



CITY OF DEL REY OAKS

650 CANYON DEL REY RD. • DEL REY OAKS, CALIFORNIA 93940
PHONE (831) 394-8511 • FAX (831) 394-6421

June 5, 2020

AGENDA

REGULAR DEL REY OAKS PLANNING COMMISSION MEETING

WEDNESDAY JUNE 10, 2020 AT 6:00 P.M.

MEETING TO BE HELD VIRTUALLY ONLY

**AT THE FOLLOWING ZOOM LINK PER GOVERNOR NEWSOM'S
EXECUTIVE ORDERS N-29-20 AND N-33-20 REGARDING COVID-19**

PROTOCOLS:

Click on link below

Join Zoom Meeting

Meeting ID: 816 7108 4544

Password: 913653

One tap mobile

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***If you are not able to,
then copy and paste or type the link into your browser
You must have a computer with a camera or smart phone to participate
in the video portion of the meeting.***

1. ROLL CALL

2. CONSENT AGENDA:

A. Adopt May 13, 2020 Planning Commission Meeting Minutes

3. 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.*

4. REPORTS: Building Activity Report May 2020

5. OLD BUSINESS: None

6. NEW BUSINESS:

Action Items

- A. Applicant's Name:** Steve Avila
Owner's Name: Daniella Prue
File Number: ARC #20-01
Site Location: 1106 Rosita Rd
Planning Area: APN# 012-591-001
Project Description: Requesting Architectural Review to install a 14' x 28' wood deck off the back of the single family dwelling. Colors and materials to match existing.

- B. Applicant's Name:** Sustainable Del Rey Oaks
Owner's Name: City of Del Rey Oaks
File Number: CUP #20-03
Site Location: near 899 Rosita Rd
Planning Area: APN# 012-551-006
Project Description: Requesting a Conditional Use Permit to install an owl box in the open space between the church and the tennis courts at the current site of the butterfly garden.

- C. Applicant's Name:** Bill Westphal
Owner's Name: Ken Williams
File Number: ARC #20-02
Site Location: 7 Boronda Way
Planning Area: APN# 012-481-014

Project Description: Requesting Architectural Review to add 684 sq. ft. to living area, add 259 sq. ft. to garage, add covered porch and to remove carport of the single family dwelling. Colors and materials to match existing.

D. Applicant's Name: Del Rey Oaks Garden Center
Owner's Name: The City of Del Rey Oaks
File Number: ARC 20-03 and to amend CUP 14-08
Site Location: 899 Rosita Rd
Planning Area: APN# 012-551-006
Project Description: Requesting Architectural Review to receive after-the-fact permission for a fence previously erected and to amend hours of operation listed in original Conditional Use Permit.

7. **ANNOUNCEMENTS/COMMENTS BY PLANNING COMMISSIONERS**
8. **NEXT MEETING: Wednesday, July 8, 2020 at 6:00 P.M.**
9. **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.

How do I join a Zoom meeting?

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- From the Zoom website
- Or via telephone dial-in

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2. Enter the Meeting ID (see the box to the right)
3. You can then choose whether to come into the meeting with your audio or video enabled or disabled

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1. Go to the zoom website: <https://www.zoom.us/join>
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3. You can then choose whether to come into the meeting with your audio or video enabled or disabled

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Join Zoom Meeting
Meeting ID: 816 7108 4544

Password: 913653

One tap mobile

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(San Jose)

**CITY OF DEL REY OAKS PLANNING COMMISSION REGULAR MEETING
CONVENED AT 6:00 P.M. ON WEDNESDAY, MAY 13, 2020 VIA ZOOM
MEETING**

Present: Chairman Donaldson, Vice Chair Hayworth, Commissioner Jaksha, Commissioner Kreeger, Commissioner Hallock 6:15pm and Commissioner Burton 6:10pm.

Absent: None

Also present: City Manager Pick and Deputy City Clerk Minami

Meeting came to order at 6:05 p.m. and roll call was taken.

