



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 - Tuesday, November 18, 2014
Veteran's Memorial Building – 6:00 P.M.
209 Surf Street, Morro Bay, CA**

Chairperson Robert Tefft

Vice-Chairperson Gerald Luhr
Commissioner Richard Sadowski

Commissioner Michael Lucas
Commissioner Katherine Sorenson

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 not on the agenda may do so at this time. In a continual attempt to make the public process open to members of the public, the City also invites public comment before each agenda item. 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' Office Assistant at (805) 772-6264. 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 Current and Advanced Planning Processing List
Staff Recommendation: Receive and file.
- B. PUBLIC HEARINGS - None
- C. UNFINISHED BUSINESS
 - C-1 Discussion of Design Guidelines
Staff Recommendation: Review, comment, and provide direction.
- D. NEW BUSINESS
 - D-1 Interpretation of Zoning Ordinance Section 17.56.190
Staff Recommendation: Review and adopt Planning Commission Resolution 26-14.
- E. DIRECTOR AND PLANNING MANAGER COMMENTS
- F. ADJOURNMENT
 Adjourn to the regular Planning Commission meeting at the Veteran's Memorial Building, 209 Surf Street, on December 2, 2014, 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.



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

This tracking sheet shows the status of the work being processed by the Planning Division

New Planning items or items recently updated are highlighted in yellow. Building items highlighted in green are pending action from the applicant.

Approved projects are deleted on next version of log.

Agenda No: A-1

Meeting Date: November 18, 2014

#	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	LaPlante	3093 Beachcomber	11/3/11	CP0-365	Coastal Development Permit for New SFR in appeals jurisdiction. Proposed SFR of 3,495sf w/ 500 sf garage on vacant land.	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. MR-Met with Applicant and discussed potential impacts of project and CEQA information requested to complete MND. Applicant is preparing Biological Report. Biological report received 3/13 and under review. Project referred to environmental consultant and Coastal. MND in process. Applicant revising bio report and snail study. Spoke w/ Applicant Representative 3-13-14. Snail study complete and sent to Dept of Fish and Wildlife for concurrence review. Spoke w/ environmental consultant re completion of environmental 4/7 C.J. Met with application 7-18-14 to request addendum to bio report in order to complete CEQA. Bluff determination and snowy plover report submitted 8-14-14. C.J. MND complete. Anticipate routing to State Clearinghouse on 9/18/14. Anticipated Public Hearing Date 11/4/14. Coastal Commission comment letter received 10-20-14. City responded to Coastal on 10-27. Applicant working to address comments. C.J.	Review complete, applicant to obtain building permit prior to construction.	DH comments submitted 1/18/2012. Provide EC, drainage report, SW mgmt.	No Comments to date
2	Nagy	371 Piney	3/20/14	CP0-427	Admin Coastal Dev. Permit for new 3,022 square-foot SFR and garage, plus deck and balcony.	Received 3/25/14. Under Initial review. C.J. Correction letter sent 4/25 NC. Resubmittal received 5/21. Corrections sent 6-3-14 and 7-10-14. WM Resubmittal received 10-29.	BC- conditionally approved.	JSW- conditionally approved.	
3	Goodwin	2920 Juniper	5/21/13	CP0-399	Admin CDP for new 3,645sf SFR with 1,028sf garage on vacant lot	CJ- Application deemed incomplete. Requested corrections 6/10/13. Sent Intent to Deem Withdrawn letter on 8-28-14. JG. Spoke with applicant who requested to keep application active. JG. Resubmittal received 9/25/14. Deed restriction required. JG. Noticed. Permit ready to issue 11/13/14	BC-please route to building.	RS&DH-Plan revisions reqd per memo 5/29/13	
4	Pacific Southwest Community Dev. Corp.	555 Main Street	11/5/14	UP0-392	Minor Use Permit for Elevator Tower to Exceed Height Requirement	21 unit affordable senior rental development. Elevator tower exceeds maximum height requirement by approx 4 feet. Minor Use Permit application pursuant to Zoning Ordinance section 17.48.070.			
30 -Day Review, Incomplete or Additional Submittal Review									
5	Lowe	510 Fresno	10/20/14	UP0-391	Conditional Use Permit for Addition to a Non conforming single family residence: add 508 sf 2-car garage, 383 sf storage room above, with 93 sf deck.	Addition of 2 car garage 508sf and 383 sf 2nd story storage room above w/ 93sf deck.		Routed to JW for review 10/20	

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6	Najarian	2295 Juniper	10/13/14	CP0-454	Administrative Coastal Development Permit for a new SFR on vacant land	New SFR on vacant lot.	BC- incomplete	ME/DH - conditionally approved 10/23/2014. Comments in memo	
7	Christensen	670 Shasta	10/9/14	UP0-390/ AD0-095	Conditional Use Permit and Parking Exception for SFR Addition of greater than 25%	Addition greater than 25% to a nonconforming structure plus parking exception to allow a single car garage where two spaces are required. Needs historical eval. Incomplete letter sent 10/23. JG	BC- conditionally approved.	RPS - Conditionally Approved per memo of 10/23/14	
8	Fowler	1185-1215 Embarcadero	10/6/14	UP0-058	Precise Plan submittal for landside improvements	Under review. Incomplete letter 11-5-14. CJ.			
9	Leage	833 Embarcadero	9/15/14	UP0-389	Demolish existing building. Reconstruct new 1 story building (retail/restaurant use) & outdoor improvements	Under review. Deemed incompletd. Letter sent 10-13-14. CJ	BC- incomplete	RPS - Disapproved for plan corrections noted in memo of 10/14/14	
10	Jeffers	2740 Elm Street	9/3/14	CP0-450	Admin Coastal Dev. Permit for Demo/reconstruct of 830 sf unit and reconstruct 1523 sf home with 2 car garage. (Proposal includes existing secondary unit to remain)	Under review. Correction letter sent 9-12-14. Resubmitted 9-26-14. Correction letter sent 10/15/14. JG.	BC- conditionally approved.	JW- Approved 10/1	
11	Verizon / Knight	750 Radcliffe	8/13/14	CP0-449/ UP0-385	CDP and CUP for upgrades to telecommunications facility	Correction letter sent 9-17-14. CJ.	BC- conditionally approved.		
12	Salin	845 Ridgeway	8/8/14	CP0-448	Admin Coastal Development Permit for new SFR	Correction letter sent 8-28-14. with follow-up direction emailed 9/10/14. Confirmed with Applicant's Representation 9-30-14. CJ	BC- conditionally approved.	DH/ME- Began resubmittal review 10/28	
13	Wordeman	2900 Alder	7/28/14	CP0-447	Admin Coastal Dev. Permit for new construction of duplex in R-4 zone. Unit A: 1965 sf w/605 sf garage. Unit B: 1714 sf w/605 sf garage.	Under Review. Correction letter sent 8-27-14. CJ.	BC- conditionally approved.		
14	Romeiro	219 Marina	7/22/14	CP0-446	CDP: Addition > 10% to Non conforming SFR in Coastal Appeals Jurisdiction	Addition that exceeds 10% in appeals area requires CDP. Incomplete letter sent 9-23-14. WM.	BC- conditionally approved.		
15	McCallister	176 Java St.	7/21/14	CP0-444	Coastal Dev. Permit for addition of > 10% to existing SFR within ESH Overlay and Coastal Appeals Jursidiction.	Addition that exceeds 10% in appeals area requires CDP. Correction letter sent 8-25-14. corrections and bio report submitted 10/16/14. Under review. JG. Correction letter sent 10/24. JG. Met with applicant 11/10/14.	BC- conditionally approved.		
16	Sotelo & Chanley	420 Island	7/17/14	CP0-443	Coastal Dev. Permit for construction of new 1,678sf SFR w/ 482sf garage adjacent to ESH	Under Review. Correction letter sent 8-15-14. SG. Resubmittal received 8/29/14. 2nd Incomplete letter sent 9-16-14. MND completed 10-28-14. SG.	BC- conditionally approved.	BCR - conditionally approved. Needs Floodplain Dev. Permit	
17	Johnson	301 Little Morro Creek Rd	6/26/14	CP0-442 & UP0-081	Coastal Dev. Permit and Special/Interim Use Permit for new BMX Bike Park	Under Review. Correction letter sent 8-26-14. Meeting held 9-9 w/ Applicant to discuss outstanding issues. CJ.	BC- incomplete	BCR- Conditionally improved with stomwater exemption. Needs floodplain dev. Permit	
18	Dennis	290 Piney Ln	6/26/14	CP0-440	Administrative Coastal Development Permit for new 3,108 SFR with 591sf garage and 316sf balcony	Under Review. Correction letter sent 9-08-14. Corrections resubmitted 10/15/14. JG. Correction letter sent 10/24. JG Resubmittal 11/12/14. Under review.	BC- conditionally approved.	BCR/DH drainage plan under review	
19	Dennis	270 Piney Ln	6/26/14	CP0-439	Administrative Coastal Development Permit for new 3,108 SFR with 591sf garage and 316sf balcony	Under Review. Correction letter sent 9-08-14. Corrections resubmitted 10/15/14. JG. Correction letter sent 10/24. JG Resubmittal 11/12/14 Under review	BC- conditionally approved.	BCR/DH drainage plan under review	

