment permit. Livick said the current sign exception process does not require an encroachment permit for a sign.

Johnson opened the Public Hearing for public comment.

The following persons spoke:

- Ken Vesterfelt, resident of Morro Bay, urged the Commission to take time to properly review.
- John Barta, resident of Morro Bay and former Planning Commissioner gave a short history of this ordinance from his prior experience on the Planning Commission
- Bill Yates, resident of Morro Bay and former Mayor encouraged the Planning Commission to be business-friendly
- Bob Shandrup, resident of Los Osos and tourist, likes the signs as they are
- Patrick Bietz, owner of Top Dog Coffee Bar encouraged the Planning Commission to be business-friendly
- Kay Crocker, business owner, stated signs have been effective for her business
- Vicky Battles, owner of Morro Bay Battles, needs signs to help their advertising and stay in business

Johnson then closed the public hearing and brought it back to Commissioners for discussion.

Commissioners discussed the following:

- Importance of the ordinance and the need to review it
- The benefits of seeking additional input on the Ordinance at the Downtown Visioning presentation
- Appreciation for the business community's input
- Compared the benefits of effective sidewalk advertising with the need to ensure pedestrian safety
- San Luis Obispo's experience with their A-frame ordinance
- Need to do additional research and possibly set aside the A-frame portion of the ordinance as a separate item

MOTION: Luhr/ Diodati 2nd moved to continue the Public Hearing to a date uncertain. VOTE: 4-0

XI. OLD BUSINESS

- A. Current Planning Processing List/Advanced Work Program
- B. Presentation from Rob Livick, City Engineer, on the Pedestrian Plan (continued to the June 7, 2010 Planning Commission Meeting)

XII. NEW BUSINESS

XII. ADJOURNMENT

Johnson adjourned the meeting at 9:06 p.m. to the next regularly scheduled Planning Commission meeting at the Veterans Hall, 209 Surf Street, on Monday, June 7, 2010 at 6:00 p.m.

Nancy Johnson, Chairperson

ATTEST:

Rob Livick, Secretary



City of Morro Bay Public Services Current Project Tracking Sheet

Agenda Item _____
Date: _____
Action: _____

New items or items which have been recently updated are italicized. Approved projects are deleted on next version of log.

#	Applicant/Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Project Planner	Approval Body
Hearing or Action Ready							
1	Rudolph Kubes	1181 Main & Bonita	11/23/06	UP0-086 & CP0-130	<i>Morro Mist 20 Lot SFR Subdivision . Submitted 11/23/06, SRB 3/15/06, Staff requested information Resubmitted 8/16/06 MND analysis needed MIND Complete 7/20 PC 8/20/07 Continued date uncertain revised project smaller units still 100% residential. Applicant has redesigned project and resubmitted on June 1, 2009. Project under review. Letter sent to applicant regarding issues on 7/2009. Subsequent meeting with applicant team 8/2009. Staff has had additional correspondence with the applicant. Project tentatively scheduled for Planning Commission late February/early March 2010. Applicant considering redesign of project. Change in agent. Project resubmitted on June 29, 2010, project routine to various divisions for comments and conditions. Resubmittal 7/6/10. Initial Study needs to be revised to reflect new project submitted. Revised Initial Study pending submittal of new Geotechnical study by applicant. New I.S./MND routed for review and review period completed as of November 29, 2010. Applicant preparing documents for Planning Commission hearing once submittal is received project will be scheduled.</i>	KW	PC
30 -Day Review, Incomplete or Additional Submittal Review							
2	James Maul	530, 532, Morro Ave 534	3/12/10	SP0-323 & UP0-282	<i>Parcel Map. CDP & CUP for 3 townhomes. Incomplete letter sent 4/20/10. Met with applicant 5/25/10. Resubmittal 11/8/10. Resubmittal did not address all issues identified in correction letter.</i>	SD	PC
3	Walter & Karen Roza	595 Driftwood	3/30/10	UP0-285 S00-103 CP0-325	<i>Coastal Development Permit, Use Permit, Parcel Map Demo Reconstruct SFR & 2nd Unit. VPM, CUP & CDP. Pending resubmittal. Revised plans submitted on 9/1/10. Staff working on project environmental.</i>	KW	PC
4	Dan Reddell	550 Morro Bay Blvd	6/14/10	UP0-293	<i>Farmer's Market . Conditional Use Permit for vendors and events. Resubmittal 6/17/10. Scheduled for 9/20/10 PC Mtg. Met with agent 8/24/10 and discussed feasibility of project, needs to be revised. Resubmitted 12/29/10. Project scheduled for 2/7/2011 but applicant changed project description on 1/21/2011, item then pulled to evaluate new project</i>	SD	PC

