

REGULAR MEETING
Wednesday, May 14, 2025

TOUR 3:00 PM

MEETING 4:00 PM

CALL TO ORDER AND ROLL CALL - TOUR

The following Commission members were present for the tour: Mel Ahlborn, Erin Allen, Stefan Karapetkov, Michael LePage, and Stephanie Locke

The following Commission members were absent: None

TOUR OF INSPECTION

Item A: **UP 25090 (The Sea Shack):** San Carlos between Ocean and 7th Avenue
(Carmel Square, Unit #2)

Item B: **DS 24207 (Hermle-Collins):** Mission Street 4 northeast of 1st Avenue

Item C: **DS 24208 (Hermle-Collins):** Mission Street 3 northeast of 1st Avenue

Item D: **DS 24209 (Hermle-Collins):** Mission Street 2 northeast of 1st Avenue

CALL TO ORDER AND ROLL CALL – CHAMBERS

The following Commission members were present: Mel Ahlborn, Erin Allen, Stefan Karapetkov, Michael LePage, and Stephanie Locke

The following Commission members were absent: None

PUBLIC APPEARANCES

The following members of the public appeared before the Commission: Will Rei

ANNOUNCEMENTS

None

CONSENT AGENDA

Item 1: Monthly Activity Report: April 2025

Item 2: April 9, 2025 Regular Meeting Minutes

Item 3: **DS 22-331 (Collins):** Consideration of a Final Design Study and Coastal Development Permit for the demolition of an existing 866-square foot single-family residence and 213-square-foot shed, and construction of a new 1,800-square-foot two-story single-family residence inclusive of a 200-square-foot

attached garage located at San Carlos Street 3 southeast of 1st Avenue in the Single-Family Residential (R-1) District and Archaeological Significance (AS) Overlay District. APN: 010-121-013-000.

Proposed CEQA Action: Find the project categorically exempt from environmental review pursuant to CEQA Guidelines Section 15303 and that none of the exceptions can be made in this case

Item 3: DS 22-331 (Collins) was pulled from the Consent Calendar for discussion.

Item 3: DS 22-331 (Collins): Consideration of a Final Design Study and Coastal Development Permit for the demolition of an existing 866-square foot single-family residence and 213-square-foot shed, and construction of a new 1,800-square-foot two-story single-family residence inclusive of a 200-square-foot attached garage located at San Carlos Street 3 southeast of 1st Avenue in the Single-Family Residential (R-1) District and Archaeological Significance (AS) Overlay District. APN: 010-121-013-000.

Proposed CEQA Action: Find the project categorically exempt from environmental review pursuant to CEQA Guidelines Section 15303 and that none of the exceptions can be made in this case

Commissioner Ahlborn inquired about proposed exterior materials mentioned in the staff report under finish details, specifically a swap made related to fire safety concerns.

Evan Kort, Senior Planner, explained that the project site is in the very high fire hazard severity zone and that projects in this zone must adhere to specific building requirements regarding construction materials and methods. He explained the Building Code requirement for fire resistant siding to meet State Fire Marshall requirements. He spoke to the identical assembly, look, and composition of the siding options. He noted that the Building Department typically reviews fire-related requirements, but Planning has been paying closer attention to these requirements.

Chair LePage opened the meeting for public comment. The following members of the public appeared before the Commission: None

Chair LePage closed the meeting for public comment.

It was moved by Chair LePage and seconded by Commissioner Allen to approve the consent agenda.

The motion passed by the following roll call vote:

AYES:	Commission Member(s): Ahlborn, Allen, Karapetkov, Locke, LePage
NOES:	Commission Member(s): None
ABSTAINED:	Commission Member(s): None
ABSENT:	Commission Member(s): None

ORDERS OF BUSINESS

Item 4: Review of Draft Housing Element Amendment: Revised Chapter 2, New Appendix C

Brandon Swanson, Assistant City Administrator, introduced the presentation. He stated this represents a large milestone for the Housing Element Amendment effort, which started with the goal of better spreading housing units across the City rather than using two City-owned sites. He thanked staff and the community, including the AHA resident group, noting the thousands of volunteer hours that went into this effort. He described it as a "true representation of what City and resident collaboration can do".

