



AGENDA

Thursday, September 24, 2015

6:30 P.M.

REGULAR MEETING PLANNING COMMISSION

Council Chambers
211 Hillcrest Avenue
Marina, California

VISION STATEMENT

Marina will grow and mature from a small town bedroom community to a small city which is diversified, vibrant and through positive relationships with regional agencies, self-sufficient. The City will develop in a way that insulates it from the negative impacts of urban sprawl to become a desirable residential and business community in a natural setting. **(Resolution No. 2006-112 - May 2, 2006)**

MISSION STATEMENT

The City Council will provide the leadership in protecting Marina's natural setting while developing the City in a way that provides a balance of housing, jobs and business opportunities that will result in a community characterized by a desirable quality of life, including recreation and cultural opportunities, a safe environment and an economic viability that supports a high level of municipal services and infrastructure. **(Resolution No. 2006-112 - May 2, 2006)**

1. CALL TO ORDER 
2. ROLL CALL & ESTABLISHMENT OF QUORUM (Planning Commission Members)
Katherine Biala, David Burnett, Margaret Davis, Tim Ledesma, Virgil Piper, Adam Urrutia
(one vacancy)
3. MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE (Please stand)
4. SPECIAL ANNOUNCEMENTS AND COMMUNICATIONS FROM THE FLOOR:
Announcements of special events or meeting of interest as information to Board and Public. At this time any person may comment on any item, which is not on the agenda. Please state your name and address for the record. Action will not be taken on an item that is not on the agenda. If it requires action, it will be referred to staff and/or placed on the next agenda. Planning Commission members or City staff may briefly respond to statements made or questions posed as permitted by Government Code Section 54954.2. In order that all interested parties have an opportunity to speak, please limit comments to a maximum of Four (4) minutes. Any member of the public may comment on any matter listed on this agenda at the time the matter is being considered by the Planning Commission.

5. CONSENT AGENDA: *Background information has been provided to the Planning Commission on all matters listed under the Consent Agenda, and these items are considered to be routine. All items under the Consent Agenda are normally approved by one motion. If discussion is requested by anyone on any item, that item will be removed from the Consent Agenda and placed at the end of Other Action Items if separate action is requested.*

a. None

6. PUBLIC HEARINGS: *Time will be set aside during the Public Hearing to receive oral comments on all items listed as Public Hearings. Staff will present the project brought forth for Planning Commission consideration and possible action and answer questions from the Planning Commissioners. The applicant will then have the opportunity to raise any issues. The public will then be invited to approach the podium to provide up to four (4) minutes of public testimony.*

a. None

7. OTHER ACTION ITEMS: *Action listed for each Agenda item is that which is brought forth for Planning Commission consideration and possible action. The Planning Commission may, at its discretion, take action on any items. The public is invited to approach the podium to provide up to four (4) minutes of public comment.*

CONTINUED FROM September 10, 2015

a. It is requested that the Planning Commission:

1. Consider adopting Resolution No. 2015- recommending City Council receive the Planning Commission 2014 Annual Report and proposed 2015 Goals, and;
2. Receive and finalize draft supplementary letter for transmittal to City Council with the above-noted report

8. COMMISSIONERS AND STAFF INFORMATIONAL REPORTS:

- a. City Council, Design Review Board, Tree Committee and other meetings of note.
- b. Upcoming items scheduled for future meetings.
- c. Ad Hoc Committee

9. CORRESPONDENCE:

a. None

10. ADJOURNMENT

CERTIFICATION

I, Judy Paterson, Administrative Assistant for the City of Marina, do hereby certify that a copy of the foregoing agenda was posted at Marina City Council Chambers bulletin board, 211 Hillcrest Avenue; City Kiosk at the corner of Del Monte Boulevard and Reservation Road; and Monterey County Free Library Marina Branch at 190 Seaside Circle on or before 6:30 p.m. Monday, September 21, 2015.

