

## AGENDA

### CITY OF GUADALUPE PLANNING COMMISSION

Tuesday, March 18, 2008

Regular Meeting 6:00 p.m.

City Hall, Council Chambers  
918 Obispo Street, Guadalupe, CA 93434

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in a City meeting or other services offered by this City, please contact the City Clerk's office, (805) 356-3891. Notification of at least 72 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.*

*If you wish to speak concerning any item on the agenda, please complete the Request to Speak form that is provided at the rear of the Council Chambers prior to the completion of the staff report and hand the form to the City Clerk. **Note:** Staff Reports are available for inspection at the office of the City Administrator, City Hall, 918 Obispo Street, Guadalupe, California during regular business hours, 8:00 a.m. to 12:00 p.m. and 1:00 p.m. to 5:00 p.m., Monday through Friday; telephone (805) 356-3891.*

**MEMBERS OF THE PLANNING COMMISSION:** Commissioners Monika Huntley, Daniel Rayas, Carl Kraemer, Frances Romero and Chairman Alejandro Ahumada.

1. **CALL TO ORDER.**
2. **PLEDGE OF ALLEGIANCE.**
3. **ROLL CALL.** Commissioners Monika Huntley, Daniel Rayas, Carl Kraemer, Frances Romero and Chairman Alejandro Ahumada.
4. **CONSENT CALENDAR.** The following routine items are presented for Planning Commission approval without discussion as a single agenda item in order to expedite the meeting. Should a Commissioner Member wish to discuss or disapprove an item, it must be dropped from the blanket motion of approval and considered as a separate item.
  - a. **Minutes** for the Planning Commission regular meeting of February 19, 2008 to be ordered filed.

5. **COMMUNITY PARTICIPATION FORUM.**

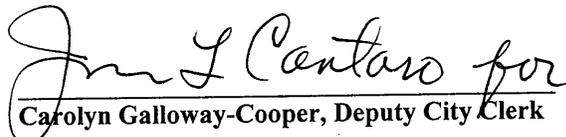
*Each person will be limited to a discussion of 3 minutes. Pursuant to provisions of the Brown Act, no action may be taken on these matters unless they are listed on the agenda, or unless certain emergency or special circumstances exist. The Planning Commission may direct Staff to investigate and/or schedule certain matters for consideration at a future Planning Commission meeting.*

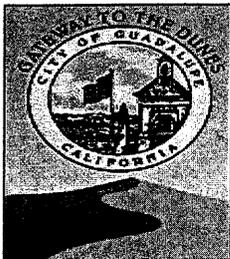
6. **DESIGN REVIEW PROCESS.** That the Planning Commission receive a presentation from staff, conduct a public hearing, and consider a Resolution recommending that the City Council amend the City's Zoning Code (Title 18 of the City's Municipal Code) to include a design review permitting process.
- a. Written Staff Report (Rob Mullane)
  - b. Conduct a Public Hearing.
  - c. Planning Commission discussion and consideration.
  - d. It is Recommended that the Planning Commission receive a presentation from staff, conduct a public hearing, and consider a Resolution recommending that the City Council amend the City's Zoning Code (Title 18 of the City's Municipal Code) to include a design review permitting process.
7. **CASA BELLA DEVELOPMENT.** That the Planning Commission review and discuss the Casa Bella Development Project.
- a. Written Staff Report (Rob Mullane)
  - b. Planning Commission discussion and consideration.
  - c. It is Recommended that the Planning Commission review and discuss the Casa Bella Development Project, which is requesting a plan development overlay pursuant to section 18.33 of the zoning code.
8. **PLANNING COMMISSION WORKSHOP # 4 :THE PLANNING FRAMEWORK.**  
That the Planning Commission conduct workshop # 4: The Planning Framework.
- a. Written Staff Report (Rob Mullane)
  - b. Planning Commission discussion and consideration.
  - c. It is Recommended that the Planning Commission conduct workshop # 4: The Planning Framework.
9. **PLANNING DIRECTOR'S REPORT.** That the Planning Commission receive the Planning Director's Report.

10. FUTURE AGENDA ITEMS.
11. ANNOUNCEMENTS.
12. ADJOURNMENT.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing Agenda was posted at the City Hall display case, the Water Department, the City Clerk's office, and Rabobank not less than 72 hours prior to the meeting. Dated this 14<sup>TH</sup> day of MARCH, 2008.

By:

  
Carolyn Galloway-Cooper, Deputy City Clerk



4a.

## MINUTES

### CITY OF GUADALUPE PLANNING COMMISSION

Tuesday, February 19, 2008

Regular Meeting 6:00 p.m.

City Hall, Council Chambers  
918 Obispo Street, Guadalupe, California

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**MEMBERS OF THE PLANNING COMMISSION:** Commissioners Monika Huntley, Daniel Rayas, Carl Kraemer, Frances Romero and Chairman Alejandro Ahumada.

1. **CALL TO ORDER.** Chairman Alejandro Ahumada 6:00 p.m.
2. **PLEDGE OF ALLEGIANCE.**
3. **ROLL CALL.** Present: Commissioners Carl Kraemer, Daniel Rayas, and Chairman Alejandro Ahumada.  
Absent: Commissioners Monika Huntley and Frances Romero. (Commissioner Romero joined the meeting at 6:30 pm.)

The Chair then announced that the agenda would be reordered to accommodate the schedules of City staff and persons in the audience. The Commission considered items 9 then 8 before returning to item 4.

4. **CONSENT CALENDAR.** The following routine items are presented for Planning Commission approval without discussion as a single agenda item in order to expedite the meeting. Should a Commissioner wish to discuss or disapprove an item, it must be dropped from the blanket motion of approval and considered as a separate item.
  - a. **Minutes** for the Planning Commission regular meeting of January 15, 2008 to be ordered filed.

**MOTION TO APPROVE ITEM 4: Kraemer / Romero**

AYES: 4

NOES: 0

Motion carried on a 4-0 vote.

5. **COMMUNITY PARTICIPATION FORUM.**

*Each person will be limited to a discussion of 3 minutes. Pursuant to provisions of the Brown Act, no action may be taken on these matters unless they are listed on the agenda, or unless certain emergency or special circumstances exist. The Planning Commission may direct Staff to investigate and/or schedule certain Matters for consideration at a future Planning Commission meeting.*

No Speakers.

6. **RESIDENTIAL FRONT YARD PARKING PROHIBITION.** That the Planning Commission receive a presentation from staff, conduct a public hearing, and consider a Resolution recommending that the City Council amend the City's Zoning Code (Title 18 of the City's Municipal Code) to include a prohibition of parking within portions of the front yard for residentially zoned properties.

- a. Written Staff Report (Rob Mullane)
- b. Conduct public hearing.
- c. Planning Commission discussion and consideration.
- d. It is Recommended that the Planning Commission receive a presentation from staff, hold a public hearing, and consider a Resolution recommending that the City Council amend the City's Zoning Code (title 18 of the City's Municipal Code) to include a prohibition of parking within portions of the front yard for residentially zoned properties.

City Planner Rob Mullane gave a staff presentation summarizing proposed parking restriction Ordinance.

Chair Ahumada opened the public hearing

Speaker:

1. Ms. Shirley Boydston, stating her general support for such a parking restriction.

Chair Ahumada closed the public hearing.

The Commission had questions on enforcement and on whether the ordinance should apply to the street side yard of corner lots. Staff also noted that minor changes to attest line of the resolution are advisable to ensure that the attesting occurs by staff present at the Commission meeting. The Commission directed that the draft ordinance be modified to have the parking restriction apply to street side yards of corner lots, with an exception for street side corner-lot yards that are behind a legally permitted fence.

**MOTION TO APPROVE RESOLUTION PC 2008-02, AS REVISED, AND WITH CHANGES TO THE DRAFT ORDINANCE AS RECOMMENDED BY THE CITY ATTORNEY AND AS DIRECTED BY THE COMMISSION ALSO INCLUDED:**

Romero / Kraemer

AYES: 4

NOES: 0

Motion carried on a 4-0 vote.

7. **DESIGN REVIEW PROCESS.** That the Planning Commission receive a presentation from staff, conduct a public hearing, and consider a Resolution recommending that the City

Council amend the City's Zoning Code (Title 18 of the City's Municipal Code) to include a design review permitting process.

- a. Written Staff Report (Rob Mullane).
- b. Conduct public hearing.
- c. Planning Commission discussion and consideration.
- d. It is Recommended that the Planning Commission receive a presentation from staff, hold a public hearing, and consider a Resolution recommending that the City Council amend the City's Zoning Code (title 18 of the City's Municipal Code) to include a design review permitting process.

City Planner Mullane presented an overview of the proposed Design Review Permit process and the draft Ordinance that would put this process in place. City Planner Mullane noted that if the Commission decides to move forward with the Resolution, the same changes to the attest line in the Resolution should be made.

Chair Ahumada opened the public hearing. There were no speakers wishing to speak on this item, so Chair Ahumada closed the public hearing.

One Commissioner expressed a desire to have more time to review the draft Ordinance. The Commission discussed the value of having Design Review guidelines for the City to assist in guiding applicants to acceptable designs. The Commission had concerns with limiting the number of rounds of review and asked staff to check with the City Attorney on whether this limit would raise any due process issues. Staff will check with the City Attorney. The need to have the Ordinance specify that first-class postage for notices be provided by the applicant was also discussed. Staff also noted that the City Attorney suggested some changes to the draft Ordinance and circulated a handout noting these changes. The recommended changes pertained to address the postage provision and revised wording for clarity on which projects would be exempt from a Design Review Permit. The Commission decided to continue the item to allow for additional review. After some discussion, the Commission decided that the public hearing should be reopened should there be any speakers wishing to speak on this item the next time the Commission hears the item.

**MOTION TO CONTINUE THIS ITEM TO THE NEXT REGULARLY SCHEDULED PLANNING COMMISSION IN MARCH: Kraemer / Ahumada**

**AYES: 4**

**NOES: 0**

8. **RUIZ SOIL STOCKPILE.** That the Planning Commission receive a presentation from staff, and discuss and consider the report.

- a. Written Staff Report (Rob Mullane).
- b. Planning Commission discussion and consideration.

City Planner Rob Mullane gave a staff presentation summarizing City staff's actions to date on this development and recent coorespondence and discussions with the owners of the property. City Planner Mullane stated that subsequent to the City sending the letter dated February 6, 2008, the owner of the property met with the City Administrator and City Planner and the City has provided the applicant with the opportunity to obtain a CUP.

**Speakers:**

1. Mr. Joe Ruiz, stating that he had obtained permits for the soil stockpile from the City, and was not told about the CUP requirement until recently. Mr. Ruiz stated that he has been meeting with various non-City agencies and has received letters from a few of them.
2. Mr. Manny Estorga, stating that the drainage on the property was considered by the US Army Corps a few years back, and stating his opinion that no CUP should be required.

City Planner Mullane clarified that a CUP is indeed required for the soil stockpile, and that City staff hopes to work with the applicant to ensure that a CUP application is filed and brought to the Commission for consideration.

9. **UPDATE ON CITY'S NEIGHBORHOOD AND SAFETY SERVICES.** That the Planning Commission receive a presentation from staff, and allow for Planning Commission questions and comments.

- a. Written Staff Report (Rob Mullane).
- b. Planning Commission questions and comments.

Fire Chief Carmon Johnson provided the Commission with an overview of the Building and Fire Department and that department's Neighborhood and Life Safety Services Division in particular. Chief Johnson explained the City's tiered response to violations with initial response being a courtesy letter, followed by a Notice of Violation, and then finally enforcement action if previous letters do not initiate steps towards compliance. Chief Johnson provided recent examples of cases that were resolved.

Chair Ahumada requested that the Commission receive copies of the Building and Fire Department's monthly reports that go to the City Council and also requested that the Fire Chief have departmental staff introduced at a subsequent Commission meeting.

Chief Johnson offered to bring 3 captains to a future meeting. Commissioners Kraemer and Romero had additional questions regarding if zoning inspections are done and the City's response to potential violations.