CONSENT AGENDA:

Motion to approve: *Commissioner Jaksha*

Second: *Commissioner Kreeger*

Public Comment: *None*

Vote: *Approved 5-0*

PUBLIC COMMENT:

None

REPORTS:

Commission Jaksha: Status of 1007 Paloma?

Deputy City Clerk Minami: No response to expired permit letter, it's been referred to Building Official.

Accepted

NEW BUSINESS:

- A. Swearing in of newly appointed Planning Commissioner-Denise Wood

Chairman Donaldson: Even before the "shelter in place" oath of office was performed on video or over the phone. Reads the Oath of Office and asks Denise Wood to repeat. She is sworn in as Planning Commissioner Wood.

Commission Burton entered Zoom meeting

B. Approval of the Annual Progress Report for the General Plan Update-City Manager Pick

City Manager Pick: Receiving comments tonight. Next this item will go to City Council

Planning Commissioner Jaksha: Looks good but complicated.

Planning Commissioner Hayworth: Level of Service?

City Manager Pick: The State is moving to VMT rather than Level of Service.

Planning Commission Hallock entered the Zoom meeting

Planning Commissioner Hallock: Thanked Denise Duffy and her team. VMT rather than level of service is the norm for 2020.

Planning Commissioner Kreeger: Enjoyed reading it, thanks. What happens with FORA going away? Doesn't the Airport have a noise monitor system, wants to see the results. CONA issues with flooding refers to S.6. Residents complain and nothing happens.

City Manager Pick: City Council and Planning Commission will have many opportunities to hear these items. The FORA deeds carry certain restrictions. Relates to environmental review. Will be tested when other Cities do other building.

Planning Commissioner Wood: Will underground utilities happen in her lifetime? The Parks district maintains Frog Pond, not the City of Monterey.

City Manager Pick: The challenge is financial. Correct.

Planning Commissioner Wood: It is very expensive.

Planning Commissioner Burton: S.W.A.T., 66 items should connect. Why not more priorities to the General Plan.

City Manager Pick: The General Plan looks to future decades to guide over time. The Housing Element update is different priorities for housing, ADU's, Emergency Shelter ordinance. Other areas haven't been updated yet. The S.W.A.T. analyses is done twice a year at the Strategic Planning Sessions and they tie it back to the General Plan. If the Commission and Council would like to include the 66 items it will require able resources, target dates, and who is getting it done. General Plan was written 30 years ago, it stands up. More resources now than ever. The General Plan doesn't specify who will do the work and when it will be done. That is where the Strategic Planning Sessions come into the picture.

Chairman Donaldson: The General Plan is critical and needs citizen input and feedback. Items need to be put on the agenda, vetted and shaped by citizens. C.10-C.15 will help shape FORTAG. C.17 Airport section has weathered the test of time. Noise level will be addressed during the EIR.

PUBLIC COMMENT:

Kim Shirley: Points out a few typos. Wants PS-1 clearer. 17 acres is zoned as open space and should be included in the zoning. Wants the creek mentioned in C/OS-4, proud of the creek. Attends the Airport meeting and asks if City Manager ever attends. Regarding N-6, the big planes are still a problem, but the small general aviation is better now. L-5 doesn't make sense, doesn't feel there is a connection between the Airport and the City. Thanks Mayor Kerr for getting volunteers involved, refers to L-16.

Karen Harris: Grateful to the City for public to share in this exercise. It doesn't address development on Ft Ord, if this document guides us, then we need to deal with Ft. Ord.

PUBLIN COMMENT CLOSED

Chairman Donaldson: The General Plan is a tool during the process. The public will have a voice during any conversation about development on Ft. Ord. Any project will be on an agenda and get maximum opportunities for public input.

Commissioner Kreeger: Is there an issue with time, can we hear it again with changes? When did we as a City decide about values, is this from the Strategic Planning Session? Why aren't those meetings held so more residents can attend?

City Manager Pick: We are in good shape for time. All of the changes will be implemented and then this report goes to City Council. Commissions may address the Council at the meeting. It's an important document, but it's an annual report. Also working with DDA and Chairman Donaldson to look at GP updates, as needed.

