

AGENDA ITEM:     A-3    

DATE: SEPTEMBER 7, 2021

ACTION:     APPROVED    

ACTION MINUTES – MORRO BAY PLANNING COMMISSION  
REGULAR MEETING – MAY 4, 2021  
HELD VIA TELECONFERENCE – 6:00 PM

PRESENT:	Susan Stewart	Chairperson
	Bill Roschen	Vice-Chairperson
	Jennifer Ford	Commissioner
	Joe Ingraffia	Commissioner
	Vacant	Commissioner
STAFF:	Scot Graham	Community Development Director
	Cindy Jacinth	Senior Planner
	Abby Miramontes	Planning Intern

ESTABLISH QUORUM AND CALL TO ORDER

MOMENT OF SILENCE

PLANNING COMMISSIONER ANNOUNCEMENTS - NONE

PUBLIC COMMENT PERIOD – NONE

**Public Participation:**

*In order to prevent and mitigate the effects of the COVID-19 pandemic, and limit potential spread within the City of Morro Bay, in accordance with Executive Order N-29-20, the City will not make available a physical location from which members of the public may observe the meeting and offer public comment. Remote public participation is allowed in the following ways:*

- *Community members are encouraged to submit agenda correspondence in advance of the meeting via email to the Community Development office at [planningcommission@morrobayca.gov](mailto:planningcommission@morrobayca.gov) prior to the meeting and will be published on the City website with a final update one hour prior to the meeting start time. Agenda correspondence received less than an hour before the meeting start time may not be posted until after the meeting.*
- *Members of the public may watch the meeting either on cable Channel 20 or as streamed on the City [website](#).*
- *Alternatively, members of the public may watch the meeting and speak during general Public Comment or on a specific agenda item by logging in to the Zoom webinar using*

*the information provided below. Please use the “raise hand” feature to indicate your desire to provide public comment. Each speaker will be allowed three minutes to provide input.*

*Please click the link below to join the webinar:*

- <https://us02web.zoom.us/j/82722747698?pwd=aWZpTzcwTHlRTk9xaTlmWVNWRFUQT09>  
Password: 135692

*Or Telephone Attendee: (408) 638-0968 or (669) 900 6833 or (346) 248 7799; Webinar ID: 827 2274 7698; Password: 135692; Press \* 9 to “Raise Hand” for Public Comment*

#### PRESENTATIONS – NONE

#### A. CONSENT CALENDAR

<https://youtu.be/RSprw7SCSNE?t=183>

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

**A-2** Approval of minutes from the Planning Commission meeting of March 2, 2021.  
**Staff Recommendation:** Approve minutes as submitted.

**MOTION:** Commissioner Roschen moved to approve the Consent Calendar. Commissioner Ingraffia seconded, and the motion passes 4-0, with Roschen, Ingraffia, Ford, and Stewart voting yes.

<https://youtu.be/RSprw7SCSNE?t=206>

#### B. PUBLIC HEARING

<https://youtu.be/RSprw7SCSNE?t=237>

**B-1** **Case No.:** CUP21-02/ PKG21-01

**Site Location:** 939 Pacific Street, Morro Bay, CA

**Applicant/Project Sponsor:** Eric Westbrook

**Proposed Project:** Conditional Use Permit and Parking Exception to allow construction of a second story addition to an existing single-family residence. The project includes a 374 sf ground floor addition, 470 sf second story addition, and a new 255 sf second floor deck. The existing residence is nonconforming because it only has a one-car garage where a two-car garage is required. The project is located in the R-1 zoning district and outside of the Coastal Commission Appeals Jurisdiction.

**CEQA Determination:** Categorically Exempt, Section 15301 Class 1(e)

**Staff Recommendation:** Conditionally Approve

**Staff Contact:** Abbigail Miramontes, Planning Intern, (805) 772-6213,  
[amiramontes@morrobayca.gov](mailto:amiramontes@morrobayca.gov)

#### COMMISSIONERS DISCLOSURE OF EX PARTE COMMUNICATIONS – NONE

Miramontes presented the staff report.

The Commissioners presented their questions to staff.

