



CITY OF MORRO BAY PLANNING COMMISSION AGENDA

*The City of Morro Bay is dedicated to the preservation and enhancement of the quality of life.
The City shall be committed to this purpose and will provide a level of municipal service and safety
consistent with and responsive to the needs of the public.*

**Regular Meeting - Wednesday, June 6, 2012
Veteran's Memorial Building - 6:00 P.M.
209 Surf Street, Morro Bay, CA**

Chairperson Rick Grantham

Vice-Chairperson John Solu
Commissioner Paul Nagy

Commissioner John Fennacy
Commissioner Jessica Napier

ESTABLISH QUORUM AND CALL TO ORDER
MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE
PLANNING COMMISSIONER ANNOUNCEMENTS

PUBLIC COMMENT PERIOD

Members of the audience wishing to address the Commission on matters other than scheduled hearing items may do so at this time. 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 comments must observe the following rules to increase the effectiveness of the Public Comment Period:

- When recognized by the Chair, please come forward to the podium and state your name and address for the record. Commission meetings are audio and video recorded and this information is voluntary and desired for the preparation of minutes.
- Comments are to be limited to three minutes so keep your comments brief and to the point.
- All remarks shall be addressed to the Commission, as a whole, and not to any individual member thereof. Conversation or debate between a speaker at the podium and a member of the audience is not permitted.
- The Commission respectfully requests that you refrain from making slanderous, profane or personal remarks against any elected official, commission and/or staff.
- Please refrain from public displays or outbursts such as unsolicited applause, comments or cheering.
- Any disruptive activities that substantially interfere with the ability of the Commission to carry out its meeting will not be permitted and offenders will be requested to leave the meeting.
- Your participation in Commission meetings is welcome and your courtesy will be appreciated.

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

PRESENTATIONS

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.

A. CONSENT CALENDAR

- A-1 Approval of minutes from Planning Commission meeting of May 16, 2012
Staff Recommendation: Approve minutes as submitted.

B. PUBLIC HEARINGS

Public testimony given for Public Hearing items will adhere to the rules noted above under the Public Comment Period. In addition, speak about the proposal and not about individuals, focusing testimony on the important parts of the proposal; not repeating points made by others.

- B-1 **Case No.:** Conditional Use Permit #UP0-240, Parking Exception #AD0-043 and Coastal Development Permit #CP0-294.
Site Location: 2176 Main Street
Proposal: The applicant is seeking to convert 820 square feet of commercial space to a residential unit and a parking exception to waive the requirement of two covered and enclosed parking spaces allowing one covered and one open space.
CEQA Determination: Categorically Exempt 15301, Class 1
Staff Recommendation: Conditionally approve with conditions.
Staff Contact: Sierra Davis, Assistant Planner, (805) 772-6270

C. UNFINISHED BUSINESS

- C-1 Current and Advanced Planning Processing List
Staff Recommendation: Receive and file.

D. NEW BUSINESS
 None

E. DECLARATION OF FUTURE AGENDA ITEMS

- F. **ADJOURNMENT**
 Adjourn to the next regularly scheduled Planning Commission meeting at the Veteran’s Memorial Building, 209 Surf Street, on Wednesday, June 20, 2012 at 6:00 p.m.

PLANNING COMMISSION MEETING PROCEDURES

This Agenda is subject to amendment up to 72 hours prior to the date and time set for the meeting. Please refer to the Agenda posted at the Public Services Department, 955 Shasta Avenue, for any revisions or call the department at 772-6261 for further information.

Written testimony is encouraged so it can be distributed in the Agenda packet to the Commission. Material submitted by the public for Commission review prior to a scheduled hearing should be received by the Planning Division at the Public Services Department, 955 Shasta Avenue, no later than 5:00 P.M. the Tuesday (eight days) prior to the scheduled public hearing. Written testimony provided after the Agenda

packet is published will be distributed to the Commission but there may not be enough time to fully consider the information. Mail should be directed to the Public Services Department, Planning Division. Materials related to an item on this Agenda are available for public inspection during normal business hours in the Public Services Department, at Mill's/ASAP, 495 Morro Bay Boulevard, or the Morro Bay Library, 695 Harbor, Morro Bay, CA 93442. Materials related to an item on this Agenda submitted to the Planning Commission after publication of the Agenda packet are available for inspection at the Public Services Department during normal business hours or at the scheduled meeting.

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.

The Brown Act forbids the Commission from taking action or discussing any item not appearing on the agenda, including those items raised at Public Comment. In response to Public Comment, the Commission is limited to:

1. Responding to statements made or questions posed by members of the public; or
2. Requesting staff to report back on a matter at a subsequent meeting; or
3. Directing staff to place the item on a future agenda. (Government Code Section 54954.2(a))

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 Division 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.

APPEALS

If you are dissatisfied with 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. Pursuant to Government Code §65009, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the Commission, at, or prior to, the public hearing. 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 for those projects that are in their appeals jurisdiction. 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.

AGENDA ITEM: A- 1

DATE: June 6, 2012

ACTION: _____

SYNOPSIS MINUTES - MORRO BAY PLANNING COMMISSION
REGULAR MEETING – MAY 16, 2012
VETERANS MEMORIAL HALL – 6:00 P.M.

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

PRESENT:	Rick Grantham	Chairperson
	John Solu	Vice-Chairperson
	Paul Nagy	Commissioner
	Jessica Napier	Commissioner
	John Fennacy	Commissioner
STAFF:	Rob Livick	Public Services Director
	Sierra Davis	Assistant Planner

ESTABLISH QUORUM AND CALL TO ORDER
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PUBLIC COMMENT

Chairperson Grantham opened Public Comment period.

Tim Moscardi addressed the status of his attempt to get a planning permit for a project on Alder Street since last November. He stated he has been frustrated with the experience specifically the need for a major modification for a roof deck and asked for Planning Commission assistance.

Ken Vesterfelt, resident of Morro Bay, announced the annual Tip-A-Cop dinner to be held on May 18, 2012 at 5:30pm to benefit the Special Olympics organization. Also, the second annual Canine Walkathon will be held on June 9, 2012 from 10am-2pm at the Rock Parking Lot which is a free event for all. Mr. Vesterfelt also expressed support for Mr. Moscardi's frustration with receiving additional requirements during his third plan check submittal.

John Barta, resident of Morro Bay, addressed the issue of signs and urged the Planning Commission to take the time to consider the various issues associated with signage such as type of signs and construction type.

Amber, Owner of Nibble Nook in Morro Bay, addressed the issue of different sign needs for different zoning and asked the Commissioner to consider the zoning and the different shopping centers on Quintana including to consider the eye level view. She noted that commercial frontages whether on flat land or situated uphill have different needs.

SYNOPSIS MINUTES – MORRO BAY PLANNING COMMISSION
REGULAR MEETING – MAY 16, 2012

Chairperson Grantham closed Public Comment period.

Grantham asked Livick to address Mr. Moscardi's concerns. Livick clarified that staff and the City Manager met with Moscardi on April 4, 2012 to provide direction on how to proceed. Staff is currently awaiting a resubmittal from him. Since the roof deck could not be administratively approved, staff recommended to Moscardi that he submit a plan without the roof deck for approval now, and then apply for a modification after the project is in progress. Davis clarified we do not have the approved plans from the project because plans were not proposed with the community housing project.

Chairperson Grantham reopened Public Comment period to allow Mr. Moscardi to comment.

Mr. Moscardi stated his frustration is a result of submitting his application in November and not being told until April about the major modification requirement.

Chairperson Grantham closed Public Comment period.

PRESENTATIONS – None.

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

A. CONSENT CALENDAR

- A-1 Approval of minutes from Planning Commission meeting of May 2, 2012
Staff Recommendation: Approve minutes as submitted.

MOTION: Commissioner Nagy moved to approve the minutes of the May 2, 2012 Planning Commission meetings. Commissioner Fennacy seconded and the motion passed unanimously. (5-0).

B. PUBLIC HEARINGS

- B-1 **Case No.:** Amendment to Special Use Permit #SUP 31-80 and Coastal Development Permit #CDP 56-89
Site Location: 590 Morro Avenue, Twin Dolphin Motel
Proposal: The applicant is seeking an amendment to the existing Use Permit/Coastal Development Permit at 590 Morro Ave to allow modifications to the existing 31 room motel with a manager's unit. The project proposes to eliminate the manager's unit and the manager's garage and remodel these areas to other motel functions.
CEQA Determination: Categorically Exempt, Class 32.
Staff Recommendation: Conditionally approve with conditions.
Staff Contact: Kathleen Wold, Planning and Building Manager, 805-772-6211

Davis presented the staff report.

SYNOPSIS MINUTES – MORRO BAY PLANNING COMMISSION
REGULAR MEETING – MAY 16, 2012

Chairperson Grantham opened Public Comment period.

Pretty Patel, Applicant, spoke to say he was available to answer questions on his project.

Chairperson Grantham closed Public Comment period.

Commissioners stated support for the project.

MOTION: Commissioner Solu moved to adopt the findings included as Exhibit “A” and conditionally approve the amendment to Special Use Permit #SUP 31-84 and Coastal Development Permit #CDP 56-84 subject to the Conditions included as Exhibit “B” and the site development plans dated May 1, 2012.

