



# City of San Juan Bautista

*The "City of History"*

[www.san-juan-bautista.ca.us](http://www.san-juan-bautista.ca.us)

**REVISED**  
**3/1/17**

## **AGENDA**

### **HISTORIC RESOURCES BOARD MEETING**

CITY HALL COUNCIL CHAMBERS  
311 Second Street  
San Juan Bautista, California

**Tuesday ~ March 7, 2017**

*In compliance with the American with Disabilities Act, if you need special assistance to attend or participate in the meeting, please call the City Clerk's Office at (831) 623-4661, extension 13 at least 48 hours prior to the meeting.*

*Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at the meeting and City Hall at 311 Second Street, San Juan Bautista, California during normal business hours.*

1. **Call to Order**  
**Pledge of Allegiance**  
**Roll Call**

**6:00 PM**

2. **Public Comment**

3. **Informal Project Review**

Any potential and/or future project applicant may present their project to the HRB for Informal Project Review for the purpose of gaining information as preliminary feedback only. No formal application is required and no action will be taken by the HRB on any item at this time.

**A. Beer and Wine Tasting Establishment, 322 Third Street – Anthony Ramirez**

4. **Discussion Items**

- A. Staff report on Site and Design Review Regulations, Guidelines, and Procedures**
- B. Stop Sign at Third and Franklin Street**

5. **Consent Items**

All matters listed under the Consent Agenda may be enacted by one motion authorizing actions indicated for those items so designated. There will be no separate discussion of these items unless requested by a member of the HRB, a staff member, or a citizen.

- A. Approve Affidavit of Posting Agenda**
- B. Approve Minutes for the May 3, 2016 Meeting**

6. **Public Hearing Items**

- A. Consider Recommendation to the Planning Commission for a Site and Design Review Permit (SDR 2017-301) for 107 Third Street (formerly La Casa Rosa). Applicants: Greg & Christin Burda**

7. **Comments**

- A. Historic Resources Board**
- B. City Manager**
- C. Community Development Director**

6. **Adjournment**



# CITY OF SAN JUAN BAUTISTA

P.O. Box 1420, 311 Second Street  
San Juan Bautista, CA 95045

## PLANNING DEPARTMENT

Phone: (831) 623-4661

Fax: (831) 623-4093

### PLANNING APPLICATION COVER PAGE TYPE OF APPLICATION (CHECK ALL THAT APPLY).

- ☒ Historic Resource Design Review
  - ☒ Informal Project Review
  - ☐ Major Projects
  - ☐ Minor Projects
- ☐ Site & Design Review
  - ☐ Informal Project Review
  - ☐ Major Projects
  - ☐ Minor Projects
  - ☐ Sign Permit
- ☐ Conditional Use Permit/Amendment
- ☐ Tentative Map Major
- ☐ Tentative Map Minor
- ☐ Planning Unit Development
- ☐ Annexation
- ☐ Urban Growth Boundary
- ☐ Rezoning / Pre-zoning
- ☐ General Plan Amendment
- ☐ Zoning Text Amendment
- ☐ Certificate of Compliance
- ☐ Lot Line Adjustment
- ☐ Secondary Dwelling Unit
- ☐ Variance
- ☐ Tentative Map Amendment
- ☐ Appeal
- ☐ Informal Project review
- ☐ Hillside Development Permit
- Others \_\_\_\_\_

#### Applicant(s):

Name: Anthony & Monica Ramirez

Signature: \_\_\_\_\_

Mailing Address: 3420 Airline Hwy

Phone: 831-970-3614

email: anthony@18thbarrel.com

Ant Initial Notice of applicant's intent to invoke the Permit Streamlining Act for this project.

#### Property/Land Owner(s):

Name: John & Marian Tobias

Mailing Address: \_\_\_\_\_

Phone: 831-630-3975

Name and mailing address of property owner's or applicant's duly authorized agent who is to be furnished with notice of hearing (Section 65091 – California Government Code):

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_

email: \_\_\_\_\_

Project Address/Location: 322 Third St.

Most Current Assessor's Parcel Number: \_\_\_\_\_

#### For Office Use Only:

Date Application Submitted \_\_\_\_\_ Deposit Collected \$ \_\_\_\_\_ Date \_\_\_\_\_

Date Application Complete \_\_\_\_\_ Billing Number \_\_\_\_\_

File Number(s) \_\_\_\_\_

# CITY OF SAN JUAN BAUTISTA

## HISTORIC RESOURCES BOARD

### STAFF REPORT

**DATE:** March 7th, 2017

**SUBJECT:** Site and Design Review Regulations, Guidelines, and Procedures

**DISCUSSION:** At the request of the Planning Commission, staff put together a brief overview of the Site and Design Review Permit process. This overview will cover:

- What local ordinances regulate Site and Design Review?
- What parts of a project might not be open to challenges/changes by the Planning Commission?
- What parts of a project are open to challenges/changes by the Planning Commission?
- What are the legal requirements in terms of taking action on the Site and Design Review Permit application?

Much of the language in the ordinances regulating Site and Design Review Permit is broad, and that is because each project comes into the process with a very different set of circumstances (e.g. – some have Development Agreements, which allow them to adhere to an agreed upon set of requirements that can be different from what is stated in the San Juan Bautista Municipal Code). This overview will focus on the most general aspects of project review and will purposely avoid making reference to any specific projects, as several specific projects will be analyzed later in the meeting.

#### **What local ordinances regulate Site and Design Review?**

Site and Design Review is regulated by Section 11-18 of the San Juan Bautista Municipal Code (SJBMC) and the City of San Juan Bautista Design Guidelines. Specifically, Section 11-18-030 describes the Site plan and design review procedures, Section 11-18-040 describes the Findings for decision, and Chapter 5 of the Design Guidelines describes and recommends specific design elements that should be considered during the Site and Design Review process. SJBMC Section 11-18 and Chapter 5 of the Design Guidelines are attached.

## What parts of a project might not be open to challenges/changes by the Planning Commission?

Site and Design Review generally occurs after multiple parts of a project have already been approved. Those approvals, which can include the environmental review documents (e.g. – Environmental Impact Reports, Negative Declarations, and Mitigated Negative Declarations), Vesting Tentative Maps, and Final Maps, may cover some of the requirements listed in Section 11-18 of the San Juan Bautista Municipal Code. In addition, some of the steps in the approval process, such as the certification of the Final Map, are Ministerial, which means that they require approval by qualified city staff, such as the City Engineer. The following parts of a project might not be open to challenges/changes by the Planning Commission during Site and Design Review if they have already been included in prior approvals for the project:

- **11-18-040(A)** – The project is consistent with the standards and requirements of the San Juan Bautista Municipal Code.
  - Can be approved by adopting the Final Map
- **11-18-040(B)** – The project is consistent with the goals and policies of the General Plan and any applicable specific or community plans.
  - Can be approved as part of the environmental document or Vesting Tentative Map
- **11-18-040(C)** – The project contributes to safeguarding the City's heritage and cultural and historic resources.
  - Can be analyzed and approved as part of the environmental document
- **11-18-040(H)** – The design and layout of the project does not interfere with the use and enjoyment of neighboring existing or future development, does not result in vehicular and/or pedestrian hazards, and promotes public health, safety, and welfare.
  - Can be analyzed and approved as part of the environmental review document and the mitigation measures.
- **11-18-040(I)** – The existing or proposed public facilities necessary to accommodate the proposed project (e.g., fire protection devices, public utilities, sewers, sidewalks, storm drains, street lights, traffic control devices, width and pavement of adjoining streets, etc.) are available to serve the subject site.
  - Can be approved as part of the environmental review documents, Tentative Maps, mitigation measures, subdivision improvement agreements and/or Development Agreements.

## **What parts of a project are open to challenges/changes by the Planning Commission?**

Despite the fact that many of the project components have already been approved by the time the project reaches Site and Design Review, it is still a critically important part of the project approval process, because it determines how the project fits with the desired look and feel of the town, as expressed in the City of San Juan Bautista Design Guidelines. The following parts of a project are generally open to challenges/changes by the Planning Commission during Site and Design Review:

- **11-18-040(D)** - The project is compatible with the surrounding character of the environment because the architectural design, materials and colors harmonize with the character of surrounding development, or other improvements on the site and specific design elements (e.g., balconies, fencing, screening of equipment and utility installations, signs, and lighting) are incorporated into the project.
- **11-18-040(E)** - The location and configuration of the project harmonizes with the site and with surrounding sites or structures. Structures do not dominate their surroundings to an extent inappropriate to their use and do not unnecessarily block significant views or solar access to adjacent properties.
- **11-18-040(F)** - The project effectively uses architectural details to break up mass. Roof planes are varied without being overly complex. Otherwise monotonous long or two-story walls are well-articulated with details such as building off-sets and window features that are compatible with the design and not overly ornate.
- **11-18-040(G)** - The landscape design, if any, including the location, type, size, color, texture, and coverage of plant materials, provisions for irrigation, and protection of landscape elements have been considered to create visual relief and complement the structures to provide an attractive and water-conserving environment.