10. **FUTURE AGENDA ITEMS**

None requested.

11. **PLANNING DIRECTOR'S REPORT**

The Planning Commission received the Planning Director's report from City Planner Mullane. A recap of planning-related items from the January 22, 2008 and February 12, 2008 City Council meetings was provided, including the adoption of the Planned Residential Overlay ordinance. City Planner Mullane also noted that the City's Planning Application packet is being updated.

12. **ANNOUNCEMENTS**

Commissioner Rayas announced that the Kiwanis are looking to expand their membership and that they are considering candidates for the Elks Queen.

13. **ADJOURNMENT**

Meeting adjourned by Chair Ahumada at 8:40 pm.

Submitted by:

Affirmed by:

\_\_\_\_\_  
Planning Commission Secretary

\_\_\_\_\_  
Alejandro Ahumada, Chairman

**REPORT TO THE PLANNING COMMISSION**  
**March 18, 2008**

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**Prepared By:**  
**Rob Mullane, City Planner**

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**Approved By:**  
**Carolyn Galloway-Cooper**

**SUBJECT:** Design Review Process

**RECOMMENDATION:**

- 1) Receive a presentation from Staff
- 2) Conduct Public Hearing
- 3) Consider Resolution # PC 2008-\_\_\_, recommending that the City Council approve an Ordinance that creates a design review permit process

**BACKGROUND:**

At the December 18, 2007 Planning Commission meeting, the Commission discussed the concept of adding a design review process for certain development applications. This would allow the City to consider the architectural design, site layout, and other aesthetic components of developments for projects that would otherwise require only a simple zoning clearance. The December 18<sup>th</sup> meeting was a workshop where major components of and alternatives for such a process were introduced and discussed. Staff has incorporated the input from the Planning Commission at that meeting and has brought back a draft Ordinance for further discussion and a Resolution for possible action.

This item was considered at the February 19<sup>th</sup> meeting, and continued to allow for additional review of the specifics of the Ordinance, and for staff to research the due process implications of setting a cap on the number of times a Design Review Permit may be reviewed.

**DISCUSSION:**

The intent of initiating a design review process is to ensure that development of certain type of projects as well as projects in highly visible parts of town are aesthetically pleasing, harmonious with surrounding properties, and in keeping with the City's architectural themes. A process is proposed that would allow the Planning Commission to review, comment on, and ultimately approve or deny the design of projects of a certain type and in certain areas of high visibility within the City.

Currently, a number of development projects, including new commercial, mixed use, and industrial projects, in the City are subject only to a zoning clearance from the Planning Department. Zoning clearances are administered by Planning staff; these projects do not require review and approval by the Planning Commission or City Council. The Zoning

Code does not provide standards for proposed architecture of new buildings and structures. If the proposed project meets use restrictions, setbacks, parking requirements, height, and other similar zoning requirements, the project would qualify for a zoning clearance.

To allow for the establishment of a design review process, staff has returned with a proposed Resolution in support of the City Council's adoption of the design review ordinance. This Resolution is included as Attachment 1 to this staff report, while the draft Ordinance is included as Attachment 2.

Staff has discussed with the City Attorney potential due process issues in setting a limit on the number of rounds of review allowed. The City Attorney advised that no due process concerns were raised in setting such a limit. Staff continues to recommend establishing a limit. However, the maximum number of rounds of review has been increased from three to four, based on input by the Commission at the February 19, 2008 meeting.

### **Planning Commission Input**

The Commission may recommend any changes to the draft Ordinance before taking action on the Resolution. In particular, it would be beneficial for the Commission to review and direct any changes on the following components of the draft Ordinance:

- Applicability (Section 18.73.010)
- Exceptions and Exemptions (Section 18.73.030)
- Noticing Requirements (Section 18.73.070)
- Findings Required for Approval (Section 18.73.100)

### **Permit Fees and Limitation on Number of Reviews**

An initial design review permit application fee of \$700.00 is recommended. This would allow up to two rounds of review at the Planning Commission. A third round of review would be charged an additional fee of \$300.00 and would be considered by the Planning Commission if the applicant failed to obtain approval or conditional approval (with staff confirmation of revisions) during the second Planning Commission review. The Planning Commission would need to render a final determination on the third round of review. If approval or conditional approval was not granted at the third review, the permit should be denied, with the applicant unable to resubmit for a design review permit for 12 months.

A reduced initial application fee for small projects is recommended. Small projects, defined as new structures of less than 250 square feet and additions to existing structures that add less than 400 square feet of development or add less than 10% of the size of the main structure, whichever is greater, would have an initial application fee of \$350.00. This would allow for two rounds of review before the Planning Commission. Any third round of review would require an additional application fee of \$300.00, the same amount charged for subsequent review of regular design review applications.

## **Pros and Cons of a Design Review Process**

The advantages of setting up this process are that the City, through Planning Commission review, will have better control of design aspects of new development in the City. Requiring a design review permit for certain development applications provides a process to consider the aesthetics and promote the preservation of the area's character. Poorly designed projects would need to be redesigned and if not adequately redesigned could be denied. Good design, preservation of neighborhood character, and improving the aesthetics of the City would be promoted through such a process.

The disadvantages are primarily related to increased costs. Establishing a design review process would add a layer of regulation and permit requirements that currently do not exist. An application fee would be required for the design review permit. Added permitting requirements would require additional application materials to be prepared and submitted, which would increase the costs of securing permits and could lead to delays while design review permit is being sought. Applicants may need multiple rounds of review before the Planning Commission is satisfied with the design. Any increase in costs and time involved in securing approval of a project could be seen as a disincentive to pursuing development projects, particularly for smaller projects, remodels, and additions.

## **General Plan Consistency Review**

The proposed design review process provides a way to ensure that new development is aesthetically pleasing and harmonious with adjacent development. It provides a process that will improve the appearance of the City as new development and redevelopment occurs. These objectives are aligned with policies and goals in the City's General Plan, specifically those in the Community Design and Historic Preservation Element, which includes the following:

Goal #2: To guide community growth in an orderly manner that preserves the character of the area.

Goal #3: To encourage development that is consistent with Guadalupe's Unique Setting.

The policies in the Community Design and Historic Preservation Element provide additional design guidance. This element also calls for the development of design guidelines, which when developed, would provide more thorough guidance and standards. The element is included as Attachment 3 to this staff report.

## **CEQA Review**

This project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061 of the State of California's CEQA Guidelines. Section 15061 states that "...CEQA applies only to projects with have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA."

## **Next Steps**

Following any Planning Commission recommendation of approval, the Ordinance would then be brought to the City Council for action. The adoption of an Ordinance is a two step process, with the introduction and first reading of the Ordinance at one meeting, followed by second reading and possible adoption at a second Council meeting.

## **Alternatives to the Recommended Action**

The Planning Commission may desire changes to the draft Ordinance. Depending on the extent of these changes, the Commission's comments can be included in any motion to approve the Resolution in support of the Design Review Ordinance, or if the revisions are substantial or require additional staff research, the item can be continued to a future meeting. The Planning Commission could also decide that a design review process is not needed at this time. Should the Commission opt not to support a design review process, the Commission may either table the item or may direct staff to return with a resolution recommending that the City Council not adopt a Design Review Ordinance.

## **Attachments:**

1. PC Resolution No. 2008-\_\_\_\_
2. Draft Design Review Ordinance (CC Ordinance 2008-\_\_)
3. Community Design and Historic Preservation Element

**AGENDA ITEM:**

**ATTACHMENT 1**

**PC RESOLUTION NO. 2008-\_\_\_\_\_**

**PLANNING COMMISSION RESOLUTION NO. 2008-\_\_\_\_\_**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF GUADALUPE  
RECOMMENDING APPROVAL BY THE CITY COUNCIL OF CC ORDINANCE NO.  
2008-\_\_\_ AMENDING THE CITY'S ZONING CODE (TITLE 18 OF THE GUADALUPE  
MUNICIPAL CODE) TO ESTABLISH A DESIGN REVIEW PERMIT PROCESS**

**WHEREAS**, the City desires to ensure that development in the City adheres to high aesthetic standards and enhances the character of the City; and

**WHEREAS**, City planning staff has drafted an ordinance to establish a design review process for certain areas of the City and certain types of development projects, in conformance with the guidance in the City's General Plan; and

**WHEREAS**, the City Planning Commission conducted a duly noticed Public Hearing for this item on February 19, 2008, and March 18, 2008, and has considered all written and verbal testimony; and

**WHEREAS**, the establishment of a design review process, can be found exempt from the California Environmental Quality Act (CEQA), pursuant to Section 15061 of the State of California CEQA Guidelines;

**AND WHEREAS**, the City Planning Commission has reviewed the draft ordinance at its meetings of February 19, 2008, and March 18, 2008, and finds it consistent with the City's General Plan.

**NOW, THEREFORE, BE IT RESOLVED** that

1. The Planning Commission of the City of Guadalupe recommends that the City Council adopt the CC Ordinance No. 2008-\_\_\_, and thereby establish a design review permit process for certain types of development projects in certain portions of the City by including such a process in the City's Zoning Code (Title 18 of the Guadalupe Municipal Code).

UPON MOTION of Commissioner \_\_\_\_\_ seconded by Commissioner \_\_\_\_\_ the foregoing Resolution is hereby approved and adopted the 18<sup>th</sup> day of March 2008, by the following roll call vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

I, **Robert A. Mullane**, Planning Commission Secretary and Deputy City Clerk of the City of Guadalupe, **DO HEREBY CERTIFY** that the foregoing Resolution, being **P.C. Resolution No. 2008-\_\_**, has been duly signed by the Planning Commission Chair and attested by the Planning Commission Secretary, all at a meeting of the Planning Commission, held March 18, 2008, and that same was approved and adopted.

**ATTEST:**

\_\_\_\_\_  
R. Mullane, Planning Commission  
Secretary

\_\_\_\_\_  
A. Ahumada, Chairman

**ATTACHMENT 2**

**DRAFT DESIGN REVIEW PROCESS ORDINANCE  
( ORDINANCE NO. 2008-\_\_\_\_ )**

**ORDINANCE NO. 2008-\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GUADALUPE  
ESTABLISHING A DESIGN REVIEW PROCESS FOR CERTAIN  
DEVELOPMENT PROJECTS**

**THE CITY COUNCIL OF THE CITY OF GUADALUPE DOES ORDAIN AS  
FOLLOWS:**

**Section 1.** A new chapter 18.73 is hereby added to Chapter 18 of the Guadalupe Municipal Code to read as follows.

**Chapter 18.73**

**DESIGN REVIEW**

**Sections:**

- 18.73.010 Applicability.
- 18.73.020 Minor Design Review Permits for Certain Small Projects.
- 18.73.030 Exceptions and Exemptions.
- 18.73.040 Application -- Information required.
- 18.73.050 Application -- Fee.
- 18.73.060 Decision Maker.
- 18.73.070 Notice to Adjacent Properties.
- 18.73.080 Procedure.
- 18.73.090 Components of Review.
- 18.73.100 Findings Required for Approval.
- 18.73.110 Appeals of Planning Commission Decision.
- 18.73.120 Expiration and Extension.

**18.73.010 Applicability.**

- (a) A Design Review Permit is required for any development, including either or both structural development and grading, on properties in the City's Central Business District (as defined in the General Plan) or on properties with frontage along Guadalupe Street or Main Street, unless the proposed development would not be visible from these streets, for example, if blocked by a sound wall or other intervening structure.
- (b) Regardless of location, the following types of development projects shall require a Design Review Permit:

1. All new structures fronting a public street or visible from a public street properties zoned General Commercial, Service Commercial, Neighborhood Commercial, or similar commercial zoning.
2. All new structures fronting a public street or visible from a public street on properties zoned General Industrial, Industrial Commercial, Light Industrial, or similar industrial zoning.
3. Additions to non-residential structures in any Commercial, Industrial, or Mixed Use zoning district that involve any exterior alterations to second and/or third stories.
4. Additions to non-residential structures in any Commercial, Industrial, or Mixed Use zoning district that would be visible from a public street or view point and that exceed 120 square feet in size.
5. All new wireless communications facilities.
6. New multi-family residential developments exceeding three (3) units or additions to existing multi-family developments where the addition would result in a total of three or more units on a given property.
7. All garage conversions.
8. Any development or remodeling of structures that have been officially designated historical landmarks by the City or the State.
9. Remodeling projects of the types and locations specified in this list, if the remodeling involves exterior alterations that would be visible from any public street or other public area.
10. Any other project not otherwise on this list that, in the opinion of the Planning Director or City Planner, would benefit from design review because of its visibility, scope, or historic merit, or potential for deprivation of private property rights of other landowners.

