SITE PLAN REVIEW COMMITTEE

Pursuant to P.G.M.C. 23.70.050(a), the purpose of the site plan review committee (SPRC) is to encourage well-designed development. The SPRC studies the siting of proposed construction and its impact upon the existing topography and natural vegetation, and the relationship of proposed construction to existing public and private improvements in the immediate area. It does not act on architectural permits. It encourages the elimination of unnecessary grading, and endeavors to retain the natural character of the site, including the preservation of trees. The SPRC ensures that site plans conform to a logical plan of site development; have adequate parking facilities, driveways, entrances, and exits; provide an appropriate arrangement, location, and design of required open spaces and recreational facilities; and incorporate other pertinent project features, so that development will not be detrimental to vehicular or pedestrian traffic on adjacent streets, will provide adequate light and air, will provide adequate access for firefighting equipment and, in general, will provide a desirable and well-designed facility.

Criteria for Site Plan Review pursuant to P.G.M.C. 23.70.050(f): The SPRC will review and comment on whether site plans submitted for review incorporate the following criteria:

1. Necessary street improvements to control and provide for traffic movement arising from the development;
2. Safe pedestrian movement on or adjoining the property;
3. Safe and sanitary control of surface and subsurface drainage on or adjoining the property;
4. Attractive and sanitary provisions for refuse storage and disposal;
5. Appropriate and adequate automobile parking spaces; and
6. Fulfillment of the purposes of P.G.M.C. 23.70.050(a) above.

DATE & TIME: Tuesday, August 13, 2019, 2:30 pm

LOCATION: City Council Chamber - 300 Forest Ave., Pacific Grove, CA 93950

1. ROLL CALL
   Site Plan Review Committee Members: Anastazia Aziz (Chair), Sherman Low, John Kuehl, Dan Gho (or designee)

2. Regular Agenda
   Members of the public are welcome to offer their comments on the following item after being recognized by the Chair. Comments will be limited to three minutes. It is helpful for speakers to state their name in order that they are identified in the minutes.
a. **Address:** 983 and 985 Piedmont Ave., Pacific Grove (APNs 007-611-023, -024)
   **Application #:** Lot Line Adjustment (LLA) 18-0663
   **Description:** A lot line adjustment to exchange 1,590 square feet (sq. ft.) between Assessor Parcel Nos. 007-611-023 and -024, also known as 985 and 983 Piedmont Avenue, respectively. The existing lots were created as part of the Calabrese Canyon Townhomes subdivision map. The resultant lots will be in compliance with the recently-adopted Residential Single-Family (R-1) zoning district and general plan. Resultant lot sizes will be 8,491 sf (983 Piedmont) and 5,310 sf (985 Piedmont).
   **Zone District/General Plan Designation:** Residential Single-Family (R-1) / Low Density Residential (RL)
   **Coastal Zone:** No | **Historic Resources Inventory:** No | **Area of Special Bio. Significance:** No
   **CEQA Status:** As a ministerial action, the proposed lot line adjustment is not a project under CEQA per §15300.1 of the CEQA Guidelines.
   **Applicant/Owners:** Gary Wilson and George Wilson
   **Staff Reference:** Alyson Hunter, Senior Planner | ahunter@cityofpacificgrove.org

3. **ADJOURNMENT**

   The City of Pacific Grove does not discriminate against individuals with disabilities and meetings are held in accessible facilities. The City Council Chamber is an accessible facility. A limited number of devices are available to assist those who are hearing impaired. If you would like to use one of these devices, please contact the Community Development Department Staff at (831) 648-3183.
TO: Site Plan Review Committee Members
FROM: Alyson Hunter, Senior Planner
MEETING DATE: August 13, 2019
LOCATION: 983 and 985 Piedmont Avenue; aka, Lots 61 and 62 of the Calabrese Canyon Townhomes
PROJECT DESCRIPTION: A Lot Line Adjustment (LLA) between 983 and 985 Piedmont Avenue.
APPLICANT/OWNER: George Wilson and Gary Wilson, property owners
ZONING/LAND USE: Residential Single-Family (R-1) / Residential Low Density (RL)
CEQA: Not a Project Under CEQA Pursuant to Section 15300.1 of the CEQA Guidelines Relating to Ministerial Permits

RECOMMENDATION: Staff recommends that the Site Plan Review Committee (Committee) approve the proposed lot line adjustment subject to the findings herein.