Judy Paterson, Administrative Assistant II
Planning Services Division
Community Development Department

PLANNING COMMISSION NOTES:

1. The Marina Planning Commission regularly meets at 6:30 P.M. on the second and fourth Thursdays of each month.
2. The Planning Commission follows procedures intended to allow for project applicants and members of the public the fullest possible opportunity to be heard, while enabling the Commission to complete its meetings within a reasonable time.
3. Copies of staff reports are available to the public on the Friday afternoon, prior to the Thursday meetings at the Community Development Department office located at 209 Cypress Avenue.
4. Planning Commission subcommittees include the Marina Design Review Board (DRB) and Tree Committee. The DRB regularly meets at 6:30 P.M. on the third Wednesday of each month and the Tree Committee meets quarterly on the 2nd Wednesday of January, April, July and October... All meetings take place in the Council Chambers unless otherwise noticed... Public notices and agendas are posted at the following locations: Monterey County Library Marina Branch, Kiosk at the corner of Del Monte Blvd. and Reservation Rd., and Marina City Council Chambers Bulletin Board.
5. The public is invited and encouraged to participate in all meetings of the Planning Commission and its subcommittees.
6. **ALL MEETINGS ARE OPEN TO THE PUBLIC. THE CITY OF MARINA DOES NOT DISCRIMINATE AGAINST PERSONS WITH DISABILITIES.** Council Chambers are wheelchair accessible. Meetings are broadcast on cable channel 25 and recordings of meetings can be provided upon request. To request assistive listening devices, sign language interpreters, readers, large print agendas or other accommodations, please call (831) 884-1278 or e-mail: marina@ci.marina.ca.us. Requests must be made at least **48 hours** in advance of the meeting.

September 17, 2015

Item No: 7a

Chair and Members
Of the Marina Planning Commission

Planning Commission Meeting
of September 24, 2015

**PLANNING COMMISSION CONSIDER ADOPTING
RESOLUTION NO. 2015- , (1) RECOMMENDING CITY COUNCIL
RECEIVE MARINA PLANNING COMMISSION 2014 ANNUAL
REPORT AND PROPOSED 2015 GOALS, AND; (2) RECEIVE AND
FINALIZE DRAFT SUPPLEMENTARY LETTER FOR
TRANSMITTAL TO CITY COUNCIL WITH THE ABOVE-
NOTED REPORT**

REQUEST:

It is requested that the Planning Commission:

1. Consider adopting Resolution No. 2015- recommending City Council receive the Planning Commission 2014 Annual Report and proposed 2015 Goals, and;
2. Receive and finalize draft supplementary letter for transmittal to City Council with the above-noted report.

BACKGROUND:

As required by MMC Section 2.12.130(b), each year it is the responsibility of the Planning Commission to provide the City Council with a report outlining their accomplishments from the previous year and proposed goals for the coming year.

At the regular meeting of September 10, 2015, the Planning Commission received the 2014 Annual Report and proposed 2015 Goals and asked that the item be brought back to the following meeting to allow the Planning Commission to review and finalize a draft supplementary letter prepared by Chair Burnett and Commissioner Ledesma to be transmitted to City Council along with the report.

ANALYSIS:

The Planning Commission is a seven (7) member advisory body appointed by the City Council and charged with reviewing for conformance with law and City policy all land use developments, elements of the General Plan, City ordinances and other plans and programs requiring discretionary approval within the City of Marina.

Staff has prepared a draft Planning Commission 2014 Annual Report and proposed 2015 Goals for Planning Commission review and comment (“**EXHIBIT A**”). The draft letter is also attached (“**EXHIBIT B**”).

CONCLUSION:

The request is submitted for Planning Commission consideration and possible action.

Respectfully submitted,

Judy Paterson, Administrative Assistant II
Planning Services Division
City of Marina

REVIEWED/CONCUR:

Theresa Szymanis, AICP CTP
Acting Community Development Department Director
City of Marina

RESOLUTION NO. 2015-

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MARINA (1) RECOMMENDING CITY COUNCIL RECEIVE MARINA PLANNING COMMISSION 2014 ANNUAL REPORT AND PROPOSED 2015 GOALS, AND; (2) RECEIVE AND FINALIZE DRAFT SUPPLEMENTARY LETTER FOR TRANSMITTAL TO CITY COUNCIL WITH THE ABOVE-NOTED REPORT

WHEREAS, the City of Marina Municipal Code requires each of the City's Commissions to prepare an annual report of accomplishments of the past year and listing of goals for the next year, and;

WHEREAS, as required by MMC Section 2.12.130(b), each year it is the responsibility of the Planning Commission to provide the City Council with a report outlining their accomplishments from the previous year and proposed goals for the coming year, and;

WHEREAS, at the regular meeting of September 10, 2015, the Planning Commission received the 2014 Annual Report and proposed 2015 Goals and asked that the item be brought back to the following meeting to allow the Planning Commission to review and finalize a draft supplementary letter to be transmitted to City Council along with the report, and;

WHEREAS, staff has prepared a draft Planning Commission 2014 Annual Report and proposed 2015 Goals for Planning Commission review and comment ("**EXHIBIT A**") and the draft letter is also attached ("**EXHIBIT B**"), both for City Council review, accept and file.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Marina hereby adopts Resolution No. 2015- ,:

1. Recommending City Council receive the Planning Commission 2014 Annual Report and proposed 2015 Goals, and;
2. Receiving and finalizing draft supplementary letter for transmittal to City Council with the above-noted report.