The motion was seconded by Commissioner Fennacy and carried unanimously. (5-0)

B-2 **Case No.:** Conditional Use Permit #UP0-284 (Precise Plan)

Site Location: 1001 Front Street, water lease sites 105.1W and 105.2W adjacent to 1001 Front Street.

Applicant/Project Sponsor: Giovanni DeGarimore / Cathy Novak

Request: The applicant seeks Precise Plan approval for the reconfiguring and expansion of the existing dock system. The proposal includes expanding the head-float and installation of four new finger floating docks approximately 50 feet by 4 feet 4 inches wide. The project would include the construction of a new accessible landing and gangway. The project also includes the addition of a windscreen and retractable awning over the existing general public outdoor dining area located on the wharf, this portion of the project is zoned Waterfront (WF). Parking will be accommodated within a parking lot adjacent to Front Street.

Davis presented the staff report.

Chairperson Grantham opened Public Comment period.

Cathy Novak, Applicant’s Representative, spoke to highlight the changes to the Precise Plan review and urged Commission’s approval of the project.

Davis added that the Applicant has submitted a letter to the City dated May 2, 2012 which addresses a three part construction phasing plan which includes: Phase 1 – floating docks and parking lot work; Phase 2 – electrical service to the floating docks; Phase 3 – install awning over patio area. Davis stated this construction phasing plan will have to be approved with the Precise Plan.

Commissioners discussed with staff various details of the Precise Plan including Coastal Commission’s requirements, the public access management plan, parking and lighting. Davis also clarified the project is seeking final approval tonight. The phasing of the project is for the purpose of obtaining building permits in phases.

Grantham closed Public Comment period.

SYNOPSIS MINUTES – MORRO BAY PLANNING COMMISSION
REGULAR MEETING – MAY 16, 2012

MOTION: Commissioner Napier moved to adopt the findings included as Exhibit “A” and approve the Conditional Use Permit #UP0-284, subject to the Conditions included as Exhibit “B” and the site development plans dated April 27, 2012.

Livick asked if the motion includes the modification requested by the Applicant for the phasing.

Commissioner Napier stated yes.

The motion was seconded by Commissioner Nagy and carried unanimously. (5-0)

B-3 Case No.: Conditional Use Permit #UP0-348 & Coastal Development Permit #CP0-372
Site Location: 281 Main Street
Proposal: The applicant is seeking approval of a Use Permit and Coastal Development Permit to allow the construction of an approximately 2,828 square foot single-family residence.
CEQA Determination: Categorically Exempt, Class 3.
Staff Recommendation: Conditionally Approve.
Staff Contact: Sierra Davis, Assistant Planner, 805-772-6270

Davis presented the staff report.

Commissioners discussed the property’s previous 2009 approvals and the requirements associated with a planned development overlay including:

- The color board;
- Lighting and the photometric plan;
- Landscape plan and the requirement of a 2 to 1 tree replacement ratio.

Commissioner Nagy asked staff if the Applicant can submit an alternative lighting plan in lieu of submitting a photometric plan. Davis clarified that the photometric plan is the only tool available to correctly analyze the lighting impacts on a neighborhood.

Commissioner Napier asked staff to clarify the archaeological issues with this site and the neighboring site and asked staff to clarify the rules for the 300 feet distance. Davis referenced Municipal Code 17.48.310 which addresses the protection of archaeological resources and explained the threshold for requiring a Phase I study is if a property is within 300 feet of an archaeological site. Livick clarified that per State law, archaeological resources are sensitive and are not allowed to be disclosed.

Commissioner Napier also expressed concern about tree removal and the proposal to site the house close to a big tree which may need to be removed.

Chairperson Grantham opened Public Comment period.

SYNOPSIS MINUTES – MORRO BAY PLANNING COMMISSION
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Cathy Novak, Applicant's Representative spoke to clarify the proposal and asked the Commission to modify the tree replacement requirement of 15 gallon tree and replace that with 5 gallon tree for the following reason: inconsistent with major vegetation policy; difficult to purchase native and drought tolerant species in a 15 gallon size.

Chris Christiansen, retired builder, developer landscaper and arborist, addressed the issue of tree removal and stated yes it is a large tree and close to the house, but it is not native to California. He spoke in favor of allowing the applicant to remove the tree and stated a 15 gallon tree would have a harder time to withstand strong winds versus a 5 gallon tree which can be allowed to grow and develop the strength needed to withstand wind.

Chairperson Grantham closed Public Comment period.

Commissioner Fennacy asked why this project requires a photometric plan and whether the Applicant can mitigate lighting impacts by agreement. Davis clarified that a photometric plan is the only way we can address light in that Planned Development (PD) overlay district.

Commissioner Solu asked staff to address the tree replacement ratio. Davis clarified the condition is not unique to the Applicant. The 2 to 1 replacement ratio is pursuant to the City's adopted major vegetation guidelines.

Livick added that staff is proposing a modification to the condition to strike the requirement that tree replacement be only from the City's Street Tree list in order to allow the Applicant increased tree choices.

Commissioner Nagy stated he does not support the lighting requirement for a photometric plan.

Livick reviewed the lighting requirements as identified in the PD overlay district and clarified to Commissioners that as long as the Applicant does not vary from the fixtures presented and the locations presented on the map, that that would satisfy the requirement for the lighting plan. Livick added he recommends that detailed photometrics be done for commercial sites based on recent commercial sites that have gone in and are very bright at night.

MOTION: Commissioner Nagy moved to adopt the findings included as Exhibit A and approve the Conditional Use Permit #UP0-284, subject to the Conditions included as Exhibit "B" and the site development plans dated April 27, 2012 with the following changes:

1. Strike Planning Commission condition 1 to not require a photometric plan;
2. Modify Planning Commission condition 4 to replace 15 gallon tree with 5 gallon tree; and
3. Strike the requirement that the species be from the City of Morro Bay's approved Street Tree list.

The motion was seconded by Commissioner Fennacy and carried unanimously. (5-0)

Chairperson Grantham called for a five minute break and the meeting resumed at 7:25pm.

SYNOPSIS MINUTES – MORRO BAY PLANNING COMMISSION
REGULAR MEETING – MAY 16, 2012

B-4 **Case No.:** Zoning Text Amendment #A00-015 (continued from May 2, 2012 meeting)

Site Location: Citywide

Proposal: The City of Morro Bay is proposing a Municipal Code Amendment modifying Section 17.68 “Signs”. Recommendations from the previous sign workshops, sign survey results, previous work for the 2004 Planning Commission report and direction from City Council (2012) will be presented at the May 2, 2012 meeting. The Planning Commission will review these items, take public testimony and provide direction to staff.

CEQA Determination: To be determined.

Staff Recommendation: Review documentation, take public testimony and provide direction to staff.

Staff Contact: Kathleen Wold, Planning and Building Manager, 805-772-6211

Chairperson Grantham opened Public Comment period.

Kim Van Norstrand, business owner of ArtSea, spoke of presenting a theme for the Morro Bay community comparing the examples of San Clemente and Laguna Niguel. She also spoke about the need for additional and appropriate signage for retail stores in “off the beaten track” areas.

Chairperson Grantham closed Public Comment period.

Commissioners discussed with staff the following:

Zoning Maps and District Boundaries:

The zoning maps and boundaries of the four districts were reviewed which include Quintana area, North Main, Downtown and Embarcadero areas. Commissioners agreed that the general boundaries for Quintana would include the commercial strip along the freeway. Both sides of Quintana between South Bay Boulevard all the way up to the intersection with Main ending at the freeway overpass. Mixed commercial residential would be included in this area. Properties north of this would be part of the North Main district.

Commissioners agreed that the boundaries of the Downtown area would encompass Morro Bay Blvd from Kern Ave down to just above Front Street and incorporate the businesses within this area with the north boundary expanded from Beach to Surf Street.

Commissioners directed staff to bring back a more detailed map with precise boundaries.

The boundaries agreed upon for the Embarcadero area include the area from Tideland Park up to Coleman Drive on both sides of street and including businesses with Front Street addresses.

The North Main Street boundaries include from where the Quintana district ends all the way north to Yerba Buena Street.

Sign Definitions:

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Commissioners reviewed the definitions to determine whether any listed need to either be revised, updated or if there are terms missing that should be included. Commissioners accepted the existing definitions and agreed to add sign definitions for the following types of signs: Blow up (inflatable signs); public signs, kiosks or directory signs; kiosk, lease directional signs; fence signs; feather signs; illuminated signs; art, mural or roof art signs; A-frame signs to be added to free-standing sign definition; animated and moving signs; definitions of prohibited types of signs; pub or projecting signs; dock signs; awning signs; all preliminary sign options which should match up with the definitions; and neon open, food/beverage neon signs.

Commissioners discussed with staff the definitions of signs on vehicles – when they are allowed and when they are prohibited.

Commissioners reviewed the preliminary sign options spreadsheet with staff discussing the categories for the Downtown area:

General Sign Area Calculations: Commissioners directed staff to bring back examples of this in order to visually see the building frontage impact.

A-Frame Signs: Commissioners Napier and Fennacy stated support for A-frame signs. Commissioners Solu, Nagy and Chairperson Grantham stated support against A-frame signs.

