

REGULAR MEETING
Tuesday, February 11, 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, and Stephanie Locke.

The following Commission members were absent: Michael LePage

TOUR OF INSPECTION

- Item A:** **DS 23-005 (Schwartz-Young):** Casanova Street 10 northeast of Ocean Avenue
- Item B:** **DS 22-331 (Collins):** San Carlos Street 3 southeast of 1st Avenue
- Item C:** **DS 24014 (Lewis & McClellan Trust):** San Carlos Street 3 southwest of Vista Avenue
- Item D:** **DS 24346 (P&T 2024 LLC):** Santa Rita Street 5 southwest of 3rd Avenue
- Item E:** **DS 24289 (Your Golden Key No 1 LLC):** 13th Avenue 2 southeast of Mission Street

CALL TO ORDER AND ROLL CALL - CHAMBERS

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

The following Commission members were absent: Michael LePage

PUBLIC APPEARANCES

The following members of the public appeared before the Commission: Neil Kruse, Tori LeComte, Chuck Najarian, and Cindy Lloyd

ANNOUNCEMENTS

Brandon Swanson, Assistant City Manager, introduced the new Director of Community Planning and Building, Anna Ginette.

CONSENT AGENDA

- Item 1:** January 15, 2025 Special Meeting Minutes
- Item 2:** Monthly Activity Report: January 2025

Item 3: DS 23-137 (Layman): Consideration of a time extension for Design Study approval

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

Commissioner Locke closed the meeting for public comment.

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

The motion passed by the following roll call vote:

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

NOES: Commission Member(s): None

ABSTAINED: Commission Member(s): None

ABSENT: Commission Member(s): LePage

ORDERS OF BUSINESS

Item 4: Roofing Materials Discussion: Continued discussion and direction from the Planning Commission for staff on roofing materials, including but not limited to metal roofs

Brandon Swanson, Assistant City Administrator, introduced the item and provided the following update. Previously, the Planning Commission discussed alternative roofing materials and directed staff to return with more information including samples, insurance agents, and as much research as possible. Following this direction, the Design Standards Steering Committee met to discuss alternative roofing materials, including, but not limited to, metal. They, too, requested additional information before they felt they could provide a recommendation to the Planning Commission. There was a consensus at the Steering Committee meeting that it would be wise to push the Roofing Materials Discussion item to allow staff time to compile a better suite of information, including physical samples.

Commissioner Locke opened the meeting for public comment. The following members of the public appeared before the Commission: Nathan Smith and Elaine White

Commissioner Locke closed the meeting for public comment.

It was moved by Commissioner Locke and seconded by Commissioner Allen to continue Item 4: Roofing Materials Discussion to a date uncertain.

The motion passed by the following roll call vote:

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

NOES: Commission Member(s): None

ABSTAINED: Commission Member(s): None

ABSENT: Commission Member(s): LePage

PUBLIC HEARINGS

Item 5: **Artificial Turf Policy:** Consider a recommendation to the City Council regarding adoption of an Artificial Turf Policy prohibiting the installation of artificial turf/synthetic grass in the City.

Katherine Wallace, Associate Planner, presented the staff report and addressed questions of the Commission.

Commissioner Locke opened the meeting for public comment. The following members of the public appeared before the Commission: Adam Jeselnick, Neil Kruse, Cindy Lloyd, and Karyl Hall

Commissioner Locke closed the meeting for public comment.

It was moved by Commissioner Allen Karapetkov and seconded by Commissioner Karapetkov to approve a resolution recommending City Council adoption of Policy 2025-(TBD) prohibiting the installation of artificial turf citywide.

The motion passed by the following roll call vote:

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

Item 6: DS 24014 & VA 24364 (Lewis & McClellan Trust): Consideration of a Track 1 Design Study (DS 24014) referral and associated Variance (VA 24364) for the construction of a 39-square-foot addition to an existing residence and a 200-square-foot parking pad in the front setback located on San Carlos Street 3 southwest of Vista Avenue within the Single-Family Residential (R-1) District. APN: 010-116-019-000

Jacob Olander, Associate Planner, presented the staff report and addressed questions of the Commission.