Marnie Waffle, Principal Planner, presented on the Housing Element with a focus on reviewing the draft revisions to Chapter 2 (programs) and Appendix C (analysis, including sites inventory), and providing feedback.

The State has estimated the need for 2.5 million new homes statewide, with the City's Regional Housing Needs Allocation (RENA) being 349 units, of which 231 must be affordable. The City's responsibility is to identify potential sites to accommodate these units. Carmel adopted its 6th Cycle Housing Element in April 2024, meeting the deadline and protecting the village from Builder's Remedy. Part of the adopted strategy relied on putting 65% of affordable housing (149 units) on two City-owned sites. The City Council adopted a resolution in July 2024 directing staff to work with the Affordable Housing Alternatives (AHA) group to find other strategies to disperse affordable housing instead of concentrating on those two sites.

The idea was to "supercharge" existing Housing Element programs, focusing on hotels, downtown, Accessory Dwelling Units (ADUs), and church sites. The AHA group took the lead, investing significant hours over the last 10 months, creating subcommittees, conducting research, collecting data, reviewing State law, holding community workshops, and meeting with stakeholders. They retained a consultant, Veronica Tam, for technical assistance and had regular meetings with the State Department of Housing and Community Development (HCD) to review proposed strategies.

Principle Planner Waffle emphasized that this is an early draft and subject to change, especially through the State review process. The upcoming Special Joint City Council/Planning Commission Meeting on May 20, 2025, will be a second review for feedback from the public, Commission, and City Council. Staff and the AHA group will then polish the drafts and submit them to the State for an informal friendly review by May 30, 2025. They estimate a 3-week review time, hoping to hear back by the end of June 2025.

Principle Planner Waffle introduced the five strategies that developed from the initial four program areas by splitting the downtown into two strategies:

1. Hotel to Residential Conversion Program (Hotel Key Transfer Program): Tim Twomey explained this strategy was in previous Housing Elements but lacked substance. He explained the program requires three parties: a hotel owner (selling an underperforming hotel), an affordable housing developer (buying and converting the hotel to mixed-income housing), and a hotel developer (buying the hotel keys). The value of the hotel keys (estimated at \$300,000 apiece) makes the conversion project viable for the affordable housing developer, helping them recoup costs. Potential incentives include reduced/waived permitting fees and expedited application processing for both the affordable housing component and the new hotel. Based on a review of Carmel's underperforming hotels (15 identified, representing 379 rooms), they used an 85% conversion rate (322 units). Being conservative, they projected a 50% interest rate from developers/owners, resulting in 161 total potential units. With a target of 75% affordable and 25% market rate (split 25/25/25 for very low, low, moderate income), this strategy could yield 120 affordable units and 41 market rate units.

Chair LePage questioned the process, particularly who sells the hotel keys. Tim Twomey clarified that the affordable housing developer sells the right for the hotel room keys to the hotel developer. Hans Buder added that talking with developers is crucial to understanding their needs for partaking in the program. Principle Planner Waffle confirmed that HCD has seen each individual strategy previously and provided feedback; this will be the first time they see the combined draft.