Awning Signs: Commissioners stated support for allowing this.

Dock Signs: Commissioners stated support for allowing this.

Flag Signs: Commissioners stated support for not allowing this.

Gateway Signs: Commissioners stated support for allowing this.

Internally and Externally: Commissioners reviewed definitions with staff and agreed more discussion is needed.

Marquee Signs: Commissioners stated support for allowing this.

Monument Signs: Commissioners stated support for allowing this.

Off Premise Signs: Commissioners stated support for allowing this.

Pole Signs: Commissioners stated support for not allowing this.

Pub Signs: Commissioners stated support for allowing this.

Wall Signs: Commissioners stated support for allowing this.

Window Signs: Commissioners directed staff to expand this section to better define different types of window signs.

Time limits for non-conforming signs: Commissioners directed staff to look to other cities for examples that are written much clearer.

Commissioners directed staff to bring back:

1. Further detail on sign area ratio and percentages;
2. Photos of sign types for internal and external illuminated signs;
3. A matrix comparison in a column format to include comparisons to Pismo Beach, all poll results and staff recommendations; and
4. Shopping center definitions.

Planning Commissioners also agreed to direct staff to bring this back to the June 20, 2012 Planning Commission meeting.

UNFINISHED BUSINESS

SYNOPSIS MINUTES – MORRO BAY PLANNING COMMISSION
REGULAR MEETING – MAY 16, 2012

C-1 Current and Advanced Planning Processing List
Staff Recommendation: Receive and file.

Livick reviewed the Work Program with Commissioners.

NEW BUSINESS – None.

DECLARATION OF FUTURE AGENDA ITEMS

Commissioner Napier stated she and Commissioner Nagy would like to give an update on the Subdivision Ordinance Subcommittee, meet with Councilmember Johnson regarding this, agendize this for an upcoming meeting and will follow up with staff.

ADJOURNMENT

The meeting adjourned at 9:10 pm to the next regularly scheduled Planning Commission meeting at the Veteran's Hall, 209 Surf Street, on Wednesday, June 6, 2012 at 6:00 pm.

Rick Grantham, Chairperson

ATTEST:

Rob Livick, Secretary



AGENDA NO: B-1

MEETING DATE: June 6, 2012

Staff Report

TO: Planning Commissioners

DATE: May 30, 2012

FROM: Sierra Davis, Assistant Planner

SUBJECT: Minor Use Permit #UP0-240, Coastal Development Permit #CP0-294 and Parking Exception #AD0-043 for the Conversion of 820 Square Feet of Commercial Space to a Residential Unit and a Parking Exception to Waive the Requirement of Two Covered and Enclosed Parking Spaces and Providing Two Open and Uncovered Parking Spaces.

RECOMMENDATION:

CONDITIONALLY APPROVE THE PROJECT by adopting a motion including the following action(s):

- A. Adopt the Findings included as Exhibit "A";
- B. Approve the Minor Use Permit #UP0-240, Coastal Development Permit #CP0-294 and Parking Exception #AD0-043 subject to the Conditions included as Exhibit "B" and the site development plans dated May 3, 2012.

APPLICANT/AGENT: Pina Naran / John MacDonald, Architect

LEGAL DESCRIPTION/APN: 068-281-003

PROJECT DESCRIPTION: The applicant has requested that an existing commercial space be converted into a residential unit. The existing building consists of commercial space on the first floor and a two (2) bedroom residential unit and a one (1) bedroom residential unit on the second floor. Approximately 820 square feet of the first floor is proposed to be converted from commercial space to a one bedroom residential unit.

The applicant has also requested a parking exception to waive the requirement for two covered parking spaces. The existing property has 3 covered and enclosed parking spaces for the existing residential uses and 4 open and uncovered parking spaces. The parking for the proposed unit will

Prepared By: _____

Dept Review: _____

be accommodated by the existing open and uncovered parking spaces.

PROJECT SETTING:

<u>Adjacent Zoning/Land Use</u>			
North:	Mixed Commercial Residential/High Density Residential/North Main Street Specific Plan (MCR/R-4/SP) Commercial Service Use	South:	Mixed Commercial Residential/High Density Residential/North Main Street Specific Plan (MCR/R-4/SP) Commercial Service Use
East:	Duplex Residential (R-2) Residential Use	West:	Highway 1

<u>Site Characteristics</u>	
Site Area	6,000 square feet
Existing Use	Commercial and Residential
Terrain	Flat/Graded
Vegetation/Wildlife	Landscaping
Archaeological Resources	Property not within 300 feet of archeological resource.
Access	Main Street

<u>General Plan, Zoning Ordinance & Local Coastal Plan Designations</u>	
General Plan/Coastal Plan Land Use Designation	Mixed Area Use 'F'
Base Zone District	Mixed Commercial Residential
Zoning Overlay District	High Density Residential
Special Treatment Area	N/A
Combining District	N/A
Specific Plan Area	North Main Street Specific Plan
Coastal Zone	Located in Coastal Zone, but in the original or appeals jurisdiction.

PROJECT ANALYSIS:

Background

The existing building received entitlements from Planning Commission on July 17, 2000 for a Coastal Development Permit, Conditional Use Permit and Variance. The exiting building is approximately 4,795 square feet with 1,645 square feet for retail, office and fabrication uses, 742 square feet for covered and enclosed parking for the residential uses and 2,484 square feet for two residential units on the second floor.

The original project also included an application for variance for the reduction in the southern side yard setback from 10 feet to 3 feet. The variance was granted and the existing building

was constructed 3 feet from the southern property line.

Environmental Determination

Pursuant to the California Environmental Quality Act the project is categorically exempt pursuant Section 15301, Class 1 for existing facilities. The exemption provided for interior or exterior alterations involving such things as interior partitions, plumbing and electrical conveyances.

Project Specifics

The existing building was developed as a mixed use building of commercial space and residential uses. The first floor was developed with retail and office space, and two fabrication rooms. The first floor was also developed with a two car garage and a one car garage for the two residential units on the second floor.

The existing fabrication use on the first floor is divided into two rooms. The first room is 448 square feet (20'10"x21'6") and the second rooms is 754 square feet (15'6"X48'8") for 1202 square feet of fabrication use. The existing first floor also has 285 square feet (19'x15') for retail and office space. The fabrication uses are parked at a 1 parking space to 500 square feet of floor area and requires 2 (2.4) parking spaces for this use. The retail and office space is parked at a ratio of 1 parking space to 300 square feet of floor area and the use would require 1 (0.95) parking space.

The second floor consists of a two bedroom residential unit and a one bedroom residential unit. The original project provided three covered and enclosed parking spaces for the residential units

The total parking required for the existing uses on site is 3 covered and enclosed parking spaces of the residential uses and 3 parking spaces for the fabrication and office/retail uses. The site can accommodate the parking required for all existing uses. The existing parking lot also has one accessible parking space.

The larger 754 square foot fabrication room is proposed for conversion to a two bedroom residential unit. The smaller 448 square foot fabrication room and office/retail rooms will remain the same. The proposed residential unit approximately 802 square foot conversion and is larger than the existing 754 square foot room as a new exterior entrance and entrance area will be constructed.

The parking required for the uses on site will remain the same for the retail/ office space, fabrication room, and second floor residential uses as they are not proposed for conversion or alteration. The proposed two bedroom residential unit on the first floor requires two covered parking spaces, however the applicant has applied for a parking exception to waive the requirement. The parking would be accommodated as two open and uncovered parking spaces on site.

General Plan

The General Plan has designated this area of the city as Mixed Use Area F. Mixed Use Area F states: “A mixture of all uses as appropriate shall be encouraged. An evaluation of appropriate uses on a parcel-by-parcel basis will be conducted during the implementation phase.”

The existing property has a mixture of uses that include the first floor uses for commercial and fabrication uses with residential uses on the second story. The mixture of uses will be predominately residential with ancillary retail and fabrication uses. Pursuant to the General Plan Mixed Use Area F, the evaluation of the appropriate mixture of residential and commercial uses shall be made on a case by case basis. The floor area for the retail and fabrication uses currently are less than the residential and residential parking uses. In this case the residential uses will become the predominate use of the site.

Zoning Ordinance

The zoning on the property is Mixed Commercial Residential and Multiple-Residential (R-4) which is a district where a combination of commercial uses is mixed with high density residential. The existing property meets lot coverage, height, parking and setbacks pursuant to a variance for a reduced interior side yard setback from the southern property line.

The proposed project does not propose any changes to the exterior of the building; therefore it meets all titles of the Zoning Ordinance. However the parking will be affected because the proposed conversion of the commercial space to residential required two covered parking spaces. The applicant has applied for a parking exception for open and uncovered parking spaces to meet the parking requirements.

North Main Street Specific Plan Overlay

The North Main Street Specific Plan overlay requires that development meet the zoning regulations and standards for the zoning district and also adhere to the special requirements of the specific plan.

