



CITY OF MORRO BAY PLANNING COMMISSION MEETING AGENDA

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

209 Surf Street, Morro Bay
Wednesday, June 1, 2011

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

- I. ESTABLISH QUORUM AND CALL TO ORDER
- II. MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE
- III. PLANNING COMMISSIONER ANNOUNCEMENTS
- IV. DIRECTOR'S REPORT/WRITTEN COMMUNICATIONS

A. Oral Report

- V. PUBLIC COMMENT:

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

- VI. CONSENT CALENDAR

A. Approval of minutes from Planning Commission meeting held on May 18, 2011

- VII. 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. None

- VIII. PUBLIC HEARINGS

- A. **Case No.:**UP0-317

Site Location: 305 Bernardo Avenue

Applicant/Project sponsor: Carol and Robert Swain

Request: Addition to a non-conforming house. The addition will be the second addition to the non-conforming house therefore requiring a Use Permit. The addition consists of 130 square feet of new living space and addition of decks and pergola. The project site is not located within the Coastal Commission's Appeal Jurisdiction.

CEQA Determination: Categorically Exempt, Section 15301, Class 1

Staff Recommendation: Conditionally Approve Conditional Use Permit #UP0-317.

Staff Contact: Sierra Davis, Assistant Planner, (805) 772-6270.

IX. UNFINISHED BUSINESS

A. Current and Advanced Planning Processing List

X. NEW BUSINESS

A. None

XI. DECLARATION OF FUTURE AGENDA ITEMS

XII. ADJOURNMENT

Adjourn to the next regularly scheduled Planning Commission meeting at the Veteran's Memorial Building, 209 Surf Street, on Wednesday, June 15, 2011 at 6:00 p.m.

PLANNING COMMISSION MEETING PROCEDURES

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

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

RULES FOR PRESENTING TESTIMONY

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

1. When you come to the podium, first identify yourself and give your place or residence both orally and on the sign in sheet at the podium. Commission meetings are audio and video tape-recorded and this information is required for the record.
2. Address your testimony to the Chair. Conversation or debate between a speaker at the podium and a member of the audience is not permitted.
3. Keep your testimony brief and to the point. Speak about the proposal and not about individuals. On occasion, the Chair may place time limits on testimony: Focus testimony on the important parts of the proposal: do not

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

repeat points made by others. Please, no applauding or making comments from the audience during the testimony of others.

4. Written testimony is encouraged so they can be distributed in the packets to the Planning Commission. However, letters are most effective when presented at least a week in advance of the hearing. Written testimony provided after the staff reports are distributed and up to the meeting will also be distributed to the Planning Commission but there may not be enough time to fully consider the information. Mail should be directed to the Public Services Department, attention: Planning Commission Secretary.

APPEALS

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

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

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

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

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

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

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

AGENDA ITEM: VI-A

DATE: June 1, 2011

ACTION: _____

CITY OF MORRO BAY
PLANNING COMMISSION
SYNOPSIS MINUTES

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

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

209 Surf Street, Morro Bay
May 18, 2011

Vice-Chairperson Vacant
Commissioner Paul Nagy

Chairperson Rick Grantham
Rob Livick, Secretary

Commissioner Jamie Irons
Commissioner John Solu

I. ESTABLISH QUORUM AND CALL TO ORDER

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

Staff Present: Rob Livick and Kathleen Wold.

II. MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE

Hank Roth led the pledge.

III. PLANNING COMMISSIONER ANNOUNCEMENTS – None

IV. DIRECTOR'S REPORT/WRITTEN COMMUNICATIONS

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

V. PUBLIC COMMENT - None

VI. CONSENT CALENDAR

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

MOTION: Irons moved to approve the minutes.

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

VII. PRESENTATIONS - None

VIII. PUBLIC HEARINGS

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

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

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

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

IX. UNFINISHED BUSINESS

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

X. NEW BUSINESS

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

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

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

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

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

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

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

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

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

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

PUBLIC HEARING (reopened)

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

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

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

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

Commissioners had discussion with staff regarding the Cloister's design guidelines and the roles of the Planning Commission and Cloister's Architectural Review Board. Wold clarified for the Commission the ARC was formed to do the more subjective review of projects which would handle a greater level of detail than Planning Commission.

