



AGENDA

Thursday, April 28, 2016

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 February 11, 2016 meeting

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. It is requested that the Planning Commission:
 1. Consider Resolution No. 2016- , approving Conditional Use Permit UP 2016-01 to allow use of the existing building located at 206 Cypress Avenue (APN 032-312-041) as a contractor's yard, subject to conditions.

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.*
 - 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

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, April 25, 2016.

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, February 11, 2016

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, Adam Urrutia
(one vacancy)

3. MOMENT OF SILENCE & PLEDGE OF ALLEGIANCE

4. SPECIAL ANNOUNCEMENTS AND COMMUNICATIONS FROM THE FLOOR:

Patti Bradshaw announced that Marina native Ron Rivera was named NFL Coach of the Year.

Commissioner Biala announced a showing of the movie Sand Wars, sponsored by the Surf Rider Foundation and Citizens for a Sustainable Marina will be on February 23.

5. CONSENT AGENDA:

- a. Minutes for the December 10, 2015 and January 14, 2016 meetings

Commissioner Ledesma moved to approve the minutes for December 10, 2015. The motion was seconded by Commissioner Urrutia and passed by a 7-0 vote.

Chair Burnett made a motion to approve the minutes of January 14, 2016. The motion was seconded by Commissioner Piper and passed by a unanimous vote.

6. PUBLIC HEARINGS:

- A. None.

7. OTHER ACTION ITEMS:

Chair Burnett described the order of business for the following items:

It is recommended that the Planning Commission consider:

1. Adopting Resolution No. 2016- , approving DR 2016-01 for the Site Plan, Elevations, Colors and Materials, Conceptual Grading Plan, Schematic Planting Plan and Lighting Plan for a proposed project of ±40,300 square-feet of new buildings on up to four development pads located on a ±3.7 acre site within the Dunes on Monterey Bay (formerly University Villages) Specific Plan area (APNs 031-282-024 through -027, formerly the northern portion of APN 031-282-012), subject to conditions.
2. Adopting Resolution 2016- finding a proposed project (DR 2016-01) is consistent with the Fort Ord Base Reuse Plan.

Assistant City Attorney Robert Rathie discussed legal issues including the right to a fair, impartial and unbiased hearing and Ex Parte communication between commissioners or with a member of the public which could violate the Brown Act if not disclosed. Several commissioners described their contacts.

Mr. Meek gave a staff report.

The applicant, Scott Negri provided a presentation.

Commissioner Urrutia, alternate member of the Design Review Board, described the deliberations by the board on this project.

The floor was opened for public comment.

The following members of the public addressed the commission:

- Karen Wolf
- Patti Bradshaw
- Jody Hanson
- Mike Owen
- Jan Shriner
- Bob Nolan
- Sid Williams
- Ruth Ann Krotzer
- Jack Stewart
- J. Fagan
- Dan Devlin

- Riley Devlin
- Nancy Nolan
- Amber Reed
- Brad Imamura

The public comment was closed.

Discussion returned to the Commission.

Commissioners discussed the Conditions of Approval for the project as well as possible modifications.

Commissioner Urrutia made a motion to adopt the Resolution approving DR 2016-01 for the Site Plan, Elevations, Colors and Materials, Conceptual Grading Plan, Schematic Planting Plan and Lighting Plan for the proposed project with the following modified conditions:

Condition #5: Pedestrian Plaza Enhancements – The applicant shall revise the Site Plan to (a) provide an enhanced pedestrian connection to/from the plaza and the sidewalk at the intersection of General Stillwell Drive and the unnamed access road in the form of a staircase and ADA-compliant ramp and (b) use enhanced materials, such as field stamped, colored concrete. The revised Site Plan shall be submitted to the Community Development Director for review and approval prior to issuance of a building permit.

Condition #8: Final Landscape Plan – The applicant shall amend the Schematic Planting Plan and submit a Final Landscape Plan as follows:

- d. v: Groundcover planting shall be installed at sizes and spacings to provide complete cover within one year of installation.
- e. Root guards shall be used for street trees.

And the addition of the following additional conditions:

Condition #18: Pedestrian Stairway between Building D and 2nd Avenue – The applicant shall revise the Site Plan to install a stairway with six risers 7-inches in height over a 30-foot horizontal distance between the walk in front of Building D and the proposed sidewalk along 2nd Avenue. The revised Site Plan shall be submitted to the Community Development Director for review and approval prior to issuance of a building permit.