Commissioner Kreeger: The sign ordinance took a long time.

City Manager Pick: That is a law, this is a report. This document will guide us. The Community Facilities Agreement will be heard on the next City Council Meeting. It's huge help for residents to go to the Airport meetings.

Motion to approve item 7.B., and to allow staff time to notate comments and recommendations on the Annual Progress Report for the General Plan Update, before it goes to City Council:

<i>Second:</i>	<i>Commissioner Jaksha</i>
<i>Public Comment:</i>	<i>Commissioner Hayworth</i>
<i>Vote:</i>	<i>None</i>
	<i>7-0</i>
	<i>Motion passes</i>

COMMISSIONER REPORTS:

Commissioner Jaksha: No wonder the Airport won't work with us, because of the no road signs. We all of the bend a little.

7:15 p.m., Adjourned to next meeting date June 10, 2020 at 6:00 pm.

Attest:

Date:

May 2020 Building Permit Report

PERMIT#	DATE	ADDRESS	NAME	PROJECT DESCRIPTION	TYPE	STATUS
B-17-32	09/05/17	5 Quendale	Sampognaro/Zehn Const	Addition and remodel	R-1	Current
B-19-12	04/17/19	68 Carlton Drive	Larson/D. Young Const	Remodel	R-1	Current
B-19-22	07/09/19	924 Via Verde	Rutherford/Owner Builder	R&R awning, install sky light	R-1	Current
B-19-24	07/24/19	120 Calle Del Oaks	Sparx/DPR Construction	Tenant Improvement	C-1	Current
B-19-37	09/19/19	9 Los Encinos	Bowen/Scudder Roofing	Re-Roof	R-1	Current
B-19-39	09/23/19	15 Baxter Place	Burger/John Chatters	Addition and remodel	R-1	Current
B-19-40	09/24/19	831 Arlington	Walsh/Ricardo Munoz	Wall and stairs	R-1	Current
B-19-41	10/01/19	924 Via Verde	Rutherford/Owner Builder	Re-Roof	R-1	Current
B-19-43	10/25/19	833 Portola	PGE/SAC Wireless	Cell tower modifications	C-1	Current
B-19-47	11/05/19	1106 Rosita Rd	Prue/Avila Construction	Kitchen and Bath remodel	R-1	Current
B-19-50	11/21/19	78 Work Ave	Ghavamian/Owner Builder	New windows	R-1	Current
B-19-52	11/26/19	926 Angelus	Clarke/Taroiwet Const	Kitchen remodel	R-1	Current
B-19-55	12/19/19	800 Altura	Buckman/Kitchen Studio	Kitchen remodel	R-1	Current
B-20-03	02/04/20	1025 Rosita Rd	Souza/Earl Deal Roofing	Re-Roof	R-1	Current
B-20-05	02/27/20	1 Setter Pl	Yeo/Riparetti Roofing	Re-Roof	R-1	Current
B-20-06	03/10/20	45 Work Ave	Ezcurra/J Luna Const.	New Porch and roof	R-1	Current
B-20-07	03/16/20	10 Serrano	Jelleson/ Williams Roofing	Re-Roof	R-1	Current
B-20-09	05/17/20	924 Via Verde	Rutherford/Owner Builder	Interior remodel	R-1	Current
B-20-10	05/15/20	8 Greenock	Wigg/Jenkins Const	Stucco	R-1	Current
B-20-11	05/24/20	810 Arlington	Stentz/Infinity Energy	Solar	R-1	Current



CITY OF DEL REY OAKS

Staff Report

DATE: June 10, 2020
TO: Planning Commission
FROM: Karen Minami-Deputy City Clerk
SUBJECT: Agenda Item 6.A.- 1106 Rosita Rd
CEQA: Categorically Exempt pursuant to Guidelines § 15061 and 15301

Applicant's Name: Steve Avila
Owner's Name: Daniella Prue
File Number: ARC #20-01
Site Location: 1106 Rosita Rd
Planning Area: APN# 012-591-001
Project Description: Requesting Architectural Review to install a 14'x 28' wood deck off the back of the single family dwelling. Colors and materials to match existing.