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20	Dennis	280 Piney Ln	6/26/14	CP0-438	Administrative Coastal Development Permit for new 3,108 SFR with 591sf garage and 316sf balcony	Under Review. Correction letter sent 9-08-14. Corrections resubmitted 10/15/14. JG. Correction letter sent 10/24. JG Resubmittal 11/12/14 Under review	BC- conditionally approved.	BCR/DH drainage plan under review	
21	Frye	250 & 244 Shasta Street	6/17/14	CP0-213 Amendment	Amendment to CP0-213 & Variance Request (amendment to original 2006 CDP for 250 Shasta)	Amendment to Administrative Coastal Permit CP0-213 and Variance Request to allow a north side yard setback of less than the required 5 feet at 244 Shasta. Including encroachment of garage into required side yard setback and allow home at 0 ft. setback. Correction letter sent 8-28-14. 2nd letter sent 9-18-14 regarding administrative permit modification for a non-conforming structure. Spoke with applicant 10-27. CJ	BC- incomplete	BCR_ 7/8/13 cond appr. Complete frontage improvements required	
3	Hough	289 Main	10/16/13	CP0-410 & UP0-369	CDP and CUP to construct a 2,578sf single family home on vacant lot	CJ- under review. Met with Applicant's representative 11-21-13. Project subject to bluff development standards. Met w/ Applicant representative 3-3-14 regarding bluff determination per LCP maps. Letter sent 4-1-14 re completeness and bluff standards. CJ. Visited site to review project 10-24-14. Concurrent request sent re bluff to Coastal Commission 10-27-14. CJ.	BC- conditionally approved. TP-Disapprove 12/6/13.	BCR: Conditionally approved: ECP and sewer video required per memo of 10/28/13	
4	Redican	725 Embarcadero Rd.	6/26/13	UP0-359	Use Permit for seven boat slips and gangway	Under review. Incomplete letter sent 7-23-13. Resubmittal received on October 1, 2013. Additional info requested and resubmittal received 12-2-13. Incomplete letter sent 12-30. Meeting with Applicant on 2-13-14. Emailed Applicant 2-26-14 to clarify eelgrass study requirements for environmental review. CJ. Met with environmental consultant to review CEQA requirements 4-17-14. Seeking additional fee estimate for CEQA review. Met with consultant 7-2-14. Revised fee estimate provided to applicant 7-25-14. Draft environmental MND received from consultant and under review for completeness. Info hold letter sent 9-2-14. Resubmitted 10-28-14. CJ.	Bldg -- Review complete, applicant to obtain building permit prior to construction. Disapproved 4/21/14TP-Disapprove 11/19/13.	N/R	Harbor conditions: 1. one slip to be reserved for public use; 2. southern-most end tie to remain vacant in order to not encroach on neighboring lease site. Note-water lease line will need to be extended out to accommodate slips. EE 12/16/13
5	Perry	3202 Beachcomber	9/8/2011 & 10/25/2012	AD0-067 / CP0-381	Variance. Demo/Reconstruct. New home with basement in S2.A overlay. Variance approved for deck only; the issue of stories was resolved due to inconsistencies in Zoning Ordinance.	Variance approved at 8/15/12 PC meeting. Appealed by 3 parties to City Council. Appeal to be heard. City Attorney reviewing. Appeal in abeyance until coastal application complete. Incomplete letter for CDP sent 12/13/12. No response since 2012. Sent Intent to Deem Withdrawn Letter 9-2-14. JG. Applicant responded with Request for Meeting to keep CDP application open. SG.	Review complete, applicant to obtain building permit prior to construction.	See above	
Continued projects									

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6	Frye	3420 Toro Lane	1/13/14	CP0-419 & UP0-383	Coastal Development Permit and Conditional Use Permit for New 2,209sf SFR and 551sf garage w/ approx. 300 sf of decking on vacant lot.	Under initial review. Met w/ Applicant 1-17-14 re Incomplete Submittal of Plans. Resubmitted 1-23-14. Correction letter sent 2-20-14 CJ Met w/ Applicant 2-28-14 to review process - CJ. Correction letter sent 3-28-14. Met w/ environmental consultant 4/7. Draft initial study under review and plans resubmitted 6/25/14. WM. MND routed to State Clearinghouse with tentative PC hearing date for 9/2/14. Correspondence received from Coastal Commission and Ca Dept of Fish and Wildlife regarding environmental. Applicant addressing concerns. PC continued to date uncertain. Met with Applicant 9-30-14. Addendum to Bio report received 11/11. Need to revise and recirculate MND. WM	BC-disapproved- need geologic and engineering geology report.FD/TP Approve2/24/14	RS/DH 7/22/14 under review	
7	Gonzalez	481 Java	12/30/13	UP0-374	Conditional Use Permit for non-conforming single-family residence. Addition of 578 sf plus 112 sf of decking	KM - Under initial review. GN - Incomplete letter sent 1/30/14. Met w/ applicant 4/3 WM/GN. Applicant resubmitted 4/3/14. GN - Third incomplete letter sent 4/8/14. Project does not conform to standards. Applicant responded 5/1/14 wishes to proceed to PC w/ project as submitted. WM. Noticed 5/23 NC. Continued to a date uncertain by Planning Commission at the 6/3 meeting to address parking non-conformities. WM. Resubmitted 9/26/14. Met with applicants regarding need to provide workable parking on site. WM	BC- conditionally approved.	BCR - Began resubmittal review 9/30/14	
8	City of Morro Bay	End of Nutmeg	1/18/12	UP0-344	Environmental documents for Nutmeg Tanks. 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. MR-Reviewed MND and met with SWCA to make corrections. In contact with County Environmental Division for their review. MND received by SWCA on 10/7/12. MND out for public notice and 30 day review as of 11/19/12. 30 day review ends on 12/25/12. No comments received. Scheduled for 1/16/13 Planning Commission meeting and then to be referred back to SLO County. Planning Commission continued this item to address concerns regarding traffic generated from the removal of soil. In applicant's court, they are addressing issues brought up by neighbors during initial P.C. meeting. Project has been redesigned and will be going forward with concrete tanks. Modifications to the MND are in process. Neighborhood meeting conducted with Engineering on 9/27/2013. Revising project description and MND.	No review performed.	BCR- New design concept completed. Needs new MND for concrete tank, less truck trips.Neighborhood mtg held 9/27. Neighbors generally support new design that reduces truck trips by 80%. Concrete batch plant set up on site will further reduce impact. 5/5/14 - Cannon contract signed to finish permit phase. Construction will be delayed to FY15/16	
Projects in Process									