Condition #19: Building Timeline – The applicant shall submit a building permit for Building D prior to issuance of a certificate of occupancy of Buildings A or B, and the applicant shall submit a building permit for Building C prior to the issuance of a certificate of occupancy for Building D.

Condition #20: Enhanced Design Element at Entrance to Walkway – The applicant shall revise the Site Plan to provide, in addition to landscaping elements, an enhanced design element at the entrance to the walkway from 2nd Avenue to Building D to demarcate its location. The revised Site Plan shall be submitted to the Community Development Director for review and approval prior to issuance of a building permit.

The motion was seconded by Commissioner Biala.

Chair Burnett opened the floor for public comment on the motion.

The following members of the public commented on the motion:

- Patti Bradshaw
- Steve Emerson
- Nancy Nolan
- Bruce Delgado
- Bob Nolan
- Kim Negri

Public comment on the motion was closed.

The motion passed by a 4-2(Davis, Ledesma)-0-0 vote.

Commissioner Urrutia made a motion to adopting the Resolution finding the proposed project (DR 2016-01) is consistent with the Fort Ord Base Reuse Plan. The motion was seconded by Commissioner Ledesma.

Chair Burnett opened the floor for public comment on the motion. Hearing none, the public comment was closed.

The motion passed by a 5-1(Davis)-0-0 vote.

8. COMMISSIONERS AND STAFF INFORMATIONAL REPORTS:

Staff 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 11:36 pm.

ATTEST:

David Burnett, Chairperson

Judy Paterson, Administrative Assistant II

DATE

April 21, 2016

Item No: ___

Honorable Chair and Members
Of the Marina Planning Commission

Planning Commission Meeting
of April 28, 2016

REQUEST FOR THE PLANNING COMMISSION TO OPEN A PUBLIC HEARING, TAKE TESTIMONY FROM THE PUBLIC AND CONSIDER ADOPTING RESOLUTION NO. 2016- , APPROVING CONDITIONAL USE PERMIT UP 2016-01 TO ALLOW USE OF THE EXISTING FACILITY LOCATED AT 206 CYPRESS AVENUE (APN 032-312-041) AS A CONTRACTOR'S YARD, SUBJECT TO CONDITIONS

REQUEST:

It is requested that the Planning Commission:

1. Open a public hearing, take testimony from the public, and;
2. Consider adopting Resolution No. 2016- , approving Conditional Use Permit UP 2016-01 to allow use of the existing facility located at 206 Cypress Avenue (APN 032-312-041) as a contractor's yard, subject to conditions.

BACKGROUND:

The project site is a ±15,000-square-foot parcel located at 206 Cypress Avenue (APN 032-312-041). The site has two buildings totaling ±6,950 square-feet for auto repair shop use. Adjacent properties include a mix of retail and service commercial uses, such as a restaurant, auto repair shop and carwash. Across Cypress Avenue to the north is the Cypress Point commercial center, including the City Hall annex building.

At the regular meeting of October 8, 1984, the Marina Planning Commission approved a Design Review Approval Certificate for the construction of a ±3,400 square-foot auto repair shop, subject to conditions.

At the regular meeting of June 23, 2005, the Marina Planning Commission approved a Design Review Approval Certificate to allow for ±3,100 square-foot building addition to the existing ±3,400 square-foot building at the site, subject to conditions. The addition included a ±2,290 square-foot ground level shop and an ±810 square-foot internal mezzanine for additional storage.

On March 4, 2016, Mr. Robert Hutt representing North Bay Industries (NBI) submitted an application for Conditional Use Permit UP 2016-01 to allow a landscape maintenance services business to use the existing facility located at 206 Cypress Avenue as a contractor's yard.

NBI is a California non-profit organization with the mission of providing vocational training and employment to adults with disabilities. NBI is proposing to base their operations at the site for conducting landscape maintenance services at military and government sites in Monterey County on former Fort Ord land. The proposed use involves the storage of pickup trucks, trailers and various landscape equipment within the enclosed buildings.

NBI employs approximately 24 fulltime employees in the area to provide landscape maintenance services, who are transported as work crews to work sites. There hours of operations are from 7:00 a.m. to 3:30 p.m., Monday through Friday.