Commissioner Jaksha and Commissioner Burton will need to step down



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: Steve Huda

Owner's Name: Daniella Pove

Project Address: 1106 Rosita

Telephone#: 831-595-4059 APN #: 012-591-001-000

Lot #: _____ Block: _____ Subdivision: _____

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 details plot plan.

Installation of 14' x 28' wood Deck off the back of the house.

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 _____

-FOR OFFICE USE ONLY-

APPLICATION # ARC-20-01 DATE: 3/9/20

FEE \$200.00 CASH/CHECK/CC # 9746 RECEIVED BY: [Signature]

DATE SCHEDULED FOR CONSIDERATION Wednesday, April 8, 2020

APPROVED _____ DENIED _____ Weds. June 10, 2020

3125120 D. [unclear]
418720



CITY OF DEL REY OAKS

Staff Report

DATE: June 10, 2020
TO: Planning Commission
FROM: Karen Minami-Deputy City Clerk
SUBJECT: Agenda Item 6.B.- near 899 Rosita Rd
CEQA: Categorically Exempt pursuant to Guidelines § 15061(c) and 15301

Applicant's Name:	Sustainable Del Rey Oaks
Owner's Name:	City of Del Rey Oaks
File Number:	CUP#20-03
Site Location:	near 899 Rosita Rd
Planning Area:	APN# 012-551-006
Project Description:	Requesting a Conditional Use Permit to install an owl box in the open space between the church and the tennis courts at the current site of the butterfly garden.



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
 Open Space

Applicants Name: SUSTAINBLE DEL REY OAKS

Owner's Name: CITY OF DEL REY OAKS

Project Address: 899 ROSITA RD, DEL REY OAKS, CA 93940

Telephone#: 831-394-6408 APN #: CITY-OWNED PARCEL

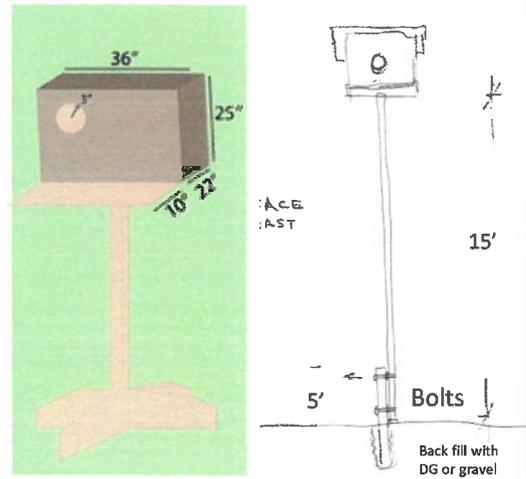
Lot #: N/A Block: N/A Subdivision: N/A

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.

Install one (1) barn owl box on the open space between the Church of the Oaks and the tennis courts at the current site of the Butterfly Garden Demonstration Project. It will be an educational feature for integrated pest management, as described in the City's Stormwater Permit. The project is partially funded by a grant from the MRSWMP (Monterey SEA).

- Box dimensions:** 36"L x 22"W x 25"H (+10"W porch)
- Height:** 15' (post) + 25" box height
- Color:** pale blue (box), post (natural wood)
- Materials:** box is plywood, 15' post is 4"x6" wood, 5' post is 4"x6" pressure treated wood. Set with gravel or DG.
- Location:** Butterfly Garden to the left of an oak tree, south of the playground fence, facing SE to protect from prevailing winds, rain, and provide fledglings a safe hop-off from the box.
- Installers:** city volunteers, all will sign City Liability Waiver form.



Check here if additional materials are attached.

