

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

**August 1, 2022, 2:30 p.m.**  
**Hybrid City Hall Conference Room/Virtual Zoom Meeting**  
**300 East Branch Street, Arroyo Grande**

Committee Members Present: Jon Couch, Lori Mainini Hall, Kristin Juetter,  
Warren Hoag, Bruce Berlin

Staff Present: Community Development Director Brian  
Pedrotti, Planning Manager Andrew Perez,  
Associate Planner Patrick Holub

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.

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**1. CALL TO ORDER**

Chair Hoag called the Meeting to order at 2:50 pm.

**2. ROLL CALL**

Chair Hoag performed the roll call. Committee Member Couch was absent.

**3. FLAG SALUTE**

Committee Member Hall

**4. AGENDA REVIEW**

None.

**5. COMMUNITY COMMENTS AND SUGGESTIONS**

None.

**6. WRITTEN COMMUNICATIONS**

Chair Hoag acknowledged the distribution of Supplemental Memo No. 1 prior to the meeting.

**7. CONSENT AGENDA**

**7.a Approval of Minutes**

(PEREZ)

Moved by Bruce Berlin  
Seconded by Lori Mainini Hall

Approve the Minutes of the June 20, 2022 Regular Meeting with the correction to Planning Manager Perez's title.

AYES (3): Lori Mainini Hall, Warren Hoag, and Bruce Berlin

ABSTAINED (1): Kristin Juette

ABSENT (1): Jon Couch

Passed (3 to 0)

## 8. **PROJECTS**

### 8.a **Consideration of Architectural Review 22-007; Exterior Alterations to an Existing Residence; Location – 121 Nelson St; Applicant – Billy Kilmer; Representative – Jennifer Martin**

(PEREZ)

Planning Manager Perez presented the staff report and provided information about the project location, details, materials, and colors. He also noted that the project was subject to the Village Design Guidelines and which guidelines were specifically applicable to the proposal.

Jennifer Martin, project architect, and Billy Kilmer, property owner spoke in support of the project and explained the purpose of the project. Ms. Martin presented a slightly different tone of yellow, called Cachet Cream, as the proposed base color. The applicants also answered a question about the future development potential of the site and landscaping.

Committee Member Couch joined the meeting at 2:57 pm.

The Committee spoke in support of the project and appreciated the rehabilitation of an existing dwelling in the Village to help maintain the character of the neighborhood. The Committee found the project details in conformance with the Design Guidelines and was supportive of the color presented at the meeting.

Moved by Bruce Berlin  
Seconded by Lori Mainini Hall

The Architectural Review Committee (ARC) recommends that the Community Development Director approve the project as submitted.

AYES (5): Jon Couch, Lori Mainini Hall, Kristin Juette, Warren Hoag, and Bruce Berlin

Passed (5 to 0)

## **9. DISCUSSION ITEMS**

### **9.a Review of Objective Design Guidelines for Permanent Parklet Program**

(HOLUB)

Associate Planner Holub presented the staff report and explained the existing status of the temporary parklet program and direction provided by City Council at its study session. Associate Planner Holub also summarized the proposed design standards and the purpose for each of those standards.

The Committee agreed with staff that safety is a priority when developing these standards. The Committee spoke in support of the proposed standards and discussed height, width, colors, and landscaping within parklets. The Committee also discussed a program in which the property owner could install permanent street improvements such as curbing and bollards as a safety element to develop a permanent outdoor dining area.

The following modifications to the standards were recommended by the ARC:

- 1) Limit parklet width to the width of the storefront in which it serve, but not more than 40 feet. This may be flexible considering the parking spaces do not exactly align with each business frontage
- 2) Allow more flexibility for colors by not requiring a primary and secondary color.
- 3) Limit height of parklets to the first floor to maintain view of Village buildings
- 4) Use traffic rated barriers that are either well articulated or allow for plants/vegetation

## **10. COMMITTEE COMMUNICATIONS**

Committee Member Hall notified the Committee that she will be absent from the second regular meeting in September through at least the first regular meeting in October.

## **11. STAFF COMMUNICATIONS**

Planning Manager Perez announced that the Planning Commission will consider amendments to the short term rental ordinance at its meeting on August 2, 2022.

## **12. ADJOURNMENT**

The Meeting adjourned at 4:56 pm.

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Warren Hoag, Chair

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Andrew Perez, Planning Manager