



AGENDA

Thursday, October 8, 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. Minutes for the September 10 and 24, 2015 Regular Meetings.
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. DISCUSSION ITEMS:
 - a. An interactive Planning Commissioner training program will be facilitated by Robert Rathie, Assistant City Attorney, on the topic of the Brown Act.
8. 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.*
 - a. None
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
 1. Floor area ratio and intensity of development
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, October 6, 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.



MINUTES

Thursday, September 10, 2015

6:30 P.M.

**REGULAR MEETING
PLANNING COMMISSION**

**Council Chambers
211 Hillcrest Avenue
Marina, California**

1. CALL TO ORDER

Chair Burnett called the meeting to order at 6:30 p.m.

2. ROLL CALL & ESTABLISHMENT OF QUORUM (Planning Commission Members)
Katherine Biala, David Burnett, Margaret Davis, Tim Ledesma, Virgil Piper, Ken Turgen, Adam Urrutia

3. MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE

4. SPECIAL ANNOUNCEMENTS AND COMMUNICATIONS FROM THE FLOOR:

Commissioner Davis announced the 6th Annual Veterans Day event at the Equestrian Center on November 7, 2015 at 9:30 a.m.

5. CONSENT AGENDA:

- a. Minutes for the August 27, 2015 Regular Meeting.

Commissioner Ledesma made a motion to approve the minutes of August 27, 2015. The motion was seconded by Commissioner Piper and passed by a 6-0-0-1(Turgen) vote.

6. PUBLIC HEARINGS:

CONTINUED FROM JULY 23 AND AUGUST 13, 2015

It is requested that the Planning Commission:

- a. Open a public hearing, take any testimony from the public, and consider:
1. Consider adopting Resolution No. 2015- , approving Conditional Use Permit UP 2015-01, for installation of a fifty (50) foot tall wireless facility located within the “General Commercial (C-2)” Zoning District at Unit # 74, 224 Reindollar Avenue (APN 032-421-015), subject to conditions, and;

2. Approving Site and Architectural Design Review DR 2015-06, for installation of a fifty (50) foot tall wireless facility, that is concealed by branches of a simulated pine tree, and conversion of a ±600-square-foot portion of an existing storage unit to be used as the equipment area, located at Unit #74, 224 Reindollar Avenue (APN 032-421-015), subject to conditions.

Ms. Szymanis gave a staff report. She clarified that finding #2 on the resolution was a duplicate and should be deleted. She also described proposed design changes that would eliminate or modify condition # 6.

The public hearing was opened. Hearing no one, the hearing was closed and discussion returned to the dais.

Trisha Knight, representing Verizon Wireless, addressed commissioner's questions and concerns regarding the design and appearance of the monopine and equipment area. She described an alternative design which removed the roof and left walls remaining.

Commissioner Ledesma made a motion to approve the Conditional Use Permit and modify the resolution approval to eliminate condition #6. The motion failed for a lack of a second.

Commissioner Burnet made a motion to adopt the resolution approving the Conditional Use Permit and Design Review as written in the staff report with the elimination of finding #2. The motion was seconded by Commissioner Turgen and passed by a 6-1(Ledesma)-0-0 vote.

7. OTHER ACTION ITEMS:

a. ELECTION OF OFFICERS AND COMMITTEE APPOINTMENTS

1. Planning Commission to consider holding officer elections for Chairperson and Vice Chairperson;

By a voice vote, Chair Burnett remains Chairperson; Commissioner Davis is Vice-Chairperson.

2. Planning Commission to consider commissioner appointments for the Design Review Board, Tree Committee and Ad Hoc Committee.

3. Planning Commission to consider alternate members for the Design Review Board and Tree Committee. (Alternates may be called to sit-in for any absent Board or Committee member to establish a quorum)

Commissioner Biala was appointed to the Design Review Board and Commissioner Urrutia as the alternate.

Commissioner Ledesma continues as member of the Tree Committee, with Vice-Chair Davis as the alternate.

Commissioner Biala will join the Ad Hoc Committee with members Chair Burnett and Vice-Chair Davis.

b. Consider adopting Resolution No. 2015- recommending City Council receive the Planning Commission 2014 Annual Report and proposed 2015 Goals.

Commissioner Ledesma suggested a letter be included to the City Council expressing the Commission's concern with the lack of staffing in the Planning Division. The Commission continued the adoption of

the resolution to the next meeting. Chair Burnett will assist Commission Ledesma in composing the letter.

- c. Determine Seating Preference

It was suggested that commissioners should email Chair Burnett with their seating preferences to be implemented at the next meeting.

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

The meeting was adjourned at 8:47 p.m.

ATTEST:

David Burnett, Chair

Judy Paterson, Admin. Assistant II

DATE



MINUTES

Thursday, September 24, 2015

6:30 P.M.

**REGULAR MEETING
PLANNING COMMISSION**

**Council Chambers
211 Hillcrest Avenue
Marina, California**

1. CALL TO ORDER

Chair Burnett called the meeting to order at 6:30 p.m.

2. ROLL CALL & ESTABLISHMENT OF QUORUM

Planning Commission Members:

Katherine Biala, David Burnett, Tim Ledesma, Virgil Piper

Members Absent: Margaret Davis, Adam Urrutia (excused)

One Vacancy

3. MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE

4. SPECIAL ANNOUNCEMENTS AND COMMUNICATIONS FROM THE FLOOR: None

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:

a. None

7. OTHER ACTION ITEMS:

Continued from September 10, 2015

a. It was 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.

Ms. Szymanis summarized the continued item and presented a draft letter to the City Council expressing the Commission's concern of understaffing in the Planning Division.

Following corrections and comments, Chair Burnett read the letter into the record. He then moved to adopt the resolution recommending City Council receive the Planning Commission 2014 Annual Report and proposed 2015 Goals including the finalized supplementary letter. The motion was seconded by Commissioner Ledesma and passed by a 4-0-2(Davis, Urrutia)-0 vote.

Chair Burnett requested that the discussion of goals for 2016 occur earlier in the year, possibly February or March. Ms. Szymanis will place it on an agenda for the first or second meeting in February.

8. COMMISSIONERS AND STAFF INFORMATIONAL REPORTS:

Staff and commissioners reported on:

- 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

The meeting was adjourned at 6:50 p.m.

ATTEST:

David Burnett, Chair

Judy Paterson, Admin. Assistant II

DATE

September 24, 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 downturn 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
Margaret Davis, Vice Chair
Virgil Piper, Commissioner
Kathy Biala, Commissioner
Adam Urrutia, Commissioner
Tim Ledesma, Commissioner