MOTION: Solu moved to approve the project as is.

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

XI. DECLARATION OF FUTURE AGENDA ITEMS - None

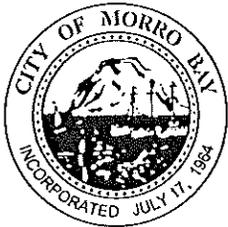
XII. ADJOURNMENT

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

Rick Grantham, Chairperson

ATTEST:

Rob Livick, Secretary



AGENDA NO: VIII - A

MEETING DATE: June 1, 2011

Staff Report

TO: Planning Commission

DATE: June 1, 2011

FROM: Sierra Davis, Assistant Planner

SUBJECT: Conditional Use Permit Request for an Addition to a Non-Conforming Single Family Residence Located at 305 Bernardo Avenue.

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 Conditional Use Permit #UP0-317, subject to the Conditions included as Exhibit "B" and the site development plans dated April 26, 2011.

PROJECT DESCRIPTION:

The proposed project includes an addition to a non-conforming house. The addition will be the second addition to the non-conforming house therefore requiring a Conditional Use Permit. The addition consists of 130 square feet of new living space and addition of decks and pergola.

APPLICANT:

Carole and Robert Swain

ATTACHMENTS:

- A: Findings
- B: Conditions
- C: Graphics/Plan Reductions
- D: Neighbor Letters

ENVIRONMENTAL DETERMINATION:

The project is categorically exempt pursuant CEQA Guidelines, section 15301, class 1, for

Prepared By: _____ Dept Review: _____

City Manager Review: _____

City Attorney Review: _____

existing facilities. This class exempts additions to structures that will not result in an increase of more than 50 percent of the floor area of the structure before the addition. The proposed addition will result in a 6% increase of the existing floor area, therefore the project is exempt. There are no known sensitive environmental resources on the project site; consequently, this exemption is appropriate for this project.

BACKGROUND:

The applicant submitted an application for an addition to a single family residence; however the edge of the house is located on the north property line making the house non-conforming. The Public Services Department has record that in 1984 there was an addition to the house.

The application for an addition to the non-conforming single family residence was made in October 1984. In November 1984 the item went to Planning Commission because the addition was in excess of 25% of the existing floor area for a nonconforming single family structure. The addition consisted of a garage and a master bedroom. The existing floor area at the time of the request in 1984 was 1,265 square feet and the proposed addition was 666 square feet which is a 53% increase in floor area. The Planning Commission approved the addition because they made the findings for a Conditional Use Permit and found that it would be impractical to relocate the existing house prior to allowing the addition. The project was conditioned to maintain the existing pine tree located near the proposed addition and that it shall not be removed. Rather, the tree shall be trimmed in a manner that would allow for the construction of the garage and master bedroom.

A month later the applicant applied for an amendment to the Conditional Use Permit to remove the existing pine tree. Staff had originally recommended maintaining the mature pine tree because maintaining mature trees is a goal of the General Plan and Local Coastal Plan. During construction the tree and root system was closer to the addition then shown on the plans. The Planning Commission approved the amendment with the following condition:

“The existing pine tree located near the proposed addition may be removed provided, however, that the applicant shall plant a replacement, not smaller than 15 gallons in size, in the vicinity of the existing tree. The species of the tree and its precise location shall be subject to the approval of the Director.”

SITE CHARACTERISTICS:

<u>Adjacent Zoning/Land Use</u>			
North:	R-1	South	R-1
East:	R-1	West:	R-1

Site Characteristics	
Site Area	7,500 square feet
Existing Use	Single Family Residence
Terrain	Level, sloping downward to the west
Vegetation/Wildlife	Landscaped
Archaeological Resources	No known cultural resources
Access	Bernardo Avenue and Luisita Street

General Plan, Zoning Ordinance & Local Coastal Plan Designations	
General Plan/Coastal Plan Land Use Designation	Moderate Density
Base Zone District	Single Family Residential (R-1)
Zoning Overlay District	N/A
Special Treatment Area	N/A
Combining District	N/A
Specific Plan Area	N/A
Coastal Zone	Not located in the Coastal Commission Original or Appeal Jurisdiction

DISCUSSION:

The existing non-conforming single family residence located at 305 Bernardo Avenue, is in an established neighborhood bordered by two streets and an existing home. The proposed project includes the addition of 90 square feet to the living room, 40 square feet for a new entry way, and new porch, patios, decks and pergola. The applicant also proposes an interior remodel of the structure.