#	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
9	Frye	244 Shasta	3/6/13	CP0-396 and AD0-081	Secondary Unit and Parking Exception.	Proposed creation of secondary unit from garage. Parking exception. First Noticed 5-16-13. Setbacks noted on plan incorrect, therefore project required to be re-noticed on 6/26/13. Applicant now required to comply with or amend existing permit #CP0-013 before proceeding with proposed project. Met with applicant's representative regarding previously approved permit. Waiting for applicant's resubmital. Wayne Adams submitted a letter 1/6/14 requesting that the City determine the remaining permit considered abandoned. Letter sent re permit amendment request on 3-31. CJ. Permit modification received 6-17-14. Correction letter sent re. permit modification 8-27-14. CJ.	No review performed.	N/R	
Environmental Review									
10	Sonic	1840 Main St.	8/14/13	UP0-364 & CP0-404	Conditional Use Permit and Coastal Development Permit to develop Sonic restaurant.	Under initial review. Comment letter sent 9/10/13. CJ. Spoke w/ applicant 10/3 re: traffic study. CJ. Public Works & Fire comments received & forwarded 10/8/13 to applicant. Comments from Cal Trans received 10/31 and forwarded to Applicant. Applicant requested meeting w/ City staff & Cal Trans to review project requirements. Had project meeting-discussed traffic study requirements on 11-21-13. Requested fee estimate from environmental consultant for CEQA purposes. CJ. Resubmitted 5/27. Environmental Review in process. Correction letter based on environmental review sent 8-6-14. CJ	Bldg -- Review complete, applicant to obtain building permit prior to construction.FD-Disapprove UPO 364/CPO 404 9/11/13	RPS: Initial conditions provide by memos of 9/10/13 and 10/14. Met with Caltrans on 10/17. 7/22/14 Resubmittal review underway	
11	Turner	356 Yerba Buena	10/30/13	CP0-412	Single Family Addition & Remodel to a total of 2,767sf with 599sf garage	Property located within ESH area. Wetlands delineation study received. Incomplete letter sent 11-26-13. CJ. Resubmittal received. Draft initial study under review. 2nd incomplete letter sent 8-29-14. CJ. Public Works comments sent 8/29 to Applicant necessary to complete MND. Draft MND received from consultant. Resubmittal received 9/5/14 and 10/29. MND completed 11/13/14. To be routed to State Clearinghouse. CJ.	BC- conditionally approved.TP-Cond Approve 11/25/13.	JW-Disapproved; additional easement in question 10-1-2014. JW-Disapproved; additional easement in question 10-28-2014	
12	City of Morro Bay	N/A			MND for Chorro Creek Stream Gauges	Applicant requesting meeting for week of 9/9/13. SWCA performing the environmental review-tentatively scheduled for 10/14/2013.	No review performed.	N/R	
Grants									
13	Coastal Conservancy, California Coastal Commission, California Ocean Protection Council	City-wide			\$250,000 Grant Opportunity for funding for LCP update to address sea-level rise and climate change impacts.	Application submitted July 15, 2013. Awaiting results. Agency requested additional information and submitted 10-7-13. Notice received application was successful for amount requested. City funded \$250,000. Staff in contact with CA Ocean Protection Council staff to commence grant contract.	No review performed.	N/A	

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14	City of Morro Bay	City-wide			CDBG funding to CAPSLO for operation of the Prado Day Center & Homeless Shelter, & Senior Nutrition Program and ADA Pedestrian Accessibility project.	Staff has ongoing responsibilities for contract management. 2012 contracts in progress. 2013 contracts in progress. City Council approval 6/10/14 for City participation in Urban County consortium for Fiscal Years 2015-2017. Upon approval, agreement to be forwarded to County Board of Supervisors for 7/8/14 meeting. HUD monitoring visit conducted 7/17/14 for Fair Housing and Public Participation federal compliance. Needs Assessment Workshop scheduled for 9/11/14 in tandem with Cities of Atascadero and Paso Robles at Atascadero City Hall 5pm.	No review performed.	N/R	
Project requiring coordination with another jurisdiction									
15	City of Morro Bay	Outfall			Original jurisdiction CDP for the outfall and for the associated wells	Coastal staff is working with staff. Coastal letter received 4/29/2013.	No review performed.	City provided response to CCC on 7/12/13. Per Qtrly Conference Call CCC will take 30days to respond	
16	City of Morro Bay Desal Plant	170 Atascadero			Project requires a Coastal Development Permit for upgrades at the Plant. Final action taken Sent to CCC but pursuant to their request the City has rescinded the action.	Waiting for outcome from the CDP application for the outfall	No review performed.	BCR- Phase 1 Maint and Repair project is underway. Desal plant start-up scheduled for 10/15/13. Phase 1 complete and finalized. Phase 2 on hold as of 7/22/14.	
Preapplication projects - None currently									
Final Map Under Review									
17	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. MR- Received letters from biologist regarding revegetation on 9/2/12. Letter sent to biologist. Recent Submittal reviewed and memo sent to PW regarding deficiencies. Initial review shows resubmitted map does not meet the 50 foot ESH buffer setback requirement.	No review performed.	DH - resubmitted map and Biological study on Dec 19th 2012. PW has completed their review. Received a letter from Medina's lawyer and preparing response. PW comments sent to RS to be included with his response letter. RS said to process map for CC. Letter being prepared to send to applicant to submit mylars for CC meeting.	
Projects Continued Indefinitely, No Response to Date on Incomplete Letter or inactive									

#	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	Maritime Museum Association (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. Resubmitted additional material on 9/30/09. Applicant working with City Staff regarding lease for subject site. Applicants enter into agreement with City Council on project. Applicant to provide revised site plan. Staff processing a "Summary Vacation (abandonment)" for a portion of Surf Street. Staff waiting on applicant's resubmittal. Meeting held with applicant 2/23/2011. Staff met with applicant 1/27/11 and reviewed new drawings, left meeting with 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. Sent Intent to Deem Withdrawn letter 9-2-14. JG.	Please route project to Building upon resubmittal.	An abandonment of Front street necessary. To be scheduled for CC mtg.	
19	Sequoia Court Estates	670 Sequoia	4/3/12	UP0-349 & S00-112	Parcel Map. 3 parcels and an open space parcel. A revised subdivision map was submitted for review on August 6, 2012.	Incomplete letter sent to applicant/agent. Project submitted without necessary materials for processing. Applicant submitted a revised plan reducing the number of lots, and is providing additional information as requested addressing City requested information. Additional information submitted; waiting for biological report. Report should be submitted in September 2012. Needs drainage plans. MR: Second incomplete letter sent 11/13/12. MND in preparation. Susan Craig, Coastal Commission staff confirmed property is entirely outside coastal zone. Met with applicant on 1/30/2013 project moving ahead, staff waiting on resubmittal. Applicant directed to obtain wetland determination. Project waiting on applicant. Resubmittal received 9-10-13. Corrections sent to applicant. Project still does not meet code requirements. Subdivision Review Committee to review project 2/11/14. Sent Intent to Deem Withdrawn letter on 9-2-14. JG. Request to keep project open 10/2014	Review complete, applicant to obtain building permit prior to construction. TP/FD Disapprove SOO-112 w/corrections 10/18/13. FD Disapprove 1/31/14.	BCR- comments submitted 4/17/12. Drainage issues need to be addressed. 1/17/14 Drainage report incomplete. Developer needs to show how water quality requirements will be addressed. Peak flow mitigation not required at this phase.	
20	Lucky 7	1860 Main	3/12/13	CP0-394	Construct Fuel Island Canopy	CJ- Requested additional info. 3-29-13 Resubmittal received 7-22. Project deemed not exempt from CEQA. Initial Study in process. Requested photometric plan for new lighting of canopy via phone 1-28-14 for initial study. Photometric plan and revised plans received 2-10-14. Reviewing new material submitted for inclusion in Initial Study. Initial Study complete and ready for signature 5/1/14. Reviewed with applicant 5/12. Waiting on Applicant to sign mitigations. WM. Sent Intent to Deem Withdrawn letter 8-28-14. JG.	Review complete, applicant to obtain building permit prior to construction. FD Approval CPO 394 8/23/13	Approved BCR 3/18/13	