#	Applicant/Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Project Planner	Approval Body
5	Morro Bay Chamber	Main between Pacific and Harbor	8/9/10	UP0-298	Use Permit to establish the Farmer's Market on Main Street between Harbor and Pacific Streets. The market will be conducted every Saturday between 2 p.m. and 7 p.m. With a maximum of 50 vendors. Continued to 1/3/10 PC Meeting. Applicant has continued project to date uncertain.	SD	PC
6	Frantz	499 Nevis	9/27/10	CP0-337	<i>New SFR. Incomplete Letter 10/7/10. Meeting with applicant's representative on 11/16/2010. Applicant has indicated that he is redesigning project-project placed on hold</i>	SD	PC
7	Tauras Sulaitis	540 Fresno	11/15/10	UP0-306	<i>SFR Addition. Incomplete letter 7/13/10. Resubmittal 11/15/10. Met with applicant on 12/21/10. Incomplete letter 12/21/10.</i>	SD	PC
8	Ortega	525 & Atascadero 527	12/21/10	CP0-340 UP0-308	Compact In-Fill Development. Requested additional documents from agent on 1/20/11. Working on environmental document.	SD	PC
9	Jerry & Lane Karr	7504 Kimberly Ave	1/28/11	CP0-344	Coastal Development Permit for a single family residence	SD	AD
10	Crye	1170 Quintana	1/31/11	CP0-345	Coastal Development Permit for demolition of a structure	SD	AD
11	Romero	291 Shasta Ave	1/19/11	CDP-341	Coastal Development Permit for single family residence	SD	AD
12	Cotti Corporation	1700 Main Street	1/24/11	CDP-343	Coastal Development Permit for Demo and reconstruction of a fast food restaurant	SD	AD
Projects in Process							
13	Dan Reddell	1 Jordan Terrance	7/25/08	UP0-223 & CP0-285	New SFR. Submitted 7/25/08, Inc. Later 8/19/08; resubmitted 2/24/09, project under review. Letter sent to agent regarding issues. Applicant and staff met 1/20/10 on site to further discuss issues. Resubmittal 2/16/10. Administrative Draft Initial Study complete. Comment review period ends 6/22/10. Comments received on MND.	JH/KW	PC
14	California State Park	201 State Park Drive	2/11/09	CP0-303 & UP0-254	Solar Panels at the State Park with the addition of one carport structure for support of the panels. Coastal Development Permit and Conditional Use Permit. Comments sent 3/23/10.	SD/KW	PC
15	City of Morro Bay	Citywide	5/1/10	AD0-047	Text Amendment modifying Section 17.68 "Signs". Planning Commission placed the ordinance on hold pending additional work on definitions and temporary signs.-5/17/2010. A report on the status of this project brought to PC on 2/7/2011	KW	PC/CC
Environmental Review							
16	Larry Newland	Embarcadero	11/21/05	UP0-092 & CP0-139	Embarcadero-Maritime Museum (Larry Newland). Submitted 11/21/05, Incomplete 12/15/05 Resubmitted 10/5/06, tentative CC for landowner consent 1/22/07 Landowner consent granted. Incomplete 3/7/07. Resubmitted 5/25/07 Incomplete Letter sent 6/27/07 Met to discuss status 10/4/07 Incomplete 2/4/08. Met with applicants on 3/3/09 regarding inc. later. Applicant resubmitted additional material on 9/30/2009. Met with applicants on 2/19/2010. Environmental documents being prepared. Applicant working with City Staff regarding an lease for the subject site. Applicants enter into an agreement with City Council on project. Meeting held with city staff and applicants on 2/3/2011.	KW	PC

