



CITY OF DEL REY OAKS

650 CANYON DEL REY RD. • DEL REY OAKS, CALIFORNIA 93940
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September 5, 2013

AGENDA

REGULAR DEL REY OAKS PLANNING COMMISSION MEETING
WEDNESDAY, SEPTEMBER 11, 2013 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, August 14, 2013
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, August 2013
6. OLD BUSINESS: *Discussion Item*
 - A. Review the changes and recommendations from August 14, 2013 Planning Commission Meeting for Livestock Ordinance.
7. NEW BUSINESS:
 - A. Owner's Name: Sean Hillesheim
Applicant's Name: Sean Hillesheim
File Number: ARC#13-09&CUP#13-05

Site Location: 100 Calle Del Oaks
Planning Area: APN: 012-601-002
Environmental Status: Categorically Exempt
Project Description: Requesting Architectural Review and Conditional Use Permit to utilize a section of the existing Monterey Garage and Towing building and property as Used Auto Sales. Requesting a sign permit for proposed additional business.

8. ANNOUNCEMENTS/COMMENTS BY PLANNING COMMISSIONERS
9. NEXT MEETING: Wednesday, October 9, 2013 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, AUGUST 14, 2013 AT 6:00 P.M.
CHARLIE BENSON MEMORIAL HALL**

Present: Commissioner Green, Weir, Thayer, Gaglioti, Hayworth and Chairman
Jaksha

Absent: Commissioner Lucido

Also Present: City Manager Dawson and Deputy City Clerk Minami

CONSENT AGENDA:

The Commission considered **ITEM 3.A.**, Planning Commission Meeting Minutes,
July 2013.

*Motion by Commissioner Thayer to approve, seconded by Commissioner Hayworth
There were no public comments received*

Motion passed 6-0

PUBLIC COMMENT:

None

BUILDING REPORT:

The Commission accepted **ITEM 5.A.**, Building Activity Report July 2013

Chairman Jaksha: Interesting to see 1064 Via Verde is up for sale, but the fence wasn't
completed.

OLD BUSINESS:

- A. Review the recommendations of the July 23rd Livestock Ad Hoc
Committee Meeting.

Commissioner Gaglioti: Goal of the meeting was to create allowance. To make it easy and
accessible for any resident to have chickens. Should be an over the counter use permit. The
process should not restrict but allow residents to have livestock.

City Manager Dawson: Consider a "Ministerial" permit, if they meet the requirements it will
be handled with staff over the counter. After this is approved, it will go City Council level for
review. When it's approved, the Best Management Practices will be written. Does 5 feet
setback mean for the coop or the actual chickens.

Commissioner Green: That must be rewritten, and more specific.

Commissioner Hayworth: Has the ASPCA or the Health Department been contacted? There
needs to be a process in place on changing this document when the time comes.

Susan Ragsdale-Cronin: ASPCA will come out if called to inspect conditions and always come out to visit before the chickens are adopted from ASPCA.

Commissioner Green: Rooster's will be an issue, because you don't know they are a rooster until they start crowing.

Susan Ragsdale-Cronin: Explains the process to kill the chickens.

Commissioner Weir: BMP's should include chicken disposal. The report doesn't include other livestock, where do we draw the line?

City Manager Dawson: Define "small livestock".

Commissioner Gagliotti: The two most important changes would be the set back and no roosters.

Commissioner Green: The recommendations would be different with the rabbits.

Chairman Jaksha: Would Susan be willing to write up a something for rabbits.

Susan Ragsdale-Cronin: Bees should be included.

Commissioner Green: No, most lots would be too close to neighboring houses.

Commissioner Hayworth: It will limit who can have livestock.

Commissioner Weir: Thank you to the Ad Hoc Committee, the recommendations are reasonable. But should include other livestock.

Commissioner Thayer: Thanks the Ad Hoc Committee. Permit should be over the counter. Doesn't agree with Commissioner Green, wants to use the word "process" rather than "slaughter".

Commissioner Green: Call it what it is, why sugar coat it? It is slaughtering, isn't not processing. There has to be another word for it.

Chairman Jaksha: Susan, how many chickens do you have?

Susan Ragsdale-Cronin: Twenty.

Chairman Jaksha: What do you do with the eggs?

Susan Ragsdale-Cronin: Give them away, use them to barter services and eat them.

Chairman Jaksha: Chicken coop needs to be totally enclosed. Is someone going to be able to inspect the coops? How will that be handled?

City Manager Dawson: Just change the 30ft to 5ft in the ordinance. Keep in simple.