The specific plan has development standards that the Planning Commission must find that the project has met before approving a use permit for any use in the North Main Street Specific plan. The project must adhere to the following:

1. Mature trees preservation. *The project is not requesting to remove or disturb any mature trees on site.*
2. Roofline Variation, maximum height is generally two stories and gives the guidelines for 1/3 of west facing elevation shall not exceed 25 feet however it is intended as a guideline and Planning Commission may vary from this guideline. *The proposed project is requested for interior alteration that will not affect the exterior of the building.*

Off-Site Improvements: In approving any conditional use permit the following will be required as conditions or approval.

1. Curb, Gutter, Sidewalk and Street Trees

2. Intersection Improvement Fees
3. Landscaping Improvement Fees
4. Other Improvements
5. Deferments

The proposed project is on an existing developed property and all off-site improvements were addressed with the Conditional Use Permit in 2000 for the development of the vacant site with the development existing on the site today.

PUBLIC NOTICE: Notice of this item was published in the San Luis Obispo Tribune newspaper on May 25, 2012 and all property owners of record within 300 feet and occupants within 100 feet of the subject site were notified of this evening's public hearing and invited to voice any concerns on this application.

The public notice specified that the parking exception was for one covered and enclosed parking space and one open and uncovered parking space. The requested parking exception is to waive the requirement for two covered and enclosed parking. The proposed project required two covered and enclosed parking spaces because the unit has two bedrooms.

CONCLUSION: The project as proposed is consistent with the General Plan, Local Coastal Plan, and Municipal Code for development standards. Pursuant to the regulations in Mixed use Area F the mixture of all uses shall be evaluated on a parcel-by-parcel basis for an appropriate mix of uses in the zone district. The Planning Commission shall make the determination if the proposed use is an appropriate mix of uses to maintain the mixed commercial residential zone district.

The Staff recommends that the Planning Commission approve the requested Minor Use Permit #UP0-240, Coastal Development Permit #CP0-294 and Parking Exception #AD0-043 for the conversion of 820 square feet of commercial space to a residential unit and a parking exception to waive the requirement of two covered parking spaces and providing two open and uncovered.

Exhibits:

Exhibit A – Findings

Exhibit B – Conditions of Approval

Exhibit C – Graphics/Plan Reductions

EXHIBIT A

FINDINGS

SITE: 2176 MAIN STREET

PROJECT DESCRIPTION: Minor Use Permit #UP0-240, Coastal Development Permit #CP0-294 and Parking Exception #AD0-043 for the conversion of 820 square feet of commercial space to a residential unit and a parking exception to waive the requirement of two covered parking spaces and providing two open and uncovered parking spaces.

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

- A. Pursuant to the California Environmental Quality Act the project is categorically exempt pursuant Section 15301, Class 1 for existing facilities. The exemption provided for interior or exterior alterations involving such things as interior partitions, plumbing and electrical conveyances.

COASTAL DEVELOPMENT PERMIT FINDINGS

- A. The project as proposed is consistent with the applicable provisions of the certified Local Coastal Plan. The Local Coastal Plan is consistent with the General Plan and the project meets minimum density requirements and therefore meets the LCP.
- B. For every development between the nearest public road and the sea or the shoreline of any body of water, the Planning Commission shall make a specific finding that such development is in conformity with the public access and public recreation policies of Chapter 3 of the California Coastal Act. *The property is not located between the nearest public road and the sea, therefore the property does not need to provide access pursuant to Chapter 3 of the California Coastal Act.*

CONDITIONAL USE PERMIT FINDINGS

- A. The establishment, maintenance, or operation of the use applied for will, under the circumstances of the particular case, will not be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use. *The proposed project is a residential use in an existing mixed use building therefore the use will not be detrimental to the surrounding uses.*
- B. The use will not be injurious or detrimental to property and improvements in the neighborhood or the general welfare of the City. *The proposed use will not be injurious or detrimental to the property and improvements in the neighborhood or general welfare,*

as the project meets the General Plan and Municipal Code.

PARKING EXCEPTION FINDINGS

- A. Special Circumstances. The exception will not constitute a grant of a special privilege inconsistent with the driveway or parking limitations upon other properties in the vicinity and the reduced parking or alternative to the parking design standards of this chapter will be adequate to accommodate on the site all parking needs generated by the use. *The existing parking accommodated on the site is three covered and enclosed parking spaces for the existing residential uses and 4 uncovered parking spaces for the fabrication and retail uses. The existing parking configuration accommodates a greater number of parking spaces for the uses on site than a configuration with 5 covered and enclosed parking spaces. The existing configuration provides the required number of parking spaces and accessible parking spaces; therefore it is not a grant privilege.*

- B. Health, Safety or General Welfare. The exception will not adversely affect the health, safety or general welfare of persons working or residing in the vicinity and that no traffic safety problems will result from the proposed modification or parking standards. *The project site will provide the required number of parking spaces to service all uses on site therefore the parking will not adversely affect the surround uses.*

- C. Applicant's Full Enjoyment. The exception is reasonably necessary for the applicant's full enjoyment of uses similar to those upon the adjoining real property. *The parking exception would allow for the conversion of the retail space to a residential unit. The applicant has been unable to utilize or rent the fabrication area and the conversion would create an economically viable use.*

EXHIBIT B

CONDITIONS OF APPROVAL

SITE: 2176 MAIN STREET

PROJECT DESCRIPTION: Minor Use Permit #UP0-240, Coastal Development Permit #CP0-294 and Parking Exception #AD0-043 for the conversion of 820 square feet of commercial space to a residential unit and a parking exception to waive the requirement of two covered parking spaces and providing two open and uncovered parking spaces.

STANDARD CONDITIONS

1. This permit is granted for the land described in the staff report dated June 6, 2012, for the project depicted on plans dated May 3, 2012 on file with the Public Services Department, as modified by these conditions of approval, and more specifically described as follows:

Site development, including all buildings and other features, shall be located and designed substantially as shown on plans, unless otherwise specified herein.

2. Inaugurate Within Two Years: Unless the construction or operation of the structure, facility, or use is commenced not later than two (2) years after the effective date of this approval and is diligently pursued thereafter, this approval will automatically become null and void; provided, however, that upon the written request of the applicant, prior to the expiration of this approval, the applicant may request up to two extensions for not more than one (1) additional year each. Said extensions may be granted by the Public Services Director, upon finding that the project complies with all applicable provisions of the Morro Bay Municipal Code, General Plan and Local Coastal Program Land Use Plan (LCP) in effect at the time of the extension request.
3. Changes: Minor changes to the project description and/or conditions of approval shall be subject to review and approval by the Public Services Director. Any changes to this approved permit determined not to be minor by the Director shall require the filing of an application for a permit amendment subject to Planning Commission review.
4. Compliance with the Law: (a) All requirements of any law, ordinance or regulation of the State of California, City of Morro Bay, and any other governmental entity shall be complied with in the exercise of this approval, (b) This project shall meet all applicable requirements under the Morro Bay Municipal Code, and shall be consistent with all programs and policies contained in the certified Coastal Land Use Plan and General Plan

for the City of Morro Bay.

5. Hold Harmless: The applicant, as a condition of approval, hereby agrees to defend, indemnify, and hold harmless the City, its agents, officers, and employees, from any claim, action, or proceeding against the City as a result of the action or inaction by the City, or from any claim to attack, set aside, void, or annul this approval by the City of the applicant's project; or applicants failure to comply with conditions of approval. Applicant understands and acknowledges that City is under no obligation to defend any legal actions challenging the City's actions with respect to the project. This condition and agreement shall be binding on all successors and assigns.
6. Compliance with Conditions: The applicant's establishment of the use and/or development of the subject property constitutes acknowledgement and acceptance of all Conditions of Approval. Compliance with and execution of all conditions listed hereon shall be required prior to obtaining final building inspection clearance. Deviation from this requirement shall be permitted only by written consent of the Public Services Director and/or as authorized by the Planning Commission. Failure to comply with these conditions shall render this entitlement, at the discretion of the Director, null and void. Continuation of the use without a valid entitlement will constitute a violation of the Morro Bay Municipal Code and is a misdemeanor.
7. Compliance with Morro Bay Standards: This projects shall meet all applicable requirements under the Morro Bay Municipal Code, and shall be consistent with all programs and policies contained in the certified Coastal Land Use plan and General Plan for the City of Morro Bay.
8. Conditions of Approval on Building Plans: Prior to the issuance of a Building Permit, the final Conditions of Approval shall be attached to the set of approved plans. The sheet containing Conditions of Approval shall be the same size as other plan sheets and shall be the last sheet in the set of Building Plans.

PLANNING CONDITIONS

1. Deed Restriction: The areas proposed to remain office space and fabrication shall be deed restricted to remain as such uses until such time the required residential parking is provided onsite.

BUILDING CONDITIONS

1. One Hour Construction: Walls and ceiling between the new residential unit and the commercial areas and residential units above need to be one hour construction with sound transmission control rating of 50.

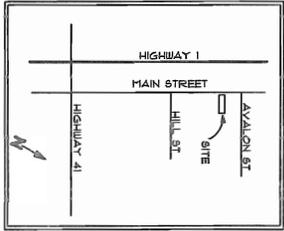
2. Smoke detectors, GFI and AFCI: Smoke detectors, GFI and AFCI will have to be installed where required by code.
3. Fire Sprinklers: The fire sprinklers will have to altered to comply with the requirements of the Fire Code.
4. Laundry Facilities: Laundry facilities will be required for the new residence.

