



CITY OF DEL REY OAKS

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November 3, 2011

AGENDA

REGULAR DEL REY OAKS PLANNING COMMISSION MEETING WEDNESDAY, NOVEMBER 9, 2011 AT 6:00 P.M. CHARLIE BENSON MEMORIAL HALL, CITY HALL

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. CONSENT AGENDA:
 - A. Planning Commission Meeting Minutes, October 2011
4. PUBLIC COMMENTS:

Anyone wishing to address the Commission on matters not appearing on the Agenda may do so now. The public may comment on any other matter listed on the Agenda at the time the matter is being considered by the Commission. *There will be a time limit of not more than three minutes for each speaker. No action will be taken by the Commission on matters brought up under this item and all comments will be referred to staff.*
5. REPORTS:
 - A. Building Activity Report, October 2011
6. NEW BUSINESS:
 - A. **Project Name:** Saf Keep Storage
File Number: ARC 11-10
Site Location: 100 Calle Del Oaks
Planning Area: APN#012-601-22
Environmental Status: Categorically Exempt

Project Description: Requesting Architectural Review to replace a 2'x4' sign with a 3'x7' sign for the business of Saf Keep Storage on the corner of Calle Del Oaks and Del Rey Gardens. All Materials will remain the same.

7. ELECTION OF PLANNING COMMISSION OFFICERS
8. ANNOUNCEMENTS/COMMENTS BY PLANNING COMMISSIONERS
9. NEXT MEETING: Wednesday, December 14, 2011 at 6:00 P.M.
10. ADJOURNMENT

All enclosures and materials regarding this agenda are available for public review at Del Rey Oaks City Hall. Information distributed to the Planning Commission at the meeting becomes part of the public Record. A copy of written material, pictures, etc. should be provided to the Secretary for this purpose.

**REGULAR MONTHLY MEETING DEL REY OAKS PLANNING
COMMISSION WEDNESDAY, OCTOBER 12, 2011 AT 6:00 P.M.
CHARLIE BENSON MEMORIAL HALL**

Present: Commissioner Jaksha, Thayer, Larson, Lucido, Hayworth, and
Ventimiglia

Absent: Vice Chair Weir

Also Present: City Manager Dawson and Deputy City Clerk Minami

PLEDGE OF ALLEGIANCE: Lead by City Manager Dawson

City Manager Dawson: Introduces Mayor Edelen. Mayor Edelen swears in
Commissioner Lucido.

Mayor Edelen: Great group of residents, volunteering their time and effort as they
serve on the commission. We owe them a debt of gratitude.

City Manager Dawson: Without a Chairman or Vice Chairman the Commission will
come to a consensus and pick a Chairman for this meeting. Next month, when Vice
Chair Weir is back, the Commission can appoint a Chairman.

*The Planning Commissioner's picked Commissioner Thayer, whom agreed to Chair
tonight's meeting.*

CONSENT AGENDA:

The Commission considered **ITEM 4.A.**, Planning Commission Meeting Minutes,
September, 2011.

*Motion by Commissioner Jaksha to approve, seconded by Commissioner
Ventimiglia.*

There were no comments received

Motion passed 6-0

PUBLIC COMMENT:

John Sokolich, 1000 Portola Drive: Resident since 1956. Renters of homes
around his, are not taking care of the properties. Gives pictures to commission of
different tree's and shrub's that are over grown. Asks for one of the Commissioner's to
come and look. Collen Bettiga owns a property that she rents out, nobody is taking care
of the house and yard. There is a tree that is 3 feet from his property line. The back
area of property is a "fire hazard". Shrub on the side, should be kept short and is 10
feet high. Against city rules.

Acting Chairman Thayer: Thank you, the commission is not allowed to do code enforcement. It should be dealt with at a staff level and brought to the City Council Meeting. Make sure to speak to staff about these issues.

City Manager Dawson: All issues are noted, and will be turned over to code enforcement personnel.

REPORTS:

The Commission considered **ITEM 5.A.** Building Activity Report, September 2011

Report was accepted.

There were no public comments received.