Section 17.56.160, Additions and Structural Alterations to Nonconforming Structures Occupied by Conforming Uses, addresses expansions to non-conforming structures. Additions to non-conforming structures is limited to one time and all subsequent additions are required to be elevated to Planning Commission for review pursuant to the Municipal Code. The addition in 1984 was in excess of 25% of the existing floor area and required a Conditional Use Permit.

Section 17.56.160 allows for additions of less than 25% to non-conforming houses without a permit if it is the first and only addition. In this case the addition in 1984 makes the proposed addition the second addition, therefore a Conditional Use Permit is required.

PUBLIC NOTICE:

Notice of this item was published in the San Luis Obispo Telegram-Tribune newspaper on May 20, 2011, and all property owners of record within 300 feet of the subject site were notified of this evening's public hearing and invited to voice any concerns on this application.

CONCLUSION:

The single family residence is non-conforming because the structure sits on the northern property line. The proposed addition and decks comply with applicable setbacks and lot coverage therefore the addition is not making the property more non-conforming. The proposed project would be consistent with all applicable development standards of the Zoning Ordinance and applicable provisions of the General Plan and Local Coastal Plan. No modifications or exceptions to City development requirements are proposed. The project has been recommended to be exempt from CEQA.

EXHIBIT A
FINDINGS

Conditional Use Permit #UP0-317 located at 305 Bernardo Avenue: An addition of 130 square feet to an existing non-conforming single family residence.

Staff recommends that the Planning Commission make the following findings:

California Environmental Quality Act (CEQA)

- A. That for purposes of the California Environmental Quality Act, Case No. UP0-317 is Categorical Exempt, CEQA Guidelines Section 15301 Existing Facilities, as indicated in the attached staff report.

Conditional Use Permit & Coastal Development Permit Findings

- A. The project will not be detrimental to the health, safety, comfort and general welfare of the persons residing or working in the neighborhood because the single family residence a permitted use within the zoning district applicable to the project site and said additions will be constructed in accordance with all applicable project conditions and City regulations.
- B. The project will not be injurious or detrimental to property and improvements in the neighborhood because the single family residence are designed to be consistent with the City regulations applicable to this development.
- C. The project will not be injurious or detrimental to the general welfare of the City because the single family residence is a permitted use within the zone district and plan designation applicable to the site and said additions are designed to be constructed in accordance with all applicable project conditions and City regulations.

EXHIBIT B
CONDITIONS OF APPROVAL

Conditional Use Permit #UP0-317 located at 305 Bernardo Avenue: An addition of 130 square feet to an existing non-conforming single family residence.

STANDARD CONDITIONS

1. This permit is granted for the land described in the staff report referenced above, dated June 1, 2011, for the project depicted on the attached plans dated April 26, 2011, labeled "Exhibit C", 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. 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. Dust Control: That prior to issuance of a grading permit, a method of control to prevent dust and wind blow earth problems shall be submitted for review and approval by the Building Official.
2. Archaeology: In the event of the unforeseen encounter of subsurface materials suspected to be of an archaeological or paleontological nature, all grading or excavation shall immediately cease in the immediate area, and the find should be left untouched until a qualified professional archaeologist, knowledgeable in Chumash Culture, or paleontologist, whichever is appropriate, is contacted and called in to evaluate and make recommendations as to disposition, mitigation and/or salvage. The developer shall be liable for costs associated with the professional investigation.
3. CEQA Exemption: If the applicant elects to post the Categorical Exemption with the Clerk's Office then a required fee of \$50 fee shall be made payable to "County of San Luis Obispo" and delivered to the County Clerk along with the Categorical Exemption form. The Notice of Exemption along with the fee may be filed after the appeal period has ended and the planning permit is effective. This filing has the effect of starting a 30-

day statute of limitations period for challenges to the decision in place of the 180-day period otherwise in effect.