ANALYSIS:

The property is designated for “Light Industrial/Service Commercial” uses on the General Plan Land Use Map and it is within the “General Commercial (C-2) Zoning District.” Surrounding properties are designated for “Light Industrial/Service Commercial” and “Retail/Service” uses on the General Plan Land Use Map and are zoned “General Commercial (C-2)” and “Retail Business (C-1).”

According to General Plan 2.74, the intent of the “Light Industrial/Service Commercial” designation is to accommodate a broad range of industrial and commercial-service activities within the City, thereby enhancing local opportunities for employment and economic development and providing for the service needs of other uses within the City.

General Plan Policy 2.76 states that sites for commercial-service uses commonly require storage areas, truck access and loading areas, and on-site storage of motor vehicles. Permitted uses include construction-related services such as those related to general building construction and landscaping.

NBI has provided a list of vehicles and landscape equipment to be stored onsite (“**EXHIBIT A**”). The proposed use of existing buildings for the storage of vehicles and equipment used in conducting a landscape maintenance service business constitutes a “contractor’s yard” pursuant to Section 17.04.200 of the Marina Municipal Code (MMC). MMC Section 17.24.030(D) allows for contractor’s yards in the C-2 Zoning District with issuance of a Conditional Use Permit.

The application has been reviewed by the Chief Building Official, Fire Chief and City Engineer. No special conditions of approval were requested for Planning Commission consideration.

Parking

A Site Plan shows the location of existing buildings and parking spaces (“**EXHIBIT B**”). As shown in Table 1, the eight parking spaces provided at site are based on the approval of the expanded auto repair shop, in 2005.

TABLE 1. Required Parking for the Site as an Auto Repair Shop

Land Use	Building Size (sq. ft.)	Parking Requirement	Required Parking
Auto Repair Shop ¹	6,684	1 space per 1,000 sf	6.7
Office ²	265	1 space per 200 sf	1.3
Total	6,949		8.0

MMC Section 17.44.060. Industrial, manufacturing and warehousing parking requirements shall be as follows:

1. Industrial, manufacturing, warehousing: 1 parking space for each 3 employees on the largest shift, and not less than 1 parking space for each 1,000 square feet of gross floor area.
2. Office space in conjunction with permitted uses: 1 parking space for each 200 square feet of floor area.

Based on the criteria of one parking space for each three employees, the same number of required parking spaces (8) will be sufficient for the proposed 24 employees, meeting the requirements of MMC Sections 17.44.060(A) and 17.44.030(G) for light industrial and general commercial uses.

In addition, according to Robert Hutt, approximately half of NBI employees will take public transport or walk to work, thereby reducing the parking demand for the site.

Trash Enclosure

The site includes a “trash area” in the parking lot but not a trash enclosure. As the proposed business will generate trash and recyclable material that will likely be stored outside in dumpsters and recycling containers in this area, an enclosure is needed that will screen the containers from view. A Condition of Approval has been added to the draft Resolution requiring the applicant to submit a revised Site Plan and detail drawings for the installation of a new trash enclosure.

For ease of reference, the City’s design guidelines for trash enclosures are as follows:

Outdoor areas designated for storage of trash shall be completely enclosed in a walled and gated structure of sufficient size to accommodate storage of both trash and recyclable materials. Trash enclosures shall be constructed of durable materials and, with the exception of necessary gates, shall be constructed of masonry or concrete. The design of the enclosures shall incorporate design features, materials, and colors, or continue the architectural theme from the buildings within the project. A separate person access or other means to encourage main gates to remain closed shall be provided.

California Environmental Quality Act

This project is categorically exempt from further environmental review in accordance with Section 15301 of the California Environmental Quality Act (CEQA) Statutes and Guidelines (Existing Facilities) applicable to the operation, repair, maintenance or minor alteration of existing structures or facilities not expanding existing uses.