## **What are the legal requirements in terms of taking action on the Site and Design Review Permit application?**

Broad discretion is given to cities to exercise design review control, so long as any aesthetic regulation is related to the public health, safety, and welfare. The Planning Commission can go beyond the environmental concerns addressed in the CEQA process and focus on the suitability of the project within the affected neighborhood, but it cannot undo a decision that has already been made. Design review can mitigate purely aesthetic impacts to levels of insignificance.

## CHAPTER 5.0

### Architectural Design Guidelines: Single and Multi-Family Residential Structures

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#### 5.1 Which Style is Appropriate?

As input to the preparation of this design guidelines manual, a visual survey was held on April 4, 2000 wherein members of the community viewed over 100 images of buildings with varying architectural styles and scales and then voted for their preferences. In terms of residential development preferences, the results showed strong desire to maintain the vernacular mix of housing styles present in San Juan. Participants revealed a preference for homes with Queen Anne, Bungalow, and Classic Vernacular influence, as well as some with an authentic Spanish/Mission flair (e.g. not suburban subdivision adaptations). Monterey styles and accurate Mission style architecture were discussed as possible preferred styles for multi-family units, with the overall desire for units that were single-family scaled. Distaste for ranch-style houses, phony Mission architecture, and houses with street fronting garages was also expressed.

Ultimately, choosing which architectural style, including contemporary styles, to use is a matter of choice - keeping in mind the existing context and vocabulary of adjacent development, as well as the will of the community to maintain and strengthen its eclectic, vernacular image and preserve traditional neighborhood design. The residential design guidelines are applicable throughout the City of San Juan Bautista.

Residential architecture  
in San Juan Bautista



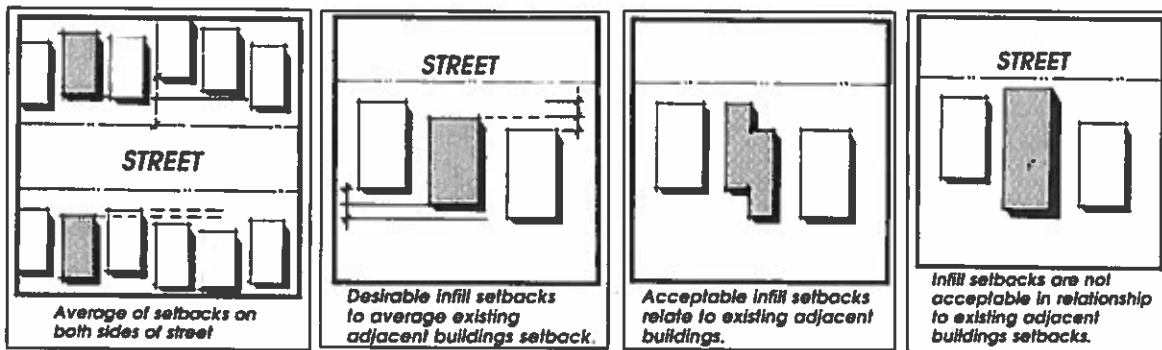
## 5.2 Single Family Residential – Infill Development

A number of opportunities for single family infill development exist within the Historic District and throughout the community. The following guidelines are intended to ensure that new infill development respects the existing pattern, scale, and character of San Juan Bautista's existing neighborhoods. Within this context, the single most important issue related to infill development is one of style and scale compatibility. When new, potentially larger, homes are developed adjacent to older single family residences there are concerns that the height and bulk (scale) of the new infill houses will have a negative impact on their smaller scale neighbors.

**Site Plan Considerations** New infill houses should continue the functional, on-site relationships of the surrounding neighborhood. For example, some of the common site configurations found in San Juan Bautista are prominent entries facing the street, front porches, ample front yards and detached garages located toward the rear of the property.

Minimum front yard setbacks are established in the Zoning Ordinance. However, in order to maintain a consistency within a neighborhood, front yard setbacks for new infill should follow either of these criteria when possible:

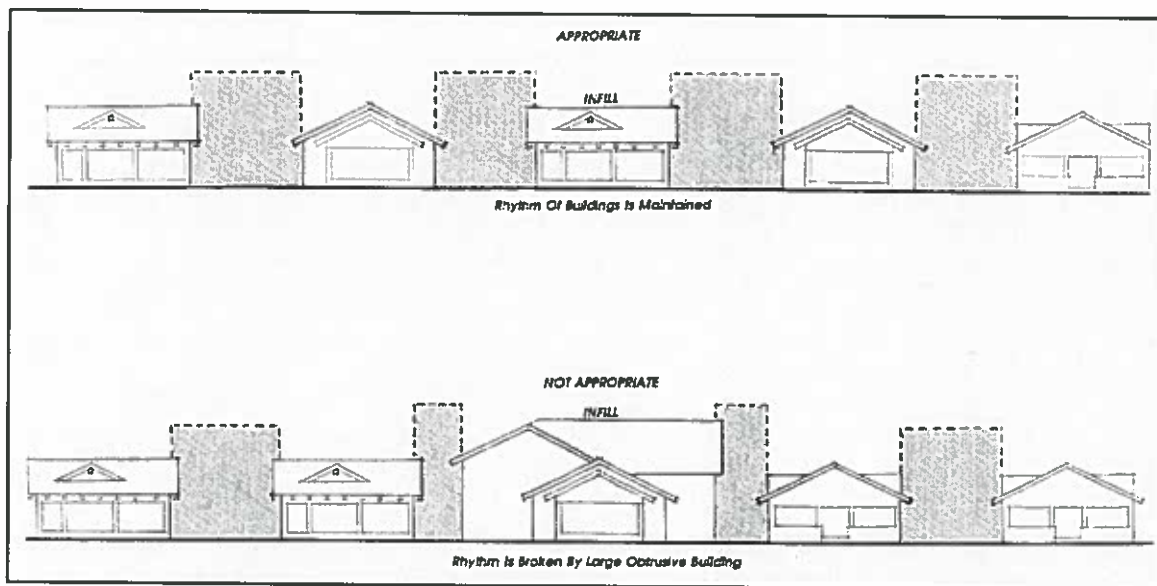
- ❖ They should be consistent with the average setback of all houses on both sides of the street as the new house; or
- ❖ They should be consistent with the average setback of the two immediately adjacent houses. In this case, the new house may be averaged in a step pattern.



Front yard setbacks for single family infill housing

Moving past a sequence of buildings, one experiences a rhythm of recurrent building masses in relation to spaces (setbacks) between them. This rhythm is necessary in maintaining the element of harmony in a neighborhood's development pattern. The existing development pattern may establish either a regular or irregular pattern. New projects should be respectful of the existing open space pattern and should provide side yards that respect the existing pattern (see figure on next page).





Consistent side yard setback patterns help maintain scale in single family infill development

## *Architectural Considerations*

### **1. Building Design**

The architectural style of a new house may be contemporary (see discussion later in this section) or the style may be reflective of one of the historic styles within San Juan Bautista (see Chapter 3.0) or another historic style that was popular in California. Whatever architectural style is selected, the primary consideration should be that it respects the scale and character of the surrounding neighborhood.

In adopting a historic architectural style it is not necessary, nor desirable, to achieve an exact replication of the style with all of its characteristic details and decoration. Rather, the goal should be to incorporate the most distinctive character defining features of the style. For instance, Queen Anne houses typically have steeply pitched roofs, wood siding, and are very vertical in their overall appearance. By incorporating these and other prominent architectural and site planning features, a new house can be a welcome addition to San Juan's neighborhoods.

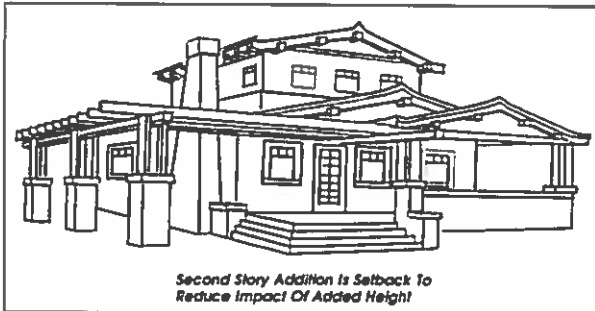


Vernacular – Pointed Style  
45 Monterey

New builders should become familiar with the various architectural styles in the



community and particularly with those in the immediate vicinity of their property. Height and scale of existing homes should be considered. Height and scale are important considerations because new infill houses are sometimes taller than one story and their height and bulk can impose on adjacent residences. The height of new houses should be

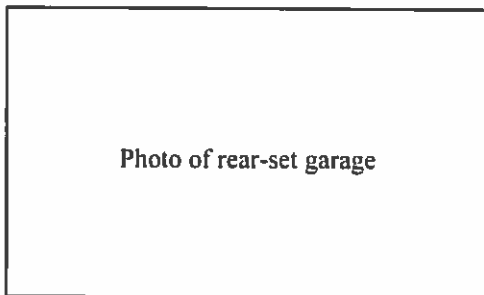


considered within the context of their surroundings. Buildings with greater height should consider setbacks at the second story to reduce impacts on adjacent single story residences.

Front porches are commonly found architectural features on most of San Juan Bautista's historic homes. The incorporation of porches on new houses is encouraged for both practical and aesthetic value. These elements should be integrated to break up large front facades and add human scale.