#	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
21	AT&T	590 Morro	1/16/14	CP0-126 / UP0-084	Upgrade of unmanned telecommunications facility	Under initial review. Emailed update to Applicant 3-3-14. Correction letter sent 3-19-14. WM. Intent to Deem Withdrawn letter sent 8-28-14. JG. Spoke with applicant 9-16, intends to resubmit. JG.	BC- conditionally approved.	BCR- ADA ramp upgrade required	
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.MR: Received letter from applicant's rep 11/15/12 requesting project remain open. Called B. Elster for further information. Six month extension granted. Sent Intent to Deem Withdrawn Letter 8-28-14. JG.	Please route project to Building upon resubmittal.	N/A	
Projects going forward to Coastal Commission for review (Pending LCP Amendments) / State Department of Housing									
23	City of Morro Bay	Citywide	10/16/13	A00-013	Zoning Text Amendment - Second Unit	Secondary Unit Ordinance Amendment. Ordinance 576 passed by City Council in 2012. 6-11-13 City Council direction to staff to bring back to Planning Commission for review of ordinance. At 10-16-13 PC meeting, Commission recommended changes to maximum unit size and tandem parking design where units over 900 sf and/or tandem parking design of second unit triggers a CUP process. Council accepted PC recommendation at 2-11-14 meeting and directed staff to bring back revised ordinance for a first reading and introduction. Item continued to 4/22/14 Council meeting to allow time for Coastal staff comment regarding proposed changes. Council approved Into and First Reading on 4/22/14. Final Adoption of Ord. 585 at 5/13/14 Council meeting. Ordinance to be sent as an LCP Amendment for certification by Coastal Commission.	No review performed.		
24	City of Morro Bay	Citywide		LCP-3-MRB-14-0409	Housing Element Implementation	Ordinance 584 sent as LCP Amendment to Coastal Commission. Coastal letter received 4-28-14. City response letter sent 5-21-14. C.J. Received Coastal response via consultant 7-30-14. LCP Amendment tentatively scheduled for August Coastal Commission hearing.	No review performed.		

#	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
24	City of Morro Bay	Citywide	2/1/13	Ordinance 556	Wireless Amendment - LCP Amendment CHAPTER 17.27 Amendment for "Antennas and Wireless Telecommunications Facilities" AND MODIFYING CHAPTER 17.12 TO INCORPORATE NEW DEFINITIONS, 17.24 to MODIFY primary district matrices to incorporate the text changes , 17.30 to eliminate section 17.30.030.F "antennas", 17.48 modify to eliminate section 17.48.340 "Satellite dish antennas" and Modify THE TITLE PAGE TO REFLECT THE NEW CHAPTER.	Application for Wireless Amendment submitted to Coastal Commission 9-11-13. Received comments back from CCC 11-27-13, working on addressing issues.	No review performed.	N/A	
25	City of Morro Bay	Citywide	6/12/12	Ordinance 578 / A00-014	North Main Commercial Parking. LCP Amendment to Zoning Ordinance , Title 17 Section 17.44.020 Parking Facilities.	LCP Amendment to Zoning Ordinance, 17.44.020 submitted to Coastal 9-2013. Amend ordinance to exempt the North Main Street Commercial Area from the provisions required by 17.44.02 A.1 which would allow businesses to change use intensity without providing additional parking. Comments received back from Coastal 11-2013., working on addressing outstanding items requested by Coastal.			

Projects Appealed or Forwarded to City Council

26	City of Morro Bay	Citywide	6/19/13	A00-015	Sign Ordinance Update. Text Amendment Modifying Section 17.68 "Signs"	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. PC made recommendations and forwarded to Council. 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 to be back to City Council first meeting in Nov. Workshops scheduled 9/29/11 & 10/6/11 .-Workshop results going to City Council 12/13/11. Continued to 1/10/12 CC meeting. Staff Report to PC. Project went to 5/2/2012. Currently an intern is working on the Sign Ordinance. Update due to City Council in June 2013. Draft Sign Ordinance reviewed by PC on 6/19/13. Continued to 7/3/13 PC meeting for further review. PC has reviewed Downtown, Embarcadero, and Quintana Districts as well as the Tourist-Oriented Directional Sign Plan. 8/21/13 PC meeting scheduled to review North Main Street District. Final Draft of Sign Ordinance approved at 9/4/13 PC meeting with recommendation to forward to City Council. Council directed staff to do further research with local businesses. First workshop held 11/14 with approx. 12 Quintana area businesses. Downtown workshop held March 2014, North Main business workshop held 4/28/14 and Embarcadero business workshop to be held 5/19/14. Result of sign workshops to be agendized for Planning Commission.	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. PC made recommendations and forwarded to Council. 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 to be back to City Council first meeting in Nov. Workshops scheduled 9/29/11 & 10/6/11 .-Workshop results going to City Council 12/13/11. Continued to 1/10/12 CC meeting. Staff Report to PC. Project went to 5/2/2012. Currently an intern is working on the Sign Ordinance. Update due to City Council in June 2013. Draft Sign Ordinance reviewed by PC on 6/19/13. Continued to 7/3/13 PC meeting for further review. PC has reviewed Downtown, Embarcadero, and Quintana Districts as well as the Tourist-Oriented Directional Sign Plan. 8/21/13 PC meeting scheduled to review North Main Street District. Final Draft of Sign Ordinance approved at 9/4/13 PC meeting with recommendation to forward to City Council. Council directed staff to do further research with local businesses. First workshop held 11/14 with approx. 12 Quintana area businesses. Downtown workshop held March 2014, North Main business workshop held 4/28/14 and Embarcadero business workshop to be held 5/19/14. Result of sign workshops to be agendized for Planning Commission.	No review performed.	N/R	
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Projects in Building Plan Check