2. **Downtown Mixed Income Incentive Program (MIP):** Hans Buder presented the strategy specifying that the goal is a program with broader applicability for any interested downtown property owner to potentially add affordable housing. It aims to incentivize mixed-income housing, even at the property level. The concept was inspired by Trevvett Court, a 100% affordable senior development on an 8,000 sq ft lot with 14 units (76 dwelling units/acre) that "feels like a Carmel building" in scale. Space planning showed that 88 dwelling units/acre is possible on an 8,000 sq ft lot while incorporating ground floor commercial and keeping a two-story, Carmel-type building.
3. **Downtown Live-Work Program:** Hans Buder presented the strategy, stating that it would not add net new square footage and therefore not change the character of the town. It provides housing opportunities, helping artists, shopkeepers, and small entrepreneurs live in Carmel again, potentially making them more locally serving. It activates under-activated downtown areas. He called it a "win-win" for the community, property owner, and tenant. He explained that tenants could potentially combine two rents (commercial space and rental) into a single, deed-restricted affordable rent. They identified 250 potential live-work spaces downtown on 20 properties considered potential sites. They hope to claim 14 of these for RHNA credit, representing about 116 potential live-work units. Based on owner interest, they applied 100% credit where interest existed and 50% credit where it did not, resulting in 85 potential units for RHNA credit. Hans Buder addressed the minimum square footage for a live-work situation, saying State minimums start around 350 square feet, noting they are "surprisingly low". Assistant City Administrator Swanson added that for a family of four, very low income is \$66,000, low income is \$106,000, and moderate income is \$124,000 annually. For an individual, very low income is \$46,000, low income is \$74,000, and moderate income is \$87,000 annually.
4. **Accessory Dwelling Units (ADUs):** This strategy was led and presented by Nancy Twomey. She specified the strategy's emphasis on leveraging existing State legislation that encourages ministerial approvals for ADUs. State objectives aim for a "one stop one shoe fits all" model with approvals throughout California communities. She noted significant momentum with 45 units either permitted or already licensed to occupy in the current 6th Cycle, which count towards the RHNA numbers. Proposed action includes working on a renter match program to help low-income individuals find ADU units by leveraging the Carmel Foundation's work. They are also considering rolling out a pre-sales inspection program when homes are sold to potentially uncover unpermitted cottages that could be candidates for the ADU program, helping to "uncover ones that don't come via a voluntary path". An ADU guide is already published on the City's website to help property owners understand options, State law variations, processes, and steps, including amnesty and JADU/ADU parameters.

Commissioner Karapetkov asked if ADUs are considered affordable for the RHNA count. Principle Planner Waffle explained the State allows the projection of a certain number as affordable, but they must be able to verify the unit as affordable at the construction stage (e.g., deed restricted or proved affordable based on market conditions) to count towards the RHNA. Commissioner Karapetkov confirmed there's no requirement for a deed-restricted ADU to meet the upfront projection goal. He then asked if any existing permitted ADUs have had deed

restrictions and Principal Planner Waffle confirmed that there has not. Commissioner Locke suggested including a program to verify affordable rentals without deed restrictions in the housing element, as "nobody wants a deed restriction".

5. Housing on Religious Facility Owned Property (Church Property): Principal Planner Waffle presented on this strategy in Victoria Beach's absence. This is a revamped program following Senate Bill 4 (SB 4), the Affordable Housing on Faith and Higher Education Lands Act of 2023. SB 4, passed during the Housing Element amendment process, allows projects on church-owned property to build up to 20 dwelling units per acre by right if 100% affordable. The current Housing Element doesn't address SB 419. Principle Planner Waffle stated that they looked at the five church sites in town and did outreach, holding a community meeting where representatives from all five churches attended and expressed interest. Three churches showed the most interest and are included in the proposed amendment. The benefits include encouraging synergy between faith communities and those in need, leveraging some of the largest properties in the City and providing a vehicle for translating interest into action. Incentives largely come from State law (exemptions from environmental review, reduction in parking, increased density, by right approvals). City incentives include water, expedited application processing, and reduced permitting fees. A future housing trust fund could provide additional support. Looking at the three interested church properties and allowed density, they project approximately 65 units across the three sites, all of which would have to be affordable under SB 4 and thus would be included towards the RHNA count for this strategy.