FIRE CONDITIONS

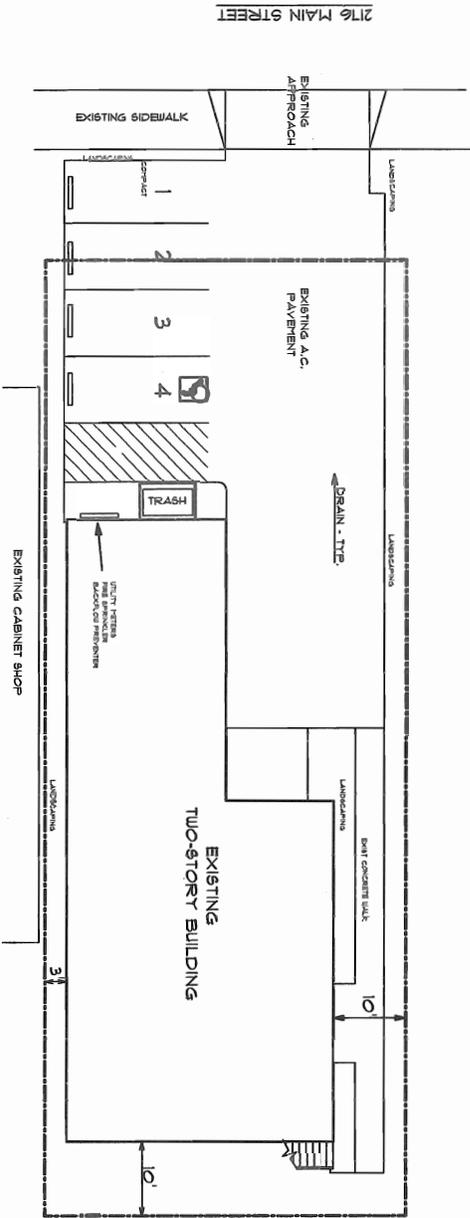
1. Emergency Access: Project shall provide a Knox Box at the main entrance, wall mounted no higher than 7 feet, and appropriate keys for emergency Fire Department access.
2. Fire Sprinkler System: The existing NFPA 13 Automatic Fire Sprinkler System was installed in October 2000 and designed to provide sprinkler protection for B, F-2, U and R-3 occupancies. The project is conditioned to perform the required five-year service and inspection (California Code of Regulations, Title 19, Article 4, Section 904 and NFPA 25). Additionally, due to a change to a change in occupancy (F-2 to R-3) we require a sprinkler plan submittal for all system modifications, in accordance with 2007 Californai Fire Code, Chapter 9.
3. Occupancy Separations: Project shall provide the required occupancy separations (F-2 to R-3)
4. Fire Department Access to Equipment: Fire equipment shall be identified in approved manner. Rooms containing controls for fire detection, Alarm Panel (FACP), electrical equipment shall be indentified for fire department use. Provide approved signage for all control equipment (CFC Section 510).

PUBLIC WORKS CONDITIONS

1. Video Inspection: Conduct a video inspection of the conditions of existing sewer lateral. Submit a DVD to City Public Services Department. DVD shall be submitted prior to building permit issuance. Repair or replace as required to prohibit inflow/infiltration.
2. Driveway: The driveway approach on Main Street shall be upgraded to meet ADA requirements; a four foot path of travel with 2% max cross slope is required behind the driveway approach.



VICINITY MAP



SITE PLAN

1/8" = 1'-0"

PROJECT SUMMARY:
 CONVERT APPROXIMATELY 800 S.F. OF COMMERCIAL SPACE INTO A TWO BEDROOM RESIDENTIAL SPACE OF 800 S.F.

OWNER:
 PINA NARANJO
 160 MAIN STREET
 MORRO BAY, CA 93442
 805.772.7140

PROJECT ADDRESS:
 216 N. MAIN STREET
 MORRO BAY, CA 93442

LEGAL DESCRIPTION:
 LOT - 3 O66-981-0003
 CITY OF MORRO BAY

PARKING:
 4 - UNCOVERED SPACES
 3 - COVERED SPACES

EXISTING WELDING SHOP

SHEET INDEX

A-1	SITE PLAN
A-2	EXISTING LOWER FLOOR PLAN
A-3	EXISTING UPPER FLOOR PLAN
A-4	REVISED LOWER FLOOR PLAN

RECEIVED

MAY 03 2012



City of Morro Bay
 Public Services Department

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 2813 Santa Barbara Avenue
 Carpinteria, CA 93430
 Office 805.959.1399
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STRUCTURAL ENGINEER:

ENERGY ANALYSIS:

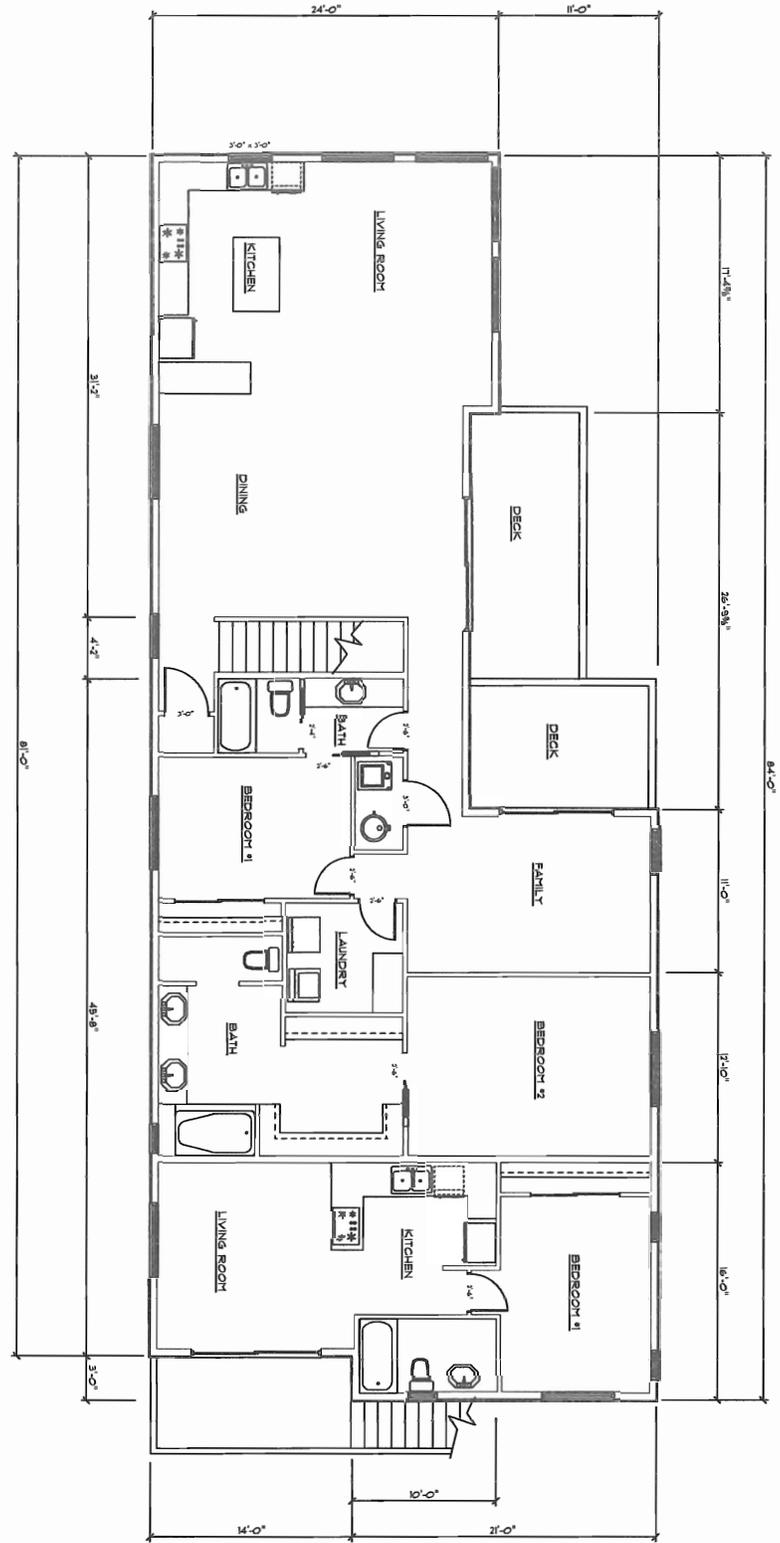
SOILS ENGINEER:

RESIDENTIAL CONVERSION
 216 MAIN STREET
 MORRO BAY, CA

SITE PLAN

SHEET
A-1
 OF 4 SHEETS

EXISTING UPPER FLOOR PLAN



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THIS DOCUMENT IS THE PROPERTY OF JOHN MACDONALD ARCHITECTS. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF JOHN MACDONALD ARCHITECTS.