In addition, City-sponsored capital improvement projects may be referred to the Planning Commission for design review in an advisory capacity. Projects eligible for advisory review would include development within any City-owned park or open space. The decision on whether to refer a City-sponsored project for advisory Design Review would be made by the Planning Director or City Planner after consideration of the project's potential for aesthetic impacts and the potential benefit of input on project design.

18.73.020 Minor Design Review Permits for Certain Small Projects. A Minor Design Review Permit is required for any small project. A small project is defined as any new structure of less than 300 square feet, or an addition to an existing structure that adds less than 500 square feet of development or adds less than 10% of the size of the main structure, whichever is greater. Other projects that are at a similarly small scale, as determined by the Planning Director or City Planner, may be processed with a Minor Design Review permit.

18.73.030 Exceptions and Exemptions.

(a) A separate Design Review Permit is not required for those projects that require approval(s) under the jurisdiction of the Planning Commission (for example Conditional Use Permits) where the design of the project or development would be a part of the Planning Commission's consideration of the request.

(b) Notwithstanding the requirements set forth in Sections 18.73.010 and 18.73.020, the following projects do not require a Design Review Permit:

1. Interior alterations of structures other than historical landmarks, as long as such alterations do not result in any changes to the exterior of the building.
2. Structures or additions to existing structures on lots zoned single-family residential in areas outside of the Central Business District or which are located on streets other than Guadalupe Street or Main Street.
3. New structures in any Commercial, Industrial, or Mixed Use zoning district less than 200 square feet in size, unless such structure(s) because of the visual sensitivity of the site combined with its proposed location, architectural style, or would, in the opinion of the Planning Director or City Planner, result in a potential visual impact.

18.73.040 Application -- Information required. The applicant shall submit an application that meets the requirements of the City's Planning Application packet, but at a minimum, consisting of the following:

1. A completed Planning Application form, including a written project description discussing all existing and proposed structures and uses
2. The required application fee
3. Eight (8) plan sets, including a site plan, floor plans, a roof plan, and complete set of elevations
4. Landscape plans, if applicable and deemed necessary by Planning staff
5. Site photos including photos from any street frontage.
6. Three (3) sets of mailing labels with the addresses of property owners within a 300 feet radius of the subject property, and adequate first-class postage for three mailings to these recipients.

18.73.050 Application -- Fee. A fee set by City Council resolution shall accompany the application. This fee shall permit up to two rounds of review by the Planning Commission, and a separate fee set by City Council resolution shall be charged for any third or fourth round of review by the Planning Commission. Separate fees may be established by City Council Resolution for small projects as defined in Section 18.73.020.

18.73.060 Decision Maker. Design Review Permits will be considered by the Planning Commission. The Commission may approve, conditionally approve, or deny a Design Review Permit.

18.73.070 Notice to Adjacent Properties. For all regular Design Review Permits, notice of a pending Design Review Permit application shall be mailed to adjacent property owners within a 300-foot radius of the proposed development. Notices shall be mailed out at least 10 calendar days in advance of the meeting at which the Planning Commission will consider the Design Review Permit. Minor Design Review Permit applications shall not require mailed notices to be sent.

For both regular Design Review Permits and Minor Design Review Permits, at least 10 calendar days prior to the meeting at which the Planning Commission will consider the Design Review Permit, at least one notice of the pending Design Review Permit application shall be posted in a publicly-accessible location on the site, with such notice maintained on site until the day after the Planning Commission meeting.

18.73.080 Procedure. The procedure for requesting and obtaining a Design Review Permit is as follows:

1. An applicant requesting a zoning clearance is notified by City staff, after reviewing the project's location and description, that a Design Review Permit is required prior to consideration of the zoning clearance.
2. The applicant fills out a permit application for Design Review and submits the required application fee.
3. Staff reviews the application materials, conducts a preliminary review of the project's compliance with Zoning Code requirements, and determines if the application is complete or if additional materials are needed.
4. Once application is complete, the request is placed on the agenda for the next available Planning Commission meeting. Plan sets associated with the request would be included in each Commissioner's packet for review prior to the meeting.
5. During the Planning Commission's consideration of the request, the applicant and their architect or agent would present the project and field any questions from the Commission. If the design is acceptable as proposed or with minor changes or revisions that are of the nature that they could be verified by staff without the need for returning to the Commission, the Design Review Permit may be approved or conditionally approved. If more substantive revisions are deemed necessary, the Commission's comments at the meeting shall be conveyed to the applicant, who would then have the responsibility for addressing these comments through the preparation of revised plans.
6. If on a ~~third~~ fourth review of the project by the Planning Commission, the applicant's design is still not acceptable or conditionally acceptable to a majority of the Commission, the Design Review Permit shall be denied, and the applicant shall not be permitted to resubmit a Design Review Permit for the same project for a period of twelve (12) months from the date of denial.
7. Upon any approval of a Design Review Permit, the applicant may then proceed with a request for a zoning clearance for the proposed development.

The approved set of plans would be maintained with the file for verification of compliance once construction drawings are submitted to the Building Dept.

18.73.90 Components of Review. The Planning Commission shall consider the following design components when considering an application for a Design Review Permit:

1. Overall design of new or enlarged structures and the architectural style.
2. Physical and design relation with existing and proposed structures on the same site and in the immediately affected surrounding area.
3. Site layout, orientation, and location of buildings, and relationship with open areas and topography.
4. Colors, types, and variation of building materials.
5. Height, bulk, scale and area coverage of buildings and structures and other site improvements.
6. Potential interference with existing scenic views.
7. Height, materials, colors, and variations in boundary walls, fences, or screen planting.
8. Location and type of existing and proposed landscaping.

18.73.100 Findings Required for Approval. Prior to approval of a Design Review Permit, the Planning Commission shall make all of the following findings:

1. The buildings, structures, and landscaping are appropriate and of good design in relation to other buildings, structures, and landscaping, on-site or in the immediate vicinity of the project.
2. The development will be compatible with the neighborhood, and its size, bulk and scale will be appropriate to the site and the neighborhood.
3. There is harmony of material, color, and composition of all sides of a structure or buildings as well as consistency and unity of composition and treatment of exterior elevation.
4. Any mechanical or electrical equipment is well integrated in the total design concept and screened from public view to the maximum extent practicable.
5. All visible onsite utility services are appropriate in size and location.
6. The grading will be appropriate to the site.
7. Adequate landscaping is provided in proportion to the project and the site with due regard to the preservation of existing trees, and existing native vegetation, and adequate provision will be made for the long-term maintenance of such landscaping.
8. The development will not adversely affect significant public scenic views.
9. All exterior site, structure and building lighting is well-designed and appropriate in size and location.
10. The proposed development is consistent with any additional design standards as expressly adopted by the City Council.

11. The project architecture will respect the privacy of neighbors and is considerate of solar access.
12. The project will provide for adequate street design and sufficient parking for residents and guests in a safe and aesthetically pleasing way.
13. The proposed development as shown on the project plans is in conformance with all applicable policies of the General Plan and the requirements of this title.

18.73.110 Appeals of Planning Commission Decision. Appeals of any Planning Commission final decision under this chapter shall conform to the requirements of Chapter 18.80.

18.73.120 Expiration and Extension.

(a) A Design Review Permit shall expire two (2) years after final approval, if a building permit for the project has not been obtained by the applicant or the successor in interest.

(b) The Planning Commission may grant up to two (2) one-year extensions for good cause. A request for an extension shall be made in writing and filed sufficiently in advance of the expiration date to allow the request to be considered at a regular meeting of the Planning Commission.

**Section 2. Savings and Interpretation Clause.** This ordinance shall not be interpreted in any manner to conflict with controlling provisions of state law, including, without limitation, the Government Code of the State of California. If any section, subsection or clause of this ordinance shall be deemed to be unconstitutional or otherwise invalid, the validity of the remaining sections, subsections and clauses shall not be affected thereby. If this ordinance, or any section, subsection or clause of this ordinance shall be deemed unconstitutional or invalid as applied to a particular appeal, the validity of this ordinance and its sections, subsections and clauses in regards to other contracts, shall not be affected.

**Section 3. Publication and Effective Date.** Within fifteen (15) days after passage, the City Clerk shall cause this ordinance to be posted in three publicly accessible locations in the City. The ordinance shall take effect thirty (30) days after adoption.

INTRODUCED at a regular meeting of the City Council held this \_\_\_ day of \_\_\_\_\_, 2008 on motion of Councilmember \_\_\_\_\_, seconded by Councilmember \_\_\_\_\_, and on the following roll call vote, to wit:

AYES:  
NOES:  
ABSENT:

ABSTAIN:

PASSED AND ADOPTED at a regular meeting of the City Council held this \_\_\_ day of \_\_\_\_\_, 2008 on motion of Councilmember \_\_\_\_\_, seconded by Councilmember \_\_\_\_\_, and on the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

CITY OF GUADALUPE

BY: \_\_\_\_\_  
Lupe Alvarez, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

**ATTACHMENT 3**

**COMMUNITY DESIGN AND HISTORIC PRESERVATION  
ELEMENT (EXCERPT FROM GENERAL PLAN)**

# Community Design and Historic Preservation

## **A. Background**

The City of Guadalupe has throughout the years been able to retain the quality and character that gives a unique and distinct atmosphere to the community. The preservation of this character, coupled with the new development and modernization of existing structures, must be balanced to enable the City to provide both new economic opportunities along with continuity with its past.

This portion of the General Plan establishes policy and guidelines for the establishment of a Community Design and Historic Preservation program within the City. Although it is beyond the scope of this element to provide specifics, one of the implementation tools proposed as part of this General Plan is the adoption of a design ordinance which outlines specific policies, standards and programs.

## **B. Community Design**

Community Design is an elusive yet all-encompassing concern that can be thought of as the quality of the City's physical/spatial and visual setting. The resources and components of Community Design include the natural environment (landform, rivers and creeks, vegetation) and built environment (structures, open space, travel routes, districts and neighborhoods, landmarks and focal points). All of these contribute to the overall image, appearance and function of the community.

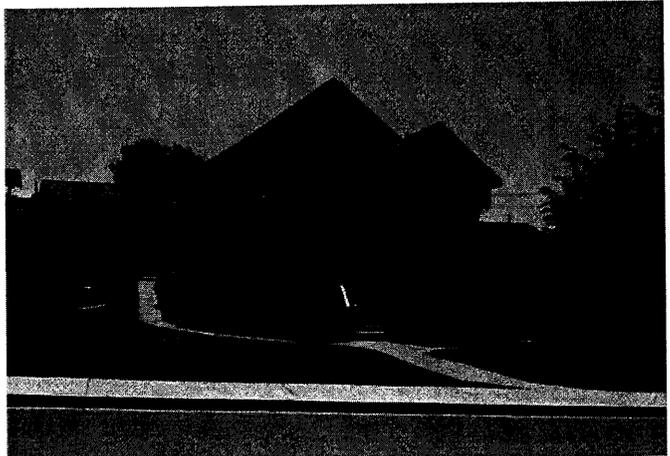
A Community Design Element will be developed which addresses the interrelationship of built form, the natural environment, and people. Several overall design goals will be analyzed, including: imageability, livability, the relationship of built form to scale, and the adaptability to change. These overall goals will be implemented at several scales: city-wide, district and neighborhood, and site and building.