Front porches are encouraged  
(Lovett House)



Rear-set garages are encouraged

Garages are generally not visible or prominent part of the City's historic homes. Where possible, garages should be constructed near the rear property of new homes. At a minimum, garages fronting the streets should include double doors to break up the surface, and should be located behind the primary façade of the residence rather than exhibit only a large blank wall.

Garage not visible from front façade of this home in San Juan Bautista



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Color schemes for new houses should consider house color in the surrounding neighborhood in order to maintain compatibility and harmony. Refer to the discussion in Chapter 4.6 regarding color for more guidance.

In taking the above factors into account, it is possible that a compatible design scheme will be thoroughly contemporary, without any overt historical references. Quality contemporary designs and materials are permitted, provided they pass the tests for compatibility.

The use of an architect or design professional is highly encouraged in the design of new infill construction. It is possible to approach this design challenge of compatibility while remaining within desired economic parameters. Good design need not mean extra expense.



Where there is no alternative for a rear-set garage, double doors are encouraged in single family infill



Existing residential architecture in San Juan Bautista

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## 2. Screening

The construction of a new house offers many opportunities to screen mechanical and other equipment through the proper placement of such items. The following items should be considered:

- ❖ All flashing or sheet metal should be painted to match the material to which it is attached.
- ❖ All vent stacks and pipes should be painted to match the roof or wall material from which they project.
- ❖ Satellite dish antennas should be screened from view from the street.
- ❖ Any solar panels should be integrated into the roof design or hidden from street level view.
- ❖ All mechanical and electrical fixtures and equipment shall be adequately and decoratively screened. The screen shall be considered an element of the overall design of the project and shall blend with the architectural design of the new house.

### 5.3 New Single Family Neighborhoods

The intent of these design guidelines is to allow flexibility in the design of new residential neighborhoods (subdivisions), and provide for the protection of San Juan's intimate, traditional neighborhood character by encouraging architectural variety, promoting pedestrian activity, protecting existing natural features, and providing meaningful open space. These design guidelines supplement existing Zoning Ordinance requirements for new construction.



Appropriately scaled and designed neighborhood

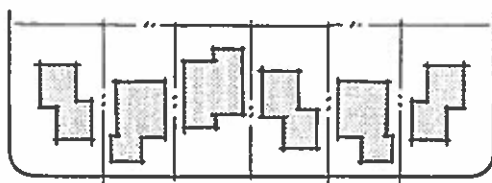
#### *Site Planning Considerations*

The relationship of individual residential units in a new neighborhood should be functional, attractive, and create visual variety along the projects streets.

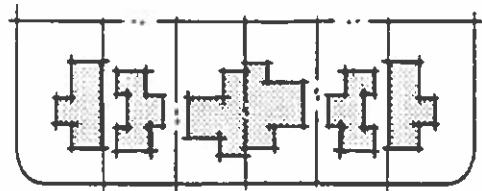
### 1. Variation of Development Patterns

Variation of development patterns within new neighborhoods is necessary to achieve visual diversity and avoid the appearance of monotonous development. One or more of the following techniques should be incorporated into the project's design to help achieve diversity.

- ❖ Varied front yard setbacks – Placement of homes and garages close to or back from the street creates different patterns of visible open space. The structures themselves, when close to the street, also add diversity to the view.
- ❖ Varied side yard setbacks – Varying the distance between adjoining homes, or between homes and fences results in different types of yards and private patio areas.

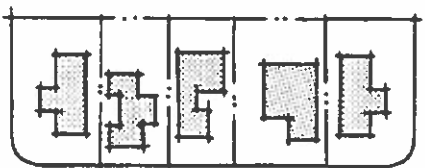


*Varied Front Setbacks*

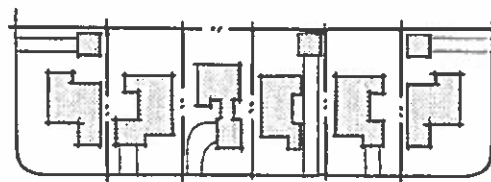


*Varied Side Yard Setbacks*

- ❖ Varied lot widths – Making some lots wider, and some narrower, than the average lot provides different amounts of open area between structures. It also allows placement of different sizes and shapes of homes which can give a neighborhood more character and individuality.
- ❖ Varied garage placement and orientation – In order to prevent garages from dominating the front of the house and to maintain traditional home building in San Juan Bautista, they should be variably placed, preferably in rear yards or oriented with a side entry.



*Varied Lot Widths*



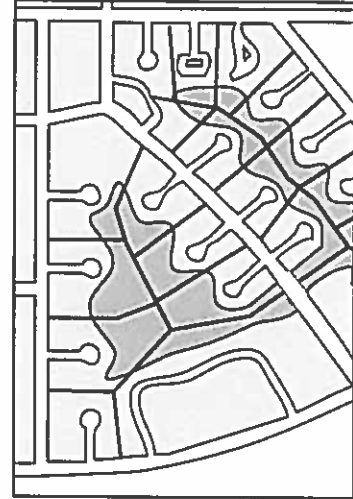
*Varied Garage Placement and Orientation*

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## 2. Traditional Neighborhood Streets

While new residential development streets need not exactly replicate existing San Juan Bautista neighborhoods, the general pattern of block lengths, widths, and shapes should bear some resemblance to the older parts of town.

- ❖ Traditional grid-style streets with short rectangular or square blocks are preferred for new neighborhoods. Suburban curvilinear streets, cul-de-sacs, T-turnarounds, gated and/or dead-end streets should be avoided. New project streets should connect with existing City streets to form a continuous network of streets whenever possible.
- ❖ Streetwidths of adjacent neighborhoods should be continued, where appropriate.
- ❖ Less than 40 foot-wide streets are encouraged
- ❖ Residences and other structures should help define the street environment and the transition between public and private space.
- ❖ Rolling curbs are discouraged. Vertical-faced curbs, consistent with existing San Juan Bautista neighborhoods, are encouraged.
- ❖ Landscaping and the use of parkways and planted medians should be used to frame, soften, and embellish the quality of residential streets. Refer to Chapter 2.4 for additional recommendations regarding landscaping.



Cul-de-sac streets conflict with the existing residential character of San Juan Bautista

## 3. Walls

- ❖ Walled and gated communities contradict the charm and friendly character of San Juan Bautista. New neighborhoods with perimeter gates and walls are strongly discouraged.
- ❖ In some circumstances, low walls and landscaping may be used to create land buffers from adjacent incompatible uses. Refer to Chapter 2.4, 2.5, and 2.6 for additional details.

## *Architectural Considerations*

### 1. Building Design

- ❖ While no specific style of architecture is required for residential structures, the existing architectural styles described in Chapter 3.0 should be consulted. In general, the architecture shall consider compatibility with surrounding character, including



building style, form, size, color, material, and roofline. Individual dwelling units should be easily distinguishable from one another.

- ❖ The design of houses shall be varied within new neighborhoods to create diversity and interest. A significant difference in the massing, composition, and architectural style (not just finish materials and colors) of each adjacent house shall be accomplished. One design should not be repeated more frequently than every fourth house. Buildings with greater height should consider setbacks at the second story to reduce impacts on adjacent single story residences.



Garages should ideally be located at the rear of residential lots.

- ❖ If a side or rear elevation faces a street, it shall be designed with the same care and attention to detail, and preferably using the same materials as the front elevation.
- ❖ Building design should feature the residential living space as the primary element, rather than allowing the garage door to dominate the home's front elevation. Ideally, some garages should be detached and located at the rear of residential lots. Where attached garages are included, side entries or recessed front entries are encouraged, as well as the use of double garage doors. No more than fifty percent (50%) of a home's front elevation shall be devoted a garage.

## 2. Façade and Roof Articulation

- ❖ The articulation of facades and the massing of structures give them interest and scale. Long, uninterrupted exterior walls shall be avoided on all elevations. The integration of varied textures, openings, recesses, and design accents on building walls is strongly encouraged to soften the architecture.

- ❖ Rooflines shall be representative of the architectural design and scale of the units underneath them. Full sloped roofs and roof articulation are encouraged. Roof articulation may be achieved by use of traditional roof forms such as gables, hips, and dormers. Flat roofs on residential structures are discouraged.



Front porches are encouraged in new neighborhoods

- ❖ Front porches are common architectural features found in San Juan Bautista's existing

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neighborhoods. Incorporating verandas and porches on new residential structures is encouraged. The use of balconies on two story units is also encouraged. These elements should be integrated to break up large front facades and add human scale.

### **3. Building Materials**

- ❖ The choice of building materials is important in providing an attractive dwelling unit. Materials should be consistently applied and shall be chosen to work harmoniously with adjacent materials. Piecemeal embellishment is to be avoided.
- ❖ Exterior materials and architectural details shall relate to each other in ways that are traditional and/or logical. For example, heavy materials should appear to support lighter ones. A single building should remain stylistically consistent. For example, Mediterranean Revival details are consistent with stucco houses and clay tile roofs; period trims on otherwise contemporary buildings are generally inappropriate.
- ❖ Paint color should vary in new neighborhoods to avoid monotony and homogeneity. For guidance in color selection, refer to Chapter 4.6.