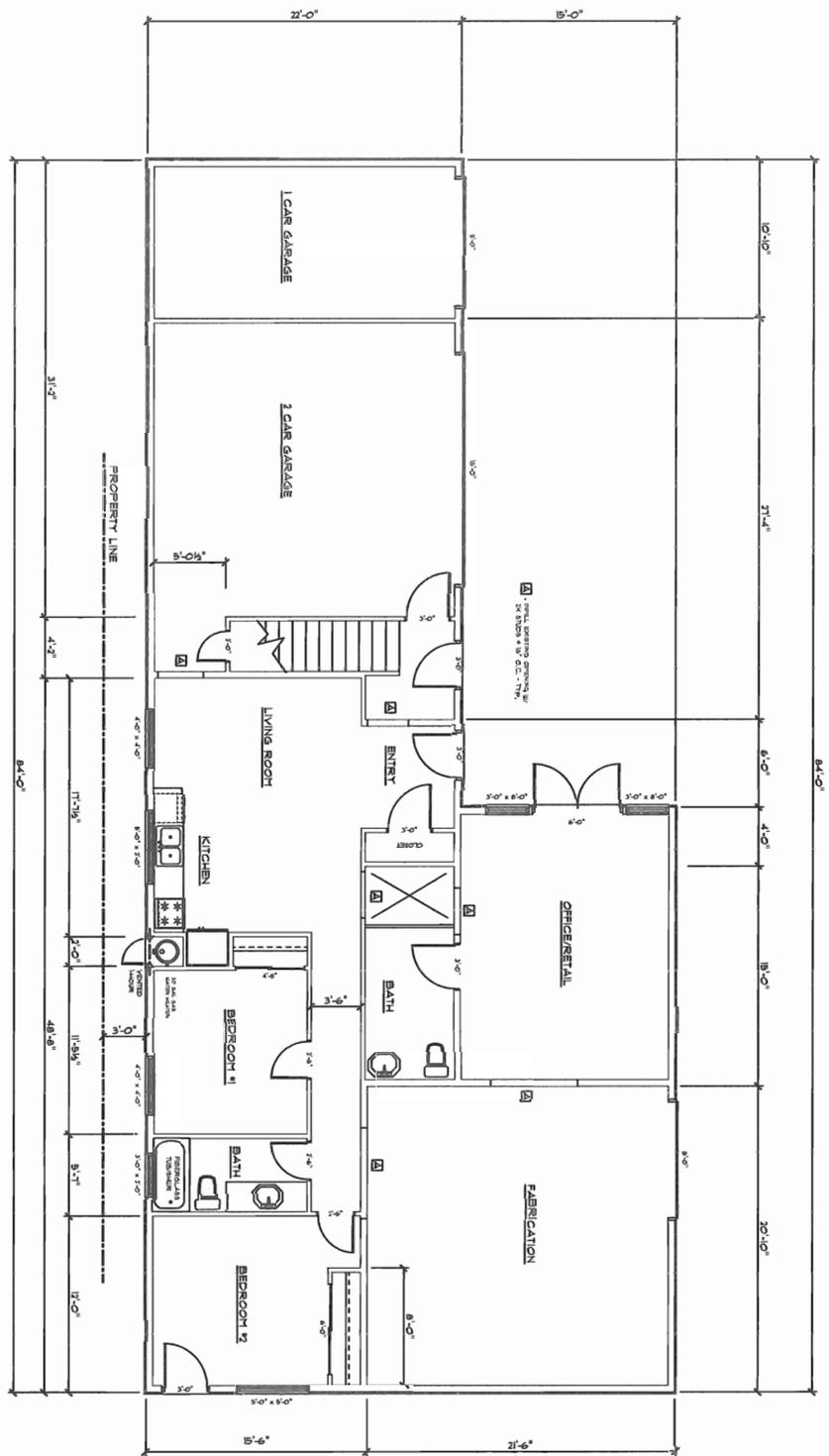
STRUCTURAL ENGINEER:
 ENERGY ANALYSIS:
 SOILS ENGINEER:

RESIDENTIAL CONVERSION
 2176 MAIN STREET
 TORO BAY, CA

EXISTING UPPER
 FLOOR PLAN

DATE	BY	DATE	BY

SHEET
A-3
 OF 4 SHEETS



REVISED LOWER FLOOR PLAN

1/8" = 1'-0"

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 2815 Santa Barbara Avenue
 Cajon, CA 92430
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 FAX 805.995.1544

ALL MATERIALS SPECIFIED IN THIS PLAN ARE TO BE SUPPLIED BY THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITIES.

STRUCTURAL ENGINEER

ENERGY ANALYSIS

SOILS ENGINEER

RESIDENTIAL CONVERSION
 216 MAIN STREET
 MORRO BAY, CA

REVISED LOWER
 FLOOR PLAN

REVISIONS	DATE



City of Morro Bay
 Public Services/Planning Division
 Current Project Tracking Sheet

Agenda No: C-1

Meeting

Date: 6/6/2012

This tracking sheet shows the status of the work being processed by the Planning Division
 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	Planning Comments and Notations	Building/Fire Comments and Notations	Engineering Comments and Notations	Harbor/Admin Comments and Notations
Hearing or Action Ready									
1	City of Morro Bay	Citywide	5/1/2010	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. Planning Commission made recommendations and forwarded to Council. Anticipate a City Council public hearing on the draft ordinance on May 2011. Scheduled for 5/10/11 CC meeting, item was continued. Item heard at 5/24/11 City Council Meeting. Interim Urgency Ordinance approved to allow projecting signs. A report on the status of this project brought to PC on 2/7/2011. The item shall be brought back to City Council first meeting in November. Workshops scheduled September 29, 2011 and October 6, 2011.-Workshop results going to City Council December 13, 2011. Continued to 1/10/12 CC meeting. Staff Report to PC. Project went to 5/2/2012	Project went to P.C. on May 16, 2012. At this meeting staff was given several tasks to accomplish prior to the June 20, 2012 meeting including the following: bring back survey results differentiating between the surveys, a new matrix with all definitions including those new definitions provided by the Commission, bring back pictures of signs, clarification of the difference between internally and externally illuminated signs, limitations on materials, encourage increase in window signs, add a column for staff recommendations, define shopping center, enlarge the downtown area.	Not applicable	Not applicable	

#	Applicant/ Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Planning Comments and Notations	Building/Fire Comments and Notations	Engineering Comments and Notations	Harbor/Admin Comments and Notations
2	Pina Noran	2176 Main	10/3/08	CUP-35-99 & CDP-66- 99R	Convert commercial space to residential use. Submitted 10/03/08. Resubmitted 2/5/09. Applicant is considering a redesign of the project.	KW--Incomplete Letter 10/22/08. Project still missing vital information for processing 11/30/09. Called applicant 3/22/10 and requested information. Application terminated. Applicant resubmitted on May 3, 2012			
3	Randell	300 Piney	7/20/2011-- New submittal date 4/25/2012	S00-111	Tentative Parcel Map. 4 lot subdivision.	SD--SRB. Incomplete letter 10/4/11. Applicant resubmitted on April 25, 2012, new plans route to staff for review. Letter to applicant 5/21/12. Subdivision to be scheduled for SRB for June 4, 2012			No Comments to date
4	Hoover	301 Main	5/1/12	AD0-073	Single Family Addition to a non-conforming property. Lot Line adjustment in process, not shown on plans. Resubmittal 11/9/11. Multiple additions to a non-conforming property, CUP required.	SD--Incomplete memo 10/18/11. Met with the applicant and agent to discuss project 2/17/12. Needs to be redesigned.			
5	Wallick	235 Atascadero	5/14/12	UP0-218	Modification to existing permit to reduce number of park models from 5 to 2. Ready for Administrative Notice.	KW- Applicant adding a 10 x 16 storage shed. May 7, 2012 applicant withdrew modification. Project noticed for adm. Processing.			

#	Applicant/ Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Planning Comments and Notations	Building/Fire Comments and Notations	Engineering Comments and Notations	Harbor/Admin Comments and Notations
30 -Day Review, Incomplete or Additional Submittal Review									
6	Perry	3202 Beachcomber	9/8/11	AD0-067	Variance. Demo/Reconstruct. New home with basement in S2.A overlay.	KW--Planning requested status of CDP for house and LLA for parcels	Fire comments 10/24/2011, Building 12/23/11	BR--Public Works requested flood study. Flood study received and comments sent to engineer 4/13/12	No Comments to date
7	McDonalds	780 Quintana	10/31/11	CP0-364 & UP0-341	Remodel and Addition. Applicant resubmitted 4/18/2012	SD--Incomplete letter 1/19/12. still incomplete. Applicant resubmitted 4/18/2012. Applicant did not address comments/corrections in resubmittal, incomplete letter 5/24/12.	Fire comments-11/8/11. Building comments 11/21/11	comments received 11/29/11	No Comments to date
8	LaPlante	3093 Beachcomber	11/3/11	CP0-365	New SFR. Resubmittal and Phase 1 Arch report 2/6/12.	SD-- Incomplete Letter 12/12/11. Phase 1 Arch Report required and Environmental Document. Environmental in process. Letter sent 4/11/2012 requesting environmental study.	No Comments to date	comments submitted 1/18/2012	No Comments to date
9	Dynegy	1290 Embarcadero	12/21/11		<i>Permit Well</i>	<i>KW-Project had previous problems with Coastal Commission and withdrew application. Applicant conducted studies required by CCC and is returning with a new submittal. Planning staff waiting for studies. Met with applicant on May 2, 2012</i>			