Principle Planner Waffle summarized that these five strategies represent the "meat" of the programs being presented to HCD, showing projected units and planned actions. She then discussed the Sites Inventory located in Appendix C. In the adopted Housing Element, the RHNA was achieved by identifying 25 sites, including city-owned properties, hospitality employee housing, ADUs, and pipeline projects, totaling 410 units. The proposed sites inventory suggests the RHNA can be achieved with only 12 sites, which do not include the City-owned sites. This proposed inventory relies on more ADUs, the same pipeline projects, the Hotel Key program, the MIP, the Live-Work program, and the Church program, totaling about 469 units. These are estimates subject to change during the State review. Principle Planner Waffle noted the value of having a buffer (the 469 projected units as opposed to the 349 RHNA) in case identified sites don't redevelop as projected. The breakdown ensures affordable housing is dispersed, not concentrated.

Other proposed minor revisions include:

- The accidentally deleted Local Universal Design Standards program will be put back in.
- Overnight Visitor Accommodation (hotel employee housing) program was retained but removed from RHNA credit because the State requires it to produce by midcycle or become mandatory. The City decided against making it mandatory but wants to keep the program to encourage hotels to pursue it.
- Programs proposed for deletion are the City-owned sites (Sunset Center and Vista Lobos) and amending the A2 zoning district related to Sunset Center, as they are no longer in the sites inventory.
- The SB10 program is also proposed for deletion because those sites are no longer used in the sites inventory.

Formatting changes include shifting program objectives/time frames upfront and removing scattered quotes. Quantified objectives are not yet filled out. Time frames have been updated to reflect a more realistic schedule after the past December 2024 deadlines.

In conclusion, Principal Planner Waffle reiterated that this is an early draft, not final. The substance focuses on the five strategies and sites inventory, though feedback on other revisions is also desired. Program numbers and estimated units per program are subject to change based on HCD review but currently project enough units to remove the City-owned sites.

Commissioner Locke returned to the question of whether an ADU consistently rented below market to low-income applicants, without a deed restriction, counts towards RHNA. Principle Planner Waffle confirmed that if they created a program to verify the low-income status, it could count; such a program needs to be established and shown to the State. She stated this could be pursued under the ADU program but isn't explicitly in the Housing Element yet. Commissioner Locke suggested including it in the Housing Element for the State to see, as getting low-income credit without deed restrictions is preferable for owners.

Chair LePage opened the meeting for public comment. The following members of the public appeared before the Commission: Julie Christopher

Chair LePage closed the meeting for public comment.

Commissioner Ahlborn thanked Principal Planner Waffle and the committee members. She praised the AHA committee's dedication, persistence, and innovation. She believed the vetted program would be successful for the town.

Commissioner Locke commented on water permits and using water credits, suggesting the City should move forward with releasing water for projects now rather than making it available only for specific projects, noting that water restriction and the hotel cap are "artificial controls".

Commissioner Karapetkov commented that the discussion was now much more "real" and "personal" with specific examples, feedback, numbers, and conversations with stakeholders. He said he liked the idea of using less expensive commercial areas for live-work spaces to bring life to those corners. The hotel conversion program requires more discussion and understanding of its business component, but the idea is intuitively sensible.

Chair LePage said he found the AHA committee's work "amazing," diversified, and specific. He was impressed with the potential for the live-work program to create a more diverse community, helping counter the stratification caused by real estate escalation. He expressed concern about removing public properties from the sites inventory because they offer control and opportunities for mixed uses. Assistant City Administrator Swanson responded, clarifying that removing City-owned sites from the Housing Element doesn't preclude future development, but removes the specific commitment to the State to issue an RFP by December 2025, allowing the City to be "more in control of our own destiny" He suggested the Commission could recommend the City Council keep the City sites in mind. Chair LePage said he understood the risk of penalties for missed commitments but felt active exploration was still needed.

Commissioner Allen asked Principal Planner Waffle about the expectations for the May 20th joint meeting. Principle Planner Waffle replied that it's another opportunity for both bodies (the Planning Commission and the City Council) to receive the presentation, get public input, and provide feedback to staff for revisions before submitting to the State.