Graham responded the Commissioners questions.

Chairperson Stewart opened the Public Comment period.  
<https://youtu.be/RSprw7SCSNE?t=677>

Aaron Gannage, applicants' architect, provided an overview of the project.

Chairperson Stewart closed the Public Comment period.  
<https://youtu.be/RSprw7SCSNE?t=834>

Chairperson Stewart read a correspondence letter from a neighbor.

Discussion between the Commissioners.

**MOTION:** Commissioner Roschen moved to approve staff recommendation. Commissioner Ford seconded, and the motion passes 4-0, with Roschen, Ford, Ingraffia, and Stewart voting yes.  
<https://youtu.be/RSprw7SCSNE?t=1094>

**B-2 Case No.:** CP0-404 / UP0-364 Extension  
**Site Location:** 1840 Main Street, Morro Bay, CA  
**Request:** Request for Time Extension of Coastal Development Permit #CP0-404 and Conditional Use Permit #UP0-364. The CDP/CUP was approved by Planning Commission on April 18, 2017, for new construction of an approximate 1,400 sf drive-thru, drive-up restaurant with canopied parking and associated site improvements, removal of major vegetation, and sign program approval. In addition, the project includes utility trenching of 4-6 feet across Main Street to the west of the property, trenching across Caltrans right of way, which fronts on Atascadero Road. The project site is in the MCR/R-4/SP zone district and located outside the Coastal Commission Appeals Jurisdiction.  
**CEQA Determination:** Mitigated Negative Declaration  
**Staff Recommendation:** Approve 2 year extension  
**Staff Contact:** Cindy Jacinth, Senior Planner (805) 772-6577,  
[cjacinth@morrobayca.gov](mailto:cjacinth@morrobayca.gov)  
<https://youtu.be/RSprw7SCSNE?t=1137>

COMMISSIONERS DISCLOSURE OF EX PARTE COMMUNICATIONS – NONE

Jacinth presented the staff report.

The Commissioners presented their questions to staff.

Chairperson Stewart opened the Public Comment period.  
<https://youtu.be/RSprw7SCSNE?t=1963>

Melissa Snyder, applicant, provided status on the project.

The Commissioners presented their questions to the applicant.

Chairperson Stewart closed the Public Comment period.

<https://youtu.be/RSprw7SCSNE?t=2313>

Discussion between the Commissioners.

**MOTION:** Commissioner Ford moved to approve the time extension for the Coastal Development CP0-404 and Conditional Use Permit UP0-364. Commissioner Roschen seconded, and the motion passes 4-0, with Ford, Roschen, Ingraffia, and Stewart voting yes.

<https://youtu.be/RSprw7SCSNE?t=2540>

C. NEW BUSINESS

<https://youtu.be/RSprw7SCSNE?t=2636>

**C-1** Information session presentation: “Tree Plantings Unique and Appropriate to Morro Bay”, a consideration for future planting guideline development

Vice-Chairperson Roschen introduced the speakers for tonight’s presentation.

The speakers provided information on tree planting appropriate to Morro Bay.

Chairperson Stewart opened the Public Comment period and seeing none, closed the Public Comment period

<https://youtu.be/RSprw7SCSNE?t=5424>

D. UNFINISHED BUSINESS

<https://youtu.be/RSprw7SCSNE?t=5551>

Vice-Chairperson Roschen recommended having a standing agenda item for the discussion on the development process.

The Commissioners gave their comments & had a discussion on the matter.

E. PLANNING COMMISSIONER COMMENTS/FUTURE AGENDA ITEMS - NONE

<https://youtu.be/RSprw7SCSNE?t=5760>

Graham updated the Commissioners on the City Council update on the General Plan.

F. COMMUNITY DEVELOPMENT DIRECTOR COMMENTS

<https://youtu.be/RSprw7SCSNE?t=6249>

G. ADJOURNMENT

The meeting adjourned at 7:45 p.m. to the next scheduled Planning Commission meeting via teleconference, on May 18, 2021, at 6:00 p.m.

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Susan Stewart, Chairperson

ATTEST:

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Scot Graham, Secretary