### **4. Screening**

- ❖ The construction of a new house offers many opportunities to screen mechanical and other equipment through the proper placement of such items. See section 5.2 for guidelines.

## **5.4 Multi-Family Residential Developments**

Multi-family dwellings or developments, because of their higher densities, tend to generate larger parking areas, bulkier structures, and an overall decrease in private open space. However, well-designed multi-family and outdoor spaces can also contribute to a visually pleasing environment that supports San Juan's local character and promotes social interaction and pride among its residents. The following guidelines, while not exhaustive, are intended to help alleviate some of the concerns associated with multi-family dwellings.

***Site Plan Considerations*** All new multi-family development should respect the context and fabric of the existing neighborhood, reflect its best design features, and generally be compatible with surrounding quality development.

### **1. Context**

- ❖ Natural amenities, including views, mature trees, or other similar features unique to the site should be preserved and incorporated into developments whenever possible.
- ❖ Development of sloped properties shall generally follow the natural contours of the land. Terraced parking lots, stepped building pads, and larger setbacks should be used



## Chapter 11-18 SITE PLAN AND DESIGN REVIEW

### Sections:

#### Article 1. Procedure

- [11-18-010](#) Intent.
- [11-18-020](#) Applicability.
- [11-18-030](#) Site plan and design review procedures.
- [11-18-040](#) Findings for decision.

#### Article 1. Procedure

##### **11-18-010 Intent.**

The intent of this Chapter is to establish comprehensive design review procedures that will:

- (A) Recognize the interdependence of land values, aesthetics, and the historic uniqueness of the City and implement this interdependence to the City's benefit;
- (B) Encourage the orderly and harmonious appearance of structures and property within the City along with associated facilities such as landscaping, parking areas, utility installations, signs, etc.;
- (C) Encourage the orderly development of residences within areas served by public infrastructure;
- (D) Assist the public in understanding the City's design guidelines;
- (E) Encourage the use of a variety of architectural styles, varied parcel sizes and densities, and maintenance of views;
- (F) Develop property in a manner that respects the physical and environmental characteristics of each site;
- (G) Encourage appropriate site planning and design, compatible with the design and use of surrounding properties and with the City in general;
- (H) Encourage site and structural development that exemplifies the best professional design practices;

- (I) Ensure that each new development is designed to best comply with the purpose and intent of the zoning district in which the property is located;
- (J) Ensure access to each property and a circulation pattern that is safe and convenient for both pedestrians and vehicles;
- (K) Minimize any potential adverse effects and related impacts on surrounding properties and the environment;
- (L) Implement the goals and policies of the General Plan, any applicable specific plan, and those plans that have been adopted in furtherance of the General Plan; and
- (M) Foster design practices that result in creative, imaginative solutions, and a quality design for the City and not to restrict imagination, innovation, or variety.

#### **11-18-020 Applicability.**

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Site plan and design review approval pursuant to this Chapter is required for the following:

- (A) Projects subject to SJBMC 11-08-050, Historic resource and historic district registration criteria; and
- (B) New construction, relocation and major exterior maintenance of all structures for residential, commercial, mixed use, industrial, planned unit, institutional, and public purposes.

#### **11-18-030 Site plan and design review procedures.**

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- (A) Application. The City shall make available a site plan and design review application with a required fee to be determined by City Council. A complete application shall include, at minimum, all plans, elevations, specifications, and sample materials required to fully describe the project, as well as any additional information required by the City.
- (B) Review and Approval.
  - (1) Design Review Approval by Planning Commission. In addition to consideration of other discretionary land use permits required by a project, the Planning Commission shall hold a properly noticed public hearing to consider all complete applications made to the City for site plan and design review and

consider recommendations forwarded by the Historic Resources Board for those projects that fall within the provisions of SJBMC 11-08-050. In addition, site plan and design review applications for new homes, homes proposed to be expanded by seventy-five percent (75%) or more (habitable or not), and/or include a new second story, shall require Planning Commission review and approval.

(2) Design Review Approval by City Manager or Designee. Except for projects falling within the provisions of SJBMC 11-08-050, single-family residential projects on a single parcel (new construction, relocation, exterior alterations, remodels) in the R-1 district that include less than a seventy-five percent (75%) increase in building area (habitable or not), do not include a second story, and are not new homes, shall obtain administrative approval by the City Manager or designee through a properly noticed public hearing, based on findings that all R-1 district zoning and design requirements are satisfied. This administrative process is appealable pursuant to Chapter 11-25 SJBMC.

(C) Public Noticing. Notice of hearing shall be per Government Code Sections 65090 and 65091 (i.e., written notification for those within three hundred feet (300') of the subject parcel boundary at least ten (10) days prior to decision).

#### **11-18-040 Findings for decision.**

The following findings are required for approval of a site plan and design review permit. Approval of projects requiring Historic Resources Board review shall require the additional findings set forth in SJBMC 11-08-090(C):

- (A) The project is consistent with the standards and requirements of the San Juan Bautista Municipal Code.
- (B) The project is consistent with the goals and policies of the General Plan and any applicable specific or community plans.
- (C) The project contributes to safeguarding the City's heritage and cultural and historic resources.
- (D) The project is compatible with the surrounding character of the environment because the architectural design, materials and colors harmonize with the character of surrounding development, or other improvements on the site and

specific design elements (e.g., balconies, fencing, screening of equipment and utility installations, signs, and lighting) are incorporated into the project.

- (E) The location and configuration of the project harmonizes with the site and with surrounding sites or structures. Structures do not dominate their surroundings to an extent inappropriate to their use and do not unnecessarily block significant views or solar access to adjacent properties.
- (F) The project effectively uses architectural details to break up mass. Roof planes are varied without being overly complex. Otherwise monotonous long or two-story walls are well-articulated with details such as building off-sets and window features that are compatible with the design and not overly ornate.
- (G) The landscape design, if any, including the location, type, size, color, texture, and coverage of plant materials, provisions for irrigation, and protection of landscape elements have been considered to create visual relief and complement the structures to provide an attractive and water-conserving environment.
- (H) The design and layout of the proposed project does not interfere with the use and enjoyment of neighboring existing or future development, does not result in vehicular and/or pedestrian hazards, and promotes public health, safety, and welfare.
- (I) The existing or proposed public facilities necessary to accommodate the proposed project (e.g., fire protection devices, public utilities, sewers, sidewalks, storm drains, street lights, traffic control devices, width and pavement of adjoining streets, etc.) are available to serve the subject site.

Legislative History: Ords. 2007-03 (2/20/07), 2007-23 (12/18/07).

## **CITY OF SAN JUAN BAUTISTA**

### **STAFF REPORT – *from Sept. 20, 2016 CITY COUNCIL Meeting***

**DATE:** September 20, 2016

**SUBJECT:** Stop Sign at Third and Franklin Street

**DISCUSSION:** Over the past years, there has been much discussion about the safe sight distance for west bound vehicle traffic exiting Franklin Street. The curb side street parking in front of Dona Esther Restaurant makes the west bound vehicle slowly inching out and encroaching in the north bound travel lane of The Alameda and Third Street intersection to observe the oncoming south bound traffic on Third Street. The situation result in an unsafe conditions during heavy traffic periods and exposes the vehicle traffic to potential traffic accidents and conflicts, which could lead to potential liability to the City. The 15 mph speed limits along Third Street, both north bound and south bound directions, makes the traffic movement tolerable but still unsafe.

The staff has reviewed the intersection and measured the sight distances, parking arrangements and pedestrian crosswalk markings to determine the improvements necessary to make the intersection safer for vehicular and pedestrian traffic. The attached site plan shows the proposed improvements, traffic directional signs, pavement markings and authorized stop signs. The staff has determined that one way traffic patterns on Franklin and Pearce Street, due to their narrow widths could reduce the accident potential at the intersection. Installation of stop signs in the north and south bound directions at Franklin and Third Street would make the intersection safer for pedestrians and vehicle traffic.

#### **RECOMMENDATIONS:**

The staff is recommending the following improvements for the Third, Franklin, Pearce Street and The Alameda area.

1. Install a stop sign in the north bound direction at the southeast corner of Franklin Street with The Alameda.
2. Install a stop sign in the south bound direction at the northwest corner of Franklin Street with Third Street.
3. Install angle pavement striping for angle parking from Pearce Lane north to the Franklin Street.
4. Install a one way sign at the northwest returns of Franklin Street and Third Street.
5. Install on the south side of Franklin Street 25 feet east of the southeast return of Fourth Street with Franklin Street, a no thru do not enter sign.
6. Install on the north side of Franklin Street at the northeast return a one way sign.
7. Install pavement striping of a white painted arrow on the surface of Franklin Street at three locations heading in the southwest direction.
8. Install no turn sign at the returns of Franklin and Fourth Street north and south bound direction
9. Install on the east side of The Alameda at the existing stop sign a no turn sign.

- 10.** Install on the west side of The Alameda in the south bound direction at the existing stop sign a no turn sign.
- 11.** Install a 25 feet west of the northwest return on the north side of Pearce Street a do not enter sign.
- 12.** Install a one way sign on the north side of Pearce Street, at the northwest return.
- 13.** Install on the south side of Pearce Street, a one way sign at the southwest return and northwest return.
- 14.** Install pavement striping of a white painted arrow on the surface of Pearce Street at two locations heading in the northeast direction.
- 15.** Remove north bound stop sign on the east side of The Alameda at the intersection of Pearce Street and The Alameda.