Adam Jeselnick, Architect for the project, spoke on the item and addressed questions of the Commission.

Commissioner Locke opened the meeting for public comment. The following members of the public appeared before the Commission: Cheryl Engelaer

Commissioner Locke closed the meeting for public comment.

It was moved by Commissioner Allen and seconded by Commissioner Locke to approve a resolution denying a Track 1 Design Study Referral and Variance for the construction of a 39-square-foot addition to an existing residence, the conversion of the existing garage into living space, and the construction of a parking pad in the front setback located on San Carlos 3 southwest of Vista within the Single-family Residential (R-1) Zoning District. APN 010-116-019-000

The motion fails by the following roll call vote:

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

It was moved by Commissioner Locke and seconded by Commissioner Karapetkov to continue Item 6: DS 24014 & VA 24364 (Lewis & McClellan Trust): Consideration of a Track 1 Design Study (DS 24014) referral and associated Variance (VA 24364) for the construction of a 39 square-foot addition to an existing residence and a 200-square-foot parking pad in the

front setback located on San Carlos Street 3 southwest of Vista Avenue within the Single-Family Residential (R-1) District. APN: 010-116-019-000 to the next Planning Commission meeting.

The motion passes by the following roll call vote:

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

NOES: Commission Member(s): None

ABSTAINED: Commission Member(s): None

ABSENT: Commission Member(s): LePage

Commissioner Allen recused.

Item 7: **DS 24346 (P&T 2024 LLC):** Consideration of a Concept Design Study for the demolition of an existing 946-square-foot, one-story single-family residence and 200-square-foot carport, and the construction of a 1,588-square-foot, two-story single-family residence and a 200-square-foot detached garage, located at Santa Rita Street southwest of 3rd Avenue in the Single-Family Residential (R-1) District. APN: 010-029-005-000

Katherine Wallace, Associate Planner, presented the staff report and addressed questions of the Commission.

KC Cullen, Architect for the project, addressed questions of the Commission.

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

Commissioner Locke closed the meeting for public comment.

It was moved by Commissioner Karapetkov and seconded by Commissioner Ahlborn to approve a resolution accepting a Concept Design Study, DS 24346 (P&T 2024 LLC) for the demolition of an existing 946- square-foot, one-story single-family residence and 200-square-foot attached carport, and the construction of a 1,588-square-foot, two-story single-family residence and 200-square-foot detached garage with associated site improvements, located at Santa Rita Street 5 southwest of 3rd Avenue in the Single-family Residential (R-1) District. APN 010-029-005-000 with the added condition to revise the proposed project so that window styles and materials are uniform throughout the building.

The motion passed by the following roll call vote:

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

NOES: Commission Member(s): None

ABSTAINED: Commission Member(s): Allen

ABSENT: Commission Member(s): LePage

Commissioner Allen returned to the dais.

Item 8: **DS 22-331 (Collins):** Consideration of a Concept Design Study 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

Evan Kort, Senior Planner, presented the staff report and addressed questions of the Commission.

Claudio Ortiz, Agent for the project, spoke on the project and answered questions of the Commission.

Commissioner Locke opened the meeting for public comment. The following members of the public appeared before the Commission: Karyl Hall, Neil Kruse, and Hongxia Liu.

Claudio Ortiz, Agent for the project, gave closing comments to respond to comments from the public.

Commissioner Locke closed the meeting for public comment.

It was moved by Commissioner Ahlborn and seconded by Commissioner Karapetkov to approve a resolution accepting a Concept Design Study (DS 22-331, Collins) 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 with the added condition the civil plans and Landscape Plan be revised throughout to be consistent with design and representations made throughout the architectural plan sheets.

