



AGENDA

Thursday, May 12, 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 Bielsker, David Burnett, Margaret Davis, Tim Ledesma, Virgil Piper, Adam Urrutia
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 (continued from April 28, 2016).

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.*

a. It is requested that the Planning Commission:

Review a draft update of the City of Marina Housing Element 2015-2023, and authorize staff to submit this updated draft (as may be amended) to the State Department of Housing and Community Development (HCD).

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, May 9, 2016.



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



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

- 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.

- 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

May 6, 2016

Item No: *7a*

Honorable Chair and Members
Of the Marina Planning Commission

Planning Commission Meeting
of May 12, 2016

REVIEW A DRAFT UPDATE OF THE CITY OF MARINA HOUSING ELEMENT 2015-2023, AND AUTHORIZE STAFF TO SUBMIT THIS UPDATED DRAFT (AS MAY BE AMENDED) TO THE STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (HCD).

REQUEST:

It is requested that the Planning Commission:

1. Review a draft update of the City of Marina Housing Element 2015-2023, and authorize staff to submit this updated draft (as may be amended) to the State Department of Housing and Community Development (HCD).

BACKGROUND:

The City met with HCD earlier this year regarding the Housing Element update process. At this meeting the City also discussed the opportunity to apply for \$1.5 million dollars in Community Development Block Grant (CDBG) funds. There is a strong chance the City will qualify for these \$1.5 million in grant funds this year. The deadline to apply for the CDBG grant is early July. However, the City cannot apply for CDBG funds until an updated Housing Element is adopted by the City.

In subsequent meetings with HCD, they have agreed to work with the City on a two part process for adopting the Housing Element that will allow us to apply for CDBG grant funds and will still move the Housing Element through the appropriate process for approval.

City staff is seeking the "authorization" from the Planning Commission to allow the HCD to begin their review and return comments to the City in 2-3 weeks. Following the 1st round approval of the Housing Element which will allow the City to initiate action to apply for the CDBG funding, the City conduct a 2nd round with additional public outreach in July and August to refine the Housing Element to achieve compliance status.

Below is a revised schedule/process for updating the Housing Element.

Task	Timeline
Housing Element – 1st Round for CDBG Application	
Draft HE for Staff Review	May 2, 2016
Draft HE for Public Review	May 6, 2016
Circulate CEQA Initial Study/Negative Declaration	May 6, 2016
Draft HE to HCD for Review	May 13, 2016
Planning Commission Adoption Hearing	May 26 or June 9, 2016
City Council Adoption Hearing	June 21, 2016
Housing Element – 2nd Round for Refinement (If Necessary)	
Addition Outreach/Public Meetings	July – August 2016
Revise Housing Element to Address HCD Comments	August 2016
Revised Housing Element for HCD Review	September – October 2016
Recirculate CEQA Initial Study/Negative Declaration	September – October 2016
Planning Commission – Re-adoption Hearing	November 2016
City Council – Re-adoption Hearing	November/December 2016

THE HOUSING ELEMENT:

The Housing Element and draft Environmental Document can be accessed at the following link <http://www.ci.marina.ca.us/DocumentCenter/View/5595>. The document begins with the Draft Initial Study – Negative Declaration (42 pages) and the 2015 Draft Housing Element follows (120 pages).

The City's Housing Element Update consultant, Veronica Tam and Associates will be presenting the components and contents of the draft to the Planning Commission on May 12, 2016. The contents are as follows:

1. Introduction
 2. Needs Assessment
 3. Housing Constraints
 4. Housing Resources
 5. Goals Policies and Programs
- Appendix A: Public Participation
Appendix B: Review of the 2008-2014 Housing Element Accomplishments
Appendix C: Detailed Sites Inventory

PROCESS

Following an authorization from the Planning Commission to submit the draft document to the Department of Housing and Community Development (HCD) May 12, 2016, HCD will return their comments to the City and consultant in two to three weeks. The Housing Element will then return to the Planning Commission for a public hearing on May 26 or June 9 to consider HCD, Planning Commission and public comments. On May 26 or June 9, the Planning Commission could potentially recommend the document for City Council review and adoption on June 21, 2016. Adopting the Housing Element by the end of June would make sure the City is eligible to apply for the CDBG funding.

Public outreach is critical for the Housing Element. Along with the expedited process for the 1st round of the Housing Element, staff will continue to focus as much effort as possible to provide public outreach to both the 1st and 2nd rounds of the Housing Element process.

California Environmental Quality Act

An Initial Study has been prepared for the Updated Draft Housing Element and will begin public circulation on Friday May 6. This can be reviewed in the Internet link provided above. The public comment period will close May 25, 2016 before an anticipated action and recommendation by the Planning Commission on May 26, or June 9, 2016.

Should the Housing Element need revision following the version that is first submitted to HCD, the Initial Study and Negative Declaration may need to be revised and recirculated prior to final action by the Planning Commission and City Council anticipated in November and December of this year.

CONCLUSION:

The request is submitted for Planning Commission consideration and direction to staff.

Respectfully submitted on behalf of the Administration,



Taven M Kinison Brown
Acting Planning Services Manager
City of Marina