The purpose of community design at the city-wide scale is to establish a physical framework that achieves the overall design goals. At the district and neighborhood scales, design objectives specific to the needs of each area must be developed. However, there are some general objectives and policies that apply to all districts and neighborhoods. At the city-wide scale the role of design is to create a framework that makes the district or neighborhood an identifiable,

understandable, livable and unique entity. At the building and site scale, design focuses on livability, human scale and adaptability to change.

## **C. Historic Preservation**

To maintain the historic flavor of a community, the State of California has determined that a city may adopt a Historic Preservation Element as part of the General Plan. This General Plan will incorporate Historic Preservation as part of the Community Design Element. As previously mentioned, this Chapter is designed to be general in nature to be followed by an ordinance which provides specific policies. The City of Guadalupe has many "historic" buildings, some dated from construction periods at the turn of the 19th century. There are presently no designated historic sites in the City recorded on the National Register of Historic Places, the California Landmark Series, or List of State Points of Historical Interest, however, the absence of registered historical sites does not mean that such sites could not be designated.



As part of the implementation program for the General Plan, the City will actively pursue programs for the protection, stabilization, preservation, rehabilitation and restoration of potential historic buildings.

A search of the City's past provides a colorful history. The more recent historical past of Guadalupe can be traced back to 1841 when the 32,408 acre Guadalupe Rancho was granted to cattle ranchers Diego Olivera and Teodoro Arrelanes. The City was the focal point in the Santa Maria Valley and attracted Italian-Swiss dairymen who were among the first non-spanish settlers in the area. Agricultural activity also flourished in the area due to the fertile soil. In 1873, the City was officially established as a settlement. By the turn of the century, all of the major components that would shape the City's development had occurred. The railroad came through in 1901 and the roadway between Guadalupe and Santa Maria had been finally improved. Guadalupe was officially incorporated in 1946.

The physical development of Guadalupe can be divided into two eras. Initial development in Guadalupe occurred in the northern portion of the City while later development due to the railroad occurred in the southern portion of the town. Today, Guadalupe is a mixture of the very old downtown central core, post World War II housing developments, and new tract developments occurring in the southeast and southwest portion of the City.

The historical architectural aspect of downtown Guadalupe was assessed in 1983 by a Regional Urban Design Assistance Team from the California Polytechnic State University at San Luis Obispo. The design team quickly noted the potential value for renovation and restoration. From a historic preservation standpoint, the downtown core is intact with many of the commercial structures in an architecturally pristine state.

## **D. Archaeology**

A recent archaeological records search identified several archaeological sites known to exist within a 5 mile radius of the proposed wastewater project which is approximately 1/2 mile west of the City of Guadalupe. However, within the City boundaries there are no known archaeological sites.

Evidence of human habitation of the Central Coast of California dates back some 10,000 years. The Chumash occupied the dunes west of the City, as well as many other areas of the Central Coast until about the mid-1880s. Over 100 Chumash archaeological sites have been identified from the town of Grover Beach to the north to Mussel Point, with at least 16 shell midden sites used as temporary camps in the dune area. The Chumash were primarily hunters and gatherers, subsisting on fish, shellfish, acorns, seeds, and roots. Chumash archaeological sites in the Guadalupe-Nipomo Dunes Preserve have been recorded on official site record forms by the California Archaeological Site Inventory.

In 1769, Gaspar de Portola led the first Spanish land expedition through San Luis Obispo and Santa Barbara Counties, and traveled through the area now known as Guadalupe up to Monterey. He and his troops stopped overnight at a freshwater lake and named it Oso Flaco Lake after shooting a bear described as “oso flaco” (lean bear).

Thus, there is a possibility that some unknown archaeological site exists. Because the City of Guadalupe is in a sensitive locale which includes the possibility of native American burial sites, precautions should be taken whenever construction occurs. The City's environmental review procedures will ensure the identification and protection of any archaeological sites.

The Southern Pacific Railroad arrived in the area in 1895 and the City's modern history began to unfold as Guadalupe became the center for agricultural operations in the fertile Santa Maria Valley.

## **Community Design and Historic Preservation Goals, Policies and Programs**

### **Goals**

1. To conserve the cultural heritage of Guadalupe for future generations.
2. To guide community growth in an orderly manner that preserves the character of the area.
3. To encourage development in a manner that is consistent with Guadalupe's unique setting.
4. To encourage and foster cooperation with private developers to retain the unique character of Guadalupe.

### **Policies**

#### **Historic Preservation**

1. The City will encourage the preservation, restoration maintenance, and monumenting of all significant historical resources in the City.
2. The City will protect archaeological sites from disruption.

#### **Design**

3. The design element of the General Plan is not meant to strictly limit new development within the community. It may be liberally interpreted as long as the proposed development does not detract from the community.
4. The design of industrial, multiple family and new housing projects should be of a consistent and compatible nature in their architectural style, scale, and site layout.
5. Landscaping should be sufficient to buffer large areas of paving, screen objectionable views, buffer incompatible uses, and enhance both the appearance of the development and the community as a whole.
6. Signs should be consistent with the historic nature of the community and used primarily for identification.
7. Mechanical equipment, outside storage and other mechanical objects should be placed in inconspicuous locations and screened from view.

8. In order to preserve the unique and original character of Guadalupe, design themes should model themselves on examples of the architectural style prevalent within the City in the earlier part of this century.

7a.

**REPORT TO THE PLANNING COMMISSION**  
**March 18, 2008**

**Prepared By:**  
**Rob Mullane, City Planner**

**Approved By:**  
**Carolyn Galloway-Cooper**

**SUBJECT:** Conceptual Review of the Casa Bella Development, an 8-unit planned residential development at 1034 and 1042 Obispo Street

**EXECUTIVE SUMMARY:**

The City has received an application for a Planned Residential Development Overlay for the Casa Bella Development, an 8-unit residential development at 1034 and 1042 Obispo Street. Pursuant to the review process set forth in the Planned Residential Development Overlay section of the Zoning Code, prior to formal consideration of the PD Overlay request, the Planning Commission conducts conceptual review of the development to identify any major concerns or project redesigns that the Commission would like the applicant to consider.

**RECOMMENDATION:**

- 1) Receive a presentation from staff
- 2) Provide an opportunity for the applicant to present the proposed project
- 3) Take any comments from the public
- 4) Provide direction to the applicant on the proposed project

**BACKGROUND:**

The City received an application for a Vesting Tentative Map (TM 29058) for the Casa Bella Development on April 3, 2007. The proposed development includes components that did not meet zoning standards at the time of submittal, but that can be now considered under the Planned Residential Development Overlay (PD Overlay) process.

**DISCUSSION:**

The applicant is Mr. Wes Binnion of Obispo Investments, LLC. The project is for a lot merger of 2 existing parcels (APNs 115-063-025 and 115-063-026), followed by a 9-lot subdivision including one common lot and 8 lots for townhome-style residential dwellings in a single building. The proposal includes the demolition of two existing duplexes (one on each existing lot) and redevelopment of the lot with a new 2-story, C-Shaped residential structure with eight 2- and 3-bedroom townhouse-style units, a

common-area courtyard, and eight parking spaces. The development is mid-block in a residential area with a mix of residential densities: from single-family residences to multi-unit apartment buildings.

The PD Overlay is intended to allow flexibility in design, subject to Planning Commission and City Council review. The site is zoned R-3: Multiple Dwelling (High-Density) Residential and is designated in the General Plan as High Density Residential. The proposed density would be consistent with this the site's zoning and land use.

As this project is receiving conceptual review at this time, a thorough review of the proposal's consistency with R-3 zoning standards (Section 18.32 of the City's Zoning Code) as well as the standards of the PD Overlay District (Section 18.33) has not been completed at this time. Preliminarily, it appears that this project would be eligible for the PD Overlay and is consistent with the minimum standards set forth in the PD Overlay District. Staff notes the following key components of the request which could only be allowed with the application of a PD Overlay, as these do not meet standards of the underlying R-3 zoning district:

- Townhome-style lot configuration with 0-ft side yard setbacks for each lot
- Parking Requirements: R-3 zoning requires 12 spaces, while 8 are proposed (a 33% reduction)

In addition, proposed lot configurations do not meet requirements of the Subdivision Regulations for minimum lot frontage. However, this development, as a Planned Unit Development requesting a PD Overlay may be found consistent with Zoning and Subdivision standards, if a PD Overlay is granted. The ability to consider a wider range of development designs was the key motivation for adopting the PD Overlay.

The project plans are attached as Attachment 1.

### **Planning Commission Conceptual Review**

The purpose of this evening's meeting is for the Planning Commission to conduct conceptual review of the proposal. While no comments are binding at this point, the Commission should give the applicant a feel for whether there is general support or not for the development, as well as whether any design changes should be considered by the applicant. Any major concerns for staff or applicant to look into in more detail should also be identified.

### **Next Steps**

The applicant will consider the Commission's input on the project and decide if the project as proposed will be brought back to the Commission for formal consideration of the PD Overlay, along with any other associated entitlements, or whether revisions should be incorporated. The project may also be withdrawn, if the applicant feels that there is not sufficient support to proceed.

Assuming the project continues to move forward in the application review process, the applicant will prepare and submit final drawings and plans. A CEQA document will be prepared by staff, and a thorough analysis of the project's consistency with the General Plan, Zoning, and Subdivision standards will be conducted. The project, and the CEQA document, would be brought back to the Planning Commission for formal consideration and action in the form of recommendations to the City Council. The City Council would be the final decision-maker on the application of the PD Overlay and the associated permits and environmental review.

**ATTACHMENTS:**

1. Project Plans

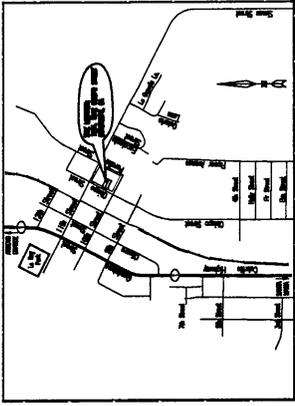
**AGENDA ITEM:**

# **ATTACHMENT 1**

**CASA BELLA PLAN SET**

**ATTACHMENT 1**

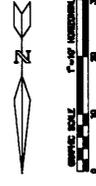
**CASA BELLA PLAN SET**



VICINITY MAP  
NO SCALE

- NOTES:
1. SEWER SERVICE PROVIDED BY: CITY OF SANMATEO
  2. WATER SERVICE PROVIDED BY: CITY OF SANMATEO
  3. TELEPHONE SERVICE PROVIDED BY: VERIZON
  4. ELECTRIC SERVICE PROVIDED BY: PACIFIC GAS AND ELECTRIC
  5. CABLE TELEVISION SERVICE PROVIDED BY: CHARTER COMMUNICATIONS
  6. GAS SERVICE PROVIDED BY: THE GAS COMPANY / SERRA ENERGY UTILITY
  7. GENERAL PLAN DESIGNATION: R-3
  8. ZONING DESIGNATION: R-3
  9. LOT 8 TO BE OWNED AND MAINTAINED BY A HOME OWNERS ASSOCIATION.
  10. FRONT YARD SETBACK: LOT 8 TO BE COMPATIBLE WITH A BUNNETT PUBLIC UTILITY, PEDESTALIAN, AND FRONT YARD SETBACK.

REFERENCE: BASED ON A FOLIO MAP/PA 11, WESTERLY OF THE MOST PARTS OF THE TRACT, IN THE TOWN OF SANMATEO, COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA, COUNTY OF SANMATEO, STATE OF CALIFORNIA, IN AN UNDIVIDED LOT OF FOUR ACRES.