CONCLUSION:

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

Respectfully submitted,

Justin Meek, AICP
Senior Planner
City of Marina

REVIEWED/CONCUR:

Taven M Kinison Brown
Acting Planning Services Manager
City of Marina

RESOLUTION NO. 2016-

A RESOLUTION OF THE PLANNING COMMISSION OF THE
CITY OF MARINA APPROVING CONDITIONAL USE PERMIT
UP 2016-01 TO ALLOW USE OF THE EXISTING FACILITY
LOCATED AT 206 CYPRESS AVENUE (APN 032-312-041) AS A
CONTRACTOR'S YARD, SUBJECT TO CONDITIONS

WHEREAS, the Planning Commission of the City of Marina conducted a duly noticed public hearing regarding an application for Conditional Use Permit UP 2016-01 to allow use of the existing facility located at 206 Cypress Avenue (APN 032-312-041) as a contractor's yard; considered all public testimony, written and oral, presented at the public hearing, received; and considered the written information and recommendation of the staff report for the April 21, 2016 meeting related to the proposed use, and;

WHEREAS, the project site is a ±15,000-square-foot parcel located at 206 Cypress Avenue, and;

WHEREAS, at the regular meeting of October 8, 1984, the Marina Planning Commission approved a Design Review Approval Certificate for the construction of a ±3,400 square-foot auto repair shop, and;

WHEREAS, at the regular meeting of June 23, 2005, the Marina Planning Commission approved a Design Review Approval Certificate to allow for ±3,100 square-foot building addition to the existing ±3,400 square-foot building at the site, and;

WHEREAS, on March 4, 2016, Mr. Robert Hutt representing North Bay Industries (NBI) submitted an application for Conditional Use Permit UP 2016-01 to allow a landscape maintenance services business to use the existing facility located at 206 Cypress Avenue as a contractor's yard, and;

WHEREAS, the property is designated for "Light Industrial/Service Commercial" uses on the General Plan Land Use Map and it is within the "General Commercial (C-2) Zoning District", and;

WHEREAS, General Plan Policies 2.74 indicates that the intent of the "Light Industrial/Service Commercial" designation is to accommodate a broad range of industrial and commercial-service activities within the City, and;

WHEREAS, General Plan Policy 2.76 states that sites for commercial-service uses, such as landscaping services, commonly require storage areas, truck access and loading areas, and on-site storage of motor vehicles, and;

WHEREAS, the proposed use of existing buildings for the storage of vehicles and equipment used in conducting a landscape maintenance service business constitutes a "contractor's yard" pursuant to Section 17.04.200 of the Marina Municipal Code (MMC), and MMC Section 17.24.030(D) allows for contractor's yards in the C-2 Zoning District with issuance of a Conditional Use Permit, and;

WHEREAS, the existing number of parking spaces meets minimum parking requirements of MMC Sections 17.44.060(A) and 17.44.030(G) for light industrial and general commercial uses, and;

WHEREAS, according to Robert Hutt, approximately half of NBI employees will take public transport or walk to work, thereby reducing the parking demand for the site, and;

WHEREAS, the site includes a “trash area” in the parking lot but not a trash enclosure, and as the proposed business will generate trash and recyclable material that will likely be stored outside in dumpsters and recycling containers in this area, an enclosure is needed that will screen the containers from view, and;

WHEREAS, the project is categorically exempt from further environmental review in accordance with Section 15301 of the California Environmental Quality Act (CEQA) Statutes and Guidelines (Existing Facilities) applicable to the operation, repair, maintenance or minor alteration of existing structures or facilities not expanding existing uses.

NOW, THEREFORE BE IT RESOLVED by the Planning Commission of the City of Marina that it hereby approves Conditional Use Permit UP 2016-01 to allow use of the existing facility located at 206 Cypress Avenue (APN 032-312-041) as a contractor’s yard, based on the following findings and subject to the following conditions of approval:

Findings

1. That, as noted within the staff report dated April 21, 2016, the proposed use conforms to the use and development policies and standards of the General Plan land use designation and zoning district.
2. That, as conditioned, the establishment, maintenance and operation of the use applied for will not be detrimental to health, safety, peace, morals comfort and general welfare of persons residing or working in the neighborhood of the proposed use, in that the applicant proposes the storage of vehicles and equipment within enclosed buildings behind a secured gate, the site provides the required minimum number of parking spaces, the site is visually screened with landscaping and fencing, and a new trash enclosure will be installed onsite.
3. That the establishment, maintenance and operation of the use applied for will not be detrimental or injurious to property and improvements in the neighborhood or to the general welfare of the City, in that, the proposed use is compatible with the “Light Industrial/Service Commercial” uses on the General Plan Land Use Map and the “General Commercial (C-2) Zoning” of the site and surrounding land uses.