RECESS 5:56-6:20 PM

CALL TO ORDER AND ROLL CALL – CHAMBERS

The following Commission members were present: Mel Ahlborn, Erin Allen, Stefan Karapetkov, Michael LePage, and Stephanie Locke

The following Commission members were absent: None

Item 5: Receive a presentation on findings, evidence and conditions of approval in the decision-making process.

Anna Ginette, Director of Community Planning and Building, provided background on the purpose of Findings, stating the training was a refresher focusing on the Planning Commission's role as a quasi-judicial body making decisions on discretionary permits. She defined "Findings" as the written documentation explaining the reasons and justifications for the hearing body's action, emphasizing they cannot be conclusionary statements and must be supported by actual factual evidence. "Conditions of Approval" become part of a permit once adopted. She walked through typical findings made on discretionary permits. Staff is working on a draft resolution template to better outline findings and evidence for clarity.

Typical findings include:

- Process: Generally found in the resolution, showing the proper process occurred;
- Consistency: Is the project consistent with the General Plan, Local Coastal Program, and Municipal Code; and
- Specific Code Findings: Findings required by the municipal code based on the permit or use type.

Director Ginette discussed types of evidence that support findings. This can include project plans, technical reports, site visits, modifications made during the review process, and code requirements. She discussed Conditions of Approval, classifying them into three main categories: standard conditions, special conditions, and mitigation measures.

Director Ginette explained that there must be an essential nexus between the condition required and the project's impact, such as requiring an access easement because a new development impacts access where none existed. There must also be rough proportionality, meaning the required action is proportional to the impact of the development, such as requiring paved access only related to the specific project's impact, and not larger area improvements. She described the Nollan case (lateral access vs. perceived visual blockage) and the Dolan case (floodplain dedication and bike/pedestrian path dedication vs. increased impervious surface and traffic) as examples where the conditions failed the test.

Key takeaways for the Planning Commission were to uphold and defend City land use laws, maintain a good administrative record, make decisions within their allotted power, and avoid overreaching.

Commissioner Allen spoke to the change in staff report format and how it provided clarity. She requested staff recommendations be removed to allow the Commission and applicant to be more informed on the requirements and guidelines for their project. Director Ginette responded that recommendations are typical and common since the staff are most familiar with the project and the code and their recommendations come from a place of facts. The layout of the resolution should provide information to the voting body. If the Commission were to disagree or wanted specific language within the evidence, it should always be included as part of the motion. Director Ginette further explained that if a draft resolution was not provided, the Commission would be required to adopt a resolution of intent to approve or deny a project, specify the required findings, evidence and incorporated conditions of approval, and direct staff

to return with a draft resolution for adoption. This would result in projects requiring additional public hearings and an increase to permit processing time.

Chair LePage commented on a previous discussion about starting public hearing items with a motion, which was decided against to avoid the appearance of a perceived position, though it is done by the Coastal Commission and other bodies to focus discussion.

Commissioner Locke supported the current process saying it streamlines the process and allows Commissioners to disagree with staff. Debate occurred regarding whether staff's position could be termed "evidence" or "findings" rather than a "recommendation". Director Ginette suggested "staff conclusion" as an alternative to "staff recommendation".

No action was required by the Planning Commission.

PUBLIC HEARINGS

Item 6: UP 25090 (Sea Shack Candy Co.): Consideration of a Use Permit, UP 25090 (The Sea Shack), for the establishment of a new Specialty Food Store selling Scandinavian sweets at San Carlos between Ocean and 7th Avenue (Carmel Square, Unit #2) in the Central Commercial (CC) District. APN: 010-141-005-000

Proposed CEQA Action: Find the Project categorically exempt from environmental review pursuant to CEQA Guidelines Sections 15301 and that none of the exceptions to the exemptions can be made in this case.