Karen Harris

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 KH

-FOR OFFICE USE ONLY-

APPLICATION # _____ DATE: _____

FEE _____ CASH/CHECK/CC # _____ RECEIVED BY: _____

DATE SCHEDULED FOR CONSIDERATION _____

APPROVED _____ DENIED _____

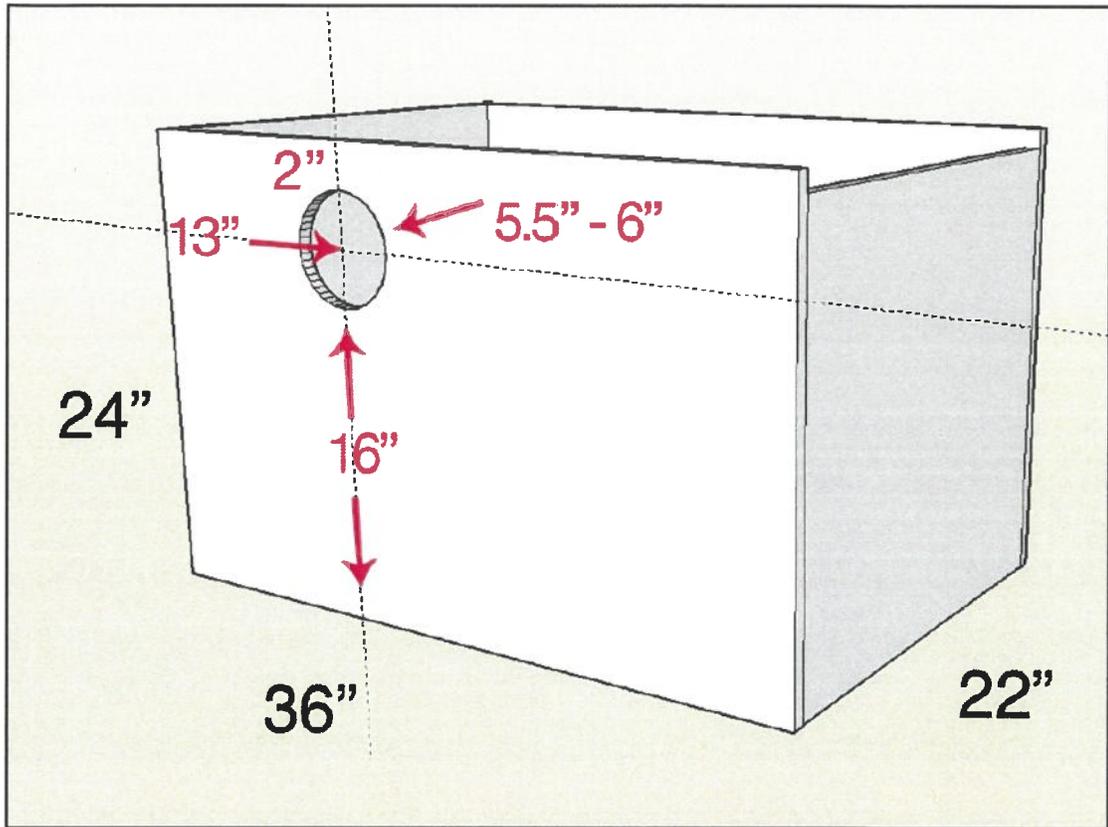
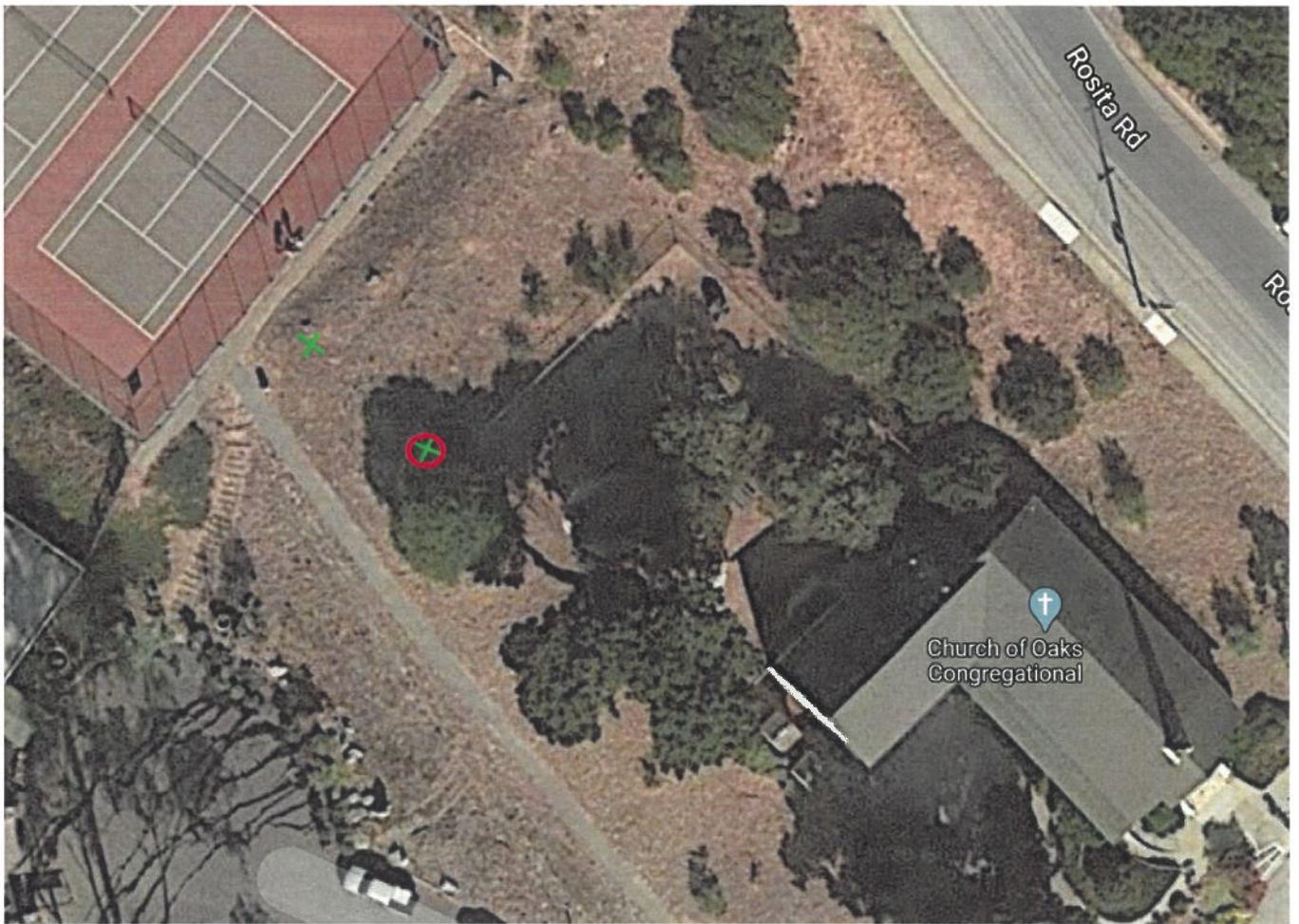