#	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
27	Sangren	675 Anchor	11/28/12	B-29813	SFR Addition	Requested corrections 1/9/13. CJ. Resubmittal received and under review (November 14, 2013). Denial letter sent 4/24/14 GN	BC- Returned for corrections 1/9/13.	N/A	
28	Sherrod	938 Anchor	11/8/13	B-30053	SFR Add/ Remodel: Add 676 sf feet to existing 1370 sf SFR. 614 sf second story with 130 sf of deck and 271 sf of roof deck.	KM -Under review. Corrections returned 12-9-13. Variance granted by PC for rear yard. Front yard setback non-conforming.	BC- on hold pending planning process.	DH-7/22/14 needs sewer video	
29	Hill	445 Arcadia	7/8/14	B-30204	SFR Carport/ Deck	CJ - Corrections sent 7-14-14. Left msg w/ applicant requesting site visit 9/25/14. CJ.	BC- Resubmitted 9/10/14.	JW-Disapproved, Correction Memo filed 7/18/2014; JW-Approved 10/28/2014	
30	LaPlante	3093 Beachcomber	11/3/11	B-29586	New SFR: 3,495sf w/ 500 sf garage on vacant land.	SD--Incomplete Letter 12/12/11. Phase 1 Arch Report required and Environmental Document. Incomplete letter sent 2/2012. MR: Met with applicant to go over environmental issues.	BC- Application on hold during planning process	DH- Provide SW mgmt, drainage rpt, EC.	
31	Beckett	175 Easter	8/19/14	B-30245	SFR Add: 735 sf living, 419 sf garage, 285 sf decking	Approved 8-21 CJ	BC- under review.	JW- 10/21/14 corrections needed.	
32	Jeffers	2740 Elm	3/12/14	B-30126	SFR Demo/ Reconstruct	GN - Needs CDP; Correction memo sent 4/10/14. Pending CDP approval. CJ. Correction letter sent. JG	BC-returned for corrections 4/15/14.	JW- 4/7/14 corrections needed. JW- 9/9/14 2nd Submittal: Corrections and SWP Video	
33	Caldwell	801 Embarcadero	8/18/14	B-30250	Commercial Hood System		BC- returned for corrections 10/8/14.		
34	Fowler	1213 Embarcadero	9/11/14	B-30270	Phase 1-B Water Site Improvements	Requested correction 10-7-14 - CJ	BC-under review.	RPS - Disapproved per memo of 10/31/14	
35	PG&E	1290 Embarcadero	10/2/13	G-040	Soil Removal	CJ- Monitoring Well location partially in Coastal original jurisdiction. Coastal Commission processing consolidated permit. Waiver granted by Coastal 9-14-1491-W	BC- on hold pending planning process.	Memo of 11/29/13. CDP application should address soil revegetation or stablization of excavated area	
36	Buquet	647 Estero	3/14/14	B-30129	New SFR: 1662 sf living, 577 sf garage, 564 sf unfinished space, and 230 sf deck	GN- conditionally approved, need to add conditions as a separate plan sheet. 3/27/14	BC- RTI 5/12/14.	DH - approved 5.8.14	
37	Appleby	381 Fresno	7/31/14	B-30227	Carport& Storage Shed	Correction sent 8-7-14. WM. Will require a CUP prior to building. JG	BC-on hold pending Planning process.	RPS - No PW comments if street access is not required for storage	
38	Montecalvo	510 Fresno	5/16/14	B-30212	New 2car gargaie (508 sf) w/ storage (383 sf) above, and 93 sf deck	Corrections sent 8-11-14. WM.	BC- returned for corrections 8/22/14.	Assigned to ME/DH for review	
39	Conrad	2820 Greenwood	12/30/13	B-30079	SFR Add/ Second Unit: 300 sf attached studio (27 new sf and convert 273 sf)	Under review. 2nd unit will require CDP.	BC- returned for corrections 2/28/14.		
40	MB Friends of the Library	625 Harbor	10/6/14	B-30263	Disabled Access Site Improvements	approved. JG.	BC- under reievw		
41	MB Friends of the Library	625 Harbor	10/7/14	B-30290	Courtyard Improvements	approved. JG.	BC- under reievw		
42	Meissner	1387 Hillcrest	7/31/14	B-30226	New SFR: 2,073 sf with 570 sf garage, 108 sf deck, and 975 sf of unconditioned under floor area.	Corrections sent 8-22-14. WM.	BC- under reievw		
43	Wass	2910 Ironwood	9/30/14	B-30285	SFR Remodel/ Stuctural Modifications		BC- under reievw		
44	Groom	3039 Ironwood	1/15/14	B-30084	New SFR: 2205 sf living, 510 sf garage, and 290 sf decking	Needs CDP.	BC-Ready to Issue 7/10/14.	BCR-7/1/14 approved. SW O&M plan rec'd 7/10/14	
45	Sotello	420 Island	6/30/14	B-30192	New SFR: 1678 sf living, 482 sf garage, 106 sf decking	Needs CDP.	BC- Returned for correction 10/2/14.		
46	McCallister	176 Java	6/3/14	B-30179	SFR Remodel	Project exceeds 10% in coastal appeals area. Will require a CDP prior to Building. CJ	BC-Returned for corrections 6/18/14.	BCR- under review	
47	Gonzalez	481 Java	10/6/13	B-30029	SFR Addition/ Remodel: add 578 sf living and 112 sf decking	KM - Disapproved due to nonconforming issues 10/22/13. GN - Sent out incomplete letter 1/30/14 with revisions. Resubmitted 4/3/14. Third incomplete letter sent 4/8/14.	BC- on hold pending planning process.	Return for resolution of Planning issues	

#	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
48	Ramsay/ Chivens	431 Kern	3/11/14	B-30078	SFR Demo/ Reconstruct: demo 1800 sf living, reconst. 2274 sf living, 550 sf garage, and 408 sf decking	Needs CDP prior to Building Permit	BC-Issued 9/16/14.	RS 3/24/14 Cond Appr. w/ frontage Improvements	
49	Ramsey	330 Kings	8/13/14		SFR Addition	Approved 8/21/14. CJ.	BC-Issued 9/22/14.	BCR 9/9/14 Resubmittal approved	
50	Gong	217 Main	2/27/14	B-30115	New SFR	Correction memo sent 4/24/14 GN. Approved 8/25/14. CJ.	BC- Issued 8/28/14.	BCR- 2nd review complete, several items from first review not addressed	
51	Senior Appartments	555 Main	6/30/14	B-30190	21 Unit Senior Apartments	Corrections sent 8-5-14. CJ.	BC-Returned for corrections 9/2/14.	To BCR for resubmittal review 10/30/14	
52	AT&T	788 Main	6/23/14	B-30194	Recycling Facility and Site Improvements	Correction sent 7-14-14. WM	BC-under review.	RPS -Conditional Approval with modifications per memo of 10/14/14	
53	Dyson	1177 Main	8/18/14	B-30248	Covered Patio		BC-Returned for corrections 9/8/14.		
54	Naran	2176 Main	5/13/13	B-29918	Partial change of occupancy	CJ - Corrections sent 5-29. Resubmittal received 11-20 and corrections sent 12-10-13.	BC-returned for corrections 12/16/13.	N/R	
55	Domino's	2360 Main	9/16/14	B-30278	Commercial remodel		BC-RTI 10/8/14.		
56	Meisterlin	315 Morro Bay Blvd.	9/12/14	B30275	Commercial Alteration-Handicap restroom	Approved	BC-returned for corrections 10/2/14.		
57	Arriana's	525 Morro Bay Blvd	7/14/14	B-30208	Commercial Foodservice Facility	Approved. WM 7-31	BC-out for corrections.		
		433 Oahu	11/10/14					To ME for review 11/12/14	
58	Valelley	460 Olive	9/12/14	B-30273	New SFR, previously constructed second unit, address changed to 468 Olive	approved 10/16/14. JG			
59	Nagy	371 Piney	8/11/14	B-30237	New SFR: 3,022 square-foot SFR and garage, plus deck and balcony.		BC-out for corrections.		
60	T-Mobile	750 Radcliffe	7/25/14	B-30221	Fiber Utility Connection	Under review.	BC-Returned for corrections 9/30/14.		
61	Adamson	1000 Ridgeway	9/11/13	B-30008	New SFR	CJ - on hold until CDP approval. CDP under appeal. CDP denied by Planning Commission 6/17. Council denied appeal 8-12-14 thus denying project.	BC- on hold pending planning process.	BCR: Revise plans per memo of 10/14/13	
62	Frye	244 Shasta	5/7/13	B-29910	Garage to Second Unit conversion	KM - Needs to comply with or amend existing CDP. Wayne Adams submitted a letter 1/6/14 requesting that the City determine the remaining permit considered abandoned.	BC- on hold pending planning process.	BCR-approved 5/13/13	
63	Rodgers	445 Shasta	9/26/14	B-30243	New SFR: 2343 sf living, 1046 sf garage, and decking		BC- resubmitted 9/29/14. No WEU required, house previously demo'd on site 2003.	RPS - Approved with deferred submittal of frontage improvement plans per memo of 10/14/14	
		60 State Park Rd	11/3/14	B-30312	Public Area Remodel - Phase 2			RPS - Architectural remodel only. No utility or PW improvements warranted for this phase	
64	Riles	155 Tahiti	10/6/14	B-30289	Convert portion of storage room to bathroom and closet.		BC-under review.		
65	Williams	320 Trinidad	7/24/14	B-30220	Convert Existing Storage Space to Guest House	Deed restriction required prior to issuance. Approved. CJ	BC-RTI pending covenant.		
66	James	341 Vashon	9/18/14	B-30279	New SFR: 1486 sf living. 446 sf garage, and 176 sf decking	Approved. CJ.	BC-under review. 1 WEU required.	JSW- Corrections/Revisions Needed, Re-submittal required 10/29/2014	