BACKGROUND: The subject lots were created as Lots 61 and 62 of the Calabrese Canyon Townhomes filed in Volume 14 Cities & Towns, Page 47, recorded in 1980. The owners were recently granted a zoning map amendment to change the zoning from Planned Unit Development (PUD) to Residential Single-Family (R-1). The rezone to R-1 allows the development of a primary and an accessory dwelling unit, but no further subdivision of either of the subject lots could occur. There would be no change in density or intensity of use and no trees are proposed to be removed or trimmed. Given the significant slope at the rear of the properties, the owners would like to exchange appr. 14’ to give Lot 61 additional yard space. The resultant parcel sizes for Lots 61 and 62 are as follows:

<table>
<thead>
<tr>
<th>Lot</th>
<th>Existing</th>
<th>Proposed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot 61</td>
<td>6,901 sf</td>
<td>8,491 sf</td>
</tr>
<tr>
<td>Lot 61</td>
<td>6,900 sf</td>
<td>5,310 sf</td>
</tr>
</tbody>
</table>

Area exchanged: 1,590 sf

Because the properties are located on a public street with existing curb, gutter, and sidewalk, no new improvements are required. However, there is an existing PG&E power pole with guy wire and a driveway approach to Lot 62 which would need to be moved or replaced in order to access resultant Lot 62. This LLA is conditioned on the relocation of the driveway approach to the west of the existing utility pole and replacement of the existing driveway with curb and gutter to the satisfaction.
of the Building Department. This work will require an encroachment permit from the Building Department.

**DISCUSSION, ANALYSIS and CEQA:**
The PGMC requires, per §23.70.050, that the Committee review and approve, approve with conditions, or disapprove lot line adjustments based on the following findings:

1. The proposed development conforms to the applicable provisions of the general plan and these regulations;

2. The proposed development is located on a legally created lot; and

3. The subject property is in compliance with all laws, regulations, and rules pertaining to uses, subdivision, setbacks, and any other applicable provisions of this code, and all applicable zoning violation enforcement and processing fees have been paid.

The resultant lots, at 8,491 sf and 5,310 sf in size, will be in compliance with the 4,000 sf minimum parcel size of the R-1 zoning district which allows one (1) single-family residence and one (1) Accessory Dwelling Unit, if desired, on each lot. The lots were legally created by the Calabrese Canyon Townhomes map, the properties are in compliance with all laws, regulations, and rules pertaining to uses, subdivision, setbacks, and any other applicable provisions of this code, and all applicable processing fees have been paid. There are no outstanding zoning violation enforcement concerns with these properties.

Upon approval of the LLA, the applicant is required to record a Notice of Lot Line Adjustment & Certificate of Subdivision Compliance, on forms to be provided by the City, with the new legal descriptions prepared by a registered land surveyor.

**CEQA.** Lot line adjustments are excluded from the requirements of the Subdivision Map Act per Government Code §66412(d) and considered a ministerial activity for which the Pacific Grove Municipal Code §23.70.050 has assigned Site Plan Review Committee as the review authority. Section 15300.1 of the CEQA Guidelines further states:

> Section 21080 of the Public Resources Code exempts from the application of CEQA those projects over which public agencies exercise only ministerial authority. Since ministerial projects are already exempt, categorical exemptions should be applied only where a project is not ministerial under a public agency’s statutes and ordinances. The inclusion of activities which may be ministerial within the classes and examples contained in this article shall not be construed as a finding by the Secretary for Resources that such an activity is discretionary.