#	Applicant/Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Project Planner	Approval Body
17	Giovanni DeGarimore	1001 Front	3/22/10	UP0-284	Floating Dock. CUP to reconfigure existing side tie floating dock to include 4 new finger floating docks, 50 ft. x 4 ft. Incomplete letter sent 4/26/10. Resubmittal 6/10/10. Resubmittal 6/29/10. Incomplete Letter 7/29/10. Resubmittal 7/30/10. Incomplete Letter and Request for Addition funds 8/24/10. Staff is currently working on environmental documents. Resubmittal 1/25/11. I.S. noticed and sent to State Clearinghouse on 2/3/2011.	SD	PC
Coordinating with Other Jurisdictions							
18	City of Morro Bay	887 Atascadero	3/9/09	N/A	Nutmeg Water Tank Upgrade (City of Morro Bay CIP project). Oversight of County of San Luis Obispo application process. Preapplication meeting 3/9/09. Consultant coordination meeting 3/12/09.	KW	SLO County
19	John King	60 Lower State Park	7/2/08		Lower parking lot resurface and construction of 2 new stairways. Submitted 7/02/08, PC Tent 10/6, PC Date TBD Applicant coordinating w/ CCC 10/20/08.	KW	PC
Projects Continued Indefinitely, No Response to Date on Incomplete Letter or inactive							
20	SLO County	60 Lower State Park	09/28/04	CP0-063	Master Plan for Golf Course. Submitted 9/28/04, On hold per applicant, project to be amended. Resubmitted 2/9/07 Tentative PC 3/19/07 Continued, date uncertain; Planting trees.	KW	PC/CC
21	Cameron Financial	399 Quintana	04/11/07	CP0-233	New Commercial Building. Submitted 4/11/07, Inc. Letter 5/09/07. Sent letter 1/25/2010 to applicant requesting direction, letter returned not deliverable	KW	AD
22	West Millennium Homes	895 Monterey	7/10/07	CUP-151 S00-067 & CP0-215	Mixed-use building. 16 residential units and 3 commercial units, Submitted 7/10/07, Inc Later 7/25 Resubmitted 1/14/08 SRB 3/10/08.	KW	PC
23	Kenneth & Lisa Blackwell	2740 Dogwood	07/20/07	UP0-178	Addition to nonconforming residence. Submitted 7/20/07, Complete, tentative PC 9/17/07 Continued, date uncertain Resubmitted 10/31/07, PC 12/17/07 Continued, date uncertain.	KW	PC
24	Jeff Gregory	1295 Morro	09/25/07	CP0-254	Coastal Development Permit to allow a second single family residence on lot with an existing home. Incomplete letter sent 10/9/2007. Intent to Deem Application Withdrawn Letter sent 12/29/09. Response from applicant 1/8/10 keep file open indefinitely.	KW	AD
25	Nicki Fazio	360 Cerrito	08/15/07	CP0-246	Appeal of Demo/Rebuild SFR and 2 trees removal. Continued to a date uncertain.	KW	PC
26	Cathy Novak	263 Main Street	09/12/07	CP0-258/S00-078	Lot line Adjustment. Application has had no activity from the applicant since 2007. A Parcel Map was finalized for the property.	SD	AD
27	Ron McIntosh	190 Olive	8/26/08	UP0-232 & CP0-288	New SFR. Submitted 8/26/08, Inc. Letter 9/24/08; Resubmitted 12/10/08, 1/9/09 request for more information. Applicant resubmitted on 2/06/09. Environmental under review. Applicant and City agree to continuance. Applicant put project on hold.	SD	PC
28	Pina Noran	2176 Main	10/3/08	CUP-35-99 & CDP-66-99R	Convert commercial space to residential use. Submitted 10/03/08, Inc. Later 10/22/08, resubmitted 2/5/09. Project still missing vital information for processing 11/30/09. Called applicant 3/22/10 and requested information. Applicant is considering a redesign of the project.	KW	PC