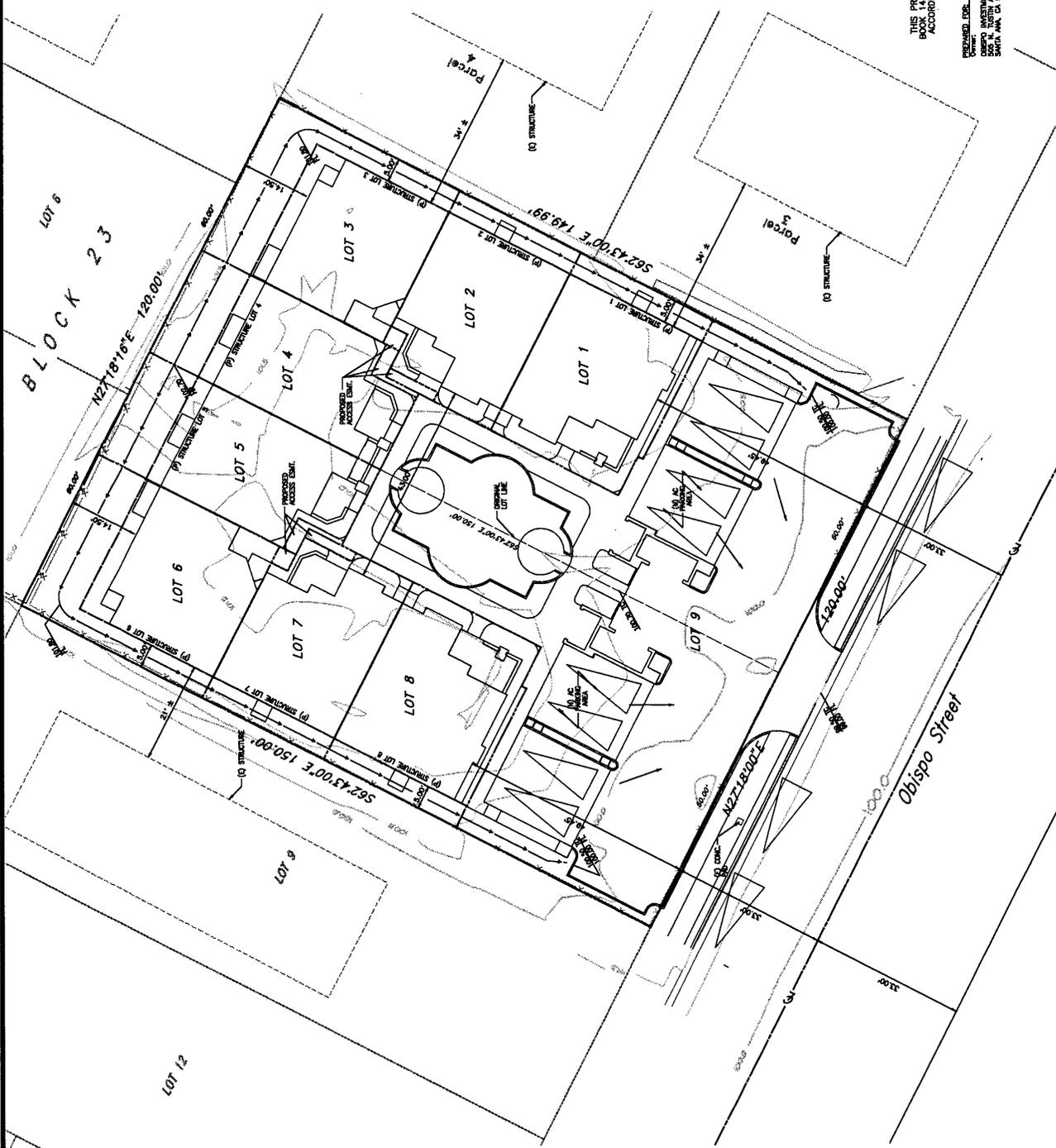


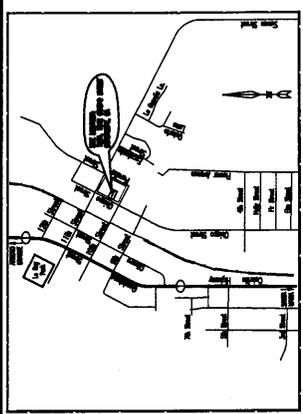
VESTING  
TENTATIVE TRACT MAP  
PRELIMINARY GRADING PLAN

APN: 115-083-025 (PARCEL 1) AND 115-083-026 (PARCEL 2)  
THIS PRELIMINARY GRADING PLAN IS THE PROPERTY OF THE APPLICANT AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF THE APPLICANT.  
APPROVED FOR RECORD ON JULY 4TH, 1975, IN BOOK 14, PAGE 80 IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

PREPARED BY: GIBBS UTILITY & ASSOCIATES  
1735 BERNARD  
PISMO BEACH, CA 93449  
APPROVED: ARNOLD GIBBS, CALIFORNIA LICENSED PROFESSIONAL ENGINEER  
Contract: 115-083-025

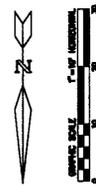
DATE: April 4, 2007



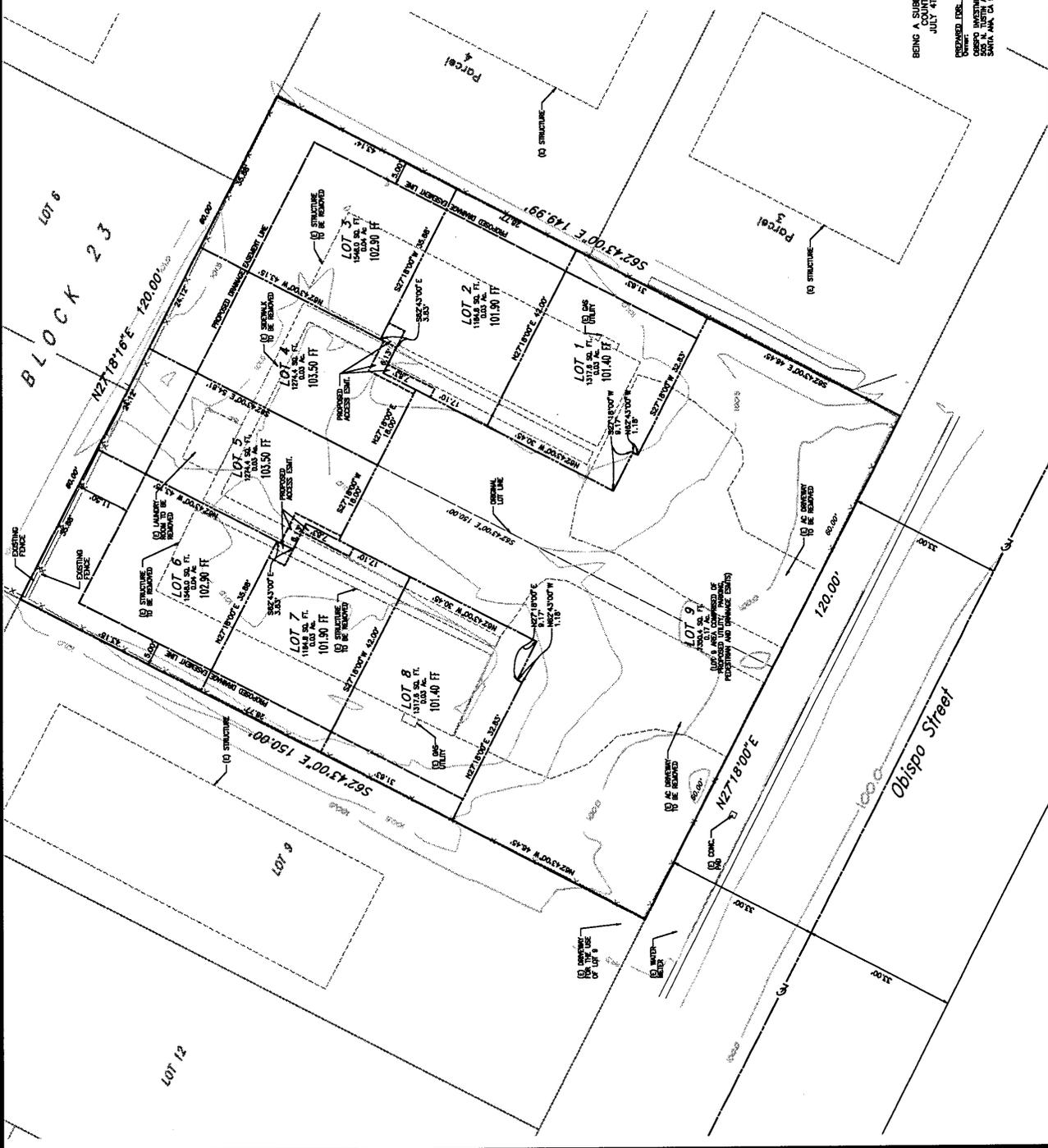


VICINITY MAP  
NO SCALE

BENCHMARK REFERENCE BASED ON A FOUND MARK/TA 11, WESTERNLY OF THE WEST  
CORNER OF PARCEL 1, PARCEL 14, PAGE 80, IN THE TOWN OF GUADALUPE,  
COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA, IN AN INSTRUMENT  
DATED OF 10/1/2007.



VESTING  
TENTATIVE TRACT MAP



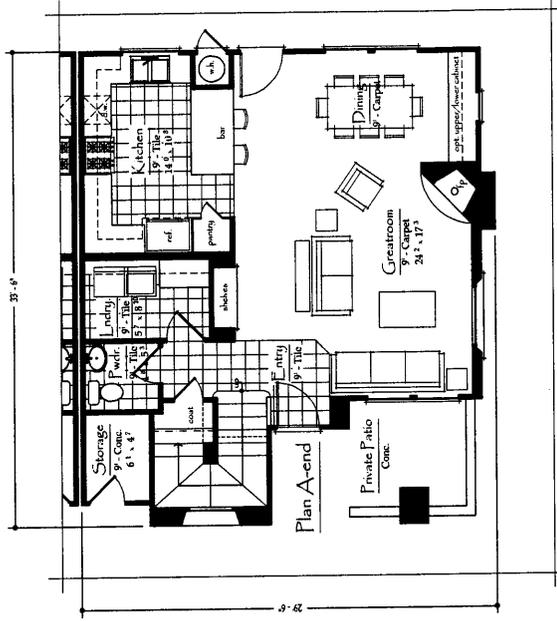
APN: 115-083-025 (PARCEL 1) AND 115-083-026 (PARCEL 2)  
BEING A SUBDIVISION OF PARCELS 1 AND 2 OF PARCEL MAP BOOK 14, PAGE 80, IN THE TOWN OF GUADALUPE,  
COUNTY OF SANTA BARBARA, STATE OF CALIFORNIA, ACCORDING TO MAP FILED FOR RECORD ON  
JULY 4TH, 1975, IN BOOK 80 IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY

PREPARED FOR:  
CIBOLA INVESTMENTS, LLC  
1735 BERNINI  
PISMO BEACH, CA 93449

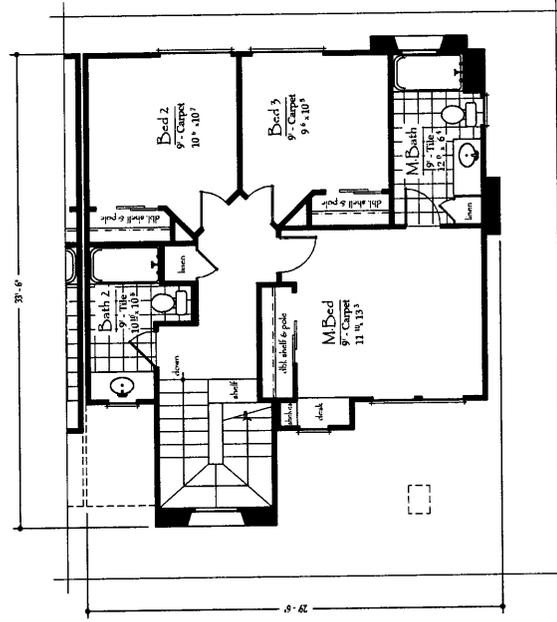
APPROVED BY:  
DARRYL TAYLOR & ASSOCIATES  
1735 BERNINI  
PISMO BEACH, CA 93449