Conditions of Approval

1. Permits: Prior to issuance of a business license, the applicant shall request that the Building Official conduct a building inspection and the applicant shall obtain any and all building permits, if required by the Building Official.
2. Storage Within Enclosed Building(s): The storage of all vehicles and landscape equipment and supplies shall be stored within the enclosed buildings.
3. Trash Enclosure: The applicant shall revise the Site Plan and provide detail drawings for the installation of a new trash enclosure. The revised Site Plan and detailed drawings shall be submitted to the Community Development Director for review and approval prior to issuance of a business license.

4. Indemnification: The applicant shall agree as a condition of approval of this project to defend, at its sole expense, indemnify and hold harmless from any liability the City and reimburse the City for any expenses incurred resulting from, or in connection with, the approval of the project, including any appeal, claim, suit or legal proceeding. The City may, at its sole discretion, participate in the defense of any such action, but such participation shall not relieve the applicant of its obligations under this condition.

5. Permit Time Limitations: The applicant shall obtain a business license and use the site as a contractor's yard for providing commercial landscape maintenance services within one (1) year from the date of this resolution. Otherwise, without further notification, the Use Permit to allow the use of existing facilities for commercial-service use as a contractor's yard shall expire.

PASSED AND ADOPTED by the Planning Commission of the City of Marina at a regular meeting duly held on the 28th day of April, 2016, by the following vote:

AYES, PLANNING COMMISSION MEMBERS:

NOES, PLANNING COMMISSION MEMBERS:

ABSENT, PLANNING COMMISSION MEMBERS:

ABSTAIN, PLANNING COMMISSION MEMBERS:

David Burnett, Chair
Marina Planning Commission

ATTEST:

Taven M Kinison Brown
Acting Planning Services Manager
City of Marina

Equipment to go to 206 Cypress Ave. , Marina, CA 93933



MINOR EQUIPMENT

Adjustable Wrench	Extension Cords	Hedge Trimmer	Pressure Washer	Spreader, WB Fertilizer
Air Compressor	Eye Hoe	Hedgetrimmer Ext. Pole	Probe Set	Sprinkler Head Cleaner 4"
Air Hose	Face Shields	Hula Hoe	Pry Bar	Sprinkler Head Cleaner 8"
Air Pressure Gauge	Fertilizer Spreader Hand Held	Irrigation Control Keys	Push Broom	Sprinkler Impact
Air Tank	Fertilizer Spreader Walkbehind	Jack Stands	PVC Cutter	Tape Measure
Back Support Belt	Fire Extinguisher 10#	Jumper Cables	Rake Grading	Tiedown
Backpack Sprayer	Fire Extinguisher 2.5#	Knee Pads	Rake, Leaf	Tool Chest
Base Impact Ring	Fire Extinguisher 5#	Ladder 10 ft	Rake, Shrub	Tool Set/Truck Box
Battery Charger	First Aid Kit Shop	Ladder 4 ft	Recircating Saw	Tool Tote
Bench Grinder	First Aid Kit Vehicle	Ladder 8 ft	Rope	Tow Strap
Bench Vice	Floor Jack	Line Trimmer	Rubber Boots	Traffic Barricade
Blow Gun Kit	Fuel Can 5gal	Loppers	Safety Cones	Trailer Tool Rack
Blower Backpack	Fuel Can 2gal	Measuring Wheel	Safety Hat	Trash Picker
Broken Bolt Extractor	Fuel Locker	Mechanic Tool Set	Safety Sign Stands	Tree Saw
Bucket	Funnel Spout	Mini Sledge Hammer	Screwdriver Set	Upright Dustpan
C Clamps	Garbage Can 32gal	MSDS Station	Shop Vac	Utility Knife
Camelbak Hydration Pack	Garden Hose	Mule Cover	Shovel Round	Vacuum, Shop
Chainsaw	Grease Gun	Net Pool Skimmer	Shovel Scoop	Valve Key
Channel Locks	Hacksaw	Oil Pan	Shovel Square	Vice Grip 10"
Chaps	Hammer	Parts Organizer	Shovel Trench	Waders
Cordless Drill	Hand Pruner	Pick Axe	Shrub Rake	Water Cooler, 5gal
Corn Broom	Hand Saw	Pipe Wrench	Sign Road Work	Water Pump
Creeper	Hand Sprayer	Pitch Fork	Siphon Pump	Water Tank 50gal
Digging Bar	Hand Trowel	Pliers Set	Sledge Hammer	Wheel Barrow
Digital Test Meter	Hand Winch	Pool Bottom Vacuum	Spill Kit	Wire Strippers
Drill Bits	Handweed Tools	Pocket Knife/Multi Tool	Sprayer, Handheld 1.5gal	Work Bench
Driver Socket Set	Hard Hat	Pole Pruner	Spreader, Handheld Fertilizer	Work Light
Edger	Hedge Shears	Post Pounder	Spreader, Tractor Fertilizer	