**RESOLUTION NO. 2016-45**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN JUAN  
BAUTISTA, AUTHORIZING A STOP SIGN AT THE INTERSECTION OF FRANKLIN  
STREET WITH THIRD STREET IN COMPLIANCE WITH PROVISIONS OF  
SECTION 21353 OF THE VEHICLE CODE**

**WHEREAS**, the City of San Juan Bautista is designated the local authority and may designate any street under its jurisdiction as a through street and may erect stops signs at any intersection under exclusive jurisdiction, and

WHEREAS, the City of San Juan has determined the need to ensure the safety and welfare of residents traveling on city streets, and

**WHEREAS**, the City has identified the intersection of Franklin Street and Third Street as a two way stop sign intersection pursuant to Vehicle Code Section 21353.

**NOW, THEREFORE BE IT RESOLVED**, that the City Council of the City of San Juan Bautista hereby authorizes the installation of a two way stop sign at the intersection at Franklin Street and Third Street and the installation of one way direction signs on Franklin Street between Third Street and Fourth Street together with do not enter signs and pavement directional markings in the southwesterly direction from Third Street to Fourth Street.

**BE IT FURTHER RESOLVED** that this resolution shall take effect immediately upon adoption by the City Council.

**PASSED AND ADOPTED** by the City Council of the City of San Juan Bautista on the 20<sup>th</sup> day of September 2016, by the following vote:

**AYES:**           Lund, Boch, Edge

**NOES:**           None

**ABSTAIN:**      West

**ABSENT:**       Marlorana

---

Mayor Rick Edge

**ATTEST:**

---

Connie Schobert, City Clerk



Dear Chairman Hopper & Members of the Historic Resources Board: February 28, 2017

I hope you will urge the Council to rescind their decision to change the traffic control at Third and Franklin and at Pearce Lane & the Alameda.

The traffic control proposal is to install Stop signs on Third Street, creating a four-way stop at Franklin. The Stop sign at Pearce lane would be removed. It has also been proposed to make Franklin & Pearce Lane One-Way between Third and Fourth Streets. Finally it has also been proposed to install diagonal parking in front of JJ's and the Brewery.

I believe the issue was raised initially as a pedestrian safety consideration although there is only one recorded pedestrian accident which was 15 years ago, involving a drunken motorcyclist.

San Juan Bautista, City of History, provides a comforting relief from the traffic congestion, noise, and general busyness of most of the Bay Area. Concentrating so many traffic changes at our most important Gateway to our Nationally recognized Third Street Historic District will adversely alter that experience for visitors and residents alike of our sense of history. The DeAnza Adobe, one of the oldest structures in San Juan Bautista, will no longer look authentically old with a Stop Sign in front and a One Way sign on Franklin. With each sign that gets added, there are also street markings which further deteriorate the sense of history. Making such serious traffic and parking changes should only be done if "warranted" by the circumstances at the intersection.

Generally Stop signs are installed only if "warranted" by an Engineering Study using the following criteria:

1. More than 300 trips per hour over any 8 hour period on the dominant street (Third).
2. A history of FIVE accidents in the preceding 12 months which could have been prevented by a Stop Sign.
3. Approximately equal traffic on both Third and Franklin. Usually that warrant condition requires that vehicles on the weaker street (Franklin) be delayed more than 30 seconds in entering the intersection. This is not the case. The vehicle trips on Franklin are approximately 40% of the vehicle trips on Third.

Additionally the issue of Line of Sight has been raised. There are less intrusive measures that could improve the line of sight: 1) A small sign below the Stop signs on Franklin that says "Cross traffic does not stop", and 2) Extending the red no parking zone by a few feet. The latter can be done by simply reducing one or two parking spaces from 22' long to 20' long.

It has also been suggested that the City might be liable for NOT installing stop signs on Third. There is actually an immunity for cities for this. See Appellate Court decision in *City South Lake Tahoe vs. Superior Court of El Dorado County, Respondent David Markham et al.*

Local businesses benefit from the Historic Character of our downtown. Please reconsider the decision to make traffic control changes at Third and Franklin. Please retain the current traffic configuration and the two-way street on Franklin between Third and Fourth.

Signed by:

Halina Kleinsmith	Fools Gold
Bonnie Turner	Little Red Barn
Dianne Hampton	San Juan Bakery
Macedonian Palomino	Intl Vision Boutique
Barbara Conder	Visions

Piper Jaramillo	Mission Gallery
Trinie Martin	TTK Thrift
Tami Castaneda-Huaracha	Dona Esther's
Jane Merrill	Southwest Roundup
Emily Renzel	Old Adobe Antiques

Alma Paulk	Natural Wonders
Ron Paulk	Mission Clocks
Lois Long	Lois's Unique Furnishings
Kelli Hiatt	Good Eats
Patricia Bains	Mrs. B's Z-Place

Lori Wilson	Bear's Hideaway
Bruce Kleinsmith	Ano Ne Gallery
Margaret Martinez	Season's Handcrafts
Pat Riley	Pat Riley Real Estate
Mary Foletta	Washing Well

Dmitri Fridman	Vertigo Coffee
Aida Paisano	CB Realtor
Eduardo Hernandez	Posada de San Juan
Rhonda Roarcio	Mom & Pops
Debbie Hernandez	Sweet Pea Antiques

Anthony Cornaggia	Golden Wheel Antiques
Jesus Zavala	JJ's Burgers
Kathy Schipper	Schipper Design

### Visitor Petition

We visit San Juan Bautista to enjoy the historic character of Third Street, the Mission, and the State Park. Please reconsider the decision to make traffic control changes at Third & Franklin that will change this character. Please retain the current traffic configuration and the two-way street on Franklin between Third & Fourth.

Signed by 208 people from various CA towns as well as MI, WA, PA, OR, IN, VA plus Mexico and the UK

### San Juan Bautista Resident Petition

I chose to live in San Juan Bautista because of the small town historic character of Third Street, the Mission, and the State Park. Please reconsider the decision to make traffic control changes at Third and Franklin that will change this character. Please retain the current traffic control configuration and the two-way street on Franklin between Third and Fourth.

Annette Waddell  
Halina Kleinsmith  
Trinie Martin  
Michael Pechgen  
Thomas Kock

Jen Jaynes ?  
Steve Arzaca  
Thomas Hall  
Gayle Selznick  
Patricia Bains

Marianne Steeger  
Georgana Gularte  
Marian Sanchez  
Ann Fritch  
Shawna Freels

George Duncan  
Bruce Kleinsmith  
Tanya Ann Ross  
Mary Morales  
Enrique Morales

Luis Candelaria  
Wanda Guibert  
Leroy Todd, Jr.  
Melody Donen  
George Dias, Jr

Diane Pechel  
Carmen Avarus  
Michael Arzaga  
Loryn Kehoe  
Kathy Schipper

Max A. Martin  
Donna Holmes  
Lisa Bissell  
Daniel Lee  
Cynthia Laptalo

Jamie Barrett  
Jenna Gallardo  
Mary Martinez  
Hayley Benfield

Date	Time (20 hrs total)	Total thru on Third	Vehicles/ Minute	Total Third-4th Franklin	Total 2nd-3rd Franklin	Pedestrian Crossings*
Fri, 12/30/16 (cold)	1 - 2 p.m.	194	3.23	15	50	7-15
Sat, 12/31/16 (cold)	11:15-12:15	151	2.48	10	25	10
Sat, 12/31/16 (cold)	1-2 p.m.	142	2.37	12	42	19
Sat, 12/31/16 (cold)	3-4 p.m.	154	2.57	6	32	10
Thurs, 1/5/17 (cold) (2 hours of counts)	11am-noon noon-1 p.m.	278	2.32	24 (2 hours)	94 (2 hours)	18 (2 hours)
Fri, 1/6/17	10-11 a.m.	94	1.57	11	29	8
Fri, 1/6/17	11am-noon	111	1.85	14	38	13
Fri, 2/3/17 (clear)	2-3 p.m.	149	2.48	8	36	10
Sat, 2/4/17 (clear)	Noon-1 pm	167	2.78	21	52	17
Sun, 2/5/17 (cloudy)	10-11 a.m.	133	2.22	8	60	9
Sun, 2/5/17 (cloudy)	2-3 p.m.	113	1.88	8	33	19
Fri, 2/10/17 (showers)	9-10 a.m.	108	1.80	7	15	2
Fri, 2/10/17 (showers)	1-2 p.m.	154	2.57	14	47	17
Sun, 2/12/17 (sunny)	10-11 a.m.	135	2.25	8	59	10
Sun, 2/12/17 (sunny)	11-noon	178	2.97	19	109	18
Thurs, 2/16/17 (drizzle)	8-9 a.m.	119	1.98	4	14	0
Sat 2/18/17 (overcast)	10-11 a.m.	136	2.27	8	51	7
Sun 2/19/17 (overcast)	8-9 a.m.	61	1.02	3	27	3
Sun 2/19/17 (lt showers)	10-11 a.m.	137	2.28	13	49	13
Totals 20 hours of counts		2714	2.26 135.6/Hour	213 (10.65/hr)	944 (47.2/hr)	208 crossings (10.4/hr)

## **Miscellaneous Comprehensive Plan Information**

### **San Juan Bautista 2035 General Plan**

#### **Executive Summary page 8**

"Historic Preservation and Community Design. The Historic Preservation & Community Design Element is not a required element of the general plan. This Element covers historic preservation, community and connectivity, community form, and spatial definition. The purpose of this Element is to establish a set of policies to identify and preserve local historical resources in and around San Juan Bautista.