Chairman Jaksha: How about the noise from roosters?

City Manager Dawson: It will be treated as a nuisance violation.

Chairman Jaksha: Would be nice to have the design ideas for chicken coops on the website.

Commissioner Green: The ordinance needs to state "no roosters".

Chairman Jaksha: No problem to add rabbit hutch with chicken coop, the Ad Hoc Committee can write up something that includes other livestock.

Commissioner Green: What do you mean by "totally enclosed chicken coop"?

Chairman Jaksha: Solid walls.

Commissioner Green: Not possible.

Susan Ragsdale-Cronin: Explains nesting boxes, rain proofing and safety features. Possible to make them somewhat enclosed but not with solid walls.

City Manager Dawson: This ordinance will be part of the Municipal Code and the BMP's won't. The changes to the ordinance will stand alone. Try not to make one depend on the other.

Commissioner Gagliotti: Can we meet with City Manager?

Chairman Jaksha: Needs to be simplified, don't make it so specific that it isn't enforceable.

City Manager Dawson: Happy to meet with the Ad Hoc Committee.

Chairman Jaksha: After the Ad Hoc Committee meets with the City Manager they will come back to the next meeting with changes made and other livestock to be included with the chicken coop regulations.

NEW BUSINESS:

- A. Owner's Name:** Barbara Anderson
Applicant's Name: Same as above
File Number: ARC #13-08
Site Location: 1036 Paloma Rd.
Planning Area: APN: 012-532-026
Environmental Status: Categorically Exempt
Project Description: Requesting Architectural Review to construct deck at the south-east side of single family dwelling. Replace 6'x4' window with a 6'x6'8" french door leading to proposed deck. To add a new 3'x2' window at the north-west side of the house and to install an automatic gate at driveway to match the existing fence along Paloma Road.

Chairman Jaksha steps down from dais, as he owns a home within 500 feet of the proposed project.

Barbara Anderson: Explains the project. Bought the house in June. An outdoor person and there isn't enough area to be out and enjoy the weather. Wants to have a deck, a garden, and lots of privacy. Lattice will block neighbors view, spoke to all surrounding neighbors and they like the idea because it is two sided privacy. The second bathroom is needed as house only has one bathroom now. The added windows and French doors are for more accessibility and sun. The driveway gate will be more for privacy than for security.

Commissioner Green: Looks great, but the front fence is 4 feet tall and should be 3 feet.

Commissioner Hayworth: What about any Police or Fire issues?

Sergeant Bourquin: Needs to have another way to exit.

Barbara Anderson: There is a walking gate planned to be next to the driveway gate.

Commissioner Gagliotti: The is just design review?

Deputy City Clerk Minami: Then to plan review.

Vice Chair Weir: Really nice design.

Commissioner Green: Can't approve the gate because the fence is too high and there aren't design specs with this packet.

Deputy City Clerk Minami: Gate wouldn't be allowed, it's too high.

City Manager Dawson: Fence is existing non-conforming.

Vice Chair Weir: Can a motion be made to approve all but gates?

City Manager Dawson: Yes.

PUBLIC COMMENT:

None

Motion by Commissioner Hayworth to approve ARC #13-08, with the exception of item 4, seconded by Commissioner Green.

There were no public comments received

Motion passed 5-0

Vice Chair Weir: The Applicant can resubmit gate application and design if she would like to be heard at the next meeting.

Chairman Jaksha returns to the dais.

OLD BUSINESS: None

ANNOUNCEMENTS/COMMENTS:

Commissioner Thayer: Hands out flyer for campaign kick-off. Running for the Monterey Peninsula Water Management District, Division 2. Asks for everyone's support.

Chairman Jaksha: DROCAG is putting on the The City's 60th Anniversary picnic on September 15th. Clowns, dunk tank and lots of fun.

NEXT MEETING: Wednesday, September 11, 2013 at 6:00 p.m.

7:10p.m. Meeting Adjourned

Approved:

