

AGENDA ITEM: VI-A

DATE: June 1, 2011

ACTION: APPROVED

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 18, 2011

Chairperson Rick Grantham

Vice-Chairperson John Solu  
Commissioner Paul Nagy

Commissioner Jamie Irons  
Commissioner - Vacant

Rob Livick, Secretary

I. ESTABLISH QUORUM AND CALL TO ORDER

Chairperson Grantham called the meeting to order at 6:00 p.m. and noted all four Commissioners are present with one vacancy.

Staff Present: Rob Livick and Kathleen Wold.

II. MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE

Hank Roth led the pledge.

III. PLANNING COMMISSIONER ANNOUNCEMENTS – None

IV. DIRECTOR'S REPORT/WRITTEN COMMUNICATIONS

Rob Livick briefed the Commission on action taken by the City Council at the May 10th meeting and also briefed the Commission regarding agenda items for the upcoming May 24<sup>th</sup> City Council meeting. Livick noted that prior to the May 24<sup>th</sup> meeting, interviews would be held for the vacant Planning Commissioner seat as well as for vacancies on the Public Works Advisory Board and the City Promotions Committee. Interested persons should contact the City Clerk at 772-6200 for more information.

V. PUBLIC COMMENT - None

VI. CONSENT CALENDAR

A. Approval of minutes from the Planning Commission meeting held on May 4, 2011.

**MOTION:** Irons moved to approve the minutes.

Solu seconded the motion. The motion carried unanimously 4-0.

VII. PRESENTATIONS - None

## VIII. PUBLIC HEARINGS

- A. **Case No.:**UP0-311 and CP0-346  
**Site Location:** 2749 Coral Avenue  
**Applicant/Project sponsor:** Tony and Trudy Calandra/Nordic Builders  
**Request:** New construction of an approximately 2,343 square foot single family residence with attached 558 square foot garage in the Cloister's subdivision. The project site is located within the Coastal Commission's Appeal Jurisdiction.  
**CEQA Determination:** Categorically Exempt, Section 15303, Class 3  
**Staff Recommendation:** Conditionally Approve Conditional Use Permit #UP0-311 and Coastal Development Permit #CP0-346.  
**Staff Contact:** Kathleen Wold, Planning Manager, (805) 772-6211.

Wold presented the staff report and noted a miscommunication regarding the Applicant not receiving approval from the Cloister's Architectural Review Board prior to coming before Planning Commission. Therefore, staff is requesting the item be continued to a date certain in order to allow Applicant the time to go before the Architectural Review Board to ensure compliance with the Cloister rules and regulations.

Grantham opened the Public Comment period and hearing none closed Public Comment.

**MOTION:** Grantham moved the Planning Commission continue this item to the July 20<sup>th</sup> meeting. Irons seconded the motion. The motion carried unanimously 4-0.

## IX. UNFINISHED BUSINESS

- A. Current Planning Processing List/Advanced Work Program  
Commissioners had no discussion.

## X. NEW BUSINESS

- A. Introduction of the draft Planning Commission By-laws—presented by Commissioners Jamie Irons and Paul Nagy  
Nagy and Irons presented the draft By-laws to be presented to the City Council and asked for any comments or additions from the rest of the Commission.

Grantham discussed with Irons suggestions for revision including Planning Commission "...to twice annually meet with the City Council to discuss proposed policies" and on the second line "budgeting and future planning" and also "the City Clerk shall bring forth an agenda item to the City Council to schedule the two joint meetings."

Grantham suggested striking "and they shall be" from page two, under the Appointment section.

Irons said the items added in were intended to be consistent with the City Council's policies and procedures.

**MOTION:** Irons moved to approve the draft of the City of Morro Bay Planning Commission By-laws and on page 2 under appointment to strike "and they shall be" from that sentence and the majority of the content is as is.

Nagy seconded the motion. The motion carried unanimously 4-0.

Livick announced to the Planning Commission the contractor for the Public Hearing item is present and just informed him that they do have an Architectural Review approval letter from the Cloisters, which was received in 2004 for the same project as proposed tonight.

Chairperson Grantham called for a short break to allow time to review the ARB letter and consider whether to re-open the Public Hearing.

**MOTION:** Solu moved the Planning Commission reconsider the motion done earlier to go back and re-hear the project.

Nagy seconded the motion. The motion carried unanimously 4-0.

#### PUBLIC HEARING (reopened)

- A. **Case No.:**UP0-311 and CP0-346  
**Site Location:** 2749 Coral Avenue  
**Applicant/Project sponsor:** Tony and Trudy Calandra/Nordic Builders  
**Request:** New construction of an approximately 2,343 square foot single family residence with attached 558 square foot garage in the Cloister's subdivision. The project site is located within the Coastal Commission's Appeal Jurisdiction.  
**CEQA Determination:** Categorically Exempt, Section 15303, Class 3  
**Staff Recommendation:** Conditionally Approve Conditional Use Permit #UP0-311 and Coastal Development Permit #CP0-346.  
**Staff Contact:** Kathleen Wold, Planning Manager, (805) 772-6211.

Wold presented the staff report noting the presence of an approval letter from 2004 from the Cloister's Architectural Review Board which is for the same project as presented tonight.

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

Commissioner Irons had discussion with Applicant's representative regarding the lack of detail over the fencing and landscape lighting. Commissioner Irons expressed concern that the project should maintain consistency with the design guidelines of the Cloister's subdivision.

Commissioners had discussion with staff regarding the Cloister's design guidelines and the roles of the Planning Commission and Cloister's Architectural Review Board. Wold clarified for the Commission the ARC was formed to do the more subjective review of projects which would handle a greater level of detail than Planning Commission. Livick also clarified there are checks and balances to make sure the project would indeed meet the design guidelines.

**MOTION:** Solu moved to approve the project as is.

Nagy seconded the motion. The motion carried unanimously 4-0.

#### XI. DECLARATION OF FUTURE AGENDA ITEMS - None

#### XII. ADJOURNMENT

Chairperson Grantham adjourned the meeting at 6:50p.m. to the next regularly scheduled Planning Commission meeting at the Veterans Hall, 209 Surf Street, on Wednesday, June 1, 2011 at 6:00 p.m.

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Rick Grantham, Chairperson

ATTEST:

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Rob Livick, Secretary