San Juan Bautista has adopted the motto: "The City of History," and relies heavily on history-based tourism. The City is a Certified Local Government, designated by the California Office of Historic Preservation, which requires it to maintain a historic resources review body and authorizes it to apply for Federal pass-through grant funds. The City updated its 1981 Historic Resources Inventory in 2006 (approved by the City Council on April 17, 2007), was designated a Preserve America Community by the White House in 2007, and was named a Distinguished Destination by the National Trust for Historic Preservation in 2008. Within the City's planning area boundaries are three historic districts listed in the National Register of Historic Places. They are (1) San Juan Bautista Plaza Historic District, (2) San Juan Canyon Historic District, and (3) Third Street Historic District. San Juan Bautista is home to seven National Historic Landmarks, boasting the highest number of registered landmarks in the County. The City supports an active Historical Preservation Society, monthly living history events are held at the State Park, and the Native Daughters of the Golden West meet regularly in San Juan Bautista. It is fundamentally important to recognize historical and cultural resources as an essential part of the City's heritage influencing future design and economic opportunities"

#### **Introduction page 19**

"It is fundamentally important to recognize historical and cultural resources as an essential part of the City's heritage; influencing future design and economic opportunities."

#### **Planning Process page 30**

"Historic Preservation & Community Design. Community members voiced the importance of boosting historic preservation for the City, and the need to attract more and varied types of tourism to the City. Residents noted that they would like to see more emphasis on gateways and landmarks in the City. They believe that historic

preservation efforts should be focused on the maintenance of buildings and the 3rd Street Historic District."

#### **Conditions & Factors for Growth page 38**

"History. The historic nature of the City and its wells-preserved buildings are a strong asset for attracting tourism. The City's history serves as an important focal point for its identity."

"Quiet, Small Town Atmosphere. San Juan Bautista boasts a quiet, small town atmosphere that is cherished by residents."

page 52 "Historic Sites. All properties with sites listed on the National Historic Register should be preserved in their existing state. Federal regulations prohibit the development of these sites. Historic sites in the City include the San Juan Bautista State Historic Park, located on 2nd Street, and several buildings on 3rd Street in the Historic Downtown District."

Page 149 "Historic Preservation. The Preferred Growth Scenario will impact future development within the City. The aim of Preferred Growth Scenario is to ensure that any future development will not compromise the City's valuable historic resources, but will in turn promote further use and enjoyment of historic resources."

"Maintaining a strong sense of place is a major consideration of the Preferred Growth Scenario."

#### **2013-14 Comprehensive Plan Background Report**

Circulation page 71.

"The City is also quite safe for walking. Between 2002 and 2011, California Statewide Integrated Traffic Records System (SWITRS) reported only one pedestrian injury related to an automobile crash. This occurred in 2002, at Franklin Street and Third Street, and the driver was inebriated and exceeding the posted speed limit."

Circulation page 78

"The City has an extremely low crash rate for bicycle/automobile incidents. Between 2002 and 2011, California Statewide Integrated Traffic Records System (SWITRS) reported only two bicycle crashes. The first was a bicyclist sideswiped by a vehicle in 2002 at Third Street and Franklin Street. The second was for unknown reasons in 2004 on Fifth Street, near the intersection of Polk Street."

Health page 244

"San Juan Bautista is very proud of its Historic charm and preserving this character is extremely important to the community as a whole."

Health page 249

"An important emerging direction for Community Form and Spatial Definition is the preservation of the historic urban form of San Juan Bautista."

### **RBF Urban Design Studio Report February 2002**

Page 1-3 Downtown Buildings and Character. The Historic Downtown area is flush with a wide range of historic buildings whose collective character maintains a sense of place long ago lost by most California communities. This district is a substantial tourism draw just because of its character."

Page 2-1 Traditional Town Planning Principles for San Juan Bautista

Page 2-2 "Traditional town planning focuses on designing communities for people, not cars, by drawing from numerous traditional small town elements.

\*Reduce the speed limit to 15 mph for the downtown and historic district."

\*Focus parking behind buildings

\*Preserve historic resources"

Page 2-3 "Citizens have emphasized that the town's rich history and diverse culture must be embraced and preserved."

Page 2-20 "San Juan Bautista's historic character and sense of place are its greatest economic assets."

### **Page 2-46 Establish Clear Gateways to Historic San Juan Bautista**

"Gateways are important in signaling definitive entries into the historic community of San Juan Bautista, both directly from the Highway and within the City itself."

"Any gateway entrance should have a natural appearance and be unobtrusive."



"Enhance the Alameda/ Highway 156 Gateway. A significant number of signs exist on Highway 156 signifying the upcoming Mission and City of San Juan Bautista. No additional signage is recommended along this stretch in order to avoid sign clutter in this traditional, rural environment. However, gateway at the Alameda and Highway 156 could benefit from simple landscaping of low-level shrubs and colorful, lush ground cover at the intersection.

Historically, the Alameda was lined with willow trees planted by the mission fathers during the Spanish/Mexican period. The replanting of willow trees, although they have a high water requirement, or another appropriate species along this corridor from the highway to Franklin Street would help re-establish this entryway in a historically accurate fashion. Additionally, the island with the existing San Juan Bautista sign along the Alameda could be improved with enhanced landscaping and maintenance. ..."

#### **Page 2-50 Improve Parking**

"In terms of its role in the future of Historic San Juan Bautista, parking will not lead economic development, rather it will support and enhance it, and, new parking cannot be provided at the expense of historic resources and sense of place."

#### **Page 2-51 Existing Parking Analysis**

"Despite the numerical appearance (of a shortage), a parking problem does not exist on the typical day because many visitors to Historic San Juan Bautista park once and visit many businesses or attractions during their stay."\*\*

\*\*\*"Most parking standards do not assume a mixed-use, pedestrian-scale environment like that found in Historic San Juan Bautista. Therefore, most parking requirements assume that people will park each time they visit a business or destination, rather than parking once to visit many businesses."

FRANKLIN ST.



R1-1

ALAMEDA



R1-1



R6-2



R3-1



R5-1



R3-1



R5-1



R3-1



R6-2

PEARCE



R6-2

FOURTH



R3-1

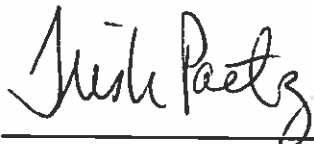
STOP

### AFFIDAVIT OF POSTING

I, TRISH PAETZ, DO NOW DECLARE, UNDER THE PENALTIES OF PERJURY THAT I AM THE DEPUTY CITY CLERK IN THE CITY OF SAN JUAN BAUTISTA, AND THAT I POSTED THREE (3) TRUE COPIES OF THE ATTACHED HISTORIC RESOURCES BOARD MEETING AGENDA. I FURTHER DECLARE THAT I POSTED SAID AGENDA ON THE 1<sup>ST</sup> DAY OF MARCH 2017, AND I POSTED THEM IN THE FOLLOWING LOCATIONS IN SAID CITY OF SAN JUAN BAUTISTA, COUNTY OF SAN BENITO, CALIFORNIA.

1. ON THE BULLETIN BOARD AT CITY HALL, 311 SECOND STREET.
2. ON THE BULLETIN BOARD AT THE CITY LIBRARY, 801 SECOND STREET.
3. ON THE BULLETIN BOARD AT THE ENTRANCE TO THE UNITED STATES POST OFFICE, 301 THE ALAMEDA

SIGNED AT SAN JUAN BAUTISTA, COUNTY OF SAN BENITO, CALIFORNIA, ON THE 1<sup>ST</sup> DAY OF MARCH 2017.



---

Trish Paetz, Deputy City Clerk

**CITY OF SAN JUAN BAUTISTA  
HISTORIC RESOURCES BOARD MEETING**

**MAY 3, 2016**

**DRAFT MINUTES**

**(The May 3, 2016 CMAP video recording is the  
official record of the meeting.)**

**1. CALL TO ORDER** – Chairperson Wanda Guibert called the meeting to order at 6:00 p.m.

**B. ROLL CALL**    **Present:** Board Members Guibert, Franco, Medeiros, Gredassoff and Coke

**Staff Present:** City Manager Grimsley, Asst. City Planner Luquin, Deputy City Clerk Paetz

**2. PUBLIC COMMENT**

No comments were received.

**3. INFORMAL PROJECT REVIEW**

**A. Re-Roofing of Old Adobe at 101 Third Street.**

Property owner Emily Renzel presented options for re-roofing the Old Adobe and received support from the Board.

**4. ACTION ITEMS**

**A. Approve Affidavit of Posting Agenda**

A motion was made by Board Member Franco and seconded by Board Member Medeiros to approve the affidavit of posting agenda. The motion passed unanimously, 5-0.