**CITY OF DEL REY OAKS
BUILDING ACTIVITY REPORT
August 2013**

PERMIT#	DATE	ADDRESS	NAME	PROJECT DESCRIPTION	TYPE	STATUS	LAST INSP.
B-12-16	04/23/12	1064 Via Verde	Rezai/Wilson's Plumbing	New furnace	R-1	Final	8/3/2013
B-12-19	05/10/12	1064 Via Verde	Rezai/Owner-Builder	Add windows	R-1	Final	8/3/2013
B-12-20	05/17/12	1064 Via Verde	Rezai/Burkleo Roofing	Re-Roof to garage & remodel	R-1	Final	8/3/2013
B-12-35	09/26/12	110 Carlton	Flores/Owner Builder	Remodel interior	R-1	Final	8/30/2013
B-12-40	11/06/12	833 Portola Drive	PG&E/Diversified Comm.	Cell tower extension	C-1	Current	11/1/2012
B-12-43	12/12/12	110 Carlton	Flores/Owner- Builder	New window and patio	R-1	Final	8/30/2013
B-13-01	02/22/13	1024 Portola	Milam/Owner-Builder	Kitchen Remodel	R-1	Current	5/31/2013
B-13-03	02/01/13	1060 Rosita Rd	Heimer/Lang's Roofing	Re-Roof	R-1	Current	4/16/2013
B-13-05	02/25/13	27 Quendale	Gorman Realty/KR Construction	R&R Bathroom	R-1	Current	3/7/2013
B-13-09	04/05/13	541 Pheasant Ridge	Minkirgasonra/Polmex	Kitchen Remodel	R-1	Current	4/5/2013
B-13-11	04/16/13	112 Quail Run Ct	Souils/Jon Cochran	Kitchen Remodel	R-1	Current	4/16/2013
B-13-12	04/19/13	830 Rosita Rd	O'Neill/Owner-Builder	New Window	R-1	Current	6/15/2013
B-13-14	05/03/13	908 Rosita Rd	Gordon/J.Matt McNickle	Foundation work	R-1	Current	5/3/2013
B-13-15	05/08/13	960 Portola	Pfau/Salinas Vly Roofing	Re-roof	R-1	Current	5/8/2013
B-13-21	06/21/13	161 Calle Del Oaks	AT&T/Roebbelen Const.	New container/building	C-1	Current	7/16/2013
B-13-22	06/26/13	908 Via Verde	Burbrick/Sharp Const.	New panel, toilet and RR retaining wall	R-1	Final	8/27/2013
B-13-24	06/18/13	911 Angelus Way	Coburn/Green Stone Const.	Restroom Remodel	R-1	Current	7/12/2013
B-13-25	07/08/13	425 Canyon Del Rey	7-Eleven/Powerhouse Const.	Lighting upgrade	R-1	Current	7/8/2013
B-13-26	07/22/13	5 Alta Circle	Kaplan/John Chatters	R&R Kitchen	R-1	Current	8/14/2013
B-13-27	08/05/13	451,453,455 CDR	Pet Specialist/Ken Young	Tenant Improvement	C-1	Final	8/27/2013
B-13-28	08/20/13	908 Rosita Rd	Brewer/Owner Builder	Attic Vent and deck repair	R-1	Current	8/20/2013
B-13-29	08/26/13	815 CDR	Safeway/Eric Anderson	Wells Fargo expansion	C-1	Current	8/26/2013
B-13-30	08/29/13	14 Work Ave	Nelson/Slaton Roofing	Re-Roof	R-1	Current	8/29/2013

City of Del Rey Oaks

DATE: September 5, 2013
TO: Planning Commission
FROM: Ad Hoc Committee
RE: Agenda Item 6.A.
Proposed wording for the Livestock Ordinance from the Ad Hoc Committee based on the August 14th Planning Commission Meeting recommendations.

“No livestock, chickens, fowl of any nature, rabbits or similar animals may be kept in any R-1 district without a permit. A maximum of five hens may be kept, except in the Carlton Estates where up to 20 hens may be kept. No roosters are allowed. Any chicken enclosure (coops and runs) must be at least five feet from any neighbor's fence, or, if no fence exists, from any property line. Chickens must be in an enclosure during non-daylight hours. All feed must be stored in rat-proof containers. All Home Occupation Use Permit and Public Nuisance Laws apply.”

DATE: September 5, 2013
TO: Planning Commission
FROM: Karen Minami - Deputy City Clerk
RE: Agenda Item 6.A.

Regarding the recommendations of the Ad Hoc Committee:

It is the opinion of Paul Blaha, The Seaside Fire Investigator/Battalion Chief that at least three feet should be maintained between the coop and the residence, to allow for fire personnel and equipment in an emergency.

The Covenants, Conditions & Restrictions (CC&R's) are not controlling on the City's regulatory authority.

The City Manager and the City Attorney will create the specific language of the ordinance.

Recommended Chicken Ordinance Best Management Practices
Drafted by the Ad Hoc Committee:
Commissioner Green, Commissioner Gagliotti and Susan Ragsdale-Cronin

Chickens are social creatures, and they are much happier when living in groups. For most of Del Rey Oaks, five hens is the maximum – three should probably be considered the minimum.