DATE: April 4, 2007

Proposed Floor Plan - Plan A End Unit  
**Casa Bella**



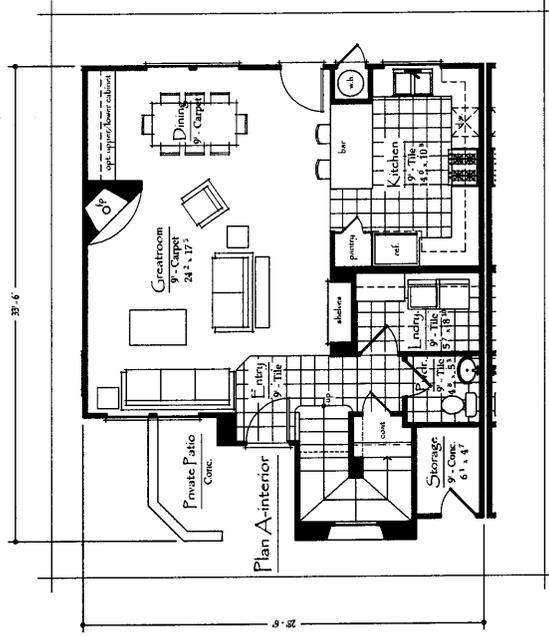
Lower Level - End Unit  
 SCALE: NOTED



Upper Level - End Unit  
 SCALE: NOTED

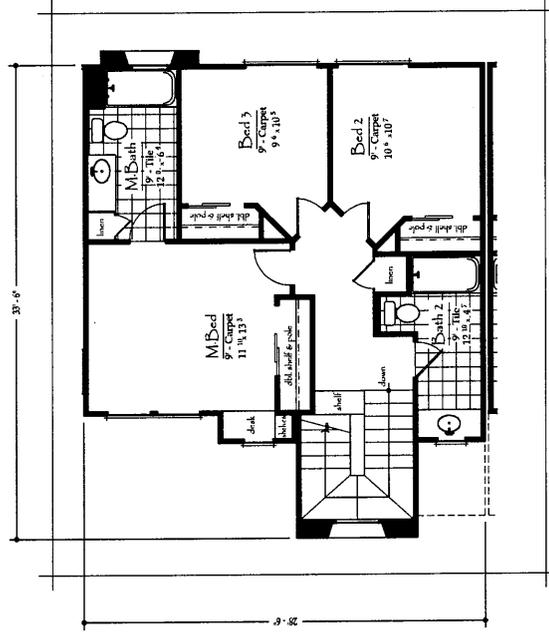


Casa Bella  
 Proposed Floor Plan - Plan A Interior Unit



Lower Level - Interior Unit

SCALE: NOTED



Upper Level - Interior Unit

SCALE: NOTED



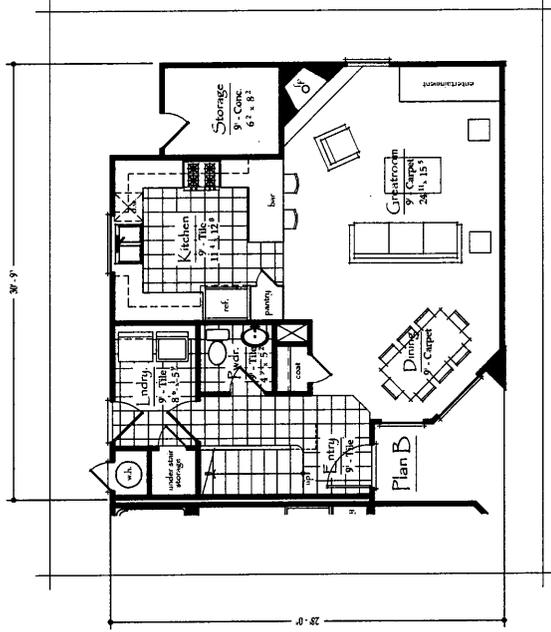
PROJECT: CASA BELLA

DATE: 12/1/17

A.3

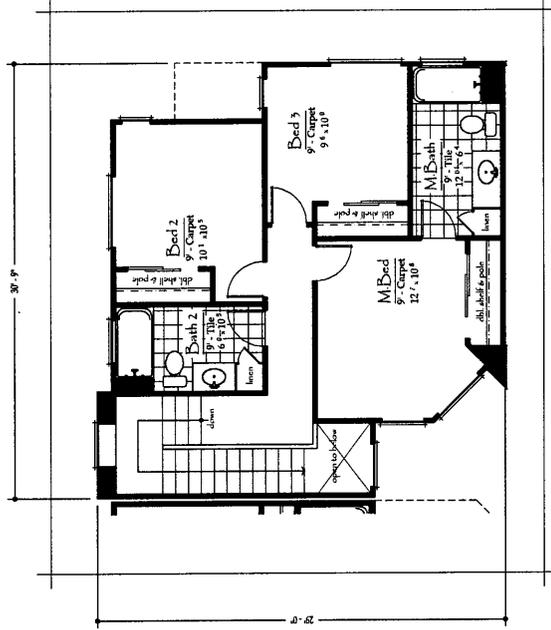
SCALE: 1/8" = 1'-0"

Casa Bella  
 Proposed Floor Plan - Plan B



Lower Level

SCALE: NOTED



Upper Level

SCALE: NOTED







C a s a B e i n a  
 Cover Sheet

**Property Owner/Applicant:**

Was Remick  
 Obispo Investments, LLC  
 505 N. Justin Avenue, Suite 160  
 Santa Ana, Ca. 92705

**Representative:**

Eddie Herrera  
 5669 Rosario Ave.  
 Fontana, California 92422  
 (951) 801-8289

**Project Description:**

Eight (8) two-story residential units  
 in a Spanish / Art Deco influence  
 architectural style.

**Project Address:**

1042 Obispo St. and 1034 Obispo St.  
 Guadalupe, Ca. 95134

**Assessor Parcel Number:**

APN: 115-063-025 and 115-063-026

**Statistics:**

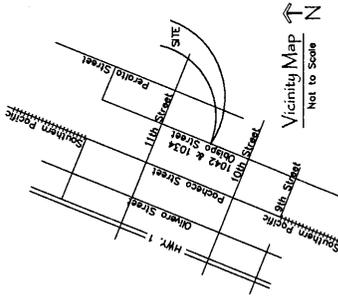
TONNAGE: R-3  
 LOT WIDTH: 60.00'  
 LOT DEPTH: 150.00'  
 TOTAL LOT AREA: 18,000.00 SF

**Parking:**

Proposed Unit Parking: One (1) covered space per unit.  
 Proposed Guest Parking: One (1) covered space, per  
 every two (2) units.  
 9'x20' ft. clear interior dimension

**Setbacks:**

Front (Obispo Street): 15'-0" Req.  
 Side: 5'-0" Req.  
 Rear: 15'-0" Req.



**Unit A (Entire Unit)- Area Calcs.**

First Floor: 780 SF  
 Second Floor: 706 SF  
 Total Floor Area: 1,486 SF

**Unit A (Int. Unit)- Area Calcs.**

First Floor: 780 SF  
 Second Floor: 716 SF  
 Total Floor Area: 1,496 SF

**Unit B - Area Calcs.**

First Floor: 711 SF  
 Second Floor: 657 SF  
 Total Floor Area: 1,368 SF

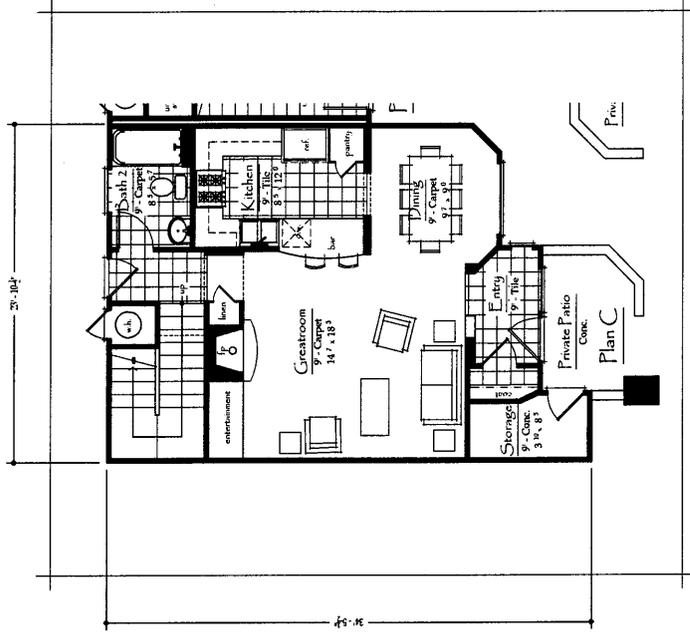
**Unit C - Area Calcs.**

First Floor: 680 SF  
 Second Floor: 683 SF  
 Total Floor Area: 1,363 SF

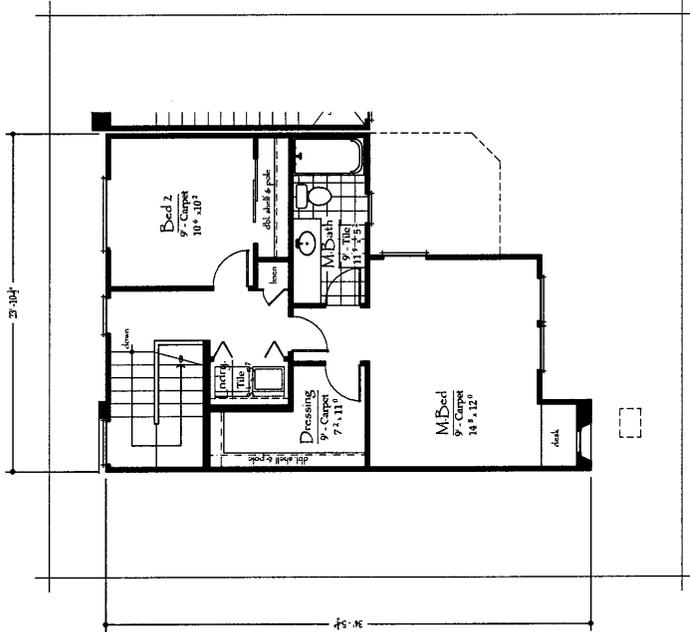
**Sheet Index:**

Cover Sheet/Project Information	A.0
Site Plan/Schematic Landscape Plan	A.1
Floor Plan A - End Unit	A.2
Floor Plan B - Interior Unit	A.3
Floor Plan C	A.4
Building Floor Plan Lower	A.5
Building Floor Plan Upper	A.6
Corport Floor Plan	A.7
Building Elevations	A.8
Corport Elevations	A.9
Courtyard Elevations	A.10
Corport Elevations	A.11
TOTAL	A.12
	13

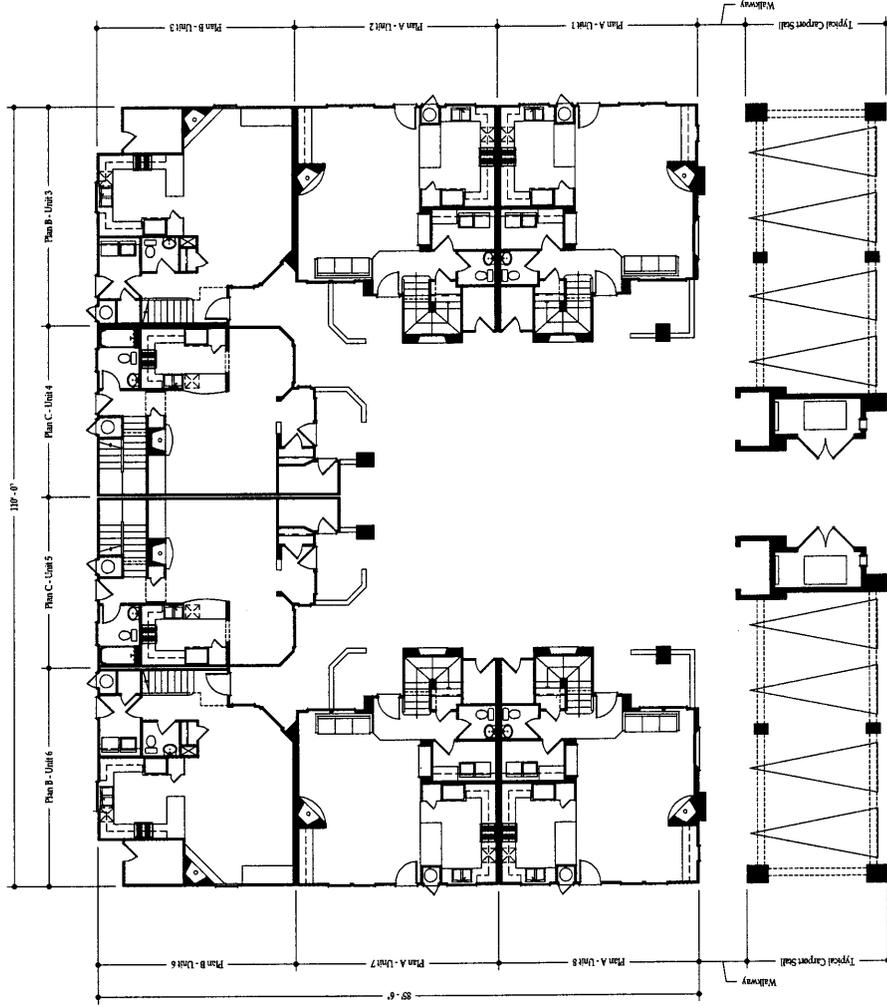
Cas a B e i l l a  
 Proposed Floor Plan - Plan C