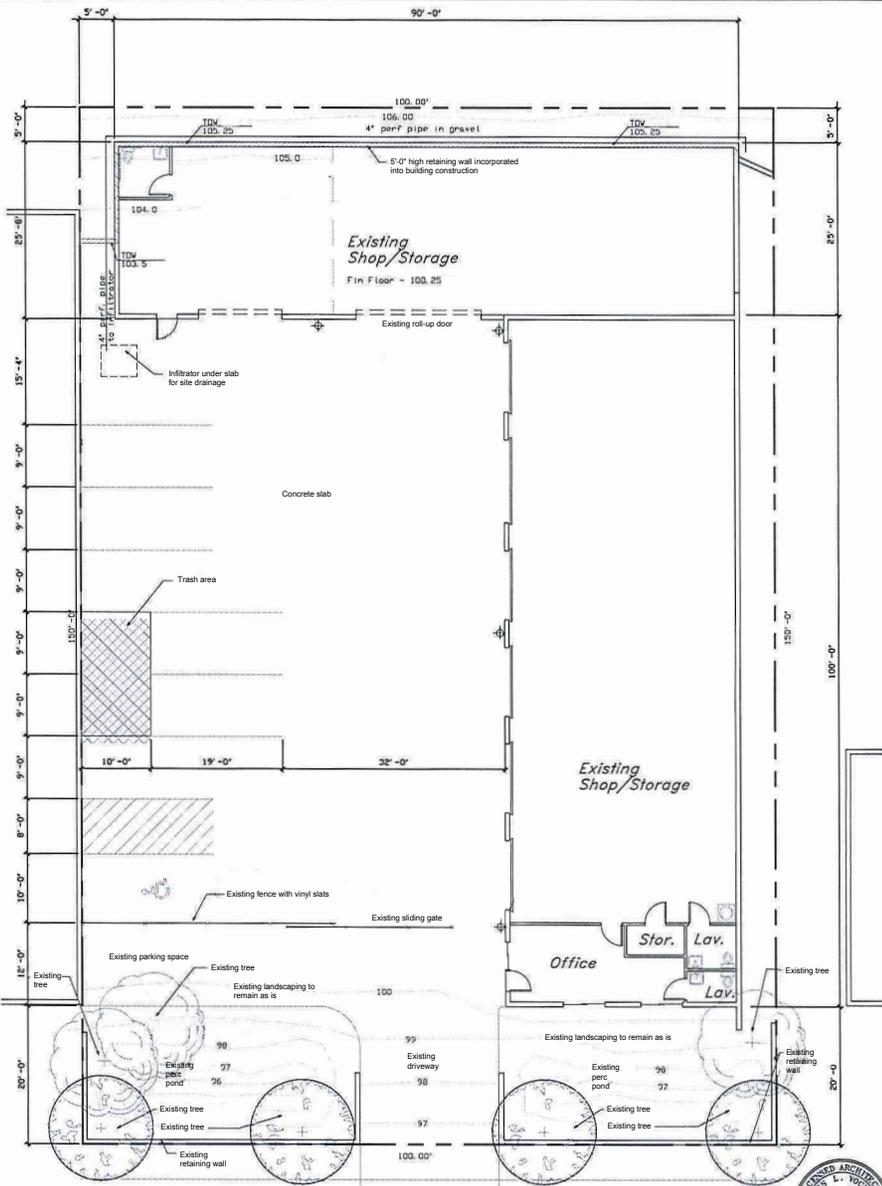
MAJOR EQUIPMENT

21" Mowers	60/61" Riding Mowers	Walk Behind Aerator	Pickup Trucks	Landscape Trailers
26" Mowers	Pull Behind Aerator	Landscape Truck	Tractor	Mule
48" Mowers				



