



# Attachment 3

## CITY OF ARROYO GRANDE CALIFORNIA

October 28, 2021

Ken Steitz  
263-D Spruce Street  
Arroyo Grande, CA 93420

**SUBJECT: PLOT PLAN REVIEW 21-033; ESTABLISHMENT OF A VACATION RENTAL IN THE MULTI-FAMILY ZONING DISTRICT; LOCATION – 263-D SPRUCE STREET; APPLICANT – KEN STEITZ**

Dear Mr. Steitz:

On October 28, 2021, the Community Development Director approved the above-referenced project for the establishment of a vacation rental in an existing single family home in the Multi-Family (MF) zoning district. This approval is based upon the following findings for approval:

#### **FINDINGS FOR APPROVAL – PLOT PLAN REVIEW**

1. The proposed project is consistent with the goals, objectives, policies and programs of the Arroyo Grande General Plan;
  - a. Vacation rentals are allowed in the City's MF zoning district with approval of a Minor Use Permit - Plot Plan Review.
  - b. Approval of a Minor Use Permit - Plot Plan Review certifies that the land use or development will satisfy all applicable provisions of the Municipal Code and allows the Community Development Director to develop reasonable conditions to ensure compliance.
  - c. Approval of a Minor Use Permit - Plot Plan Review enables issuance of a business license for use of the property as a commercial business.
2. The proposed project conforms to applicable performance standards and will not be detrimental to the public health, safety or general welfare;
  - a. The Municipal Code mandates performance standards to ensure the public health, safety or general welfare.
  - b. The existing dwelling unit on site meets the requirements of Section 16.52.230 of the Municipal Code.
  - c. Conditions of approval developed for this project ensure compliance with Section 16.52.230 of the Municipal Code and the protection of public health, safety or general welfare.
3. The physical location or placement of the use on the site is compatible with the surrounding neighborhood.
  - a. The subject property is located within an established residential neighborhood in the MF zoning district, which is available for use as a vacation rental.
  - b. The existing single family residence is available for vacation rentals, and is of sufficient size to accommodate the intended use.
  - c. The subject property where the vacation rental is located is greater than three hundred feet (300') of an existing vacation rental on the same street.

In approving a Minor Use Permit-Plot Plan Review, the Community Development Director may impose reasonable conditions to ensure compliance with the Municipal Code. This approval is subject to the following conditions of

approval. **Please review the conditions carefully. As the applicant, you are responsible to see that the conditions are implemented.** This will involve working with the various departments that conditioned the project.

#### **CONDITIONS OF APPROVAL**

##### **GENERAL CONDITIONS**

1. The applicant shall ascertain and comply with all State, County and City requirements as are applicable to this project.
2. The applicant shall apply and be approved for a business license before conducting any business transactions on the premises.
3. The applicant shall agree to indemnify and defend at his/her sole expense any action brought against the City, its agents, officers, or employees because of the issuance of said approval, or in the alternative, to relinquish such approval. The applicant shall reimburse the City, its agents, officers, or employees, for any court costs and attorney's fees which the City, its agents, officers, or employees may be required by a court to pay as a result of such action. The City may, at its sole discretion, participate at its own expense in the defense of any such action but such participation shall not relieve the applicant of his/her obligations under this condition.

##### **COMMUNITY DEVELOPMENT DEPARTMENT**

4. The project shall substantially conform to the plans and descriptions on file in the Community Development Department dated September 28, 2021.
5. This permit shall expire on October 28, 2023, unless a business license is issued for the project.
6. The operator shall maintain a contact person/entity within a fifteen (15) minute drive of the property to be responsible for responding to complaints regarding the use of the vacation rental in accordance with Municipal Code Subsection 16.52.230.C.5. The identified primary contact person is Michelle Gust and she can be reached at 559-213-9117.
7. The operator shall annually notify the Community Development Department of the name, address, and phone number of the contact person, at time of business license renewal.
8. The operator shall conspicuously post a written notice inside the vacation rental with the name, address, and telephone number of the required contact person. The notice shall also include the address of the vacation rental, the maximum number of occupants permitted to stay overnight in the unit, the maximum number of vehicles allowed to park on-site, the day(s) established for garbage collection, and the non-emergency number of the Arroyo Grande Police Department.
9. Based upon the size and location of the three (3) bedrooms in the single family residence and the character of the neighborhood, a maximum of eight (8) guests may stay in the single family residence as a vacation rental at any one time in accordance with Municipal Subsection 16.52.230.C.9 (2 occupants per bedroom and 2 additional occupants).
10. No on-site advertising is permitted in conjunction with the vacation rental.
11. Payment of Transient Occupancy Tax is required per Municipal Code Section 3.24.030. Payment of Tourism Business Improvement District assessments is required per Municipal Code Chapter 3.46.

##### **BUILDING AND LIFE SAFETY DIVISION**

---

12. The applicant shall comply with the current California Codes including the specifically adopted City of Arroyo Grande provisions.
13. A safety inspection will be required prior to business license approval. Contact (805) 473-5454 for inspections.

The decision will be reported to the Planning Commission on November 2, 2021. Per Municipal Code Subsection 16.16.080.C.6, a notice of the decision will also be mailed to all property owners of parcels within three hundred feet (300') of the vacation rental. If you disagree with the Community Development Director's decision, you may file an appeal to the Planning Commission no later than November 8, 2021 at 5:00 pm. If you have any questions, please contact the Community Development Department at (805) 473-5420.

Sincerely,



Brian Pedrotti  
Community Development Director



Patrick Holub  
Assistant Planner

cc: Building Official  
Accounting Manager