#	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
66	Wammack	505 Walnut	12/31/13	B-30076	New SFR: 2611 sf living, 489 sf garage, 190 sf decks and covered porch	CJ - needs CDP. Appealed. Ready to be noticed.	BC-on hold pending Planning process.	BCR sidewalk deferral agreement	
67	Haeuser	501 Zanzibar	3/21/14	B-30133	SF Addition: 594 sf living and 340 sf decking	NC - Corrections sent 4/25	BC-Returned for corrections 4/28/14.	RS: Comments provided 3/21/14	
Projects & Permits with Final Action									
88	Theis	960 Balboa	9/26/14	CP0-453/AD0-094	Coastal Development Permit and Parking Exception to demolish carport and construct 1 car garage.	Parking Exception request to allow tandem parking in driveway to count for 2nd required parking space. Site visit completed. Approved. Noticed 10/23. JG. Permit Issued	BC- conditionally approved.	ME- Approved 10/7/14	
89	Wammack	505 Walnut	12/31/13	CP0-417	Coastal Development Permit for new 3,236sf SFR including 489sf garage on vacant lot - concurrent permitting for Building Permit	GN - Incomplete letter sent 1/31/14. Resubmittal received 4-1-14. GN - 2nd incomplete letter sent 4/15/14. Waiting on plan changes to identify second unit and required parking. Resubmittal received. Planning Commission hearing project at 8/19 meeting and continued with direction for resubmittal. Planning Commission approval on 9-16-14. Appealed by 3 separate parties with Council to hear appeal at 11-12 meeting. WM. Appeal denied.	BC- conditionally approved.	BCR-approved with deferral of frontage improvements	



AGENDA NO: C-1

MEETING DATE: November 18, 2014

Staff Report

TO: Planning Commissioners

DATE: November 18, 2014

FROM: Scot Graham, Planning Manager

SUBJECT: Design Guidelines

RECOMMENDATION:

Staff recommends that the Planning Commission review the proposed design guidelines for single family homes and provide direction to staff.

DISCUSSION:

The Planning Commission, most recently reviewed design guideline sections A – E, at the November 4, 2014 meeting. Staff has addressed Planning Commissioner comments related to Design Guideline sections A – E. In response to Commissioner comment from the previous meeting, staff has added a new section K to address landscaping concerns. Work on sections F – J is continuing with an anticipated Planning Commission review date of December 2, 2014.

The changes made in response to Commissioner comment from the November 4, 2014 meeting are indicated below.

- Section A. Utilize 300 foot radius map for Neighborhood Compatibility, include language directing consultation with City Staff if questions arise and alter item A-1 to note that special attention should be paid to immediately adjacent homes.
- Section B. Altered language in item B-1 adding reference to 3-dimensional aspects of project massing.
- Section C. No changes
- Section D. No changes. PC requested addition of landscape requirements to this section. Instead of adding landscaping guidelines to section D (Building Orientation), a new section K was created to address landscaping.
- Section E. Added reference to use of permeable pavers for driveway options and provided example figures. Added item 2-c encouraging use of garage doors designed with architectural and visual interest in mind (also see garage door examples).
- Section K (Landscaping). New section added per PC request

Prepared By: _____

Department Review: _____

Language removed from the Design Guidelines section of the staff report is **STRICKEN** and language that has been added is identified by *bold italics*.

Neighborhood Compatibility

Neighborhood compatibility can be a somewhat nebulous concept, but in general, the idea is represented by how a neighborhood looks and feels. The basic features that help define a neighborhood include: landscaping, pedestrian routes, street improvements, building material, architectural style, home size, scale, bulk, proximity of homes to one another, building height, and setbacks.

A majority of the neighborhoods in Morro Bay contain a wide variety of architectural styles, which helps focus policy language on scale, height, bulk and consistency or integrity of the chosen architectural style. To that end staff has reviewed single family residential Architectural Design Guidelines from many sources in order to development the policies provided below.

The intent behind implementation of design guidelines is to conduct design review on all single family residential construction (additions included). The guidelines are meant to implement the neighborhood compatibility policies found in the General Plan and Local Coastal Plan and as such, serve as a basis to provide consistent design review by both City Staff and the Planning Commission.

By applying the Design Guideline as part of the project review process, The City of Morro Bay, has the opportunity to provide positive, constructive direction to the development within the City. The Design Guidelines can save time, facilitate a positive response to community concerns about development proposals, avoid divisive controversy, reduce unnecessary delays and expenses, and most importantly, achieve high quality designs and more livable neighborhoods.

Single Family Residential Design Guidelines

The following guidelines are not meant to encompass the entire range of design possibilities, but instead are meant to provide basic guidance as to what is expected when development is proposed. The policies are not meant to discourage innovative designs nor encourage any specific style or design concept. Variations from these guidelines should be considered when proposed project elements provide for a better project than would be possible adhering to the specific direction provided within the guidelines.

Design Guidelines

A. *Relationship to ~~Adjacent~~ Homes in Immediate Neighborhood*

1. The overall design of the home should ***pay particular attention to the adjacent homes while be remaining*** visually compatible with the

immediate neighborhood. adjacent homes.

2. Maintain architectural integrity with design and material consistency on all facades.
3. When replacing or changing the exterior materials, use materials compatible with homes in the surrounding area.
4. Entryways or features, such as front doors and porches should be visible from the street. Use of tall walls or fences and landscaping or other design elements that block view of the entry should be avoided.

Utilize the diagram below when determining what constitutes the immediate neighborhood within a standard subdivision. There are factors where the diagram may not be applicable including, but not limited to, location and visibility of the building (e.g., terrain of the lot, lots with multiple frontages, small lot sizes).

Should questions arise regarding what constitutes the “Immediate Neighborhood” please consult City Staff.

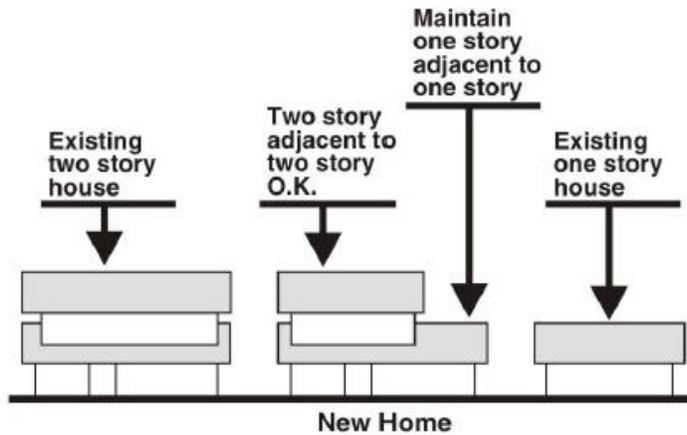
Immediate Neighborhood Map Example (300 Foot Radius).



B. Scale and Mass

Building scale refers to the proportional relationship of a structure to objects/structures next to it. Mass is basically the size of a structure.

1. The perceived scale and mass of a **home design** should be compatible with homes in the nearby area. Features that accentuate the size of the home should be minimized so that it does not appear significantly larger than adjacent homes. Special attention should be given **to the three dimensional massing of a project, with emphasis given to those elevations visible from the public way.** Vantage points, other than street frontages may also be important for corner, hillside and bluff top lots and lots adjacent to parks or other public open space areas.