**ATTACHMENTS:**
A. Application
B. Draft Permit
C. Lot Line Adjustment Map Exhibit

RESPECTFULLY SUBMITTED:

_Alyson Hunter_
Alyson Hunter, Senior Planner
LOT LINE ADJUSTMENT # 18-0663
TO EXCHANGE 1,590 SQ. FT. BETWEEN TWO (2) SEPARATE LEGAL PARCELS

FACTS
1. The subject properties are located at 983 and 985 Piedmont Avenue, Pacific Grove, 93950 (APNs 007-611-023, -024); also known as Lots 61 and 62 of the Calabrese Canyon Townhomes.
2. The subject site has a designation of Low Density Residential (up to 5.4 dwelling units/area) on the adopted City of Pacific Grove General Plan Land Use Map.
3. The project site is located in the Residential Single-Family (R-1) zoning district.
4. The subject two (2) parcels are currently 6,900 (Lot 62) and 6,901 (Lot 61) sq. ft. in size.
5. 983 Piedmont is currently developed with a single-family residence; 985 Piedmont is vacant.
6. The neighborhood is not located in the Area of Special Biological Significance, the Archaeological Zone or the Coastal zone, nor are the properties listed on the Historic Resources Inventory.
7. The LLA between 983 and 985 Piedmont will exchange 1,590 sq. ft. between the two resulting in two (2) parcels that conform to the R-1 minimum parcel size (4,000 sf) and minimum lot width (40').
8. As a ministerial project, the lot line adjustment is not subject to CEQA per §15300.1 of the CEQA Guidelines.

FINDINGS: Lot Line Adjustment per PGMC Sec. 23.70.050(g)
(1) The proposed development conforms to the applicable provisions of the general plan and these regulations;
(2) The proposed development is located on a legally created lot; and
(3) The subject property is in compliance with all laws, regulations, and rules pertaining to uses, subdivision, setbacks, and any other applicable provisions of this code, and all applicable zoning violation enforcement and processing fees have been paid.

The resultant lots, at 8,491 sf and 5,310 sf in size, will be in compliance with the 4,000 sf minimum parcel size of the R-1 zoning district which allows one (1) single-family residence and one (1) Accessory Dwelling Unit, if desired, on each lot. The lots were legally created by the Calabrese Canyon Townhomes map, the properties are in compliance with all laws, regulations, and rules pertaining to uses, subdivision, setbacks, and any other applicable provisions of this code, and all applicable processing fees have been paid. There are no outstanding zoning violation enforcement concerns with these properties.

CONDITIONS OF APPROVAL
1. Terms and Conditions. These terms and conditions shall run with the land, and it is the intention of the Community Development Director and the Permittee to bind all future owners and possessors of the subject property to the terms and conditions, unless amended. Amendments to this permit may be achieved only if an application is made and approved, pursuant to the Zoning Code.

2. Recordation of a Notice of LLA and Certificate of Subdivision Compliance. On forms to be provided by the City, the applicant shall have prepared by a registered land surveyor new legal descriptions and a map exhibit for recordation at the County Recorder’s Office. Recording fees shall be provided by the applicant.

NOW, THEREFORE, BE IT RESOLVED BY THE SITE PLAN REVIEW COMMITTEE OF THE CITY OF PACIFIC GROVE:
1. Finds that each of the Findings set forth above is true and correct, and by this reference incorporates those Findings as an integral part of this Permit.

2. Approves the proposed lot line adjustment subject to the Conditions of Approval. As a ministerial action, the LLA is not a project under CEQA per §15300.1 of the CEQA Guidelines.

PASSED AND ADOPTED AT A SPECIAL MEETING OF THE SITE PLAN REVIEW COMMITTEE OF THE CITY OF PACIFIC GROVE ON THE 13th DAY OF AUGUST, 2019, BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

APPROVED:

The undersigned hereby acknowledge and agree to the approved terms and conditions, and agree to fully conform to, and comply with, said terms and conditions.

______________________________________________
Gary Wilson, owner

Date

______________________________________________
George Wilson, Owner

Date