Lower Level  
 SCALE: NOTED



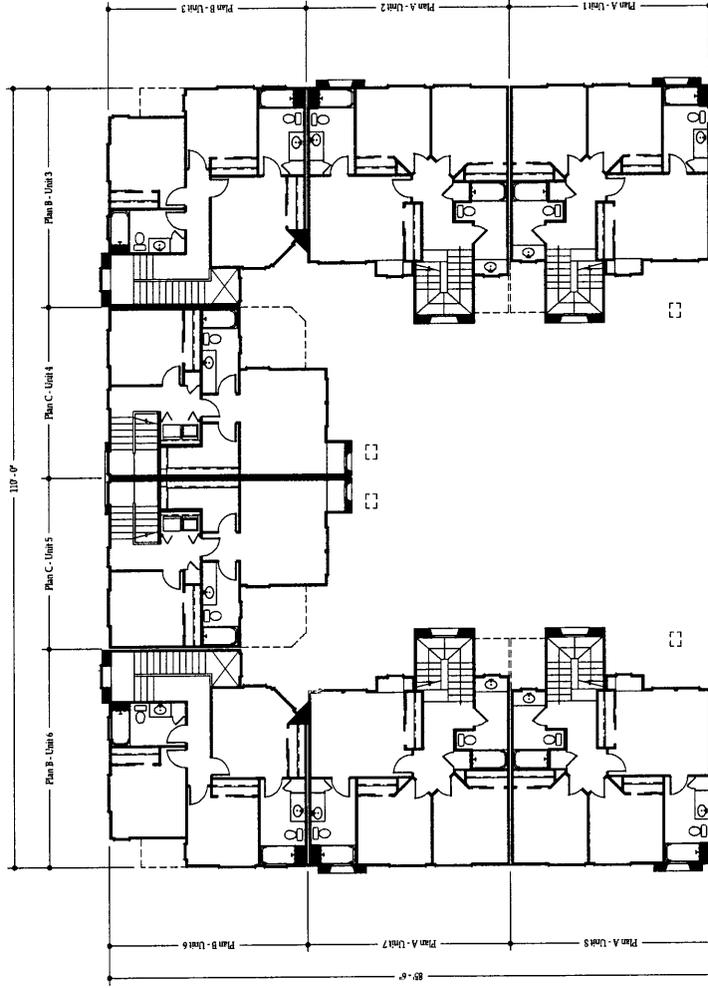
Upper Level  
 SCALE: NOTED



Lower Level Floor Plan

SCALE NOTED

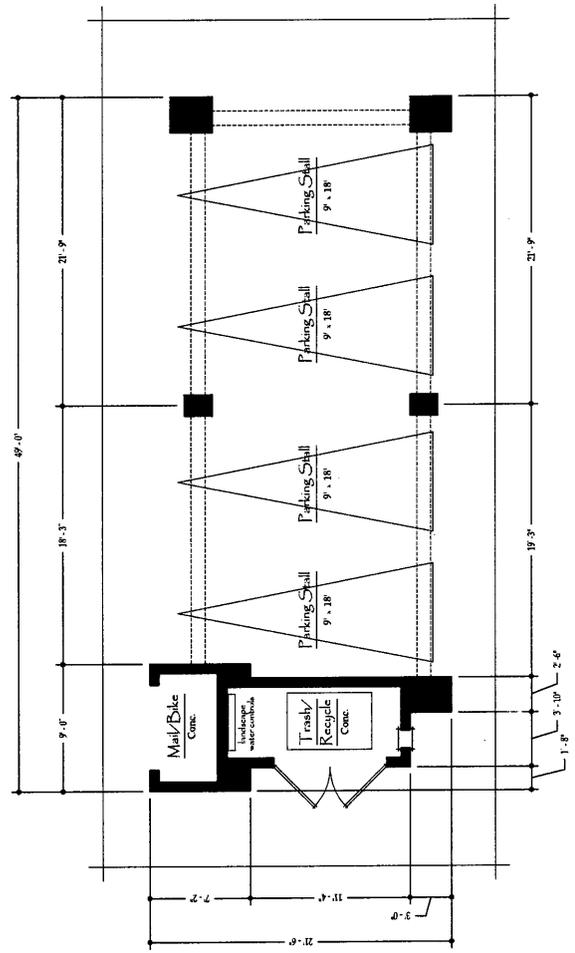
Casa Bella  
 Proposed Upper Level Building Floor Plan




 Upper Level Floor Plan

SCALE NOTED





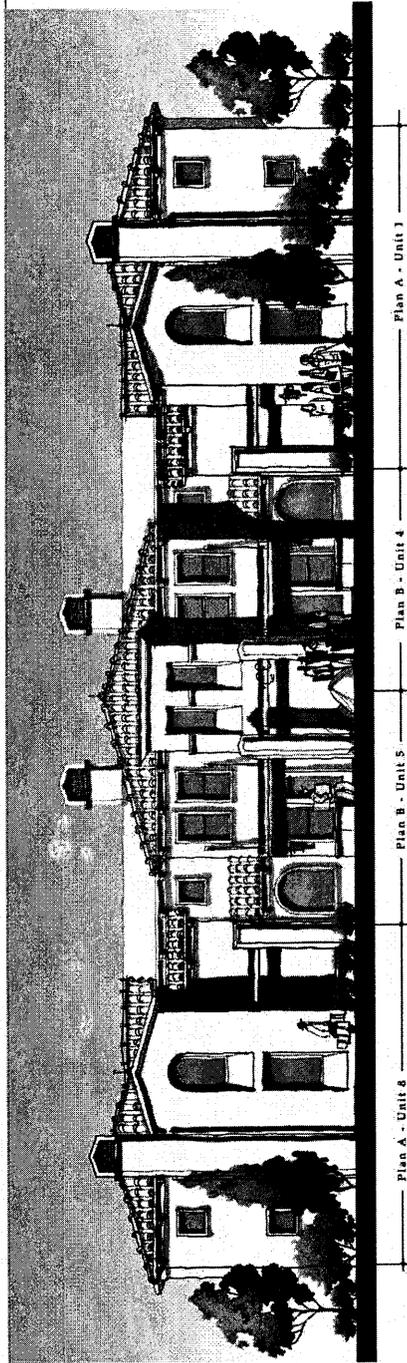
Floor Plan  
 SCALE NOTED

# Casa Bella

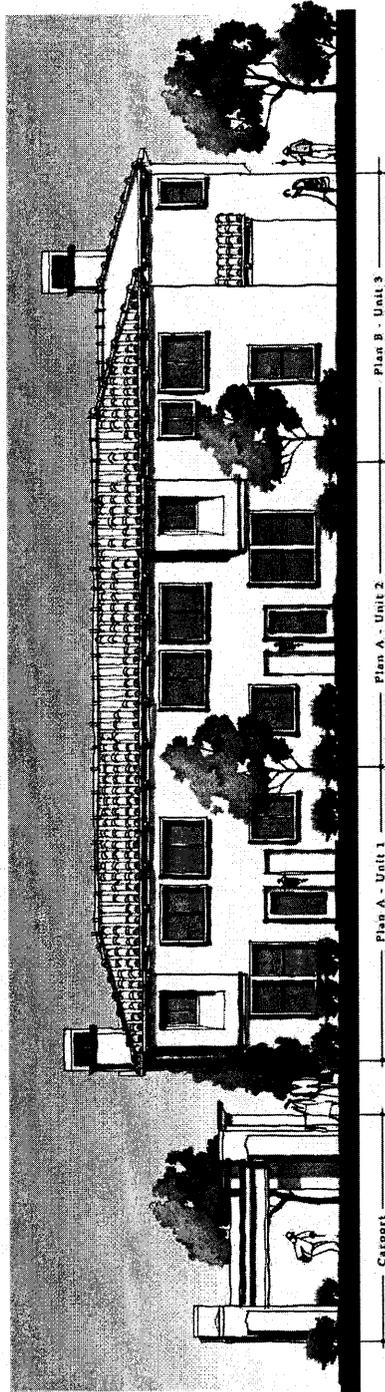
1042 and 1034 Obispo St. in Guadalupe, Ca. 93434

## Exterior Finishes

- 5' Tile Roofing
- Wood Facia w/ Intergral Gutter
- Parapet / Cornice Detailing
- Metal Shroud / Chimney Detailing
- Decorative 6x Wood Corbels @ +/-4" O.C.
- Wood Trim @ Eave Line (Paint Grade)
- Stucco Base & Accent Colors - "Sand" Finish
- Stucco Window/Door Trim - "Smooth" Finish
- Recessed Window Detailing
- Vinyl Windows
- Metal Awning @ Entry
- Metal "C-Shaped" Channel @ Trellis
- Private Courtyard Wall Seating
- Ext. Light to Compliment Arch. Style



West Elevation  
(Front View)



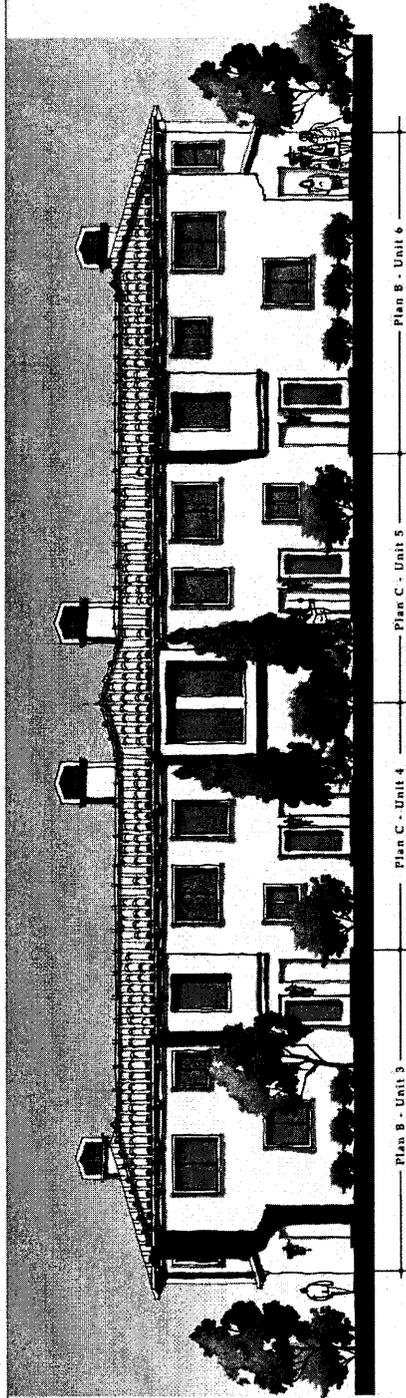
South Elevation  
(Right View)