4. Construction Hours: Pursuant to MBMC Section 9.28.030 (I), noise-generating construction related activities shall be limited to the hours of seven a.m. to seven p.m. daily, unless an exception is granted by the Director of Planning & Building pursuant to the terms of this regulation.

ATTACHMENT D

RECEIVED

MAY 26 2011

City of Morro Bay
Public Services Department

5/25/11

To: Morro Bay Planning Commission

Re: 305 Bernardo Ave. Project

We live next door to 305 Bernardo Ave., and have followed the Swain's plans for their house remodeling closely. We look forward to seeing it go forward, and feel that their project will be a great enhancement to our street and neighborhood.

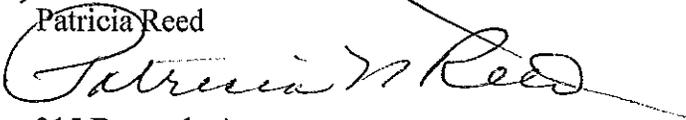
We strongly encourage your approval of their conditional use permit (#UPO-317)

Thank you,

Jim Reed



Patricia Reed



315 Bernardo Ave.
Morro Bay

May 20th, 2010

RECEIVED

Public Services Department
955 Shasta
Morro Bay, CA
93442

MAY 23 2011
City of Morro Bay
Public Services Department

Morro Bay Planning Commission,

We are writing concerning the public hearing taking place on Wednesday, June 1, 2011 in regard to the proposed addition to the house on 305 Bernardo Avenue.

We believe that the proposed additions to the house should be approved and that the result will enhance the appearance of the current dwelling. The new owners of the property have restored and improved the garden areas and have worked diligently to beautify their home's appearance.

Sincerely,



Walt and Lee Schob
750 Luisita Street
Morro Bay, CA
93442



City of Morro Bay Public Services Current Project Tracking Sheet

Agenda Item : <u>IX - A</u>
Date: <u>6/1/11</u>
Action: _____

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

#	Applicant/Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Project Planner	Approval Body
Hearing or Action Ready							
1	Swain	305 Bernardo	3/31/11	UP0-317	Addition to nonconforming residence. Incomplete letter 3/21/11. Deemed complete and noticed 5/19/11.	SD	PC
30 -Day Review, Incomplete or Additional Submittal Review							
2	Dan Reddell	550 Morro Bay Blvd	6/14/10	UP0-293	Farmer's Market. Conditional Use Permit for vendors and events. Resubmittal 6/17/10. Scheduled for 9/20/10 PC Mtg. Met with agent 8/24/10 and discussed feasibility of project, needs to be revised. Resubmitted 12/29/10. Project scheduled for 2/7/2011 but applicant changed project description on 1/21/2011, item then pulled to evaluate new project. City staff waiting on applicant's agent to resubmit. Resubmittal 3/4/11. Incomplete Letter 4/28/11. Applicant's agent submitted response letter 5/20/11.	SD	PC
3	Morro Bay Chamber	Main between Pacific and Harbor	8/9/10	UP0-298	Use Permit to establish the Farmer's Market on Main Street between Harbor and Pacific Streets. The market will be conducted every Saturday between 2 p.m. and 7 p.m. With a maximum of 50 vendors. Continued to 1/3/10 PC Meeting. Applicant has continued project to date uncertain so they can meet with stakeholders.	SD	PC
4	Ortega	525 & Atascadero 527	12/21/10	CP0-340 UP0-308	Compact In-Fill Development. Requested additional documents from agent on 1/20/11. Environmental document completed and routed for 30-day review ending on June, 20, 2011.	SD	PC
5	Romero	291 Shasta Ave	1/19/11	CDP-341	Coastal Development Permit for single family residence. Incomplete Letter 2/18/11.	SD	AD
6	Cotti Corporation	1700 Main Street	1/24/11	CDP-343	Coastal Development Permit for Demo and reconstruction of a fast food restaurant. Incomplete Letter 2/24/11. Applicant submitted arc report 3/15/11. Resubmittal 4/11/11. Environmental document completed and routed for 30-day review ending on June, 20, 2011.	SD	PC
7	Daniels	606 Agave	3/3/11	CP0-338	Minor Modification to CDP. Incomplete letter 3/29/11.	SD	AD
8	Stepelmann	361-363 Main	3/8/11	CP0-347	Tree Removal. Incomplete letter 4/13/11.	SD	AD
9	Tellian	3039 Ironwood	3/11/11	CP0-348	New Single Family Residence. Incomplete Letter 4/15/11.	SD	AD
10	Sanders	2198 Nutmeg	4/11/11	Pre-App	Pre- App. DRT meeting 4/18/11, discussed project. Meeting with applicant to discuss concerns.	SD	AD
11	Cade	1190 Main Street	4/19/11	SP0-134	Sign.	SD	AD
12	Moores	1169 Market	4/20/11	UP0-318	Virg's Landing, MUP.	SD	AD
13	Fageol	270 Shasta	4/22/11	CP0-352	Remodel and Addition.	SD	AD
14	Robbins	450 Morro Bay Blvd	4/26/11	SP0-135	Sign.	SD	AD
15	Leage	1185 Embarcadero	4/28/11	UP0-319	Sport fishing dock at GAFCO. Noticed 5/13/11.	KW	AD
16	Botich	206 Main	5/12/11	AD0-062	Parking Exception.	SD	AD