PERTINENT DATA

Address: 206 Cypress Avenue
 Lot size: 15,000 sf
 Building Area: 265 sf (office)
 3,692 sf (front shop)
 2,288 sf (rear shop 1st floor)
 704 sf (rear shop mezzanie)
 Previous Required Parking:
 Shop/warehouse - 6.7 spaces
 Office - 1.3 spaces
 Total spaces provided: 8 spaces



Site Plan
 1/8"=1'



Structural	Architect
Central coast Engineers Inc PO Box 2503 Salinas, CA 93902	Jim Vocelka 19020 Karen Dr. Salinas, CA 93907

REVISION DATE	KEY
DRAWING DATE:	
JAMES "JIM" VOCELKA ARCHITECT 19020 KAREN DR. SALINAS, CA 93907 PHONE: 831-752-1122 LICENSE NUMBER: C-19020	
SHEET TITLE Site Plan Sheet Index Vicinity Map Pertinent Data	
PROJECT	
SCALE: AS NOTED	
DRAWN: CADD	
JOB: -	
SHEET 1	
OF 9 SHEETS	



FIGURE 2
PROPERTY SITE PLAN

206 CYPRESS AVENUE
MARINA, CALIFORNIA

DECEMBER 2015
NOT TO SCALE

PIERS Environmental
Services



1038 Redwood Highway, Suite 100A, Mill Valley, CA 94941
Phone: 415-3387900 Fax: 415-3387909 www.pierses.com

206 Cypress Avenue, Marina.

APN# 032-312-041



North Bay Industries Use Permit Application



North Bay Rehabilitation Services, Inc, dba North Bay Industries aka NBI
649 Martin Avenue
Rohnert Park, CA 94928

March 2, 2016

Justin Meek
Senior Planner
Marina City Hall
211 Hillcrest Avenue
Marina, CA 93933

Letter of Intent/Site Plan

Dear Mr. Meek:

I am submitting this letter of intent for your review describing the details of our proposed use of the described property at 206 Cypress Avenue in the City of Marina (APN # 032-312-041).

The mission of the organization (North Bay Industries also known as NBI) is to assist mentally, physically, and developmentally disabled adults to become more productive, self-reliant members of their communities through participation in agency sponsored training, housing, and employment programs. Our company employees approximately 230 employees of which 113 employees have a disability.

NBI has operated in the Monterey area since 1994 and performs landscape maintenance services for various federal customers. We perform services at the Presidio of Monterey, Defense Language Institute and Fort Ord for the US Army, Naval Post Graduate School, La Mesa Village, Fleet Numerical Oceanic Center and Point Sur for the US Navy and the National Weather Service, which is part of the National Oceanic and Atmospheric Administration.

NBI is interested in relocating our Monterey County operations to Marina since a majority of our employees live within or near the City of Marina. 206 Cypress Avenue is an ideal property for our operations, and the size of the building allows for all equipment to be stored within the building.

Hours of operation: NBI begins operations between 7:00 and 7:30AM and finishes landscape operations at 3:30PM each day. NBI works week days only, Monday – Friday.

Number of employees: NBI employs approximately 24 full time employees on the contracts that we service in Monterey County at the above location.



Number of company vehicles: NBI has 10 company vehicles that take our crews to the various work sites with approximately 7 landscape trailers. All company vehicles will be stored inside the buildings.

Schedule, frequency, and method of shipments and deliveries: None. We buy supplies locally when needed. All bulk material is shipped to the work location by the local supplier.

List of materials, equipment, vehicles stored at the subject property: See attached list. All equipment and supplies will be kept inside the building when not in use.

Any other relevant detailed information pertaining to the proposed use: NBI employs local people on all our contracts and have employees that are residents of the City of Marina as well as the surrounding areas.

All contracts are performed outside of the City of Marina. Approximately half of the employees take public transportation to work so that minimizes traffic in and around the facility. We will also allow employee-owned vehicles to be parked during the work day inside the fenced enclosure.

The office will have from one to three administrative employees during the workday with the occasional visiting staff members from the NBI headquarters in Sonoma County. All landscape related equipment and mowers will be stored inside the building. There will be no washing down of vehicles or equipment on the building site.

We appreciate your consideration and look forward to the opportunity to relocate our operations to 206 Cypress Avenue.

Sincerely,

Robert Hutt
President/CEO
North Bay Industries