



City of El Paso de Robles

“The Pass of the Oaks”

PLANNING COMMISSION MINUTES

April 27, 2021

A. Planning Commission Teleconference-Only Meeting Call to Order at 6:30PM

B. Pledge of Allegiance

C. Roll Call

Present: Commissioners Christensen, Covarrubias, Davis, Gibson, Jorgensen, and Neel, and Chairperson Koegler

Absent: none

D. Staff Introductions

Present: Warren Frace, Darren Nash, Lori Wilson, Jessica Ferguson, Ashleigh Peterson, and Caryn Jackson

E. General Public Comments Regarding Matters not on the Agenda: none

F. Agenda Items Proposed to be Tabled or Re-Scheduled: none

G. Public Hearings

1. Conditional Use Permit 21-14 (P21-0016) - Accessory Dwelling Unit (ADU) conversion to a second multi-family unit

320 12th Street / APN: 009-082-003

Applicant: Pioneer Airport LLC

A request for a Conditional Use Permit to convert the existing accessory dwelling unit (ADU) on the south side of the parcel into a second multi-family unit.

Staff report given by Lori Wilson

Questions from Commissioners to staff

Open Public Comment

Speakers: Les Whittlesey

Close Public Comment

Commissioners deliberate

Action: A motion was made by Commissioner Neel, seconded by Commissioner Gibson, and passed 7-0 to adopt Resolution PC 21-012 approving Conditional Use Permit 21-14, subject to site specific conditions of approval.

H. Discussion Items

1. Planning Commission Liaison Appointment Discussion

The Planning Commission will review its policy of appointing liaisons to other City committees and civic organizations.

Staff report given by Warren Frace

Questions from Commissioners to staff

Action: Sheree Davis to continue as an informal volunteer liaison to the Main Street Organization until Planning Commission reorganization in 2022. The current Planning Commission policy not to appoint liaisons remains unchanged.

I. Consent Calendar

1. Development Review Committee Minutes (for approval):

April 5, 2021

April 19, 2021

2. Planning Commission Minutes (for approval):

April 13, 2021

Action: A motion was made by Commissioner Christensen, seconded by Commissioner Davis, and passed 7-0 to approve the consent calendar with the following amendments:

1. DRC Minutes for April 5, 2021, Action for Item 3 (San Antonio Winery) to include a requirement that the landscape and fencing plan be extended to the northern property line to be reviewed by staff.
2. DRC Minutes for April 19, 2021, for Item 1, the first bullet under Discussion should read, "Due to the swimming pool proposed on the second floor at the corner of Pine and 14th Street and other back of house uses along 14th Street, the project lacks public-interfacing activity/pedestrian interest on the first floor ~~at this corner~~, which is an important design consideration in the downtown. Commissioners suggested the internal uses should be placed internally and more externally oriented uses (e.g., restaurant, ~~banquet room~~) be placed on the Pine Street frontage to liven up that corner.
The fourth bullet point should read, "The walls facing the alley are largely blank and should consider views toward the building."
3. Planning Commission Minutes for April 13, 2021 Action for Public Hearing #1 should read, "A motion was made by Commissioner Neel, seconded by Commissioner Christensen, and passed 6-0-1 (Commissioner Jorgensen absent) to ~~adopt Resolution PC-21-012~~ recommending the City Council approve the 2020 General Plan Annual Report."

J. Other Reports

1. Housing Constraints Advisory Committee / Zoning Code Update Process

2. Railroad Street Ad Hoc Committee Report (Commissioners Christensen, Jorgensen, and Koegler)

3. Development Review Committee Rotation Schedule

The Planning Commission amended the DRC schedule to include Commissioner Jorgensen during the month of September to replace Commissioner Covarrubias, and to include Commissioner Covarrubias during the month of October to replace Commissioner Jorgensen.

Month	Commissioners		
April	Koegler April 19 - Gibson	Neel	Christensen April 19 - Davis
May	Gibson	Jorgensen	Christensen
June	Koegler	Jorgensen	Davis
July	Covarrubias	Neel	Davis
August	Covarrubias	Neel	Gibson
September	Covarrubias Jorgensen	Christensen	Gibson
October	Jorgensen Covarrubias	Christensen	Davis
November	Jorgensen	Koegler	Davis
December	Jorgensen	Koegler	Davis

K. **Planning Commissioners' Comments**

L. **Staff Comments**

M. **Adjournment at 7:39PM**