

## ACTION MINUTES MEETING OF THE PLANNING COMMISSION

August 2, 2022, 6:00 p.m.  
Hybrid City Council Chamber/Virtual Zoom Meeting  
215 East Branch Street, Arroyo Grande

Commission Members Present:	Chair Glenn Martin, Commissioner Jim Guthrie, Kevin Buchanan
Commission Members Absent:	Commissioner Frank Schiro, Vice Chair Jamie Maraviglia
Staff Present:	Planning Manager Andrew Perez, Associate Planner Patrick Holub, Community Development Director Brian Pedrotti

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**

Chair Martin called the Planning Commission meeting to order at 6:01pm.

2. **ROLL CALL**

Commissioner Schiro and Vice Chair Maraviglia were absent.

3. **FLAG SALUTE**

Chair Martin

4. **AGENDA REVIEW**

None.

5. **COMMUNITY COMMENTS AND SUGGESTIONS**

April, Oceano, spoke about the importance of regulating short term rentals and mentioned that the Oceano Advisory Council would be meeting at 6:00pm on August 20th in-person and August 22nd on Zoom to discuss short term rental regulations in Oceano.

6. **WRITTEN COMMUNICATIONS**

None.

**7. CONSENT AGENDA**

**7.a Approval of Minutes**

(HOLUB)

This item was continued due to a lack of a quorum of Planning Commissioners in attendance at the June 7, 2022 meeting.

**7.b Consideration of Lot Line Adjustment 22-002; Location – 718 Cornwall Avenue; Applicant – Hunstad Homes, Kevin Hunstad**

(HOLUB)

Moved by Chair Martin

Seconded by Commissioner Guthrie

Passed

**8. PUBLIC HEARINGS**

**8.a Consideration of Draft Initial Study/Mitigated Negative Declaration for the Traffic Way Bridge Replacement Project**

(PEREZ)

Community Development Director Brian Pedrotti provided an introduction and introduced City Engineer Robin Dickerson.

City Engineer Dickerson provided a presentation and introduced consultant, Cassidy Williams, from SWCA Environmental Consultants.

Cassidy Williams, consultant, continued the presentation.

Due to technical issues, Chair Martin called for a break at 6:19pm. The Commission reconvened at 6:29pm.

Community Development Director Pedrotti, City Engineer Dickerson and consultant Williams responded to Commissioner questions regarding detour routes during construction, evaluation of additional air quality impacts related to the detour, lane configuration and anticipated traffic impacts at the US Highway 101 off ramps near the project.

Chair Martin opened the public hearing. Hearing no public comments, Chair Martin closed the public hearing.

Moved by Chair Martin

Seconded by Commissioner Guthrie

Chair Martin moved and Commissioner Guthrie seconded a motion to adopt a Resolution recommending that the City Council adopt the Initial Study / Mitigated Negative Declaration for the Traffic Way Bridge Replacement Project with the following change: "Additional review and analysis of safety issues related to traffic calming mitigation shall be conducted."

Passed

## **8.b Discuss and Consider Amendments to Short Term Rental Ordinance**

(HOLUB)

Associate Planner Patrick Holub presented the staff report and responded to Commissioner questions regarding enforcement, current procedures and capabilities expressed by respondents to the City's Request for Proposals for short term rental host compliance services.

Chair Martin opened the public hearing.

Peggy Coon, Ide Street, spoke about the City's short term rental regulations and made a number of recommendations for changes to the ordinance.

Elizabeth Bartow spoke about issues with the City's current regulations.

April, Oceano, spoke about short term rental impacts on available housing and suggested an expiration clause.

Due to technical issues, Chair Martin called for a break at 7:45pm. The Commission reconvened at 8:00pm.

Jami Fordyce spoke about concerns related to short term rentals and the experience of living next door to an approved rental. She also spoke about concerns related to an approval being reported under agenda item #10.

Matt Coward spoke about the existing short term rental regulations and expressed a desire to have the buffer distance between rentals reduced.

Michelle Chariton spoke about the impacts related to short term rentals and advocated for the buffer distance to apply near schools.

Hearing no further comment, Chair Martin closed the public hearing.

Chair Martin moved and Commissioner Guthrie seconded a motion to continue the meeting past 10:00pm until 10:30pm. The motion passed 3-0-2.

Chair Martin moved and Commissioner Guthrie seconded a motion to continue the meeting an additional fifteen minutes until 10:45pm.

Moved by Chair Martin

Seconded by Commissioner Guthrie

Chair Martin moved and Commissioner Guthrie seconded a motion to adopt a Resolution recommending the City Council adopt an Ordinance revising the City's short term rental regulations with the following changes:

1) Implement a cap on vacation rentals of 120.

2) Increase the buffer between short term rentals of all kinds to 500 feet and provide a buffer from all schools of 500 feet.

- 3) Initiate revocation procedures if a designated emergency contact is unresponsive three times or if a citation is issued by the Police Department.
- 4) Require that short term rental permits expire at the point of sale of the property.
- 5) Incorporate the same new performance standards for homestays as vacation rentals.
- 6) Require that any unit previous occupied by a long term renter within the past year be ineligible to become a short term rental.
- 7) Provide two parking spaces off-street for all short term rentals. The parking spaces can be covered or uncovered.

Passed

**9. NON-PUBLIC HEARING ITEMS**

None.

**10. NOTICE OF ADMINISTRATIVE ITEMS SINCE JUNE 7, 2022**

Received.

Commissioner Guthrie moved and Chair Martin seconded a motion to appeal the approval of the vacation rental at 1136 East Grand Avenue due to the public's stated concerns regarding the contact phone number of the listed emergency contact. The motion passed 3-0-2.

April, Oceano, spoke about issues related to public comment on administrative approvals.

Jami Fordyce spoke about issues related to the process.

Commissioner Guthrie moved and Chair Martin seconded a motion to extend the meeting an additional five minutes until 10:50pm.

Michelle Chariton spoke about issues related to the approval process.

**11. COMMISSION COMMUNICATIONS**

None.

**12. STAFF COMMUNICATIONS**

None.

**13. ADJOURNMENT**

The Meeting adjourned at 10:48pm.

---

Glen Martin, Chair

---

Patrick Holub, Associate Planner