#	Applicant/Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Project Planner	Approval Body
17	Swain	305 Bernardo	5/5/11	UP0-317	SFR Remodel and Addition.	SD	PC
18	Carlstrom	482 Kern	5/5/11	CP0-354	Demo and Rebuild.	SD	AD
19	Kircher	350 Java	5/10/11	CP0-353	Demo/Reconstruct SFR.	SD	AD
20	City of Morro Bay	595 Harbor	5/13/11	CP0-355	Generator.	SD	AD
Projects in Process							
21	Dan Reddell	1 Jordan Terrace	7/25/08	UP0-223 & CP0-285	New SFR. Submitted 7/25/08, Inc. Later 8/19/08; resubmitted 2/24/09, project under review. Letter sent to agent regarding issues. Applicant and staff met 1/20/10 on site to further discuss issues. Resubmittal 2/16/10. Administrative Draft Initial Study complete. Comment review period ends 6/22/10. Comments received on MND.	JH/KW	PC
22	California State Park	201 State Park Drive	2/11/09	CP0-303 & UP0-254	Solar Panels at the State Park with the addition of one carport structure for support of the panels. Coastal Development Permit and Conditional Use Permit. Comments sent 3/23/10.	SD/KW	PC
23	City of Morro Bay	Citywide	5/1/10	AD0-047	Text Amendment Modifying Section 17.68 "Signs". Planning Commission placed the ordinance on hold pending additional work on definitions and temporary signs. 5/17/2010. A report on the status of this project brought to PC on 2/7/2011. 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. The item shall be brought back to City Council first meeting in November.	KW	PC/CC
Environmental Review							
24	Larry Newland	Embarcadero	11/21/05	UP0-092 & CP0-139	Embarcadero-Maritime Museum (Larry Newland). Submitted 11/21/05, Incomplete 12/15/05 Resubmitted 10/5/06, tentative CC for landowner consent 1/22/07 Landowner consent granted. Incomplete 3/7/07. Resubmitted 5/25/07 Incomplete Letter sent 6/27/07 Met to discuss status 10/4/07 Incomplete 2/4/08. Met with applicants on 3/3/09 regarding inc. later. Applicant resubmitted additional material on 9/30/2009. Met with applicants on 2/19/2010. Environmental documents being prepared. Applicant working with City Staff regarding an lease for the subject site. Applicants enter into an agreement with City Council on project. Meeting held with city staff and applicants on 2/3/2011. Meeting held with applicant on 2/23/2011. Applicant to provide revised site plan. Staff is processing a "Summary Vacation (abandonment)" for a portion of Surf Street.	KW	PC
25	Chevron	3072 Main	12/31/08	CP0-301	Remove Underground Pipes. Submitted 12/31/08, environmental reports submitted for review 5/8/09. Project under review. Project routed to other agencies for comment. Environmental being processed. Requested additional documentation 4/29/10. Requested Information submitted 2/9/11. Submitted requested documents 2/9/11. Contacted consulting firm to process environmental document.	SD	PC