Katherine Wallace, Associate Planner, presented the staff report. The application is for a new Specialty Food Store selling Scandinavian sweets at San Carlos between Ocean and 7th Avenue (Carmel Square, Unit #2) in the Central Commercial (CC) District. Proposed hours are 11:00 AM to 7:00 PM on weekdays and 11:00 AM to 9:00 PM on weekends. The floor plan shows a small commercial space with smaller storage in the back. The proposed colors were shown. On-site garbage and on-site restrooms in the shared Carmel Square courtyard are provided. Staff made all necessary affirmative findings and did not place any special conditions on this project.

Chair LePage opened the meeting for public comment. The following members of the public appeared before the Commission: None

Chair LePage closed the meeting for public comment.

It was moved by Chair LePage and seconded by Commissioner Locke to approve a resolution finding that the establishment of a retail candy store within an existing commercial space is categorically exempt from environmental review pursuant to CEQA Guidelines Section 15301 – Existing facilities and that no exceptions to the exemptions found in Section 15300.2 apply in this case and approving a Conditional Use Permit (UP 25090, Sea Shack Candy Co.) for the establishment of a Specialty Food Store specializing in the sale of Scandinavian sweets. The property is located at Carmel Square, Unit #2, on San Carlos Street between Ocean and 7th Avenues in the Central Commercial (CC) Zoning District; APN: 010-141-005-000.

The motion passed by the following roll call vote:

AYES:	Commission Member(s): Ahlborn, Allen, Karapetkov, Locke, LePage
NOES:	Commission Member(s): None
ABSTAINED:	Commission Member(s): None

ABSENT: **Commission Member(s): None**

Item 7: **DS 24207 (Hermle-Collins):** Consideration of a Final Design Study, DS 24207 (Hermle-Collins), associated Coastal Development Permit, and associated Lot Line Adjustment for the demolition of an existing 1,321-square-foot, one-story single-family residence and the construction of a 1,818-square-foot, two-story single-family residence, inclusive of a 246-square-foot attached garage at Mission Street 4 northeast of 1st Avenue in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay, and Very High Fire Severity Zone. APN: 010-112-012-000.

Proposed CEQA Action: Find the Project categorically exempt from environmental review pursuant to CEQA Guidelines Sections 15302 and 15303 and that none of the exceptions to the exemptions can be made in this case

Item 8: **DS 24208 (Hermle-Collins):** Consideration of a Final Design Study, DS 24208 (Hermle-Collins), associated Coastal Development Permit, and associated Lot Line Adjustment for the demolition of an existing 1,595-square-foot, one-story single-family residence and the construction of a 2,102-square-foot, two-story single-family residence, inclusive of a 250-square-foot detached garage at Mission Street 3 northeast of 1st Avenue in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay, and Very High Fire Severity Zone. APN: 010-112-013-000.

Proposed CEQA Action: Find the Project categorically exempt from environmental review pursuant to CEQA Guidelines Sections 15302 and 15303 and that none of the exceptions to the exemptions can be made in this case

Item 9: **DS 24209 (Hermle-Collins):** Consideration of a Final Design Study, DS 24209 (Hermle-Collins), associated Coastal Development Permit, associated Lot Line Adjustment and Coastal Development Permit for the demolition of an existing 1,362-square-foot, one-story single-family residence and the construction of a 2,116-square-foot, two-story single-family residence, inclusive of a 264-square-foot attached garage Mission Street 2 northeast of 1st Avenue in the Single-Family Residential (R-1) District, Archaeological Significance (AS) Overlay, and Very High Fire Severity Zone. APN: 010-112-007-000.

Proposed CEQA Action: Find the Project categorically exempt from environmental review pursuant to CEQA Guidelines Sections 15302 and 15303 and that none of the exceptions to the exemptions can be made in this case

Jacob Olander, Associate Planner, presented the staff report covering all three projects located on Mission Street northeast of 1st Avenue. The review includes Final Design Studies, Coastal Development Permits, and a Lot Line Adjustment. The Preliminary Site Assessment for all three projects was completed on June 14, 2024. The Design Concept approval for Kailea (DS 24208) and Ahana (DS 24209) was granted October 9, 2024. The Design Concept approval for Hapuna (DS 24207) was granted March 12, 2025.