#	Applicant/Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Project Planner	Approval Body
29	Candy Botich	206 MainWater Lease Site 34 Main & Oak St.	6/17/09	CP0-310	New Parking. Project under review. Agent given DRT comments July 10, 2009. Applicant submitted redesigned project 9/30/2009. Associated application submitted for a parking exception for the lease site generating the parking demand.	KW	PC/CC
30	Bob Crizer	206 Main Street, water lease site 34	11/9/09	AD0-047	Oak Street Parking Exception. Also see 206 Main Street (Botich). Request to allow parking spaces to be placed on Oak Street to replace parking currently provided at 206 Main Street. Waiting for parties to resolve issue of ownership.	KW	PC/CC
31	Debbie Dover	500 Quintana	4/21/10	UP0-289	UP0-289, Use Permit Outdoor Fitness Classes. Incomplete letter sent 5/11/010. Applicant resubmitted 5/14/2010. Spoke to Ginger 6/3/10 discussed project. Comment letter 6/3/10. Project Noticed for Admin Action 6/16/10. Waiting on addition information.	SD	AD
32	Hamrick Associates	1129 Market	6/10/10	UP0-291	Remodel and Addition. Incomplete letter 6/23/10. Submitted additional information 6/30/10. Submitted additional information 7/7/10. Building Comments. 7/9/10. Met with agent 7/15/10. Applicant will resubmit addressing fire/building comments.	SD	PC
33	Burt Caldwell, (Embarcadero 801 LLC)	801 Embarcadero	5/15/08	UP0-212	Conference Center. Submitted 5/15/08, Inc Ltr 5/23 Resubmitted MND Circulating 7/15/08 PC 9/2 Approved, CC 9/22/08 Approved, CDP granted by CCC. Waiting for Precise Plan submittal. Applicant has submitted a request for a time extension on November 4, 2010. Extension granted, now expires 12/11/11. No active submittal	KW	PC/CC/CCC
34	Tank Farm	1290 Embarcadero	2/27/10	N/A	Tank Demo. Demo of seven tanks at the Morro Bay Power Plant. Materials submitted and under review. All materials submitted to date have been reviewed and sent back to the applicant. Applicant indicated to staff that the project is on hold until better weather in 2011.	SD	AD
35	Chevron	3072 Main	12/31/08	CP0-301	Remove Underground Pipes. Submitted 12/31/08, environmental reports submitted for review 5/8/09. Project under review. Project routed to other agencies for comment. Environmental being processed. Requested additional documentation 4/29/10.	SD	PC
Projects in Building Plan Check							
36	Lou McGonagill	690 Olive	6/7/10	Building	SFR Addition. 1,000 sf. addition with garage. Incomplete letter 6/28/10. Resubmittal 9/29/10. Incomplete Memo 11/16/10.	SD	N/A
37	Taurus Sulaitis	540 Fresno	6/23/10	Building	SFR Addition. Incomplete letter 7/13/10. Resubmittal 11/15/10. Met with applicant on 12/21/10. Incomplete letter 12/21/10.	SD	N/A
38	Frantz	499 Nevis	9/27/10	Building	New SFR. Incomplete Memo 10/7/10.	SD	N/A
39	Viole/Held	575 - 591 Embarcadero	11/1/10	Building	New Commercial Building. Incomplete Memo 12/2/10. No response from applicant (2/3/11)	SD	N/A
40	St. Timothy Church	962 Piney Way	11/23/10	Building	New Commercial Addition. Incomplete memo 1/18/11.	SD	N/A
41	Hall	2234 Emerald Circle	12/2/10	Building	New SFR. Incomplete Memo 12/21/10.	SD	N/A
42	Romero	2690 Nutmeg	1/3/11	Building	Concurrent Processing New SFR. Project noticed 1/21/11.	SD	AD
43	Pete's Auto	375 Quintana	1/18/11	Building	Wind Turbines. 2 permits. Pending approval	SD	AD
44	Case	415 Acacia	1/31/11	Building	Remedial foundation tie-backs	SD	AD
45	Valero	900 Morro Bay Blvd	1/31/11	Building	Modifications to gas station	SD	AD

