

**CITY OF SAN JUAN BAUTISTA**  
**PLANNING COMMISSION REGULAR MEETING**  
**MAY 6, 2014**  
**MINUTES**

**1. CALL TO ORDER** – Chairman Franco called the meeting to order at 8:35 p.m.

**A. ROLL CALL Present:** Commissioners Franco, Gularte, Garratt, Guibert, and Medeiros

**Staff Present:** City Manager Grimsley, Assistant Planner Leal and Deputy City Clerk Paetz

**2. PUBLIC COMMENT**

No comments were received.

**3. INFORMAL PROJECT REVIEW**

Nothing was presented.

**4. CONSENT ITEMS**

- A. Approve Affidavit of Posting Agenda**
- B. Approve Affidavit of Posting Public Hearing**
- C. Approve Minutes for March 4, 2014 Meeting**

A motion was made by Commissioner Guibert and seconded by Commissioner Garratt to approve all items on the consent agenda. The motion passed unanimously, 5-0.

**5. ACTION ITEMS**

**A. Public Hearing: Ken Ottoboni Minor Subdivision at 37 Monterey Street**

City Manager Grimsley reported he has received an application for a minor subdivision to split the existing lot at 37 Monterey Street into two parcels, 4,498 and 4,618 square feet respectively.

The property is currently zoned R-2 which allows for building of a duplex apartment unit. The existing buildings are deteriorated with major structural deficiencies and demolition appears to be a more cost effective alternative than remodeling, repair, and construction. The applicant feels that a duplex type apartment is not in keeping with the surrounding homes in the area and proposes splitting the parcel into two small residential lots for construction of two small single family homes. The smaller parcels will be consistent with parcels adjacent to and within the surrounding area; the smaller homes will be more affordable, meeting the City's objective for more affordable homes and furthering the goals of the Housing Element to provide housing for all income levels. A question and answer period followed. Chairman Franco was concerned with creating two lots that are

not R-2. Chairman Franco opened for public comment. During public comment, Kevin Kelly (Resident, SJB) spoke in support of two homes being built on the property. Jacqueline Raymer (Resident, SJB) asked that zoning be changed to R-1. Provisions for on-site parking was discussed. City Manager Grimsley reported the property would allow for one garage and one covered parking. Ann Hall of San Benito Engineering, representing Ken Ottoboni, provided clarification. City Manager Grimsley reported that lot division would be contingent on re-zoning to R-1. Commissioner Guibert requested drought tolerant landscaping be included as a condition of approval.

Discussion ensued with staff regarding alternatives to the project zoning and development. Whereupon, staff requested that this item be continued to the next Planning Commission meeting so they could re-present the project as a planned unit development (PUD). A motion was made by Vice Chairman Medeiros and seconded by Commissioner Gularte to continue this item to the next regular meeting. The motion passed unanimously, 5-0.

#### **B. Public Hearing: Sign Ordinance**

Chairman Franco requested this item be continued to a May 21 special meeting to be held at 9:30 a.m. in City Hall when both the sign code and the design guidelines could be discussed together.

#### **C. Approve Exterior Color Selection for Brewery Building**

Assistant Planner Leal reported the Historic Resources Board recommends that color pallet G, with an aging technique process application, be recommended for approval. A question and answer period followed. Chairman Franco opened for public comment. No comments were received.

A motion was made by Vice Chairman Medeiros and seconded by Commissioner Guibert, selection of color pallet G for the exterior paint on the Brewery Building, and an aging technique process be applied. The motion passed unanimously, 5-0.

City Manager Grimsley offered to present a sample of the color selected on the back of the building.

#### **D. Consider Rescheduling June 3, 2014 Meeting (Conflict with Election Day) to June 10, 2014**

It was the consensus of the Commission to reschedule their next meeting to June 10 and post it as a special meeting. The motion passed unanimously.

#### **E. National Preservation Month Selection**

Commissioners reviewed letter inviting Vertigo Coffee Shop owners Dmitri and Kitty Fridman to the next city council meeting where they will be presented with a Certificate of Recognition for their efforts in renovating the structure at 81 Fourth Street, their business location.

A motion was made by Commissioner Guibert and seconded by Commissioner Gularte to instruct staff to send the letter to the Fridmans as soon as possible. The motion passed unanimously.

## **6. DISCUSSION ITEMS**

### **A. D'Ambrosio Vista PUD**

City Manager Grimsley presented a staff report stating, as discussed last month, the 40 unit project consisting of townhouses will be resubmitted as 27 lots for traditional housing units. The soils report, archaeological report, traffic report, and storm drainage and retention report are being updated to reflect the impacts of the 27 lots to the surrounding area. When all the reports are available, a public hearing will be properly noticed. Many of the previous project's conditions of approval are still applicable and will be incorporated into the revised project.

### **B. Christopher Minor Subdivision**

City Manager Grimsley reported he has received an application for a subdivision located on the recently divided 28 acre parcel just north of and contiguous to the Creek Bridge subdivision, which is within the city limits with the exception of a small triangular piece at the northeast corner of the property. Completion of the following three steps will be required before a tentative map can be consider for approval.

#### **i. Urban Growth Boundary Expansion**

Requires adjustment of the urban growth boundary.

#### **ii. General Plan Amendment**

Determine the property land use designation. The current general plan designates the property as agricultural and would need to be amended to designate the property as low density residential, which is consistent with the adjacent Creek Bridge subdivision land use designation.

#### **iii. Rezoning**

Once the land use is determined, the property must be rezoned to conform to the general plan.

### **C. Annexations Update**

City Manager Grimsley reported the revised procedure and forms for annexation require a more detailed analysis of the property requesting annexation. The new procedure involves submission of a petition request with a plan of service showing how the property can be served. This step will precede any action by the staff or Planning Commission. Once the City Council determines that the property is contiguous to the existing boundaries, and can be served and meets LAFCo annexation requirements, the applicant can proceed with a formal annexation application.

### **D. General Plan & EIR Update**

Assistant Planner Leal reported on progress being made with the general plan update and stated the next step would be to select a consultant to prepare the environmental impact report (EIR).

**E. Cal Poly Studio Projects**

Assistant Planner Leal reported seven of the students involved with the General plan update have decided to do their studio projects in San Juan Bautista. These projects will provide proposals to implement parts of the draft general plan. The projects and studies include 1) an update of the City’s Design Guidelines, 2) a streets update for the municipal code, 3) a City bike master plan, 4) an economic strategy plan, 5) a study of City gateways and roundabouts, 6) a parking study, and 7) a farmers’ market feasibility study. Presentations on the different projects and studies will be made to the Planning Commission and other committees and groups.

**7. FUTURE AGENDA ITEMS**

No new items added to future agendas at this time.

**8. COMMENTS**

**A. Planning Commissioners:** Commissioner Gularte commented on the Farmers Market at the tennis courts, and a truck took out twenty foot of fence near her house. Vice Chairman Medeiros suggested staff send public hearing notices to commissioners as well as council members, that the directional sign for the mission be moved from Abbe Park to the city gateway, and commented emergency vehicles are well lit and noisy late at night.

**B. City Manager/City Planner:** No comments were received.

**9. ADJOURNMENT**

A motion was made to adjourn the meeting at 10:10 p.m.