Hapuna (DS 24207) is located on an existing 4,000 sq ft lot proposed to expand to 4,150 sq ft via lot line adjustment. Kailea (DS 24208) is located on an existing 4,000 sq ft lot proposed to expand to 4,950 sq ft.. Ahana (DS 24209) is located on an existing 6,000 sq ft lot proposed to reduce to 4,900 sq ft, giving area to the other two lots. All three lots are within maximum allowed floor area and site coverage. The proposal involves the demolition of existing residences and

construction of new residences. All three projects passed volume requirements. Hapuna (DS 24207) is significantly below maximum volume; Kailea (DS 24208), and Ahana (DS24209) are closer to the maximum.

At the March meeting, the Commission requested the entry for Hapuna (DS 24207) be reduced. The applicant made adjustments, reducing the front door height from 8 feet to 6 feet 8 inches, reducing window size by about 6 inches, incorporating a bay window, and adjusting garage height.

Staff recommended finding that the lot line adjustment is categorically exempt under Section 15305(a), and the Design Studies are categorically exempt under Sections 15302 and 15303 (Demolition and Rebuild of Single-Family Residences). An analysis was also done as if the three were one project.

Commissioner Ahlborn asked about roofing maintenance for a living roof and the potential runoff/leeching effects of steel used in garden structures compared to copper which is regulated due to toxicity to marine life.

Eric Dyar, Architect for the projects, presented on behalf of the property owners. He spoke about the projects' inspiration and use of materials. He confirmed addressing Commission concerns for Hapuna (DS 24207) by reducing window and door sizes and garage height. He noted construction is planned in one year with one contractor, working cooperatively with neighbors.

Marie Goulet, Landscape Architect for the projects, presented the landscape design. She described treating the three lots as one big site, enhancing the forest character, creating indoor-outdoor connections, and using layered landscape instead of walls and fences for privacy. She discussed the use of green roofs where they would be most visible, designed with low-maintenance native grasses and perennials. Addressing Commissioner Ahlborn's question about steel, she explained they are using Corten steel, an alloy that rusts to a certain point and stops, resulting in minimal runoff. She noted that iron is naturally occurring in soil and stone here, unlike copper which is a known pesticide.

Chair LePage opened the meeting for public comment. The following members of the public appeared before the Commission: Kent Seavy, Thomas Hood, Elaine Cummings, Burton Cummings, Gail Lehman, Cindy Lloyd, Ian Martin, and Donald Goodhue.

Chair LePage closed the meeting for public comment.

It was moved by Chair LePage and seconded by Commissioner Locke to approve a resolution finding the project qualifies as a Class 5 Categorical Exemption pursuant to CEQA Guidelines Section 15303(a) and that none of the exceptions to the exemptions contained in Section 15300.2 apply in this case and approving an associated Lot Line Adjustment between three legal lots of record consisting of: one 4,000 square foot parcel (APN: 010-112-012- 000), one 4,000 square foot parcel (APN: 010-112-013-000), and one 6,000 square foot parcel (010-112-007-000) resulting in one 4,150 square foot parcel (Hapuna), one 4,950 square foot parcel (Kailea), and one 4,900 square foot parcel (Ahana), respectively. The properties are located at Mission Street 2, 3, and 4 northeast of 1st Avenue in the Single-Family Residential (R-1) District, APNs 010-112-012-000, 010-112-013-000, AND 010-112-007-000.