Chickens are healthier and happier if they have plenty of space which includes dirt for scratching and dust bathing--they love to scratch, and dust bathing helps control parasites, like chicken mites. In general, the more space chickens have the happier they are, both inside and outside, and their living space needs to be kept clean. They should have access to shade.

Chicken manure and whatever bedding you might be using (such as straw) composts nicely, and vegetables, herbs, flowers and fruit trees love composted chicken manure--just don't use it on California natives as they don't want any fertilization. Chicken manure is high nitrogen manure, and needs to be fully composted before being used in the garden. This can take anywhere from a couple of months to a year, depending on the method used; the shorter the time frame, the more work it takes.

Chickens thrive when their diet includes greens, fresh fruit and vegetable scraps, and bugs and/or snails. When pulling weeds and if you have an organic garden, give them the whole plant including the roots with the dirt on them. If using chicken feed in a feed trough, make sure the trough space is long enough for all the hens to eat without being crowded. They always need access to plenty of clean water.

At night, chickens need a secure coop. They like to roost up high –4 to 5 feet or even higher as it makes them feel safe – and if they feel safe and secure in the coop, there should be no trouble getting them in at night--chickens do come home to roost! Roosts should be long enough so the chickens aren't crowded. They need protection from the wind and the coop needs good ventilation. Depending on the location of the coop, they may need greater or lesser protection from the cold.

Your chickens might also lay elsewhere depending on where they spend their days, but make sure there are enough laying boxes for your hens. One box for every three hens is generally considered the minimum amount.

Everyone likes to eat chickens, so protection from predators is critical. Raccoons, for example, are very clever. They have been known to lure chickens to the edge of chicken wire (chickens being naturally curious), then reach through the wire and grab them. Hardware cloth is better! Predators will dig, climb, try to defeat latches, and in general do whatever they can to get the chickens.

Adult chickens are pretty hardy; babies and pullets need special treatment. It is usually best to start babies in the spring so that they are fully grown by the time it gets cold. If beginning with day-old chicks, you need to make sure they are in a very secure, enclosed, and heated space. Predators (including rats) will be very attracted, and the baby chicks need a heat source such as a heat lamp. They must have a constant source of clean water, and clean feed made specifically for baby chicks. Cleanliness in general is critical, and the youngsters must be checked on many times throughout the day. Young chicks also like tender greens like miners lettuce or chickweed.

If you already have adult chickens, do not introduce the new ones until they are pullets of about six to eight weeks or the older hens will likely kill them. Pullets new to a coop may or may not still need extra warmth for a time, depending on the weather and how old they are.

Mixing new birds in with old ones takes planning, and it is good to read up on other people's experiences. For example, some people recommend the pullets not be let out of the coop into a yard or their run until they get used to being in the coop for a few weeks. Some people recommend blocking the nesting boxes for awhile so the pullets don't start sleeping (and thus pooping) in them. There are a number of other issues which can arise and much online discussion about them. Again, the more space your chickens have, the more peaceful they will be.

Sometimes a batch of sexed day-old chicks will accidentally include a rooster, which brings up the topic of slaughter. If you need to slaughter and process a chicken, whether an accidental rooster or a hen, the most humane method seems to be the cone method. This involves carefully turning the chicken upside down (which disorients and calms the chicken), placing the chicken head down into a cone with an opening for the head to pass through, and, while another person holds the chicken's feet, slitting the chicken's throat. This method, according to experienced people, is the least traumatic for the chicken. There is excellent information online regarding how to slaughter and safely process a chicken for consumption using this method, an example of which will be referenced below.

There are many excellent discussions of how to raise and care for chickens online. Below is a sample of some of the sites which have a variety of information including information regarding composting the manure and bedding.

Backyard Chickens www.backyardchickens.com

The City Chicken www.thecitychicken.com

The Old Farmer's Almanac www.almanac.com

The Chicken Chick www.the-chicken-chick.com

Mother Earth News www.motherearthnews.com

The following site, in addition to plenty of other information, has an excellent section explaining with both text and photos how to slaughter using the cone method; it goes on to show and explain how to process the dead chicken for safe consumption:

Hip Chick Digs www.hipchickdigs.com

specifically: <http://www.hipchickdigs.com/2009/09/how-to-kill-a-chicken/>

DATE: September 5, 2013
TO: Planning Commission
FROM: Karen Minami - Deputy City Clerk
RE: Agenda Item 7.A. - 100 Calle Del Oaks

Project Name: Sean Hillesheim
File Number: ARC#13-09&CUP#13-05
Site Location: 100 Calle Del Oaks
Planning Area: APN# 012-601-002
Environmental Status: Categorically Exempt
Project Description: Requesting Architectural Review and Conditional Use Permit to utilize a section of the existing Monterey Garage and Towing building and property as Used Auto Sales. Requesting a sign permit for proposed additional business.