PASSED AND ADOPTED by the Planning Commission of the City of Marina at a regular meeting duly held on September 24, 2015 by the following vote:

AYES, COMMISSION MEMBERS:
NOES, COMMISSION MEMBERS:
ABSENT, COMMISSION MEMBERS:
ABSTAIN, COMMISSION MEMBERS:

David Burnett, Chair

ATTEST:

Theresa Szymanis, AICP CTP
Acting Director
Community Development Department

EXHIBIT A

MARINA PLANNING COMMISSION 2014 ANNUAL REPORT AND PROPOSED 2015 GOALS

Marina Planning Commission Accomplishments for 2014

- Cal-Am Slant Test Well public hearing
- Local Coastal Program reformat
- Hampton Inn (120 Reservation Road) Conditional Use Permit/Design Review
- Ross Roofing (Neeson Road) Conditional Use Permit
- LDS Church Conditional Use Permit/Design Review/FORA Consistency
- Marriot Springhill Suites (2nd Avenue) Design Review/FORA Consistency/Liquor License
- Valero Liquor License (416 Reservation Rd.)

Planning Commission Advisory Board & Committee:

Site and Architectural Design Review Board Actions:

- Light & Motion (711 Neeson Rd.) amended Site and Landscape Plans
- LDS Church (3rd & Hayes) Design Review
- Hampton Inn (120 Reservation Rd.) Design Review
- Church of Christ (219 Cypress Ave.) Sign Permit
- Sinclair (3044 Del Monte Blvd.) Sign Permit
- Dunes Shopping Center Landscape plans
- 3033-3039 Marina Drive Design Review
- Marriott Springhill Suites Design Review
- Mast Realty (3114-3116 Del Monte Blvd.) Master Sign Program

Tree Committee Advisory Actions:

- CHISPA Tree Removal Permit (additional trees) 3098 DeForest Road
- The Promontory at CSUMB (additional trees)
- Marina Townhomes (3033-3039 Marina Dr.) Tree Removal
- Dunes Housing Tree Removal Permit

Marina Planning Commission Goals for 2015

- Continue education programs
- State Mandated Housing Element of the General Plan
- Conditional Use Permit 940 2nd Ave for Radio Tower at BLM
- Dunes Preserve ADA Access (Monterey Regional Parks District) Coastal Development Permit
- Marina Beach Townhomes Specific Plan and environmental document
- Marina Dunes RV Park Coastal Development Permit
- Airport Business Park Specific Plan & EIR with UCMBEST
- Veterans Transition Center (71 units housing on Hayes Circle
- Promontory II Entitlements
- New Corporation Yard Entitlements
- Monterey Peninsula Water Supply Project Coastal Development Permit and environmental document (anticipated in November)

September 17, 2015

Honorable Bruce Delgado, Mayor

Members Marina City Council

City Manager

The City of Marina Planning commission would like to express appreciation for city planning staff and to alert council of the serious staff shortages in the planning services area. Since 2000 the City of Marina has enjoyed expert planning by well qualified staff. Proper strategic planning is the foundation for solid financial growth and economic stability. Investments flow into cities that can demonstrate a well-planned future and planning services provides that essential role to our city.

However, in recent years due to the national economic turn-down and our own local recession the city has been forced to reduce staffing in all areas. A particularly hard hit but vital area has been in the planning services area. The Planning commission urges council to first consider planning services staffing when funding becomes available.

As you are well aware a significant number of revenue producing projects are making their way through our city planning process. Some of these projects hold the potential to dramatically increase the current city general fund revenues. However current staffing levels may prevent many of these projects from moving along quickly in our process.

Thank you for your attention to this matter and the commission looks forward to helping our city realize its bright future.

Sincerely,

David Burnett, Chair

Ken Turgen, Vice Chair

Margaret Davis, Commissioner

Virgil Piper, Commissioner

Katy Biala, Commissioner

Adam Urrutia, Commissioner

Tim Ledesma, Commissioner