The motion passed by the following roll call vote:

AYES: Commission Member(s): Ahlborn, Allen, Karapetkov, Locke, LePage

NOES: Commission Member(s): None
ABSTAINED: Commission Member(s): None
ABSENT: Commission Member(s): None

It was moved by Chair LePage and seconded by Commissioner Allen to approve a resolution finding the project qualifies as a Class 2 Categorical Exemption pursuant to CEQA Guidelines Section 15302 and a Class 3 Categorical Exemption pursuant to CEQA Guidelines Section 15303 and that the exceptions to the exemptions contained in Section 15300.2 do not apply in this case, and approving a Coastal Development Permit and Final Design Study allowing the demolition of an existing 1,321-square-foot one-story single-family residence and the construction of a new 1,818-square-foot two-story single-family residence, inclusive of a 246-square-foot attached garage. The property is located at Mission Street 4 northeast of 1st Avenue in the Single-Family Residential (R-1) District, APN 010-112-012-000.

The motion passed by the following roll call vote:

AYES: Commission Member(s): Ahlborn, Allen, Karapetkov, Locke, LePage
NOES: Commission Member(s): None
ABSTAINED: Commission Member(s): None
ABSENT: Commission Member(s): None

It was moved by Chair LePage and seconded by Commissioner Karapetkov to approve a resolution finding the project qualifies as a Class 2 Categorical Exemption pursuant to CEQA Guidelines Section 15302 and a Class 3 Categorical Exemption pursuant to CEQA Guidelines Section 15303 and that none of the exceptions to the exemption contained in Section 15300.2 apply in this case, and approving a Coastal Development Permit and Final Design Study allowing the demolition of an existing 1595-square foot one-story single-family residence and the construction of a new 2102-square foot two-story single-family residence, inclusive of a 250-square foot detached garage. The property is located at Mission Street 3 northeast of 1st Avenue in the Single-Family Residential (R-1) Zoning District, APN 010-112-013-000.

The motion passed by the following roll call vote:

AYES: Commission Member(s): Ahlborn, Allen, Karapetkov, Locke, LePage
NOES: Commission Member(s): None
ABSTAINED: Commission Member(s): None
ABSENT: Commission Member(s): None

It was moved by Chair LePage and seconded by Commissioner Ahlborn to approve a resolution finding the project qualifies as a Class 2 Categorical Exemption pursuant to CEQA Guidelines Section 15302 and a Class 3 Categorical Exemption pursuant to CEQA Guidelines Section 15303 and that none of the exceptions to the exemption contained in Section 15300.2 apply in this case and approving a Coastal Development Permit and Final Design Study allowing the demolition of an existing 1362-square foot one-story single-family residence and the construction of a new 2116-square foot two-story single-family residence, inclusive of a 264-square foot attached garage. The property is located at Mission Street 2 northeast of 1st Avenue in the Single-Family Residential (R-1) Zoning District, APN 010-112-007-000.

The motion passed by the following roll call vote:

AYES: Commission Member(s): Ahlborn, Allen, Karapetkov, Locke, LePage
NOES: Commission Member(s): None
ABSTAINED: Commission Member(s): None

ABSENT: **Commission Member(s): None**

DIRECTORS REPORT

Anna Ginette, Director of Community Planning and Building, gave a report and answered questions of the Commission.

- **Fire Severity Zones Update:** The ordinance to adopt the Fire Hazard Severity Zone Maps provided by the State Fire Marshal is scheduled for the June 2025 Regular City Council Meeting for its first reading. A second reading will occur prior to the July 8, 2025 deadline. The maps have new areas designated as very high, high, and moderate fire hazard. The City is adopting the minimum legally required map from the State and not expanding boundaries further. The City Council is not considering an urgency ordinance and has directed staff to create a working group to make more restrictive recommendations.
- **Staff Update:** The Commission congratulated Associate Planner, Jacob Olander, on his first anniversary with the City.

FUTURE AGENDA ITEMS

Item 10: **Upcoming Special Joint City Council/ Planning Commission Meeting: May 20, 2025**

Item 11: **Next Regular Meeting: June 11, 2025**

ADJOURNMENT

7:53 PM

APPROVED:



Michael LePage, Chair

ATTEST:



Shelby Gorman, Recording Secretary