

City of Arts & Innovation

## PLANNING COMMISSION DRAFT MINUTES

THURSDAY, OCTOBER 15, 2020, 9:00 A.M.  
VIRTUAL MEETING  
PUBLIC COMMENT VIA TELEPHONE  
3900 MAIN STREET

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### COMMISSIONERS

PRESENT: R. Kirby, C. Roberts, R. Rubio, K. Parker, S. Mill, L. Allen, R. Singh, J. Teunissen and A. Villalobos

STAFF: M. Kopaskie-Brown, P. Brenes, B. Norton, D. Harper-Scott, K. Smith, N. Mustafa, C. Scully, F. Andrade

Chair Kirby called the meeting to order at 9:00 a.m.

### ORAL COMMUNICATIONS FROM THE AUDIENCE

There were no callers at this time.

### CONSENT CALENDAR

The Consent Calendar was unanimously approved as presented below affirming the actions appropriate to each item.

### MINUTES

The minutes of the meetings of September 3, 2020, September 3, 2020 special meeting and September 17, 2020, were approved as presented.

### PLANNING COMMISSION ATTENDANCE

The Planning Commission excused the absences of Commissioner Kirby due to vacation, Commissioner Parker due to vacation and Commissioner Rubio due to business from the September 17, 2020 Planning Commission.

A motion was made by Commissioner Singh, Seconded by Commissioner Roberts to approve the Consent Calendar.

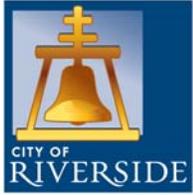
Motion Carried: 9 Ayes, 0 Noes, 0 Absent, 0 Abstention

AYES: Allen, Roberts, Rubio, Mill, Villalobos, Singh, Teunissen, Parker, Kirby

NOES: None

ABSENT: None

ABSTENTION: None



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## PUBLIC HEARINGS

PLANNING CASES P19-0620, P19-0621, P20-0165, and P20-0166 – CONDITIONAL USE PERMIT, DESIGN REVIEW, AND VARIANCES FOR A 15 UNIT MULTI-FAMILY RESIDENTIAL DEVELOPMENT - 2925 – 2957 MARKET STREET, WARD 1

Proposal by Empire Design Group, Inc. to consider the following entitlements for the construction of a 15 unit multi-family residential development on three contiguous parcels: 1) Conditional Use Permit to permit a multiple-family residential development; 2) Design Review of project plans; 3) Variance to allow a reduced front yard setback; and 4) Variance to allow a reduction in common open space. Danielle Harper-Scott, Assistant Planner, presented the staff report. Greg Hann, Project Architect, stated they were in agreement with the recommended conditions of approval. There were no public comments. The public hearing was closed. Following discussion it was moved by Commissioner Mill and seconded by Commissioner Singh that the Planning Commission: 1) Determine that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15332 (In-Fill Development Projects) of the CEQA Guidelines, as the project will not have a significant effect on the environment; and 2) Approve Planning Cases P19-0620 (Conditional Use Permit), P19-0621 (Design Review), P20-0165 (Variance), and P20-0166 (Variance) based on the findings outlined in the staff report and subject to the recommended conditions.

Chair Kirby advised of the appeal period.

The Planning Commission decision is final unless appealed to City Council.

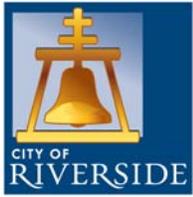
Motion Carried: 7 Ayes, 2 Noes, 0 Absent, 0 Abstention

AYES: Rubio, Mill, Villalobos, Singh, Teunissen, Parker, Kirby

NOES: Allen, Roberts

ABSENT: None

ABSTENTION: None



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PLANNING CASES P20-0239, P20-0407, P20-0408 – CONDITIONAL USE PERMIT AND VARIANCES FOR THE CONVERSION OF FOUR EXISTING OFFICE BUILDINGS INTO EIGHT MULTI-FAMILY RESIDENTIAL UNITS - 4061 MISSION INN AVENUE, WARD 1

Proposal by Xavier Design Group to consider the following entitlements for the conversion of four existing office buildings into eight multi-family residential units: 1) Conditional Use Permit to permit the conversion of four existing office buildings into eight multi-family residential units; 2) Variance to allow a greater density than permitted in the Downtown Specific Plan; 3) Variance to allow no private open space. Danielle Harper-Scott, Assistant Planner, presented the staff report. Xavier Hernandez, applicant, stated they were in agreement with the recommended conditions of approval. There were no public comments. The public hearing was closed. Following discussion it was moved by Commissioner Parker and seconded by Commissioner Allen that the Planning Commission: 1) Determine that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to Sections 15301 (Existing Facilities) and 15332 (In-Fill Development Projects) of the CEQA Guidelines, as the project will not have a significant effect on the environment; and 2) Approve Planning Cases P20-0239 (Conditional Use Permit), P20-0407 (Variance), and P20-0408 (Variance) based on the findings outlined in the staff report and subject to the recommended conditions.

Chair Kirby advised of the appeal period.

The Planning Commission decision is final unless appealed to City Council.

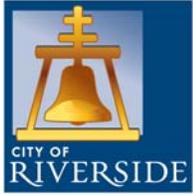
Motion Carried: 9 Ayes, 0 Noes, 0 Absent, 0 Abstention

AYES: Allen, Roberts, Rubio, Mill, Villalobos, Singh, Teunissen, Parker, Kirby

NOES: None

ABSENT: None

ABSTENTION: None



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### COMMUNICATIONS

#### SUNSHINE ORDINANCE UPDATE

Kristi Smith, Chief Assistant City Attorney, gave a brief overview of the Sunshine Ordinance as it pertains to meetings and agendas.

#### ITEMS FOR FUTURE AGENDAS AND UPDATE FROM CITY PLANNER

Mary Kopaskie-Brown, City Planner, announced that there were no items for October 29 and that the meeting would be canceled.

The Good Neighbor Guidelines are scheduled to be heard by the City Council on November 10, 2020. She also stated that the Northside Specific Plan is scheduled for the November 17, 2020 City Council meeting.

### ADJOURNMENT

The meeting was adjourned at 10:46 a.m. to the meeting of October 29, 2020 at 9:00 a.m.

The above actions were taken by the City Planning Commission on October 15, 2020. There is now a 10-day appeal period that ends on October 26, 2020. During this time, any interested person may appeal this action to the City Council by submitting a letter of appeal and paying the appeal fee. In the absence of an appeal or referral, the Commission's decisions and conditions become final after 5:00 p.m. on October 26, 2020.