Commissioner Ventimiglia: Are the permits on the list active.

Deputy City Clerk: Yes, for the most part.

Commissioner Jaksha: What is happening on the back side of Carlton?

Commissioner Ventimiglia: That is Seaside property, but it's within 6 feet of Del Rey Oaks property, and Seaside didn't notify our residents or theirs. It is considered a non-discretionary permit to allow the work to be done without notice, since it is a utility company.

NEW BUSINESS:

The Commission considered **ITEM 6.A.,**

Project Name: AT&T c/o Modus, Inc.

File Number: ARC 11-06/CUP 11-06

Site Location: Easement at 833 Portola Drive

Environmental Status: CEQA Exempt

Project Description: Requesting Architectural Review to install a wireless telecommunications facility on existing PG&E transmission tower.

Recommended Action: Analyze provided material, make appropriate findings and give direction to staff.

Dayna Aguirre, Modus Project Manager: AT&T coverage is very weak in this area, and installing a "top hat" on the PG&E antenna will strengthen signal. There will also be a 6 foot high wood enclosure for equipment.

Commissioner Ventimiglia: Utilizing PG&E antennas makes sense. What kind of materials for the shed and how far away from Portola will it be?

What are the measurements. Can residents still have access to the easement from their yards, for RV and boats? Were the residents notified? Wants total transparency.

Deputy City Clerk Minami: They were notified by mail, of the entire project, but not the specifics of the enclosure.

Dayna Aguirre, Modus Project Manager: The enclosure will be on a cement slab and will have a fence around it, 7 feet wide and 45 feet long. No, they won't be able to drive an RV on the easement.

Acting Chairman Thayer: Does it meet the FAA requirements?

Dayna Aguirre, Modus Project Manager: Yes.

Commissioner Lucido: Speaking of transparency, the plans for this project have been at City Hall and any resident that received a notice about the project could have come in and looked at them and asked staff questions. How long have the plans been available to the public.

Deputy City Clerk Minami: 2 weeks.

Commissioner Ventimiglia: Should the city notify residents about the easement (to City Manager Dawson).

City Manager Dawson: Sees the point about notifying the residents, that the residents are using the easement illegally.

Motion by Commissioner Jaksha to approve item #6.A: AT&T c/o Modus, Inc.

ARC #11-06/CUP#11-06, Easement at 833 Portola Drive, Environmental Status is CEQA Exempt, to install a wireless telecommunications facility on existing PG&E transmission tower, *seconded by Commissioner Lucido.*

Motion passed 6-0

Public Comment:

None

The Commission considered **ITEM 6.B.,**

Project Name: Liberty Tax Service

File Number: ARC 11-08/CUP 11-08

Site Location: 800 Portola Drive

Planning Area: APN#012-471-15

Environmental Status: Categorically Exempt

Project Description: Requesting Architectural Review and Sign Permit to install signage on the front of the business above set of windows for the business.

Recommended Action: Analyze provided material, make appropriate findings and give direction to staff.

Juan Jose Sierra, Applicant: Didn't want his business sign with the others on the left side of building. The business sign should be near the windows of the business.

Liberty Tax Service has 4,000 businesses and takes pride in the appearance.

Commissioner Larson: Are the letters flat?

Juan Jose Sierra, Applicant: No, but just slightly raised.

Commissioner Jaksha: Power?

Juan Jose Sierra, Applicant: Power source is under the ledge of the building.

Commissioner Ventimiglia: Reason for lighted sign?

Juan Jose Sierra, Applicant: The business is open until 10:00p.m.

Commissioner Lucido: Great set of plans, and the sign is much nicer than other on the same building. Wishes others were like this one.

Commissioner Ventimiglia: What type of light bulbs?

Juan Jose Sierra, Applicant: LED

Commissioner Hayworth: The sign varies from the other look of the building. Even though the others look so bad. Don't know what was approved when first built.

Deputy City Clerk Minami: Looked in the archives for a "master sign permit" for that building and couldn't find anything. Asked the applicant to provide approval from the building owner, which is in packet.