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



CITY OF DEL REY OAKS

Use Permit: Conditional
 Choose all that Apply: Minor Home Occupational Signage Auxiliary Building

Variance: Yes No

Architectural Review Type:

Residential Commercial

Applicants Name: Sean Hillsheim

Owner's Name: Same

Project Address: 100 Calle Del Oaks

Telephone#: 917-4103 APN #: 012-601-22

Lot #: 9 Block: 1 Subdivision: Del Rey Gardens #2

INSTRUCTIONS:

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

See additional materials attached on back.

Check here if additional materials are attached.

[Signature]
Applicant's Signature

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

-FOR OFFICE USE ONLY-

APPLICATION # ARC 13-09 / CUP-13-05 DATE: 8/23/13

FEE \$3,110 CASH/CHECK/CC # 20259 RECEIVED BY: *[Signature]*

DATE SCHEDULED FOR CONSIDERATION Wednesday, Sept. 11, 2013 @ 6pm

APPROVED _____ DENIED _____

100 Calle Del Oaks

Plot Plan

Our plan is to create a used car sales business. It will include 1/4 of the building and behind the fence on the east side of the building. Customers will enter through the roll up door on the North East side of the building where there will be a show room of no more than 6 vehicles inside; there will also be a desk in there for a computer and sales transactions. To enter in the building we will have metal steps to help customers enter the building. **Behind the fence on the east side we will also store no more than 4 vehicles.** The hours of operation will be Monday- Saturday 10am- 6pm and by appointment. The existing business (Monterey Garage) and the Used Car Business will be separated inside the building and outside by a fence. If a disabled person does come to the used car business and is unable to use the stairs outside the building we will have a passage way through the front doors on the North West side into the existing business (Monterey Garage) where they will be able to pass through into the Used Car business.

Signage

We would like to have one sign on the Northeast side of the building that is dark Brown and will say the name of the Used Car lot. It will be 4 feet by 8 feet and will be made of Alumilite.

Del Rey Oaks

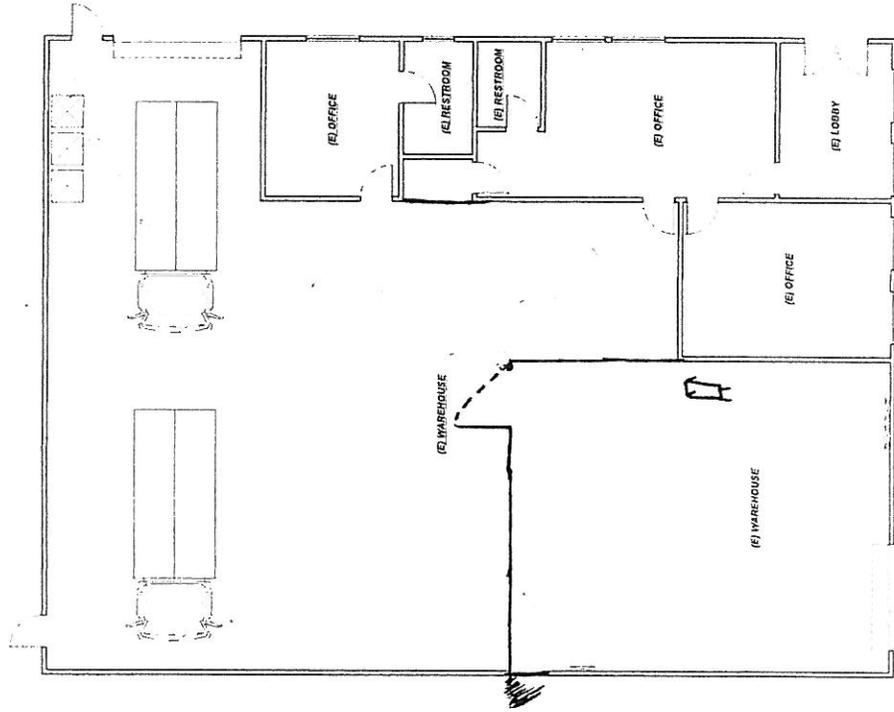
Brown

Yellow

4 feet

Auto Sales

8 feet



Interior Changes
only

★ Backside Storage
Used Car Location

Existing Building