**B. Consider Historic Downtown Streetscape Guidelines and Recommend Adoption by the Planning Commission**

Chairperson Guibert offered changes to the Historic Downtown Streetscape Guidelines that will keep the historic ambience of the downtown.

A motion was made by Board Member Franco and seconded by Board Member Medeiros to recommend approval of an amendment to the Historic Downtown Streetscape Guidelines to the Planning Commission. The motion passed unanimously, 5-0.

**C. Consider Recommending Approval of a Planning Commission Resolution Recognizing a Residential Structure for National Preservation Month**

A motion was made by Board Member Franco and seconded by Board Member

Gredassoﬀ to recommend approval of a resolution recognizing the home at 1111 First Street for National Preservation Month. The motion passed unanimously, 5-0.

**D. Consider Recommending Approval of a Planning Commission Resolution Recognizing a Commercial Structure for National Preservation Month to the Planning Commission.**

A motion was made by Board Member Franco and seconded by Board Member Coke to recommend approval of a resolution recognizing the Glad Tidings Church at 499 Third Street for National Preservation Month. The motion passed unanimously, 5-0.

**E. Reschedule June Meeting: Conflicts with Primary Election**

It was the consensus of the Board to reschedule the Regular Historic Resources Board Meeting next month to Wednesday, June 8 so as to avoid a conflict with the June 7 Primary Election.

**5. Discussion**

**A. Update on Brewery Building**

City Manager Grimsley provided an update. There was no public comment.

**B. Orchard Garden**

Chairperson Guibert reported that the City Council passed a resolution requesting communication and dialog with the State of California to explore alternative uses of the orchard garden lot on Third Street. There was no public comment.

**C. Adopting Historic Color Palette**

There was discussion about developing a paint color palette for the Historic District. During public comment Cara Vonk spoke in support. It was decided to bring this item back for further discussion next month.

**6. Comments**

**A. Historic Resources Board**

Chairperson Guibert commented that the Silicon Valley Gives event is in progress and donations can be made to support local non-profit organizations.

**B. City Planner**

No comments were received.

**C. Assistant City Planner**

No comments were received.

**6. Adjournment**

The meeting was adjourned at 6:44 p.m.

# **CITY OF SAN JUAN BAUTISTA**

## **HISTORIC RESOURCES BOARD**

### **STAFF REPORT**

**DATE:** March 7th, 2017

**SUBJECT:** Site and Design Review – 107 Third Street

**Applicant:** Greg and Christin Burda

**Zoning:** Mixed Use

**Assessor Parcel No.:** 002-021-004

**Size:** 3917.279 ft<sup>2</sup>

**Existing Land Use:** Mixed Use

**Environmental Review:** Under Section 15332 of the California Environmental Quality Act, "Infill Development Projects" (a) through (e), the project is Categorically Exempt.

**Details:** The property is located in the Mixed Use zone in the Historic District with commercial uses (Anza House and Jardines) on both sides on Third Street and a residential property behind it. The applicant is requesting site and design review approval for a restaurant and bar on the first floor with a two bedroom/two bathroom residential unit on the second floor. The proposed use would be a continuance of the previous use, which was an owner-occupied business.

**Action Required:**

1. Verify posting and notices of public hearing
2. Open the Public Hearing
3. Receive staff report and supporting documents
4. Receive written comments, e-mail communication, oral testimony and public input.
5. Close the public hearing
6. Historic Resources Board to discuss the project
7. Based upon your independent review and judgment of the staff report, written comments, e-mail communication, and oral testimony on the project, the Historic Resources Board should take the following actions.

- A. A recommendation to the Planning Commission that they adopt Resolution 2017-XX, A Resolution of the Planning Commission of the City of San Juan Bautista making a determination for a categorical exemption under Section 15332 of the California Environmental Quality Act.
- B. A recommendation to the Planning Commission that they adopt Resolution 2017-XX, A Resolution of the Planning Commission of the City of San Juan Bautista Approving a Site and Design Review Permit for a Restaurant, Bar, and Residential Unit at 107 Third Street (SDR 2017-31) Greg and Christin Burda (APN 002-021-004).



All Site and Design Review Documents  
For the Burda Project (SDR-2017-31)

Can be found at:

<http://www.san-juan-bautista.ca.us/planning/>

**CITY OF SAN JUAN BAUTISTA**P.O. Box 1420, 311 Second Street  
San Juan Bautista, CA 95045**PAID**  
650 CLK# 139**PLANNING DEPARTMENT**Phone: (831) 623-4661  
Fax: (831) 623-4093**PLANNING APPLICATION COVER PAGE****TYPE OF APPLICATION (CHECK ALL THAT APPLY).**

- |   |  |
|---|--|
| <input type="checkbox"/> <u>Historic Resource Design Review</u> | <input type="checkbox"/> Annexation                |
| <input type="checkbox"/> Informal Project Review                | <input type="checkbox"/> Urban Growth Boundary     |
| <input type="checkbox"/> Major Projects                         | <input type="checkbox"/> Rezoning / Pre-zoning     |
| <input checked="" type="checkbox"/> Minor Projects              | <input type="checkbox"/> General Plan Amendment    |
| <input type="checkbox"/> <u>Design Review</u>                   | <input type="checkbox"/> Zoning Text Amendment     |
| <input type="checkbox"/> Informal Project Review                | <input type="checkbox"/> Certificate of Compliance |
| <input type="checkbox"/> Major Projects                         | <input type="checkbox"/> Lot Line Adjustment       |
| <input checked="" type="checkbox"/> Minor Projects              | <input type="checkbox"/> Secondary Dwelling Unit   |
| <input type="checkbox"/> Sign Permit                            | <input type="checkbox"/> Variance                  |
| <input type="checkbox"/> Conditional Use Permit/Amendment       | <input type="checkbox"/> Permit Amendment          |
| <input type="checkbox"/> Tentative Map Major                    | <input type="checkbox"/> Appeal                    |
| <input type="checkbox"/> Tentative Map Minor                    | <input type="checkbox"/> Other _____               |
| <input type="checkbox"/> Planning Unit Development              |  |

**Applicant(s):**

Name: Greg & Christin Burda  
 Mailing Address: P.O. Box 103 San Juan Bautista CA 95045  
 Phone: (650) 669-9764 email: dtw.fan1972@gmail.com

**Property/Land Owner(s):**

Name: Greg Burda / Christin Burda  
 Mailing Address: P.O. Box 103 San Juan Bautista CA 95045  
 Phone: (650) 669-9764

**Name and mailing address of property owner's or applicant's duly authorized agent who is to be furnished with notice of hearing (Section 65091 – California Government Code):**

Name: SAME AS ABOVE  
 Mailing Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_ email: \_\_\_\_\_

**Project Address/Location:** 107 3<sup>RD</sup> STREET

**Most Current Assessor's Parcel Number:** 002-21-0-004

**For Office Use Only:**

Date Application Submitted \_\_\_\_\_ Deposit Collected \$ \_\_\_\_\_ Date \_\_\_\_\_

Date Application Complete \_\_\_\_\_ Billing Number \_\_\_\_\_

File Number(s) \_\_\_\_\_



## CITY OF SAN JUAN BAUTISTA

P.O. Box 1420, 311 Second Street  
San Juan Bautista, CA 95045

## PLANNING DEPARTMENT

Phone: (831) 623-4661  
Fax: (831) 623-4093

### PROJECT DESCRIPTION

Name of Project Applicant: Greg & Christin Burda  
Mailing Address: P.O. Box 403 San Juan CA 95045 Phone: (650) 669-9764  
Name of the project: 107 3rd Street  
Project location (address and/or Assessor's Parcel Number(s)): 107 3rd Street

Size of project site (acreage): 3755 sq. ft.

Existing General Plan Land Use Designation: \_\_\_\_\_

Existing Zoning Designation: MIXED USE

Describe the existing land use(s) of the site: \_\_\_\_\_

CURRENT USE OF PROPERTY IS MIXED USE RESTAURANT ON LOWER  
LEVEL 4/ TWO BEDROOM / 1 BATH RESIDENCE ON 2ND LEVEL. HAS  
BUILT OCCUPIED BUSINESS

Describe the existing land use of properties surrounding the site: \_\_\_\_\_

COMMERCIAL MIXED USE ON EITHER SIDE OF PROPERTY. AREA HOUSE  
ON ONE SIDE / JARDINES ON OTHER. SINGLE FAMILY RESIDENCE TO  
THE REAR OF THE PROPERTY

Describe the proposed land use(s)/Project: \_\_\_\_\_

SAME AS EXISTING. RESTAURANT / BAR LOWER LEVEL WITH  
TWO BEDROOM / TWO BATH RESIDENCE ON 2<sup>ND</sup> LEVEL

For residential uses, indicate the number, type, and size of the units: \_\_\_\_\_

NOT APPLICABLE

For proposed use, the estimated number of employees, and the hours of operation: \_\_\_\_\_

RESTAURANT / BAR APPROXIMATE 8 TO 12 EMPLOYEES

HOURS OF OPERATION MONDAYS 4:30 TO 10:00 PM

TUESDAYS CLOSED

WEDNESDAYS 11:00 AM TO 10:00 PM

THURSDAYS 11:00 AM TO 10:00 PM

FRIDAY / SATURDAY 11:00 AM TO 11:00 PM

SUNDAY 9:00 AM TO 10:00 PM

List and describe any other permits or public approvals required for this project, including those required by city, regional, state, and federal agencies: \_\_\_\_\_

CITY BUILDING PERMIT, COUNTY HEALTH PERMIT, ALCOHOLIC BEVERAGE CONTROL

Please describe the proposed scheduling and implementation of the project: \_\_\_\_\_

CONSTRUCTION FROM APRIL THRU AUGUST 2017

Please provide any additional relevant information that can assist in the processing of this application: \_\_\_\_\_

FLOOT STRUCTURE TO HAVE MINIMAL UPGRADES, EXTERIOR NEW PAINT, STRUCTURAL UPGRADES AS REQUIRED, NEW UTILITY INFRASTRUCTURE, NEW FINISHES.