#	Applicant/Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Project Planner	Approval Body
Coordinating with Other Jurisdictions							
26	City of Morro Bay & Cayucos	160 Atascadero	7/1/08	EIR	WWTP Upgrade. Submitted 7/1/08, Preparing Notice of Preparation, Staff reviewing Ad Min Draft EIR. Modifications to project description underway and subsequent renoticing. Staff reviewing screencheck document. Public draft out for review and comments. Comment period open until 11/4/2010. Project scheduled for 12-6-2010 P.C. Project rescheduled for 12/20/2010. 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.	RL	PC/CC/RW QCB
27	City of Morro Bay	887 Atascadero	3/9/09	N/A	Nutmeg Water Tank Upgrade (City of Morro Bay CIP project). Oversight of County of San Luis Obispo application process. Preapplication meeting 3/9/09. Consultant coordination meeting 3/12/09.	KW	SLO County
28	John King	60 Lower State Park	7/2/08		Lower parking lot resurface and construction of 2 new stairways. Submitted 7/02/08, PC Tent 10/6, PC Date TBD Applicant coordinating w/ CCC 10/20/08.	KW	PC
Projects Continued Indefinitely, No Response to Date on Incomplete Letter or inactive							
29	SLO County	60 Lower State Park	09/28/04	CP0-063	Master Plan for Golf Course. Submitted 9/28/04, On hold per applicant, project to be amended. Resubmitted 2/9/07 Tentative PC 3/19/07 Continued, date uncertain; Planting trees.	KW	PC/CC
30	Cameron Financial	399 Quintana	04/11/07	CP0-233	New Commercial Building. Submitted 4/11/07, Inc. Letter 5/09/07. Sent letter 1/25/2010 to applicant requesting direction, letter returned not deliverable	KW	AD
31	West Millennium Homes	895 Monterey	7/10/07	CUP-151 S00-067 & CP0-215	Mixed-use building. 16 residential units and 3 commercial units, Submitted 7/10/07, Inc Later 7/25 Resubmitted 1/14/08 SRB 3/10/08.	KW	PC
32	Kenneth & Lisa Blackwell	2740 Dogwood	07/20/07	UP0-178	Addition to nonconforming residence. Submitted 7/20/07, Complete, tentative PC 9/17/07 Continued, date uncertain Resubmitted 10/31/07, PC 12/17/07 Continued, date uncertain.	KW	PC
33	Jeff Gregory	1295 Morro	09/25/07	CP0-254	Coastal Development Permit to allow a second single family residence on lot with an existing home. Incomplete letter sent 10/9/2007. Intent to Deem Application Withdrawn Letter sent 12/29/09. Response from applicant 1/8/10 keep file open indefinitely.	KW	AD
34	Nicki Fazio	360 Cerrito	08/15/07	CP0-246	Appeal of Demo/Rebuild SFR and 2 trees removal. Continued to a date uncertain.	KW	PC
35	Burt Caldwell, (Embarcadero 801 LLC)	801 Embarcadero	5/15/08	UP0-212	Conference Center. Submitted 5/15/08, Inc Ltr 5/23 Resubmitted MND Circulating 7/15/08 PC 9/2 Approved, CC 9/22/08 Approved, CDP granted by CCC. Waiting for Precise Plan submittal. Applicant has submitted a request for a time extension on November 4, 2010. Extension granted, now expires 12/11/11. No active submittal	KW	PC/CC/ CCC
36	Ron McIntosh	190 Olive	8/26/08	UP0-232 & CP0-288	New SFR. Submitted 8/26/08, Inc. Letter 9/24/08; Resubmitted 12/10/08, 1/9/09 request for more information. Applicant resubmitted on 2/06/09. Environmental under review. Applicant and City agree to continuance. Applicant put project on hold.	SD	PC
37	Pina Noran	2176 Main	10/3/08	CUP-35-99 & CDP-66-99R	Convert commercial space to residential use. Submitted 10/03/08, Inc. Later 10/22/08, resubmitted 2/5/09. Project still missing vital information for processing 11/30/09. Called applicant 3/22/10 and requested information. Applicant is considering a redesign of the project.	KW	PC