Diagram courtesy of Humane Wildlife Control, Inc.
P O Box 65, Moss Landing, CA 95039





+ Sites suggested by Humane Wildlife Control, Inc.

⊕ Preferred location

Proposed owl box location.
Entrance facing SE





CITY OF DEL REY OAKS

Staff Report

DATE: June 10, 2020
TO: Planning Commission
FROM: Karen Minami-Deputy City Clerk
SUBJECT: Agenda Item 6.C.- 7 Boronda Way
CEQA: Categorically Exempt pursuant to Guidelines § 15061(c) and 15301

Applicant's Name: Bill Westphal
Owner's Name: Ken Williams
File Number: ARC #20-02
Site Location: 7 Boronda Way
Planning Area: APN# 012-481-014
Project Description: Requesting Architectural Review to add 684 sq. ft. to living area, add 259 sq. ft. to garage, add covered porch and to remove carport of the single family dwelling. Colors and materials to match existing.



CITY OF DEL REY OAKS

Applicants Name: Bill Westphal - Under Const. Co.

Owner's Name: Ken Williams

Project Address: 7 Boronda Way, DRO

Telephone#: 831-277-0849 APN #: 012-481-014-000

Lot #: 33 Block: 3 Subdivision: _____

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 details plot plan.

We request a building permit to completely remodel the house, addition of 684 SF to living area, addition of 259 SF to garage, add covered porch, remove carport.

Check here if additional materials are attached.

Will Westphal
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 20-02

DATE:

FEE \$200.00 CASH/CHECK/CC# (circle)

RECEIVED BY: [Signature]

DATE SCHEDULED FOR CONSIDERATION June 18TH, 2020 @ 6:00 pm

APPROVED

DENIED



CITY OF DEL REY OAKS

Staff Report

DATE: June 10, 2020
TO: Planning Commission
FROM: Karen Minami-Deputy City Clerk
SUBJECT: Agenda Item 6.D.- Del Rey Oaks Garden Center 899 Rosita Rd
CEQA: Categorically Exempt pursuant to Guidelines § 15061(c) and 15301

Applicant's Name:	Del Rey Oaks Garden Center
Owner's Name:	City of Del Rey Oaks
File Number:	ARC 20-03 and to amend CUP 14-08
Site Location:	899 Rosita Rd
Planning Area:	APN# 012-551-006
Project Description:	Requesting Architectural Review to receive after the fact permission for a fence previously erected and to amend hours of operation listed in original Conditional Use Permit.

Chairman Jaksha will need to step down



CITY OF DEL REY OAKS

Use Permit: Conditional Variance: Yes
 Choose all that Apply Minor No
 Home Occupational
 Signage
 Auxiliary Building

Architectural Review Type:
 Residential
 Commercial

Applicants Name: Mitsugu Mori, Del Rey Oaks Gardens

Owner's Name: Mitsugu Mori

Project Address: 899 Rosita Rd.

Telephone#: 831-920-1231 APN #: j 012-551-006

Lot #: _____ Block: _____ Subdivision: _____

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.

MAP is ATTACHED.
AS well as description.

Check here if additional materials are attached.

Mitsugu Mori
 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 _____

-FOR OFFICE USE ONLY-

APPLICATION # CUP Amend 14-08 DATE: 5/27/20

FEE \$2990.00 CASH/CHECK/CC # ARC 20-03
\$620.00 RECEIVED BY: Karen Minami
\$3610.00

DATE SCHEDULED FOR CONSIDERATION June 10, 2020 @ 6:00 pm

APPROVED _____ DENIED _____

DEL REY OAKS GARDENS

899 ROSITA RD, DEL REY OAKS CA93940
831-920-1231

5/20/20

Dear Sir&Madam:

This note is to explain the detail of our request for use permit.

Two maps are attached.

Use permit request 1

#1 is the area map of leased ground.

#2 is the map of extended area we are seeking for permit to use.

It also indicates the fence area we installed for security purpose. Since we opened our business, a number of theft and vandalism occurred. We had to erect fence in hurry.

The chain link fence seemed to be most reasonable fence around for the security for the appearance. So we proceeded. I did not realize we needed a permit.

Beyond our lease agreement, we built access road from Safeway and cleaned up the path along the revenue as well as golf light posts and half torn netting entire property all the way to Safeway at no cost to the city.

We have installed two large concrete drain pipes under the road way as well.

The area we are using beyond our lease agreement is marked with blue diagonal lines.

Use permit request 2

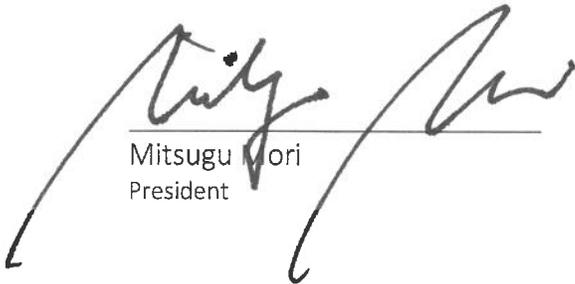
Current agreement does not allow us to open more than several months.

We would like to stay open more Sundays beyond October and Open early in Spring.

I would like the option to stay open year around, although we might want to close Sundays in January and February.

We would like to continue to be an asset to the community serving its need.

Thank you.



Mitsugu Mori
President