#	Applicant/Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Project Planner	Approval Body
46	Romero	291 Shasta Ave	1/19/11	Building	New single family residence	SD	AD
Aging Building Permits - No response from applicant in more than 90 days.							
47	Don Doubleddee	360 Morro Bay Blvd	5/15/09	Building	Mixed Use Project - Ciano. Comments sent 2/25/10.	SD	N/A
48	Valori	2800 Birch Ave	2/10/10	Building	Remodel/Repair. Sunroom, garage, and study. Comments sent 2/24/10	SD	N/A
49	Colhover	2800 Dogwood	3/8/10	Building	New SFR. Comments sent 3/25/10.	SD	N/A
50	Ronald Stuard	490 Avalon	4/22/10	Building	SFR Addition. 79 sf. bedroom addition. Comments sent 4/27/10.	SD	N/A
51	Joe Silva	570 Avalon	5/12/10	Building	SFR Addition. 84 sf. addition. Comments sent 5/17/10.	SD	N/A
52	Pam & Bob Hyland	2754 Indigo Circle	7/22/10	Building	New SFR. CP0299/UP0-248 ISSUANCE BY PC ON MARCH 2, 2009. Incomplete Letter 8/24/10.	SD	N/A
53	Mike Wilson	957 Pacific	8/24/10	Building	Demo/Rebuild. Incomplete letter 8/26/10.	SD	N/A
Projects & Permits with Final Action							
54	Saurwein	2708 Alder	12/8/10	Building	New SFR. Deemed complete 12/14/10.	SD	N/A
55	Luce	2431 Reno	9/28/10	Building	Single Family Addition. Incomplete memo 11/8/10. Resubmittal 12/9/10. Deemed complete 12/14/10.	SD	N/A
56	Rodgers	941 Marina	12/1/10	AD0-059	Parking Exception and Addition to NC Structure. Noticed 12/21/10.	SD	AD
57	Heller	271 Palm	11/24/10	AD0-058	Parking Exception. Noticed 12/21/10.	SD	AD
58	Daniels	606 Agave	10/13/10	CP0-338	New SFR. Incomplete Letter 11/16/10. Incomplete. Resubmittal 11/24/10. Deemed Complete for noticing 12/16/10.	SD	AD
59	Daniels	606 Agave	10/13/10	Building	New SFR. Incomplete Letter 11/16/10. Deemed Complete for noticing 12/16/10.	SD	N/A
60	John & Alair Hough	285 Main	2/16/10	Building	SFR Addition. Second unit over detached garage. Comments sent 3/19/10. Resubmittal 6/10/10. Comments sent 6/16/10. Resubmittal 9/8/10. Project plans not consistent with approved planning plans. Incomplete memo 11/8/10. Resubmittal 12/8/10.	SD	N/A
61	Adams	244 Shasta	12/6/10	Building	Addendum to Building Permit #28476.	SD	N/A
62	Lau	2780 Main Street	1/4/11	SP-132	Sign Permit.	SD	AD
63	City of Morro Bay & Cayucos	160 Atascadero	7/1/08	EIR	WWTP Upgrade. Submitted 7/1/08, Preparing Notice of Preparation, Staff reviewing Ad Min Draft EIR. Modifications to project description underway and subsequent renoticing. Staff reviewing screencheck document. Public draft out for review and comments. Comment period open until 11/4/2010. Project scheduled for 12-6-2010 P.C. Project rescheduled for 12/20/2010.	RL/KW	PC/CC/RW QCB
64	Camee	977 Las Tunas	10/11/10	Building	Tenant Improvements	KW	N/A



City of Morro Bay
 Public Services
 Advanced Planning Work Program

Work Item	Planning Commission	City Council	Coastal Commission	Comments	Estimated Staff Hours
Neighborhood Compatibility Standards	TBD	TBD			120 to 160
Strategic plan for managing the greening process					200 to 300
	Annual Updates	Annual Updates			
AB811	continuing with updates				120 to 160
Safety Element	Approved	TBD			20 to 40
Draft Urban Forest Management Plan	TBD	TBD			200 to 300
CEQA Implementation Guidelines	TBD	TBD	NA		120 to 160
Update CEQA checklist pursuant to SWMP (2/2011)	TBD	TBD			120 to 160
Downtown Visioning	TBD	TBD			120 to 160
PD Overlay	TBD	TBD			80
Annexation Proceeding for Public Facilities		TBD			TBD
Sign Ordinance Update	Continued to hold workshop		TBD		50 to 100
<i>Planning Commission Generated Items</i>					
Work Item	Requesting Body				Estimated Staff Hours
Pedestrian Plan	Planning Commission				TBD
<i>Items Requiring Further Analysis When Received Back From The Coastal Commission</i>					
Work Item	Plng. Comm.	City Council	Coastal Comm.		Estimated Staff Hours
Updated Zoning Ordinance	TBD	TBD			1,800
Updated General Plan/LCP	TBD	TBD			1,800