#	Applicant/Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Project Planner	Approval Body
38	Candy Botich	206 Main Water Lease Site 34 Main & Oak St.	6/17/09	CP0-310	New Parking. Project under review. Agent given DRT comments July 10, 2009. Applicant submitted redesigned project 9/30/2009. Associated application submitted for a parking exception for the lease site generating the parking demand.	KW	PC/CC
39	Bob Crizer	206 Main Street, water lease site 34	11/9/09	AD0-047	Oak Street Parking Exception. Also see 206 Main Street (Botich). Request to allow parking spaces to be placed on Oak Street to replace parking currently provided at 206 Main Street. Waiting for parties to resolve issue of ownership.	KW	PC/CC
40	James Maul	530, 532, Morro Ave 534	3/12/10	SP0-323 & UP0-282	Parcel Map. CDP & CUP for 3 townhomes. Incomplete letter sent 4/20/10. Met with applicant 5/25/10. Resubmittal 11/8/10. Resubmittal did not address all issues identified in correction letter.	SD	PC
41	Hamrick Associates	1129 Market	6/10/10	UP0-291	Remodel and Addition. Incomplete letter 6/23/10. Submitted additional information 6/30/10. Submitted additional information 7/7/10. Building Comments. 7/9/10. Met with agent 7/15/10. Applicant will resubmit addressing fire/building comments.	SD	PC
42	Tank Farm	1290 Embarcadero	2/27/10	N/A	Tank Demo. Demo of seven tanks at the Morro Bay Power Plant. Materials submitted and under review. All materials submitted to date have been reviewed and sent back to the applicant. Applicant indicated to staff that the project is on hold until better weather in 2011. Dynegy has assigned new project manager, anticipate demo to commence 5/2011.	SD	AD
43	Frantz	499 Nevis	9/27/10	CP0-337	New SFR. Incomplete Letter 10/7/10. Meeting with applicant's representative on 11/16/2010. Applicant has indicated that he is redesigning project-project placed on hold.	SD	PC
Projects in Building Plan Check							
44	Taurus Sulaitis	540 Fresno	6/23/10	Building	SFR Addition. Incomplete letter 7/13/10. Resubmittal 11/15/10. Met with applicant on 12/21/10. Incomplete letter 12/21/10. Resubmittal 3/10/11. Planning variance noticed. Applicant needs to submit plans for building permit.	SD	N/A
45	Viole/Held	575 - 591 Embarcadero	11/1/10	Building	New Commercial Building. Incomplete Memo 12/2/10. No response from applicant (2/3/11). Resubmitted 3/16/11. Incomplete memo 3/28/11.	SD	N/A
46	Romero	291 Shasta Ave	1/19/11	Building	New single family residence. Incomplete Letter 2/18/11.	SD	N/A
47	Cotti Corporation	1700 Main Street	2/7/11	Building	Taco Bell Demo/Remodel. Incomplete, changes need to be made to planning permit, plans returned 3/7/11.	SD	N/A
48	Lapp	1548 Main Street	3/1/11	Building	Express Check. Wind and solar System. Incomplete Submittal 3/15/11. Resubmittal 3/3/11. Incomplete letter 3/24/11. Resubmittal 3/28/11. Incomplete letter 4/14/11.	SD	N/A
49	Abbot	843 Quintana	3/1/11	Building	Express Check. Incomplete letter 3/24/11. Resubmittal 3/28/11. Incomplete letter 4/14/11.	SD	N/A
50	Lankford	2780 Juniper	3/3/11	Building	Single Family Remodel/Addition. Incomplete memo 4/12/11. Resubmittal 5/16/11.	SD	N/A
51	Swain	350 Bernardo	3/14/11	Building	Express Check. Incomplete letter 3/24/11. Scheduled for 6/1/11 PC meeting for use permit.	SD	N/A
52	Piper	2998 Greenwood	4/11/11	Building	Demo/Rebuild. Noticed 4/20/11 for CDP. Incomplete letter 5/11/11. Mailed deed restriction 5/13/11.	SD	N/A
53	Rowland	2630 Maple	4/14/11	Building	Elevator. Denied project because elevator was located in 20'x20' garage, where 2 covered and enclosed parking spaces are required, letter sent 4/18/11.	SD	N/A
54	Kimbrell	323 Shasta	4/15/11	Building	Stairs and Railing Replacement. Incomplete Letter 4/18/11.	SD	N/A
55	City of Morro Bay	715 Harbor	4/25/11	Building	Fire Station Phase II.	SD	N/A
56	Leage	833 Embarcadero	5/2/11	Building	Demo Portion of Building.	SD	N/A