# Casa Bella

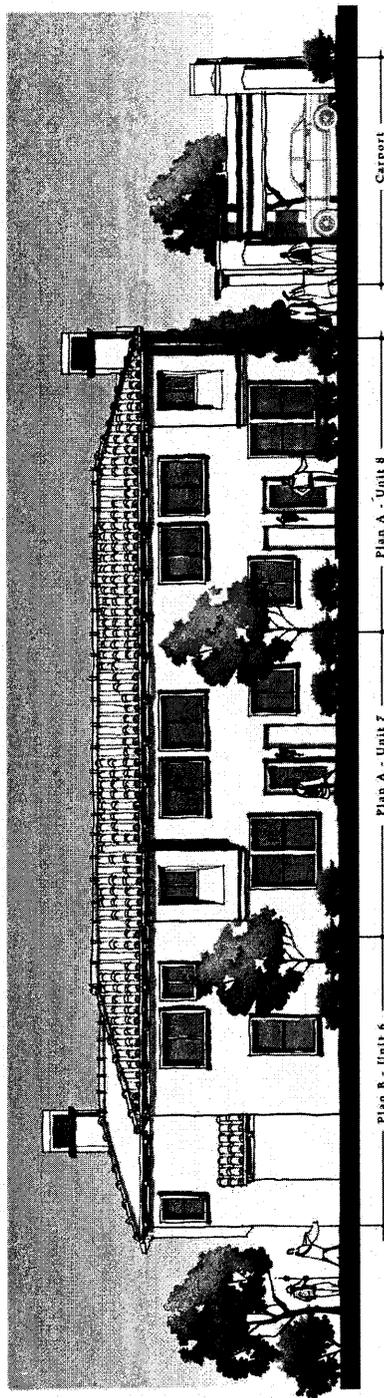
1042 and 1034 Obispo St. in Guadalupe, Ca. 95434

## Exterior Finishes

- 5" Tile Roofing
- Wood Facia w/ Intergral Gutter
- Parapet / Cornice Detailing
- Metal Shroud / Chimney Detailing
- Decorative 6x Wood Corbels @ +/- 4" O.C.
- Wood Trim @ Eave Line (Paint Grade)
- Stucco Base & Accent Colors "Sand" Finish
- Stucco Window/Door Trim "Smooth" Finish
- Recessed Window Detailing
- Vinyl Windows
- Metal Awning @ Entry
- Metal "C-Shape" Channel @ Trellis
- Private Courtyard Wall Sealing
- Ext. Light to Complement Arch. Style



East Elevation  
(Rear View)



North Elevation  
(Left View)

Building Elevations

**EHD**  
STUDIO  
3145 Ramona Ave.  
Annandale, California 91304  
(805) 881-2189

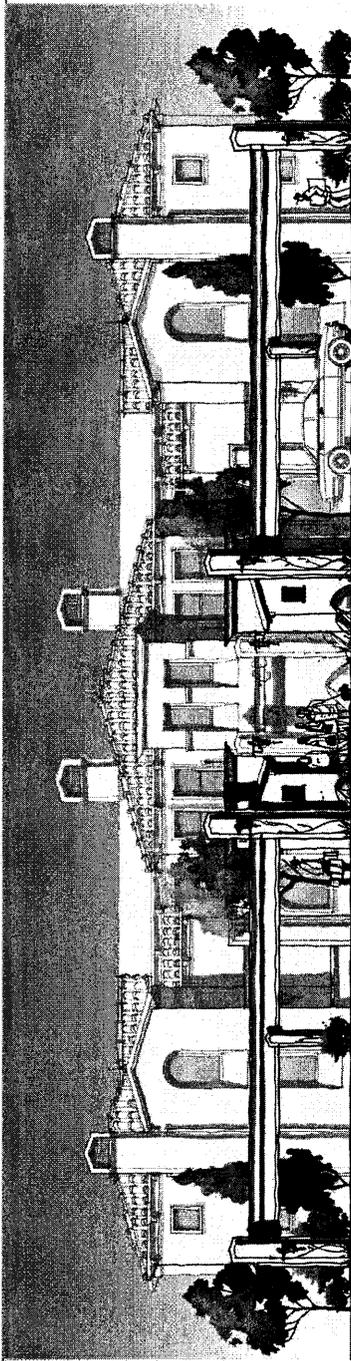
A. 1.10  
scale: 1" = 3/16"  
date: 26 February 2007

# Casa Bella

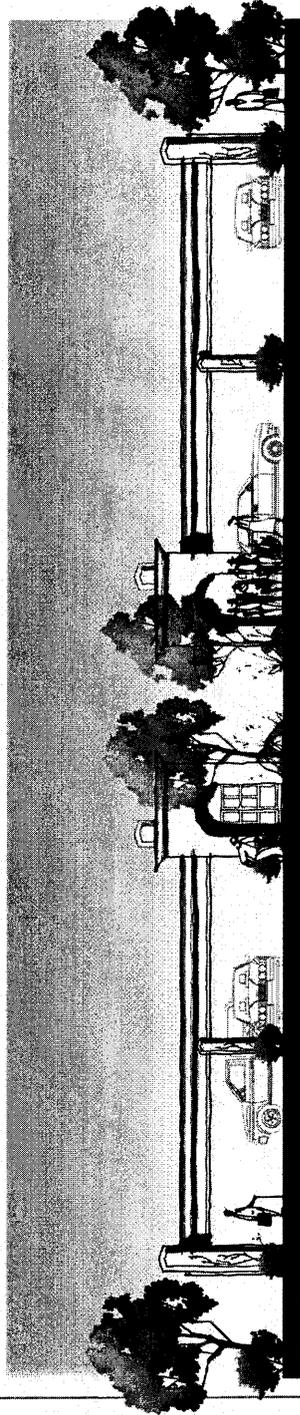
1042 and 1034 Obispo St. in Guadalupe, Co. 93334

## Exterior Finishes

- S. Tile Roofing
- Wood Facs w/ Integral Gutter
- Parapet / Cornice Detailing
- Metal Shroud / Chimney Detailing
- Decorative ex. Wood Corbels @ +/- 4" O.C.
- Wood Trim @ Eave Line (Paint Grade)
- Stucco Base & Accent Colors "Sand" Finish
- Stucco Window/Door Trim "Smooth" Finish
- Recessed Window Detailing
- Vinyl Windows
- Metal Awning @ Entry
- Metal "C-Shaped"-Channel @ Trellis
- Private Courtyard Wall Seating
- Ext. Light to Complement Arch. Style



West Elevation  
(Front View)



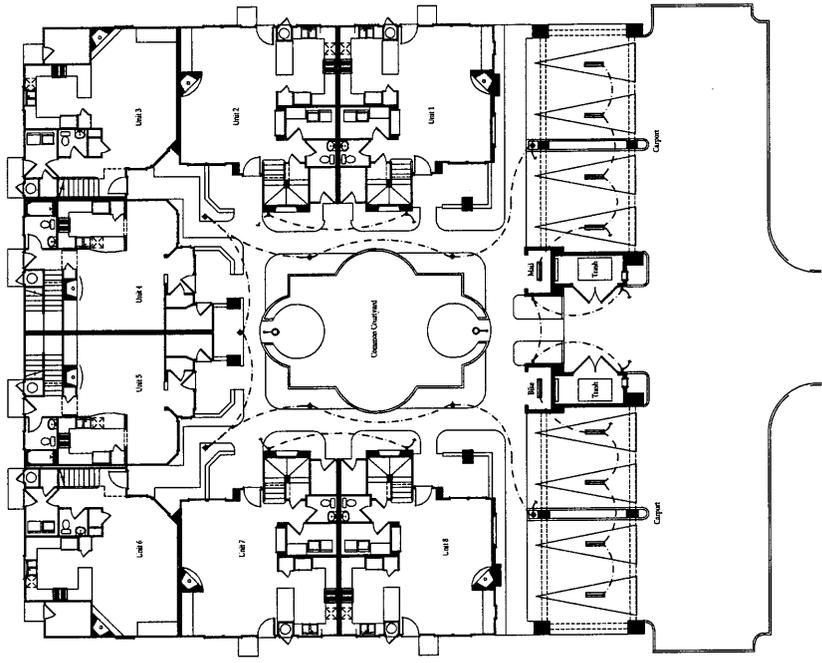
East Elevation  
(Rear View)

Carport Elevations

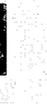
Designer  
**EHD**  
STUDIO  
1946 - Camino Ave.  
Agredino, California - 93949  
(651) 251-2219

A 112  
scale: 1" = 3/16"  
date: 26 February 2007

Casa Bella  
 Schematic Lighting Plan



**LIGHTING LEGEND**

-  FLOOD LIGHT (100 WATT, 120 VOLT)
-  STREET LIGHT (150 WATT, 120 VOLT)
-  WALL LIGHT (100 WATT, 120 VOLT)
-  SPOT LIGHT (100 WATT, 120 VOLT)

Note: All outdoor lighting in public common areas shall be deflected downward to avoid illuminating abutting street and adjacent residences in order to prevent dangerous or annoying glare from the parking area (18.60.02D-h)

Schematic Lighting Plan



8a.

**REPORT TO THE PLANNING COMMISSION**  
**March 18, 2008**

15/  
**Prepared By:**  
**Rob Mullane, City Planner**

15/  
**Approved By:**  
**Carolyn Galloway-Cooper**

**SUBJECT:** Planning Commission Workshop #4: The Planning Framework

**EXECUTIVE SUMMARY:**

This is fourth in a series of workshops for the Planning Commission. This workshop will provide an overview of The Planning Framework: the fourth chapter of the *Planning Commissioner's Handbook*, a resource produced by the League of California Cities.

This series of workshops will use the Planning Commissioner's Handbook as a guide for content. The goal of these workshops is to increase each Commissioner's comfort level with the role and responsibilities of the Planning Commission.

**RECOMMENDATION:**

- 1) Receive a presentation from staff
- 2) Allow for questions and answers on topics presented by staff

**BACKGROUND:**

The provision of workshops or trainings for the Planning Commission has been a desire of City Management, City Council, and the Planning Commission. Such workshops are valuable all Commissioners, whether new to the Commission or not, as a review of key concepts or to introduce new changes to City procedures, regulations, and State law.

The September 18, 2007 Planning Commission meeting provided an introduction to the first section of the *Planning Commissioner's Handbook* and gave an overview of the Planning Commission's purview. The Planning Commission discussed Section 2 of the handbook on October 16, 2007. Section 3 was discussed on January 15, 2008. This workshop is intended to allow a free discussion of the concepts and issues presented.

**DISCUSSION:**

This workshop focuses on the topics covered in Section 4 of the *Planning Commissioner's Handbook*. Section 4 covers The Planning Framework, which includes:

- The General Plan
- Specific Plans

- Zoning and Permits
- Subdivisions and Maps
- Development Agreements
- Dedications and Fees
- Environmental Review
- Permit Streamlining Act.

The Commission previously received copies of the Planning Commissioner's Handbook, and having these handbooks at the meeting will be helpful to follow along with the staff presentation. For the benefit of the public, Chapter 4 of the handbook is included as Attachment 1 to this staff report.

The City's General Plan was distributed to the Commission at the January 15<sup>th</sup> meeting, and a brief overview of the General Plan discussed at that time. The City's Zoning Code (Title 18 of the City Municipal Code) is included as Attachment 2. Included with the Zoning Code are Ordinance No. CC 99-343, which amended the allowable versus conditional uses in the General Commercial (G-C) and Industrial Commercial (M-C) zoning districts, as well as Ordinance No. CC 2008-391, which created the Planned Residential Development Overlay District. The City's Subdivision Regulations (Title 17 of the City Municipal Code) are included as Attachment 3. Staff recommends that the Commission retain these codes along with your copies of the General Plan and the Zoning Map for future reference.

**ATTACHMENTS:**

1. Excerpt of Planning Commissioner's Handbook: Chapter 4
2. City of Guadalupe Zoning Code (including recent amendments)
3. City of Guadalupe Subdivision Regulations

**AGENDA ITEM:**

# **ATTACHMENT 1**

**EXCERPT OF THE PLANNING COMMISSIONER'S  
HANDBOOK: CHAPTER 4**