Commissioner Ventimiglia: There is a section of the sign ordinance, that the owners need to maintain the signage on the building. Even some of the letters are missing from the existing signs on the building.

Commissioner Larson: Is there something the city can do about it?

City Manager Dawson: Staff is taking notes and will follow up.

Motion by Commissioner Larson to approve item #6.B: ARC #11-08/CUP#11-08, 900 Portola Drive, APN #012-471-15, Environmental Status is Categorically Exempt, to install signage on the front of the business above set of windows for the business, *seconded by Commissioner Lucido.*

Motion passed 5-1 (Hayworth)

Public Comment:

None

The Commission considered **ITEM 6.C.,**

Project Name: James Bennet

File Number: ARC #11-09

Site Location: 26 Los Encinos

Planning Area: APN#012-591-30

Environmental Status: Categorically Exempt

Project Description: Requesting Architectural Review to replace existing deck and extend width by 3 feet.

Recommended Action: Analyze provided material, make appropriate findings and give direction to staff.

Commissioner's Jaksha and Ventimiglia own property with 500 feet of project, they both step down from the dais

Sonny Bennet, Applicant: Deck is pulling away from house. Stucco will be removed and redwood in its place. Not sure if he will paint it or not. Since it has to be replaced, wants to add 3 feet.

Commissioner Lucido: Wants to make sure this surveyor isn't the one in which he is a consultant? Asks his name and finds out it is a different name. Just want to make sure.

Bob and Susan Reikes, 38 Los Encinos: Loves the idea, the neighborhood will benefit and the old deck needs to come down. They do quality work and can't wait to see the final product.

Acting Chairman Thayer: Glad that stucco is coming down, redwood will look great.

Motion by Commissioner Lucido to approve item #6.C: ARC #11-09, 26 Los Encinos, APN #012-591-30, Environmental Status is Categorically Exempt, to replace existing deck and extend width by 3 feet, seconded by Commissioner Larson.

Motion passed 4-0

Public Comment

None

Commissioner's Jaksha and Ventimiglia return to dais.

OLD BUSINESS: None

ANNOUNCEMENTS/COMMENTS:

Commissioner Jaksha: Wished Commissioner Larson a happy birthday, lots of October birthdays. Asks for the agenda's to be posted slightly lower and printed with bigger font for our senior citizens.

All Commissioner's welcomed Commissioner Ventimiglia.

Commissioner Ventimiglia: Golf driving range plans? (to City Manager Dawson)

City Manager Dawson: Planning a closed session meeting on October 25th, to review some ideas with the City Council.

Commissioner Jaksha: Can the city get public suggestions for usage, maybe a public workshop or put it on website.

City Manager Dawson: Great idea.

Commissioner Ventimiglia: Is the city limited to the wording of the deed.

City Manager Dawson: The original deed states for "public purposes". It is in a flood plane and that will limit use, somewhat.

Commissioner Ventimiglia: It's all in the interpretation.

Commissioner Lucido: Good job Bill, thanks for filling in as Chairman.

NEXT MEETING: Wednesday, November 9, 2011 at 6:00 p.m.

7:05 p.m. Meeting Adjourned

Approved: _____

CITY OF DEL REY OAKS
BUILDING ACTIVITY REPORT
OCTOBER
2011

PERMIT#	DATE	ADDRESS	NAME	PROJECT DESCRIPTION	TYPE	STATUS	LAST INSP.
B-11-06	03/22/11	947 Paloma	Maxon/Serrano Develop.	Addition	R-1	Final	8/28/2011
B-11-11	05/11/11	3 Hillwill	Manabe/KelCon, Inc	Kitchen Remodel	R-1	Final	6/28/2011
B-11-14	07/06/11	964 Paloma	Dressler/Owner-Builder	Remodel bathroom	R-1	Current	8/10/2011
B-11-19	07/28/11	3 Baxter Place	Thomas/Travis Loper	Addition	R-1	Current	10/3/2011
B-11-23	08/03/11	26 Work	Associated Services/Hamper	Re-Roof	R-1	Current	8/10/2011
B-11-26	08/10/11	18 Los Encinos	Cotter/THD Home Service	New Windows	R-1	Current	8/10/2011
B-11-29	09/19/11	540 Pheasant Ridge	Williams/Cosmero Const.	R&R Bathrooms	R-1	Final	10/13/2011
B-11-32	10/18/11	815 CDR	Safeway/KW Construction	Pharmacy Remodel	C-1	Current	10/18/2011