2. The perceived scale and mass of a proposed addition to an existing residence should be of similar form and shape as those of the original home.
3. Blocks where single story houses or small two story homes are the predominant block pattern, a second story may require special attention. Scale may be minimized by employing one or more of the following technique's:
 - a. Limit the house profile of the expanded or new home to an area generally consistent with the profiles of the existing homes.
 - b. Setting the second floor back from the front and sides of the first story a distance sufficient to reduce apparent overall scale of the building.
 - c. Limit the size of the second story relative to the first story.

- d. Increase the front and/or side setbacks for the entire structure
- e. Place at least 60 to 70 percent of the second floor area over the back half of the first story.
- f. Sloping the new roof away from the adjacent homes.
- g. Incorporate the second story into the roof.





Second floor within roof form helps to relate larger home to smaller neighbors

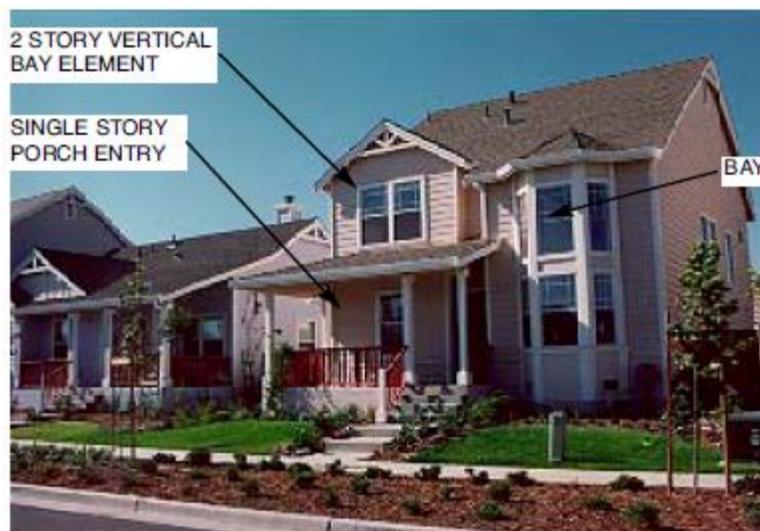
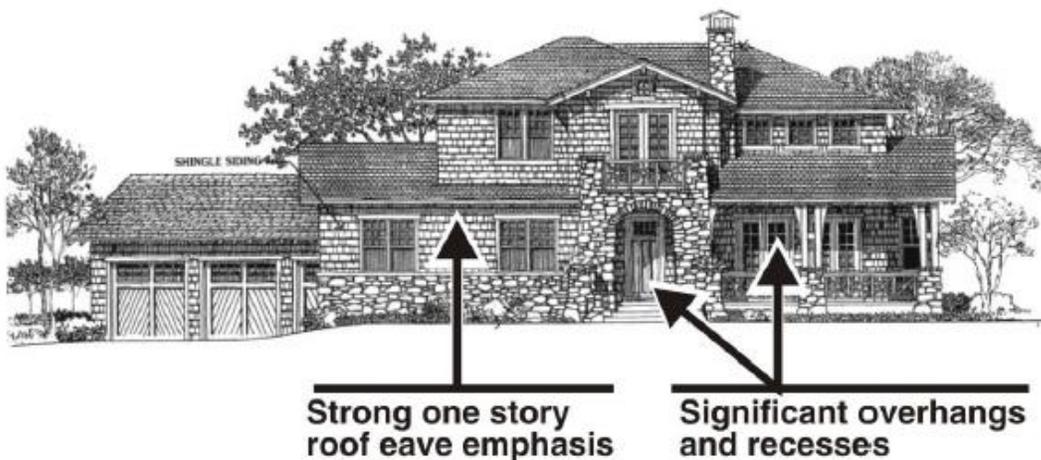


Second floor is pulled into the center of the roof providing a setback from the building edges helping to maintain adequate space, light and sense of openness to the adjacent residences.

C. *Surface Articulation*

Residences should be designed with relief in building facades. Long unarticulated wall and roof planes should be avoided, especially on two story elevations.

1. Changes within the wall and roof planes can be accomplished when one of the forms is setback several feet or when a gable end fronts the street and through the use of porches that run across the street facing elevation of the home.
2. Changes within the wall and roof planes can also be achieved through the use of various textures and materials. This can be seen in the use of horizontal wood lap siding, wood trim around windows and doors, shingle textures on the roof, deep recessed entries, use of roof segments separating the first and second floor facades.



Design exhibits use of differing wall planes, two story entry element and covered porch to break up the front facade.

D. Building Orientation

1. Residences should contain visible front entryways, in scale with neighboring properties and oriented toward the public street.



Avoid exaggerated tall entries like this



Avoid formal entries (above) in neighborhoods with informal homes and in Ranch Style neighborhoods where entries are located under roof eaves as in the example below.



2. Avoid structures with height and bulk at front and side setback lines which are significantly greater than those of the adjacent homes.

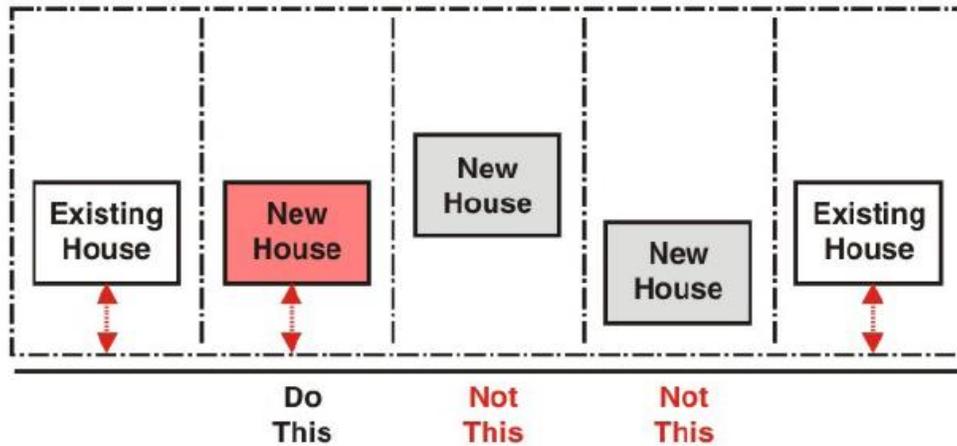


3. Homes should be located on the lot in a similar manner as adjacent homes and within the applicable setback requirements.



Similar front setbacks help define the street edges

4. In cases where setback are varied in the neighborhood, new homes should match those of adjacent homes.
5. Where adjacent homes have differing setback, try placing the home such that it uses an average of the two.



Exception: Where the adjacent lots have a nonconforming setback, the applicant may have the option of conforming to the required zoning setback. In some instances, a varied setback from the neighborhood pattern may be necessary or appropriate (Such lot constraints include topography, trees, creeks, lot size and Environmental Sensitive Habitat).

E. Garage Placement and Design

The living area of a home should be the most prominent feature of the front façade. **Garage doors can have a noticeably negative impact to the street facing elevation of a home.** To reduce the prominence of garages and driveways, home designs should incorporate a least one of the measures below.

1. Garages placed along the front elevation of a home should not exceed 50% of the linear front elevation width where possible. The remainder of the front elevation should be devoted to living area or a porch.
2. Garages exceeding 50% of the linear front elevation should include one of the following design options:
 - a. Recess garage from the front wall of the house a minimum of 5'
 - b. Provide an entry porch trellis extending in front of the face of the garage.
 - c. ***If the garage is the dominant feature from the street frontage, it should be designed with architectural and visual interest.***



Limiting the width of garages and setting them back from the front facade can minimize their visual impact

Decorative Garage Door ideas:







3. Orient garage entry away from the street where possible. This can be accomplished through placement of the garage at the rear of property or through use of a side loaded garage.