#	Applicant/Property Owner	Project Address	Date	Permit Numbers	Project Description/Status	Project Planner	Approval Body
57	Olson	2740 Dogwood	5/4/11	Building	SFR Remodel and Addition. Incomplete Memo 5/17/11.	SD	N/A
58	Fitness Works	500 Quintana	5/10/11	Building	Exercise room on mezzanine.	SD	N/A
59	Hansen	221 Dunes	5/10/11	Building	Single Family Alteration. Incomplete Memo 5/17/11. Resubmittal 5/24/11.	SD	N/A
60	Lebbad	2720 Cedar	5/12/11	Building	Bedroom Addition.	SD	N/A
61	Salwasser	781 Market	5/24/11	Building	T.I. for Wine Bar.	SD	N/A
Aging Building Permits - No response from applicant in more than 90 days.							
62	Don Doubledee	360 Morro Bay Blvd	5/15/09	Building	Mixed Use Project - Ciano. Comments sent 2/25/10.	SD	N/A
63	Valori	2800 Birch Ave	2/10/10	Building	Remodel/Repair. Sunroom, garage, and study. Comments sent 2/24/10	SD	N/A
64	Colhover	2800 Dogwood	3/8/10	Building	New SFR. Comments sent 3/25/10.	SD	N/A
65	Ronald Stuard	490 Avalon	4/22/10	Building	SFR Addition. 79 sf. bedroom addition. Comments sent 4/27/10.	SD	N/A
66	Joe Silva	570 Avalon	5/12/10	Building	SFR Addition. 84 sf. addition. Comments sent 5/17/10.	SD	N/A
67	Lou McGonagill	690 Olive	6/7/10	Building	SFR Addition. 1,000 sf. addition with garage. Incomplete letter 6/28/10. Resubmittal 9/29/10. Incomplete Memo 11/16/10.	SD	N/A
68	Mike Wilson	957 Pacific	8/24/10	Building	Demo/Rebuild. Incomplete letter 8/26/10.	SD	N/A
69	Frantz	499 Nevis	9/27/10	Building	New SFR. Incomplete Memo 10/7/10.	SD	N/A
70	Hall	2234 Emerald Circle	12/2/10	Building	New SFR. Incomplete Memo 12/21/10.	SD	N/A
Projects & Permits with Final Action							
71	Leage	833 Embarcadero	5/3/11	UP0-321	Care Taker Unit. Application Withdrawn 5/16/11.	SD	PC
72	Calandra	2749 Coral Avenue	2/8/11	CP0-346 & UP0-311	Single Family in the Cloisters. Incomplete letter 3/21/10. Resubmitted 4/27/11. Deemed complete and scheduled for 5/18/11 Planning Commission Meeting.	KW	PC



City of Morro Bay
 Public Services
 Advanced Planning Work Program

Work Item	Planning Commission	City Council	Coastal Commission	Comments	Estimated Staff Hours
Neighborhood Compatibility Standards	TBD	TBD			120 to 160
Strategic plan for managing the greening process					200 to 300
	Annual Updates	Annual Updates			
Draft Urban Forest Management Plan	TBD	TBD			200 to 300
CEQA Implementation Guidelines	TBD	TBD	NA		120 to 160
Update CEQA checklist pursuant to SWMP (2/2011)	TBD	TBD			120 to 160
Downtown Visioning	TBD	TBD			120 to 160
PD Overlay	TBD	TBD			80
Annexation Proceeding for Public Facilities		TBD			TBD
Sign Ordinance Update	2/16/11	5/10/11		Item continued from 5/10/11 CC Mtg.	50 to 100
<i>Planning Commission Generated Items</i>					
Work Item	Requesting Body				Estimated Staff Hours
Pedestrian Plan	Planning Commission			To be incorporated into Bicycle Transportation, currently under preparation.	TBD
<i>Items Requiring Further Analysis When Received Back From The Coastal Commission</i>					
Work Item	Plng. Comm.	City Council	Coastal Comm.		Estimated Staff Hours
Updated Zoning Ordinance	TBD	TBD			1,800
Updated General Plan/LCP	TBD	TBD			1,800