STAFF REPORT

City of Del Rey Oaks

Office of the City Clerk

DATE: November 9, 2011
TO: Planning Commission
FROM: Karen Minami - Deputy City Clerk
RE: Agenda Item 6.A. - 100 Calle Del Oaks Place

Project Name: Robert Ruff, Manager for Saf Keep Storage (181 Calle Del Oaks)
File Number: ARC#11-10
Site Location: 100 Calle Del Oaks
Environmental Status: Categorically Exempt
Project Description: Requesting Architectural Review to replace a 2'x4' sign with a 3'x7' sign for the business of Saf Keep Storage on the corner of Calle Del Oaks and Del Rey Gardens.

Recommended Action: Analyze provided material, make appropriate findings and give direction to staff.



RECEIVED

OCT 25 2011

DEL REY OAKS CITY CLERK

CITY OF DEL REY OAKS

APPLICATION FOR:

USE PERMIT _____ VARIANCE _____ ARCHITECTURAL REVIEW _____

- Conditional
- Aux. Housing
- Signage
- H.O.U.P.
- Minor

- Residential
- Commercial

APPLICANT'S NAME ROBERT RUFF for D.R.O. ENTERPRISES LLC, dba SAF KEEP STORAGE

OWNER'S NAME EDWARD ROACH

PROJECT ADDRESS 181 CALLE DEL OAKS PL, DEL REY OAKS, CA. 93940

TELEPHONE# 831-899-4000 APN# 01260122

LOT# 9 BLOCK# 1 SUBDIVISION Del Rey Gardens #2

INSTRUCTIONS:

1. Briefly, using as much detail as possible, describe the nature of your permit request.
2. For variance request, also include in writing A, B & C of section 17.44.020., along with a detailed plot plan.

WE WOULD LIKE TO REPLACE OUR 2'X4' SIGN WITH A 3'X7' SIGN. THE SIGN IS ON THE PROPERTY OF C.E.D. LOCATED AT 100 CALLE DEL OAKS PL, DEL REY OAKS.

Check here if additional materials are attached.

[Handwritten Signature]

Applicant's Signature

I HAVE RECEIVED A COPY OF THE CITY'S FLAGGING/NETTING POLICY AND UNDERSTAND THE REQUIREMENTS THAT MUST BE MET.

-FOR OFFICE USE ONLY-

APPLICATION # ARC-11-10

DATE 10/25/11

FEE \$ 10000 CASH/CHECK # Cash

RECEIVED BY: *[Handwritten Signature]*

DATE SCHEDULED FOR CONSIDERATION Wed Nov. 9th @ 6pm

APPROVED _____ DENIED _____

10-12-11

To Whom it may Concern

As owner of the property at 100 Calle Del Oaks, in the city of Del Rey Oaks, I am in favor of Safe Keeping Storage to increase the size of their sign on our lot. The current size is 2 ft. X 4 ft., their new sign will be 3 ft. X 7 ft.. Their business is located at 181 Calle Del Oaks, Mr. Robert Ruf is their manager at this location.

Yours Truly

A handwritten signature in cursive script, appearing to read "Herb Adams".

Herb Adams

Saf Keep Storage currently has a "Saf Keep Storage" sign on the property of Consolidated Electrical Distributors Co., located at 100 Calle Del Oaks Pl., Del Rey Oaks, CA. The sign is 2'x4' and has been in place for approximately 15 years. With permission from the owner of C.E.D, Saf Keep would like to replace the existing sign with a larger sign that will measure 3'x7'. The purpose of the larger sign is to increase its visibility to on coming traffic.

The current sign is made of an Aluminum composite with a Vinyl film on the front. The new sign will be made of the same material.