Side loaded garages are helpful in minimizing the visual impact of larger garages on the streetscape of a block

4. Mitigate the impact of driveways on the street scape
 - a. Limit width of curb cuts to the minimum size needed to access the garage. This preserves on street parking and reduces paving in the front yard.
 - b. Utilize decorative paving materials, **permeable pavers** or special patterns or colors to break up paved driveway areas in front setbacks.
 - c. Utilize single width driveways or make us of "Hollywood" driveways (see below).



Permeable Paver Driveway examples.



5. Other similar features as approved by the review authority.

Note: Items F – J will be presented to the Planning Commission at the December 2, 2014 meeting.

K. Landscaping

Landscape plans associated with submittals for new single family homes should reflect the following:

1. Select drought tolerant plant species that require little to no fertilizer, herbicides, and pesticides.
2. Use plants appropriate for the sites characteristics; sun exposure, wind, soil moisture, and existing vegetation.
3. Install efficient drip irrigation systems that make use of soil moisture meters, and rain and wind shutoff devices to reduce water consumption.
4. Utilize non-invasive plant species, particularly near creeks, drainages or existing native vegetation.
5. Tree should be sited carefully to avoid unnecessarily obstructing views from adjacent properties. In view sensitive areas, trees should either be maintained at a height not exceed the maximum height of the zone district or trees should be chosen that do not exceed a mature height that exceeds the maximum height of the zone district.
6. Where street trees are required in association with new development, trees should be chosen from the City's approved street tree list.
7. Preserve mature landscaping where possible.

Staff Recommendation

The Commission should review the revised guidelines and provide comments and/or direction to staff.

The guidelines are intended to be interim in nature, lasting for a one year time period from adoption by the Council. At the end of the one year period, staff will report back to both the Planning Commission and Council on the effectiveness of the guidelines and to receive additional direction related to continuation of their use. The hope is that the interim guidelines can help bridge the gap between today and when the City adopts permanent guidelines through the General Plan/Local Coastal Plan update process.



AGENDA NO: D-1

MEETING DATE: November 18, 2014

Staff Report

TO: Planning Commissioners

DATE: November 13, 2014

FROM: Cindy Jacinth, Associate Planner

SUBJECT: Interpretation of Zoning Ordinance Section 17.56.190

RECOMMENDATION:

Staff recommends the Planning Commission review the interpretation for Zoning Ordinance Section 17.56.190 and adopt the attached Planning Commission Resolution 27-14 (Exhibit A) approving the interpretation.

BACKGROUND:

The Planning Commission, at their November 4, 2014 meeting reviewed Zoning Ordinance Section 17.56.190 regarding destruction of nonconforming uses or structures. Specifically Section 17.56.190 paragraph B contains language regarding the requirement to conform to all “current code requirements.” Zoning conformance letters (also known as “burn letters”) issued by the City typically cite this code section. The Zoning Ordinance does not clarify whether code requirement refers to building code only or building and zoning code requirements.

The agreement of the Commission at the November 4, 2014 meeting was that the intent of the ordinance was to allow a residential unit (1 to 3 units) to be reconstructed to their original footprint and overall building envelope (meaning not substantially taller than the original). The Planning Commission directed staff to return with an interpretation resolution clarifying this section.

ZONING ORDINANCE AUTHORITY:

The Planning Commission is authorized, by the Morro Bay City Zoning Ordinance, (the “Zoning Ordinance”) section 17.48.020, to make interpretations of ambiguities found in the Zoning Ordinance. Pursuant to that section, through a reference to section 17.08.020, the Planning Commission shall consider the following factors as criteria for their determination:

- A. Effect upon the public health, safety and general welfare of the neighborhood involved and the city at large,

Prepared By: CJ

Department Review: SG

B. Effect upon traffic conditions, and

C. Effect upon the orderly development of the area in question and the city at large in regard to general planning of the whole community.

INTERPRETATION OF ZONING ORDINANCE 17.56.190:

“Zoning Ordinance Section 17.56.190 Destruction of nonconforming uses or structures

A. Restoration. If any nonconforming use or nonconforming structure is destroyed by fire, explosion or other casualty or act of God to an extent of fifty percent or greater of the value thereof, then said use or structure may be restored and used only in compliance with the regulations existing in the district where it is located, except as provided in subsection B of this section.

B. Exceptions. Nonconforming residential uses of three units or less may be replaced if destroyed, provided however that the floor area of the use is not increased and the new structures conform to all current code requirements.”

Recommended Interpretation: Non-conforming residential unit configurations consisting of between one (1) and three (3) units may be reconstructed, if damaged beyond 50% of their reasonable value, provided that the residential uses are rebuilt within the original footprint and building envelope by only the owner at the time of destruction within a period of one year from time of damage/destruction.

Until such time as the Zoning Ordinance is updated, or an amendment is processed, staff recommends Planning Commission adoption of the above recommended interpretation.

CONCLUSION:

Staff also recommends the Planning Commission adopt the proposed Resolution 27-14 to memorialize the interpretation.

EXHIBIT:

Exhibit A – Planning Commission Resolution 27-14

Exhibit A

RESOLUTION NO. PC 27-14

A RESOLUTION OF THE MORRO BAY PLANNING COMMISSION AFFIRMING THE COMMISSION'S INTERPRETATION REGARDING DESTRUCTION OF NONCONFORMING USES OR STRUCTURES AS REFERENCED IN THE MORRO BAY CITY ZONING ORDINANCE AT SECTION 17.56.190

WHEREAS, the Planning Commission is authorized, by the Morro Bay City Zoning Ordinance, section 17.48.020, to make interpretations of ambiguities found in the Zoning Ordinance; and

WHEREAS, the Planning Commission of the City of Morro Bay reviewed the language regarding destruction of nonconforming uses or structures in the Zoning Ordinance Section 17.56.190 at their regularly scheduled meeting of November 4, 2014; and

WHEREAS, the Planning Commission acknowledged the policy language applicable to destruction of nonconforming uses or structures is somewhat ambiguous and vague regarding the requirement to conform to all code requirements, and to avoid confusion in the future, requested staff return with a policy resolution clarifying the intent and meaning of this particular section; and

WHEREAS, the City's Zoning standards applicable to destruction of nonconforming uses or structures are found in Morro Bay Municipal Code Chapter 17.56.190 which states,

- A. Restoration. If any nonconforming use or nonconforming structure is destroyed by fire, explosion or other casualty or act of God to an extent of fifty percent or greater of the value thereof, then said use or structure may be restored and used only in compliance with the regulations existing in the district where it is located, except as provided in subsection B of this section.*
- B. Exceptions. Nonconforming residential uses of three units or less may be replaced if destroyed, provided however that the floor area of the use is not increased and the new structures conform to all current code requirements."*

NOW, THEREFORE, BE IT RESOLVED by the Planning Commission of the City of Morro Bay as follows:

Section 1. Section 17.56.190.B Exceptions shall be interpreted to mean non-conforming residential unit configurations consisting of between one (1) and three (3) units may be reconstructed, if damaged beyond 50% of their reasonable value, provided that the residential uses are rebuilt within the original footprint and building envelope by only the owner at the time of destruction within a period of one year from time of damage/destruction.

Section 2. Based upon the staff report and other evidence and information considered by the Planning Commission regarding this matter, the foregoing interpretation (i) will not negatively

Exhibit A

impact the public health, safety and general welfare of neighborhoods that do or may contain storage sheds or the City at large, (ii) will not have any effect upon traffic conditions within the City and (iii) will have a positive effect upon the orderly development of the areas in which storage sheds do and may exist and the City at large in regard to general planning of the whole community.

PASSED AND ADOPTED by the Morro Bay Planning Commission at a regular meeting thereof held on this 18th day of November, 2014 on the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Robert Tefft, Chairperson

ATTEST

Rob Livick, Planning Secretary

The foregoing resolution was passed and adopted this 18th day of November, 2014.