#	Applicant/ Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Planning Comments and Notations	Building/Fire Comments and Notations	Engineering Comments and Notations	Harbor/Admin Comments and Notations
10	Sequoia Court Estates	670 Sequoia	4/3/12	UP0-349 & S00-112	Tract Map and Use Permit for 5 Lot Subdivision.	Incomplete letter sent to applicant/agent. Project submitted without necessary materials for processing.			
11	Leage	1205 Embarcadero	5/2/12	Amending CUP 02-01	Remodel office and storage of Harbor Hut	Project under review			
Projects in Process									
12	Chevron Pipeline	4600 Hwy1	7/11/11	S00-110	Certificate of Compliance.	KW-- Waiting on applicant to submit property owner authorization. Received authorization 3/22/12. Application needed signed legals.	Not applicable	No Comments to date	Not applicable
13	Held	901-915 Embarcadero	7/21/11	UP0-342	Application for improvements to existing building. Proposes new unit, bathroom and water improvements. Project routed for initial review.	SD--Met with applicant on September 2011 and again in November 2011. Letter sent to applicant with corrections. 4/3/2012 letter sent to applicant indicating that the project is still incomplete. Applicant resubmitted on 5-15-2012	Building comments 3/7/12- disapproved. Fire comments 3/12/12 conditional approval	Comments submitted 3/8/12	No Comments to date
14	City of Morro Bay	Nutmeg	1/18/12	UP0-344	Environmental. Permit number for tracking purposes only County issuing permit. Demo existing and replace with two larger reservoirs. City handling environmental review	KW--Environmental contracted out to SWCA estimated to be complete on 4/27/2012. SWCA submitted draft I.S. to City on May 1, 2012.	Not applicable	Not applicable	Not applicable

#	Applicant/ Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Planning Comments and Notations	Building/Fire Comments and Notations	Engineering Comments and Notations	Harbor/Admin Comments and Notations
15	Morro Mist	2400 Main Street	1/0/2012		Applicant requested compliance check to conditions of approval. Minor Amendment Required.	<i>KW--Project modified beyond conditions of approval</i>	Deemed in substantial conformance to original approvals. Fire indicated insufficient number of hydrants	indicated submittal was OK	No Comments to date
Environmental Review									
16	Larry Newland	Embarcadero	11/21/05	UP0-092 & CP0-139	Embarcadero-Maritime Museum (Larry Newland) . Submitted 11/21/05. Resubmitted 10/5/06, tentative CC for landowner consent 1/22/07 Landowner consent granted. Resubmitted 5/25/07. Applicant resubmitted additional material on 9/30/2009. Applicant working with City Staff regarding an lease for the subject site. Applicants enter into an agreement with City Council on project. Applicant to provide revised site plan. Staff is processing a "Summary Vacation (abandonment)" for a portion of Surf Street. Staff waiting on applicant's resubmittal. Meeting held with applicant on 2/23/2011. Staff met with applicant on January 27, 2011 and reviewed new drawings, left meeting with the applicant indicating they would be resubmitting new plans based on our discussions.	KW--Incomplete 12/15/05. Incomplete 3/7/07. 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. Met with applicants on 2/19/2010. Environmental documents being prepared. Meeting held with city staff and applicants on 2/3/2011.	Not applicable	An abandonment of Front street necessary. To be scheduled for CC mtg.	Not applicable

#	Applicant/ Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Planning Comments and Notations	Building/Fire Comments and Notations	Engineering Comments and Notations	Harbor/Admin Comments and Notations
17	Chevron	3072 Main (West of Del Mar Park)	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 Information submitted 2/9/11. Submitted requested documents 2/9/11. Applicant returned comments 12/7/11. Staff will address comments. Document to applicant for review 1/19/12. Agent said Chevron is working on how to address alternative fuel mitigation measures, 2/22/12. They will follow up with the City.	SD--Requested additional documentation 4/29/10. Contacted consulting firm to process environmental document. Consulting firm responded in the process of putting together proposal 6/20/11. Accepted proposal 6/29/11. Staff mail request letter for fees 7/19/11. Received Environmental Document and is under review 9/16/11. Sent document back for comments and corrections 10/14/11. Consulting firm making final changes and corrections 10/24/11. APCD submitted comments 11/1/2011. Sent to applicant for review 11/7/11. Comments sent to consultant 1/10/12. Document returned to staff 1/12/12. Applicant challenging the environmental mitigations.	Not applicable	Not applicable	Not applicable
Project requiring coordination with another jurisdiction									

#	Applicant/ Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Planning Comments and Notations	Building/Fire Comments and Notations	Engineering Comments and Notations	Harbor/Admin Comments and Notations
18	City of Morro Bay & Cayucos	160 Atascadero	7/1/08	EIR	<i>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. City Council Meeting on January 11, 2011. Project heard before CCC on March 11, 2011, and additional studies and materials are required. City working with consultant to provide information. Workshops held on 6/27/2011 and 6/28/2011 to receive comments on the proposed Wastewater Treatment Plant (WWTP) Upgrade Project alternatives analysis process, candidate evaluation criteria, and preliminary site identification. Adm. draft of fine screen analysis completed. Staff and consultants currently working with CCC staff for De Novo hearing tentatively scheduled for an August 2012 CCC meeting.</i>	Planning portion of project complete	Not applicable	BCR-Flood analysis shows no impact of sea level rise and storm surge on 100-year flood levels. Results reported to Coastal Commission	No Comments to date
Projects Continued Indefinitely, No Response to Date on Incomplete Letter or inactive									
19	Nicki Fazio	360 Cerrito	08/15/07	CP0-246	Appeal of Demo/Rebuild SFR and 2 trees removal. Planning Commission continued to a date uncertain. Project folder given to Rob S.				

#	Applicant/ Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Planning Comments and Notations	Building/Fire Comments and Notations	Engineering Comments and Notations	Harbor/Admin Comments and Notations
20	Burt Caldwell, (Embarcadero 801 LLC)	801 Embarcadero	5/15/08	UP0-212	Conference Center.	KW--Submitted 5/15/08. 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. Applicant has requested a second one year extension which is scheduled for action at the 12/7/2011 P.C. meeting. Planning Commission approved time extension, will expire on December 11, 2012.			
21	Ron McIntosh	190 Olive	8/26/08	UP0-232 &CP0-288	New SFR. Submitted 8/26/08. Resubmitted 12/10/08. Applicant resubmitted on 2/06/09. Environmental under review. Applicant and City agree to continuance. Applicant put project on hold.	KW--Inc. Letter 9/24/08. 1/9/09 request for more information.			

#	Applicant/ Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Planning Comments and Notations	Building/Fire Comments and Notations	Engineering Comments and Notations	Harbor/Admin Comments and Notations
22	James Maul	530, 532, Morro Ave 534	3/12/10	SP0-323 & UP0-282	Parcel Map. CDP & CUP for 3 townhomes. Resubmittal 11/8/10. Resubmittal did not address all issues identified in correction letter.	KW-Incomplete letter sent 4/20/10. Met with applicant 5/25/10. Letter sent to applicant/agent indicating the City's intent to terminate the application based on inactivity. City advised there will be a new applicant and to keep the application viable.			
23	Hamrick Associates	1129 Market	6/10/10	UP0-291	Remodel and Addition. Submitted additional information 6/30/10. Submitted additional information 7/7/10. Applicant will resubmit addressing fire/building comments.	SD--Incomplete letter 6/23/10. Building Comments. 7/9/10. Met with agent 7/15/10. Letter sent to applicant/agent indicating application terminated.			No Comments to date
24	Frantz	499 Nevis	9/27/2010, resubmittal date of 1/3/12	CP0-337	New SFR. Applicant has indicated that he is redesigning project-project, placed on hold. Applicant resubmitted building permit plans but has not completed the submittal for the Coastal Development Permit 11/14/11. Payment received 1/3/12. Plans received 1/3/12.	SD--Incomplete Letter 10/7/10. Meeting with applicant's representative on 11/16/2010. Incomplete letter, applicant needs to submit for CDP and pay associated fees 12/13/11. Comment letter sent 2/6/2012. Applicant indicated to staff no longer using Agent Novak	No Comments to date	Comments submitted 1/18/2011	
25	Hoover/Hough	301 Main	7/6/11	S00-108	Lot Line Adjustment. Received letter from agent requesting to place project on hold.	KW--Letter sent indicating project can not be supported as submittal advised to redesign 9/21/11.			

