

**ACTION MINUTES
MEETING OF THE PLANNING COMMISSION**

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

Commission Members Present: Chair Glenn Martin, Vice Chair Jamie Maraviglia, Commissioner Jim Guthrie, Kevin Buchanan, Catherine Sackrison

Commission Members Absent: None

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 6:00 pm.

2. ROLL CALL

All present.

3. FLAG SALUTE

Commissioner Buchanan

4. AGENDA REVIEW

Community Development Director Pedrotti requested and the Commission agreed to re-order the agenda to place item 12 before item 5.

5. COMMUNITY COMMENTS AND SUGGESTIONS

Chair Martin invited public comment.

Public comment was received from Andrew Tate.

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

6. WRITTEN COMMUNICATIONS

None.

7. CONSENT AGENDA

7.a Approval of Minutes

(HOLUB)

Moved by Vice Chair Maraviglia

Seconded by Commissioner Guthrie

Approve the Minutes of the November 1, 2022 Regular Meeting.

AYES (5): Chair Martin, Vice Chair Maraviglia, Commissioner Guthrie, Kevin Buchanan, Catherine Sackrison

Passed (5 to 0)

8. PUBLIC HEARINGS

8.a Consideration Of Conditional Use Permit 22-006 And Tentative Parcel Map 22-004; Lot Split Of An Existing Parcel And Conversion Of A Duplex Into Two Single Family Dwellings; Location – 992 Bennett Ave; Applicant – Mark Vasquez

(PEREZ)

Planning Manager Perez presented the staff report and responded to Commissioner questions regarding to the definition of a cityhouse and the purpose of the subdivision.

Mark Vasquez, applicant, spoke in support of the project and provided further information regarding the purpose of the lot split.

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

Moved by Commissioner Guthrie

Seconded by Vice Chair Maraviglia

Adopt a Resolution approving Conditional Use Permit Case No. 22-006 and Tentative Parcel Map 22-004.

AYES (5): Chair Martin, Vice Chair Maraviglia, Commissioner Guthrie, Kevin Buchanan, Catherine Sackrison

Passed (5 to 0)

8.b Consideration of Conditional Use Permit 21-007; Construction of a New Five (5) Unit Apartment Building; Location – 141 South Elm Street; Applicant – Jeff Emrick, Visual Horizon, Inc.

(HOLUB)

Vice Chair Maraviglia recused herself from this item due to a conflict of interest.

Associate Planner Holub presented the staff report including details about the project site, project description, design, colors, and materials. He also summarized the reviews and comments from other City advisory committees and the parking reduction requested by the application.

Jeff Emrick, project applicant, spoke in support of the project, and answered questions about the project concept, architecture, shared maintenance, and utilities.

Chair Martin opened public comment.

Casey Johnston, adjacent property owner, spoke in support of the project and the shared access and maintenance practices between the parcels.

Chair Martin closed the public comment period.

Moved by Kevin Buchanan

Seconded by Catherine Sackrison

Adopt a Resolution approving Conditional Use Permit 21-007 with the condition to record a shared maintenance agreement between the two subject parcels, and to reclassify the units as studios.

AYES (4): Chair Martin, Commissioner Guthrie, Kevin Buchanan, Catherine Sackrison

Passed (4 to 0)

9. NON-PUBLIC HEARING ITEMS

Vice Chair Maraviglia rejoined the meeting.

None.

10. NOTICE OF ADMINISTRATIVE ITEMS SINCE NOVEMBER 1, 2022

Received.

Associate Planner Holub answered questions about the status of vacation rental permits.

11. COMMISSION COMMUNICATIONS

Chair Martin welcomed Commissioner Sackrison to the Commission.

Commissioner Guthrie thanked the Commission for their service as it is his last meeting as a Planning Commissioner.

12. STAFF COMMUNICATIONS

This item was heard out of order, prior to the Agenda Review item.

Community Development Director Pedrotti introduced Commissioner Sackrison to the Planning Commission.

Community Development Director Pedrotti thanked Commissioner Guthrie for his service on the Planning Commission.

Associate Planner Holub announced that the meeting scheduled for December 20, 2022 will be cancelled.

13. ADJOURNMENT

The Meeting adjourned at 7:28 pm.

Glenn Martin, Chair

Patrick Holub, Associate Planner