REAR STRUCTURE TO BE DEMOLISHED AND RECONSTRUCTED. WILL HOUSE NEW KITCHEN, STORAGE, RESTROOMS, AND OFFICE SPACE



## CITY OF SAN JUAN BAUTISTA

P.O. Box 1420, 311 Second Street  
San Juan Bautista, Ca 95045

## PLANNING DEPARTMENT

Phone: (831) 623-4661  
Fax: (831) 623-4093

### ENVIRONMENTAL INFORMATION

#### ENVIRONMENTAL SETTING

Please provide the following information on a separate piece of paper:

- ☐ Describe the project site as it exists before the project, including information on topography, soil stability, plants and animals, cultural and historic resources, and any scenic aspects of the sites. Describe any existing structures on the site and the uses of those structures.
- ☐ Describe the surrounding properties, including information on topography, soil stability, plants and animals, cultural and historic resources, and any scenic aspects of the area. Indicate the type and intensity of land uses, and the scale of the development.

#### ENVIRONMENTAL CHECKLIST:

Would the Project result in the following (provide a brief description for each item checked "yes"):

Change in existing features of any streams, creeks, lakes, or wetlands: ( ) Yes ☒ No

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Change in scenic views or vistas from existing residential areas or public land or roads: ( ) Yes ☒ No

---

---

Use or disposal of hazardous materials, toxic substances, flammable materials, or explosives: ( ) Yes ☒ No

---

---

Change in ocean, bay, lake, stream, or ground water quality or quantity, or alteration of existing drainage patterns: ( ) Yes ☒ No

---

---

Change in pattern, scale, or character of surrounding area of project: ( ) Yes ☒ No

---

---

Significant amounts of solid waste or litter:

( ) Yes

☒ No

Substantial alteration to topography or ground contours:

( ) Yes

☒ No

Change in dust, ash, smoke, fumes, or odors in the vicinity of the project:

( ) Yes

☒ No

Substantial change in existing noise or vibration levels in the vicinity:

( ) Yes

☒ No

Building on filled land or on a slope of 10 percent or more:

( ) Yes

☒ No

Substantial change in demand for municipal services (police, fire, water, sewer, etc.):

( ) Yes

☒ No

Substantial increase in fossil fuel consumption (electricity, oil, natural gas, etc):

( ) Yes

☒ No

Relationship to a larger project or a series of projects:

( ) Yes

☒ No

Substantial change or increase of traffic on surrounding roads and highways:

( ) Yes

☒ No



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P.O. Box 1420, 311 Second Street  
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### SITE AND DESIGN REVIEW – MINOR PROJECTS

The Design Review Permit for Minor Projects is for property owners proposing new construction or improvements totaling less than 1,000 square feet, including renovation, rehabilitation, repair, re-roofing, repainting or proposed uses changed per permitted uses allowed in Section 11-02-050 zoning district.

#### APPLICATION REQUIREMENTS:

- ☒ Required processing fee of \$500 (Additional fees for permit processing may be charged to the applicant depending on the proposed uses or improvements).
- ☐ Required processing deposit for environmental review under the California Environmental Quality Act (CEQA). Contact the City Planning Department to determine applicability.
- ☒ \$150.00 for a Notice of Exemption, or
  - ☐ \$1,000.00 deposit for an Initial Study/Negative Declaration, or
  - ☐ \$3,500.00 deposit for review of an Environmental Impact
- ☒ Planning Application Cover page (not required if filed with previous application)
  - ☐ 3 copies of the building elevations (drawn to scale) that note the proposed repairs and modifications to the structure. Existing and proposed building materials and colors should be noted if improvements are proposed.
  - ☐ Other plans that the City Planner determines as necessary to review the project, such as a site plan, floor plans and details. Please contact the Planning Department to determine if additional plans will be required:
  - ☐ Color samples or colored renderings if applicable for display at public hearings.
  - ☐ Answers to the questions listed on the following page if applicable.
  - ☐ Exterior Photographs of the building.
  - ☐ Typed mailing labels address to the property owners as shown on the most recent Assessor's roll and occupants of all units located on properties within 300' of the project site's property lines. Mailing labels for occupants of



rental units will be addressed to "Occupant". City staff is responsible for this task.

**APPLICATION REQUIREMENTS FOR REPAINT OR RE-ROOF PROJECTS IF PROPOSED.**

- ❑ No fee required. NOTE – as determined by the City Planner, a processing fee of \$50.00 (repaint) or \$250.00 (re-roof) is required if repaint or re-roof is not consistent with the City Design Guidelines.
- ❑ 1 copy of the building elevations that note the color applications of the building or roof materials
- ❑ Color samples, colored renderings or roof material samples for display at public hearings.
- ❑ Answers to the questions listed on the following page.
- ❑ Photographs of the building.
- ❑ (NOTE – if paint or re-roof is not consistent with the City Design Guidelines typed mailing labels address to the property owners as shown on the most recent Assessor's roll and occupants of all units located on properties within 300' of the project site's property lines is required. Mailing labels for occupants of rental units will be addressed to "Occupant". City staff is responsible for this task.)

**QUESTIONS:**

1. Please describe the project in detail (indicate the extent of work, and the materials to be used and/or replaced:
  
2. Please describe the building materials use on existing buildings in the vicinity of the site:
  
3. Please provide any other information that may be relevant to this application:

**Note:** All items must be included in the application in order for it to be deemed complete. Failure to include the requested items may result in a delay of the application process.



582 MARKET ST. SUITE 1800  
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28 February 2017

City of San Juan Bautista  
Planning Department  
311 Second Street  
San Juan Bautista, CA 95045

Project: 107 Third Street, APN: 002-210-004  
Zoning: MU  
Re: Environmental Setting

To Planning Commission:

### ENVIRONMENTAL SETTING

#### Project Site

The lot has the wider width and address on Third Street with a narrow portion extending and connecting to Franklin Street. The site is relatively flat with an elevation drop of just over 2 feet from Third Street to northwest corner of lot. The lot is relatively flat from northwest corner to Franklin Street. The first floor of building was used as a restaurant with a residential unit above and is situated between the Casa de Anza historic adobe and the Jardine de San Juan restaurant with a office/retail space separating the adjacent restaurant from project building. All of the properties are located within the Third Street NR Historic District. The block is also occupied by other retail buildings with several residential buildings along Franklin and Fourth Streets.

The property has a 2 story wood framed building at the Third Street frontage. The center "wing" of the building is a 1 story wood framed building that is approximately half the width of the front portion and extends to the northwest corner of the lot. The rear "wing" of the building is a tall 1 story that extends toward the narrow portion of the lot ending at Franklin Street. This rear part of the building was the garage.

#### Surrounding properties

The property to the southeast is the Casa de Anza Adobe which is listed on the National Register. The property to the northwest houses office/retail as well as the Jardine De San Juan restaurant. Other properties along Third house retail and food service uses with residential starting typically about half block away from Third Street. There is outdoor patio dining space at Jardine De San Juan restaurant. The residential at the south end of block has landscaped rear yards.

The proposed scope of work will utilize the existing building footprint, expanding to accommodate an accessible toilet room and stair to rear portion over the garage expanded with a second level.



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Change in scenic views or vistas from existing residential areas or public land or roads: ( ) Yes ☒ No

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Change in ocean, bay, lake, stream, or ground water quality or quantity, or alteration of existing drainage patterns: ( ) Yes ☒ No

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Change in pattern, scale, or character of surrounding area of project: ( ) Yes ☒ No

---

Significant amounts of solid waste or litter:

( ) Yes

☒ No

Substantial alteration to topography or ground contours:

( ) Yes

☒ No

Change in dust, ash, smoke, fumes, or odors in the vicinity of the project:

( ) Yes

☒ No

Substantial change in existing noise or vibration levels in the vicinity:

( ) Yes

☒ No

Building on filled land or on a slope of 10 percent or more:

( ) Yes

☒ No

Substantial change in demand for municipal services (police, fire, water, sewer, etc.):

( ) Yes

☒ No

Substantial increase in fossil fuel consumption (electricity, oil, natural gas, etc):

( ) Yes

☒ No

Relationship to a larger project or a series of projects:

( ) Yes

☒ No

Substantial change or increase of traffic on surrounding roads and highways:

( ) Yes

☒ No