#	Applicant/ Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Planning Comments and Notations	Building/Fire Comments and Notations	Engineering Comments and Notations	Harbor/Admin Comments and Notations
26	Vallely	460 Olive	10/24/11	CP0-363	Demo/Rebuild. Resubmittal 11/11/11.	SD-- Incomplete letter 1/18/11. Need Phase 1 Arch Report.	No Comments to date	comments submitted 11/22/11	No Comments to date
27	Loomis	660 Bay	10/27/11	UP0-340 & AD0-069	Remodel and Addition with a Parking Exception.	SD--Incomplete letter 11/23/11. 3/28/2012 still incomplete for processing	Fire-11/23/11 conditional approval	conditional approval 11/29/11	
Projects in Building Plan Check									
28	Hoover	301 Main	9/13/11	Building	Single Family Addition to a non-conforming property. Lot Line adjustment in process, not shown on plans. Resubmittal 11/9/11. Multiple additions to a non-conforming property, CUP required.	SD--Incomplete memo 10/18/11. Met with the applicant and agent to discuss project 2/17/12. Needs to be redesigned.			
29	LaPlante	3093 Beachcomber	11/3/11	Building	New SFR.	SD--Incomplete Letter 12/12/11. Phase 1 Arch Report required and Environmental Document. Incomplete letter sent 2/2012			
30	Moscardi	2768 Alder	11/10/11	Building	New SFR. Applicant resubmitted on 2/28/2012. Submittal only included a few sheets	SD-- Incomplete memo 1/18/11. Incomplete memo 3/16/12. Applicant indicated they were going to resubmit without roof deck, to date they have not. Applicant spoke at Public Comment during 5/16/2012 Planning Commission meeting asking that they (P.C.) direct staff to process their project administratively.			
31	Burger King	781 Quintana	11/29/11	Building	Parking Lot. Resubmittal 4/5/12.	SD--Incomplete Memo 12/19/11.			

#	Applicant/ Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Planning Comments and Notations	Building/Fire Comments and Notations	Engineering Comments and Notations	Harbor/Admin Comments and Notations
32	Swanson	690 Sequoia	12/7/11	Building	6ft Extension to an Existing Upper and Lower Deck.	SD--Requested 2 sets of the most recent plans in order to issue permit 2/21/12.			
33	Romero	291 Shasta Ave	12/29/11	Building	New single family residence. Applicant resubmitted on 12/29/2011. Ready to be noticed 2/22/12.	SD--Incomplete Letter 2/18/12.			
34	Morro Del Mar	1885 Ironwood	2/22/12	Building	Applicant submitted for grading and retaining walls. DRT meeting 4/8/12.	KW--Planning approved Grading permit.		BR- unaddressed storm water issues remain 5/8/12	
35	Fennacy	500 Morro Bay	3/15/12	Building	Applicant adding walk up window to existing building.	SD-under review. Project needs planning permit. Been in contact with applicant. Incomplete letter requesting use permit modification 5/24/12.			
36	Imani	571 Embarcadero	4/23/12	Building	Commercial alteration and addition	SD-Under review			
37	Storm	1029 Monterey	5/3/12	Building	Multi-family residential	KW-under review			
38	Truesdale	331 Kodiak	4/25/12	Building	Second story addition	SD-under review			
39	Harper	999 Main	5/16/12	Building	Commercial addition	KW-under review			
Aging Building Permits - No response from applicant in more than 90 days.									
40	Valori	2800 Birch Ave	2/10/10	Building	Remodel/Repair. Sunroom, garage, and study.	SD--Comments sent 2/24/10			
41	Colhover	2800 Dogwood	3/8/10	Building	New SFR.	SD--Comments sent 3/25/10.			
42	Hall	2234 Emerald Circle	12/2/10	Building	New SFR.	SD--Incomplete Memo 12/21/10.			
43	Markowity	589 Morro Avenue	8/17/11	Building	Roof Deck. Resubmittal 9/20/11. A major modification shall be pursued.	SD--Plans returned to Brian, because the plans were incomplete. Incomplete memo 10/3/11.			

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44	Frantz	499 Nevis	9/27/10	Building	New SFR. Resubmitted 11/14/11. Resubmitted CDP plans and paid monies.	KW--Incomplete Memo 10/7/10. Coastal Development Permit Required. Incomplete Letter sent 12/13/11 requesting CDP submittal.			
45	Rowland	2630 Maple	4/14/11	Building	Elevator. Resubmittal 5/25/11.	SD--Denied project because elevator was located in 20'x20' garage, where 2 covered and enclosed parking spaces are required, letter sent 4/18/11. Incomplete memo 6/9/11.			
46	Williams	2920 Cedar	10/27/11	Building	SFR Addition. Does not conform to existing approvals/permits on file.	SD--Incomplete Memo 11/14/11.			
Final Map Under Review									
47	Zinngarde	1305 Teresa	5/9/11	Map	Final Map. Public Works review of the final map, CCR's and conditions of approval. Plans 8/5/11. Applicant resubmitted CCRS. Incomplete submittal as of 1/23/12. Resubmitted 4/4/2012	KW--Comments given to applicant, held meeting on 9/27/2011 regarding comments. Biological being review by applicant to address drainage issues. Biological Report approved by Planning as well as the CCRs.			

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48	Medina	3390 Main	10/7/11	Map	Final Map. Issues with ESH restoration. Applicant placed processing of final map on hold by proposing an amendment to the approved tentative map and coastal development permit. Applicant proposed administrative amendment. Elevated to PC, approved 1/4/12. Appealed, scheduled for 2/14/12 CC Meeting. Appeal upheld by City Council, and project with denied 2/14/12. map check returning for corrections on 3/9/12	SD--Meeting with applicant regarding ESH Area and Biological Study.			
Projects & Permits with Final Action									
49	Stewart	370 Kern	4/4/12	Building	SFR Addition. Resubmittal 5/7/12.	SD-under review. Approved 5/15/12.			
50	Hough	281 Main	3/19/12	UP0-348/CP0-372	New Single family residence. With removal of two existing eucalyptus trees.	SD-Met with applicant on 4/18th. The project is hearing ready.	Building Comments--3/28/2012. Fire comments-4/23/2012	PW-Comments-4/2/2012	Not applicable
51	DeGarimore	1001 Front		UP0-284	Precise Plan review for Docks	Project recently heard at CCC and received their intent to issue permit from CCC. Project submitted for Precise Plan pursuant to MB requirements.			
52	City of Morro Bay	N/A	2/1/12	Grant	Sustainable Communities Grant. The City of Morro Bay is applying for a Sustainable Communities Grant to help fund the General Plan/LCP update.	KW-Grant application submitted to state. Staff recommendations published to the public May 1, 2012 and Morro Bay not recommended for funding.	Not applicable	Not applicable	Not applicable
53	Jost	251 Shasta Ave	5/23/12	Building	90 sf addition to deck.	Approved 5/23/12.			

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54	Olson	2740 Dogwood	5/4/11	Building	SFR Remodel and Addition. Applicant submitted for a Conditional Use Permit on 2/21/2012	SD--Incomplete Memo 5/17/11. Incomplete Memo 12/12/11. Letter sent to applicant requesting action on open planning permit. Project still within appeal period which ends 5/14/2012			
34	Mission Linen	399 Errol	2/14/12	Building	Exterior Awning. Need parcel merger or lot tie agreement in order to approve building permit.	<i>SD--Incomplete memo 2/16/12. Lot tie agreement recorded</i>			



City of Morro Bay

Public Services/Planning Division

Advanced Planning Work Program

Work Item	Requested by	Date Requested	Comments	Estimated Staff Hours	Planning Commission	City Council	Coastal Commission
Updating the Strategic plan matrix for managing the greening process	City Council	2009	Original green matrix went to P.C. on 7/6/09 and then to C.C. on 12/14/09. Now subject to annual updates	20 to 40	Annual Updates	Annual Updates	
Draft Urban Forest Management Plan	City Council	2007		200 to 300	TBD	TBD	
CEQA Implementation Guidelines	City Council	2006		120 to 160	TBD	TBD	NA
Downtown Visioning	City Council	2010		120 to 160	TBD	TBD	
PD Overlay	City Council	2006		80	TBD	TBD	
Annexation Proceeding for Public Facilities (Chorro Valley well sites)	City Council	2007		TBD		TBD	
North Main Street Parking Plan	City Council	2011	Text amendment to be review by Planning Commission and PC to make recommendation to City Council 4/18/12 PC mtg.	100	4/18/2012	TBD	TBD
Sign Ordinance Update	City Council	2010	Workshops Scheduled for September 29 and October 6, 2011. Update on the sign workshops and sign survey results brought to Council on January 24, 2012	150 to 250 + consultant hrs	2/16/11	11/1/11	
Pedestrian Plan	Planning Commission	2008	City of Morro Bay Bicycle and Pedestrian Master Plan. City hired consultant to draft the plan. Administrative Draft Plan was reviewed during a Public Workshop on August 30, 2011. The 2nd draft plan is currently on the October 21, 2011 PWAB agenda. Project is now being revised. Revised document submitted 1/10/2012 to Planning Department for review. Scheduled for February 15, 2012 P.C. meeting.	550 Hours	TBD		
Subdivision Ordinance Clean up	Planning Commission	2011	Commissioner Irons is lead. Two meeting held on identifying issues. Irons/Nagy/Wold. Commissioner Napier replaced Irons.	100-150	TBD	TBD	TBD
Updated Zoning Ordinance	CC based on CCC letter	2010		1,800	TBD	TBD	TBD
Updated General Plan/LCP	CC based on CCC letter	2010	Subcommittee formed. Meetings held are: 11/9/11 to develop plan of action ecreation Element, 12/7/11 to review Access & Recreation Element. Changes were made but not yet finalized. 1/9/12 to review Harbor Resources Element Next meeting scheduled for 1/30/12 to discuss Visual Resources	1,800	TBD	TBD	TBD