

**ACTION MINUTES**  
**MEETING OF THE ARCHITECTURAL REVIEW COMMITTEE**

**March 4, 2024, 2:30 p.m.**  
**Hybrid City Hall Conference Room/Virtual Zoom Meeting**  
**300 East Branch Street, Arroyo Grande**

Committee Members Present: Kristin Juette, C.J. Horstman, Glenn Martin,  
Janet Huston

Committee Members Absent: Lori Mainini Hall

Staff Present: Planning Manager Andrew Perez, Assistant  
Planner Shayna Gropen

**Given the recent increase in COVID-19 cases in San Luis Obispo County, and in compliance with Assembly Bill (AB) 361, which allows for a deviation of teleconference rules required by the Ralph M. Brown Act, this meeting was held by teleconference.**

---

**1. CALL TO ORDER**

**2. ROLL CALL**

Committee Member Hall was absent.

**3. FLAG SALUTE**

Chair Martin led the flag salute.

**4. AGENDA REVIEW**

None.

**5. COMMUNITY COMMENTS AND SUGGESTIONS**

No public comment was received.

**6. WRITTEN COMMUNICATIONS**

None.

**7. CONSENT AGENDA**

**7.a Approval of Minutes**

(PEREZ)

Moved by Janet Huston  
Seconded by C.J. Horstman

Approve the Minutes of the January 22, 2024 Special Meeting.

AYES (3): C.J. Horstman, Glenn Martin, and Janet Huston

ABSTAINED (1): Kristin Juette

ABSENT (1): Lori Mainini Hall

Passed (3 to 0)

## 8. **PROJECTS**

### 8.a **Consideration of Administrative Sign Permit ASP23-016; Signage for an Existing Business; Location – 101 West Branch Street, Suite A; Applicant – The Mayan Collective, LLC.**

(GROPEN)

Assistant Planner Gropen presented the staff report explaining the proposed signage, including the sign area, colors, and locations of the proposed signs. She also answered questions about sign location and the proposed colors.

Karla Wegner, project applicant, spoke in support of the project and answered questions from the Committee about the color changes proposed for the door and window trim and explained the purpose of repainting the trim rather than trying to match the color of the existing trim.

Chair Martin opened public comment. No public comment was provided.

The Committee expressed their preference for including a dark border around the painted sign to add contrast and add visual appeal. There was also a preference for matching the width of the wall sign with the width of the doorframe. The Committee was also supportive of the applicant placing the business address above entrance between the door and the band of bricks. The Committee also found the neon open sign appropriate and consistent with the Village.

Moved by C.J. Horstman  
Seconded by Kristin Juette

Recommend that the Community Development Director approve the project with the following conditions:

- 1) Increase the width of the sign to align with the entry doorframe and the height to fill the area between the brick bands
- 2) Add contrast to a sign by darkening the background color
- 3) Paint street address above the entry
- 4) Patch the holes in the wall above the entry before painting.

AYES (4): Kristin Juetter, C.J. Horstman, Glenn Martin, and Janet Huston

ABSENT (1): Lori Mainini Hall

Passed (4 to 0)

**8.b Consideration of Conditional Use Permit 23-010 and Lot Line Adjustment 24-001; Construction of a New Car Wash; Location – 414, 418, 422 East Grand Ave; Applicant – Ryan Talley**

(GROPEN)

Assistant Planner Gropen presented the staff report, describing the project location, project description, general plan conformance, circulation, and noise analysis. She also described the projects architectural design, colors, and materials proposed. She also answered questions from the Committee about neighborhood notifications, and hours of operation.

Christina Talley, project applicant, and Matt Cebullla, project architect, spoke in support of the project. They answered questions about the business model, explaining that it is membership based. The applicant also explained that three of the four residences on site are currently vacant and the fourth will voluntarily be vacant in the near future. They will notify the neighbors about the proposed project.

Chair Martin opened public comment. No public comment was received.

The Committee supported the proposed project, including the design aesthetic and the site design. While there was concern about the loss of housing units, the Committee thought the car wash an appropriate use for the site considering the surrounding uses.

The Committee recommends that the Planning Commission approve the project as submitted.

AYES (4): Kristin Juetter, C.J. Horstman, Glenn Martin, and Janet Huston

ABSENT (1): Lori Mainini Hall

Passed (4 to 0)

**9. DISCUSSION ITEMS**

**9.a Election of Chairperson and Vice Chairperson**

(PEREZ)

The Committee members in attendance unanimously approved Chair Martin and Vice Chair Juetter serving another one-year period in their respective roles.

**10. COMMITTEE COMMUNICATIONS**

Committee Member Horstman asked which color was used for the infill material in the Village tree wells. Planning Manager Perez responded stating that he will look into the color choice and disseminate that information to the Committee.

Committee Member Huston expressed concern about patrons of businesses with parklets sitting on the k-rails adjacent to the street creating a dangerous situation. The Committee suggested adding a placard inside the k-rail advising patrons to not sit on the railing.

11. **STAFF COMMUNICATIONS**

None.

12. **ADJOURNMENT**

The Meeting adjourned at 3:40pm:

/s/ Glenn Martin, Chair

/s/ Andrew Perez, Planning Manager