The motion passed by the following roll call vote:

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

Item 9: DS 23-005 (Schwartz-Young): Consideration of a Concept Design Study for a 351-square-foot addition to an existing 2,105-square-foot two-story single family residence located at Casanova Street 10 northeast of Ocean Avenue in the Single-Family Residential (R-1) District. APN: 010-214-024-000

Evan Kort, Senior Planner, presented the staff report and addressed questions of the Commission.

Benjamin Schaefer, Architect representing the Applicant, spoke on the project and answered questions of the Commission.

Aaron Schwartz, Property Owner, spoke on the project.

Commissioner Locke opened the meeting for public comment. The following members of the public appeared before the Commission: Mitch Tarica

Commissioner Locke closed the meeting for public comment.

Benjamin Schaefer, Architect representing the Applicant, and Aaron Schwartz, Property Owner, gave closing comments to address the question raised in public comments regarding privacy with existing and proposed windows.

It was moved by Commissioner Allen and seconded by Commissioner Ahlborn to approve a resolution accepting a Concept Design Study (DS 23-005, Schwartz-Young) for a 351-square-foot addition to an existing 2,105-square-foot two-story single-family residence located at

Casanova Street 10 northeast of Ocean Avenue in the Single-family Residential (R-1) District. APN: 010-214-024-000 with the added conditions of a revision to the third story west-facing windows to reduce the visual scale of the third story, a revision to the second-floor deck railing style and material to reduce the visual scale of the second story, and to clarify the privacy concerns of the neighbors.

The motion passed by the following roll call vote:

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

Item 10: DS 24289 (Your Golden Key No 1 LLC): Consideration of a Concept Design Study, DS 24289 (Your Golden Keys No 1, LLC), for the demolition of a one-story single-family residence and detached garage and the construction of a 2,435-square-foot two-story residence inclusive of a 200-square-foot attached garage and associated site improvements. The residence is located on 13th Avenue 2 southeast of Mission Street in the Single-Family Residential (R-1) District, APN 010-161-018-000

Jacob Olander, Associate Planner, presented the staff report and addressed questions of the Commission.

Claudio Ortiz, Architect for the project, spoke on the project and addressed questions of the Commission.

Commissioner Locke opened the meeting for public comment. The following members of the public appeared before the Commission: Carolyn Terry

Commissioner Locke closed the meeting for public comment.

Claudio Ortiz, Architect for the project, gave closing comments to elaborate on his communication with the neighbors of the property.

It was moved by Commissioner Allen and seconded by Commissioner Ahlborn to approve a resolution accepting a Concept Design Study for the demolition of a one-story single-family residence and detached garage and the construction of a 2,435-square-foot two-story residence inclusive of a 200-square-foot attached garage and associated site improvements located on 13th Avenue 2 southeast of Mission in the Single-family Residential (R-1) Zoning District. APN 010-161-018-000 with the condition the roof be amended to simplify the design, as presented by the architect.

The motion passed by the following roll call vote:

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

DIRECTORS REPORT

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

- **ADU Ordinance:** The draft ADU Ordinance will be sent for public review in the coming months with workshops to follow.

FUTURE AGENDA ITEMS

Item 11: Next Regular Meeting: March 12, 2025

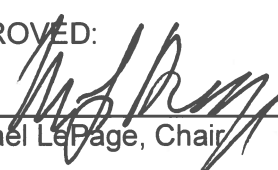
Commissioner Locke requested an item be added on appropriate landscaping for future discussion.

Commission Ahlborn requested further discussion and staff guidance on noise and light impacts as specified in the guidelines.

ADJOURNMENT

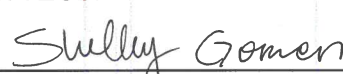
7:11 PM

APPROVED:



Michael LePage, Chair

ATTEST:



Shelby Gorman, Recording Secretary