



City of San Juan Bautista

The “City of History”

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AGENDA

REGULAR PLANNING COMMISSION MEETING

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

TUESDAY ~ APRIL 2, 2019

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 Planning Commission regarding any item on this agenda will be made available for public inspection at the meeting and in the City Clerk's office located at City Hall, 311 Second Street, San Juan Bautista, California during normal business hours.

**1. Call to Order
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 Commission during 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 Commission on any item at this time.

4. Action Items

A. Approve Affidavit of Posting Agenda

B. Consider a Recommendation by the Historic Resources Board for a Sign Permit for 312A Third Street. Applicant is Jeremy VanderKraats with Signs by Van.

5. Discussion Items

A. Report from Planner on Current and Upcoming Projects

6. Comments

A. Planning Commissioners

B. City Planner

C. City Manager

7. Adjournment

AFFIDAVIT OF POSTING

I, LAURA CENT, DO NOW DECLARE, UNDER THE PENALTIES OF PERJURY THAT I AM THE CITY CLERK IN THE CITY OF SAN JUAN BAUTISTA AND THAT I POSTED THREE (3) TRUE COPIES OF THE ATTACHED PLANNING COMMISSION AGENDA. I FURTHER DECLARE THAT I POSTED SAID AGENDA ON THE 28TH DAY OF MARCH 2019, 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 28TH DAY OF MARCH 2019.



LAURA CENT, CITY CLERK

CITY OF SAN JUAN BAUTISTA

HISTORIC RESOURCES BOARD/PLANNING COMMISSION

STAFF MEMO

DATE: April 2, 2019

FROM: Todd Kennedy, Associate Planner

Location: 312A Third Street, San Juan Bautista, CA 95045
APN #002-160-001

Proposal: **Sign Review for one sign located on the front of an existing building**

DISCUSSION:

Staff is requesting Sign Review for a Sign to be located on the front of an existing building located within the Downtown Historic District. The building is not historic and appears to have been built in 2016. A Peruvian retail store wishes to locate within the building and install a sign above the façade and the overhang.

There are two proposed designs submitted. One design shows a smaller sign with dimensions of 3 feet by 1.5 feet (4.5 square feet) and the other design shows a larger image of 5 feet by 2.5 feet (12.5 square feet). The City Sign Ordinance (Section 11-10 of the Zoning Code) requires signs in the Mixed-Use Zoning district to have a limit on size of .25 square feet for every one linear foot of street frontage.

The preferred design is the larger sign because it has both a pedestrian scale size and a driver scale size. The sign is also legible and blends in well with the building. Also, the colors and design appear to meet the design guidelines and the color scheme of the building. Per Section 11-10-130 of the Sign Code, exceptions to the sign code can be made to any maximum standard including size. In this instance, the larger sign design would be beneficial to the building and the public as a whole.

ACTION:

Staff recommends the Historic Resources Board recommend approval of this proposal to the Planning Commission and that Planning Commission motion to approve this proposal with the maximum size of 12.5 square feet. Staff does not

see any issue with this sign proposal. It appears to compliment the design of the building, blend in with the Downtown Historic District, and provide identification of the businesses for tourists and residents alike.

Attached:

Draft Resolution
Sign Spec Sheet for smaller sign
Sign Spec Sheet for larger sign
Sign Images with two sizes
Photos of the property

RESOLUTION 2019 - xx

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN JUAN BAUTISTA APPROVING A SIGN REVIEW FOR A NEW RETAIL BUSINESS LOCATED AT 312A THIRD STREET, SAN JUAN BAUTISTA. APN 002-170-001

WHEREAS, the Historic Resources Board conducted a public hearing on April 2, 2019 to review the proposed Sign, and

WHEREAS, the Historic Resources Board received oral comments, written correspondence, electronic communication and public testimony at the public hearing, and

WHEREAS, the Historic Resources Board reviewed the staff report for the project, and

WHEREAS, the Historic Resources Board has reviewed the proposed sign on the building within the Third Street Historic District and forwarded a recommendation to the Planning Commission, and

WHEREAS, the Historic Resources Board made a recommendation of approval of the proposed Sign Review to the Planning Commission, and

WHEREAS, the Planning Commission conducted a public hearing on April 2, 2019 to review the proposed Sign Review, and

WHEREAS, the Planning Commission received oral comments, written correspondence, electronic communication and public testimony at the public hearing, and

WHEREAS, the Planning Commission reviewed the staff report for the project, and

WHEREAS, the Planning Commission has considered the recommendation from the Historic Resources Board and makes the following finding to approve the Sign Review request.

1. That the proposed Sign Review request is compatible with the historic context of the Historic District and that it does not have any impacts on the character of the property and buildings.

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of San Juan Bautista hereby approves the Sign Review located at 312A Third Street, San Juan Bautista, California, subject to the following conditions.

1. The proposed scope of work indicated on the submitted plans for this Sign Review is subject to all applicable Planning and Building.
2. Any proposed use or accessory uses onsite shall be subject to the requirements and standards of the Mixed-Use Zone, Historic Resources Ordinance, and any applicable zoning standards.

PASSED AND ADOPTED by the Planning Commission of the City of San Juan Bautista at a regular meeting held on April 2, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Scott Freels, Chairperson

ATTEST:

Laura Cent, City Clerk



16130 Highway 156, Salinas, CA 93907
(831) 200-9680
www.signsbyvan.com
License #: 866499

Client:
Peruvian Connection



CAUTION: Proofreading is your responsibility!
If anything is wrong now, it will be wrong in the final proof.
At this point we will correct any of *our* mistakes at no cost to you.
Your signature below tells us you have OK'd the work and assume
full and final responsibility for accuracy.

- ☐ PROOF OK
☐ PROOF OK WITH CHANGES
☐ CHANGE & EMAIL NEW PROOF

APPROVAL SIGNATURE _____
DATE _____

← 36" →

17.75"

Custom Light Brown

Custom Brown

Font: Helvetica Black

Font: Ballantines Serial

Background: Behr Premium Plus Ultra Flat

Material/Substrate: Western Red Cedar
Single-sided

Size: 36" x 17.75"

Thickness: 1½"

Applicaton: Sandblasted

Background color: Behr Premiun Plus Ultra Flat

Font: Custom Light Brown

Laminate: n/a

Special Treatment: None

Attachment Method: Attached to base by others

Quantity: 1

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full and final responsibility for accuracy.

- ☐ PROOF OK
☐ PROOF OK WITH CHANGES
☐ CHANGE & EMAIL NEW PROOF

APPROVAL SIGNATURE _____
DATE _____

60"

30"

Custom Light Brown

Custom Brown

Font: Helvetica Black

Font: Ballantines Serial

Background: Behr Premium Plus Ultra Flat

Material/Substrate: Western Red Cedar
Single-sided

Size: 60" x 30"

Thickness: 1½"

Applicaton: Sandblasted

Background color: Behr Premium Plus Ultra Flat

Font: Custom Light Brown

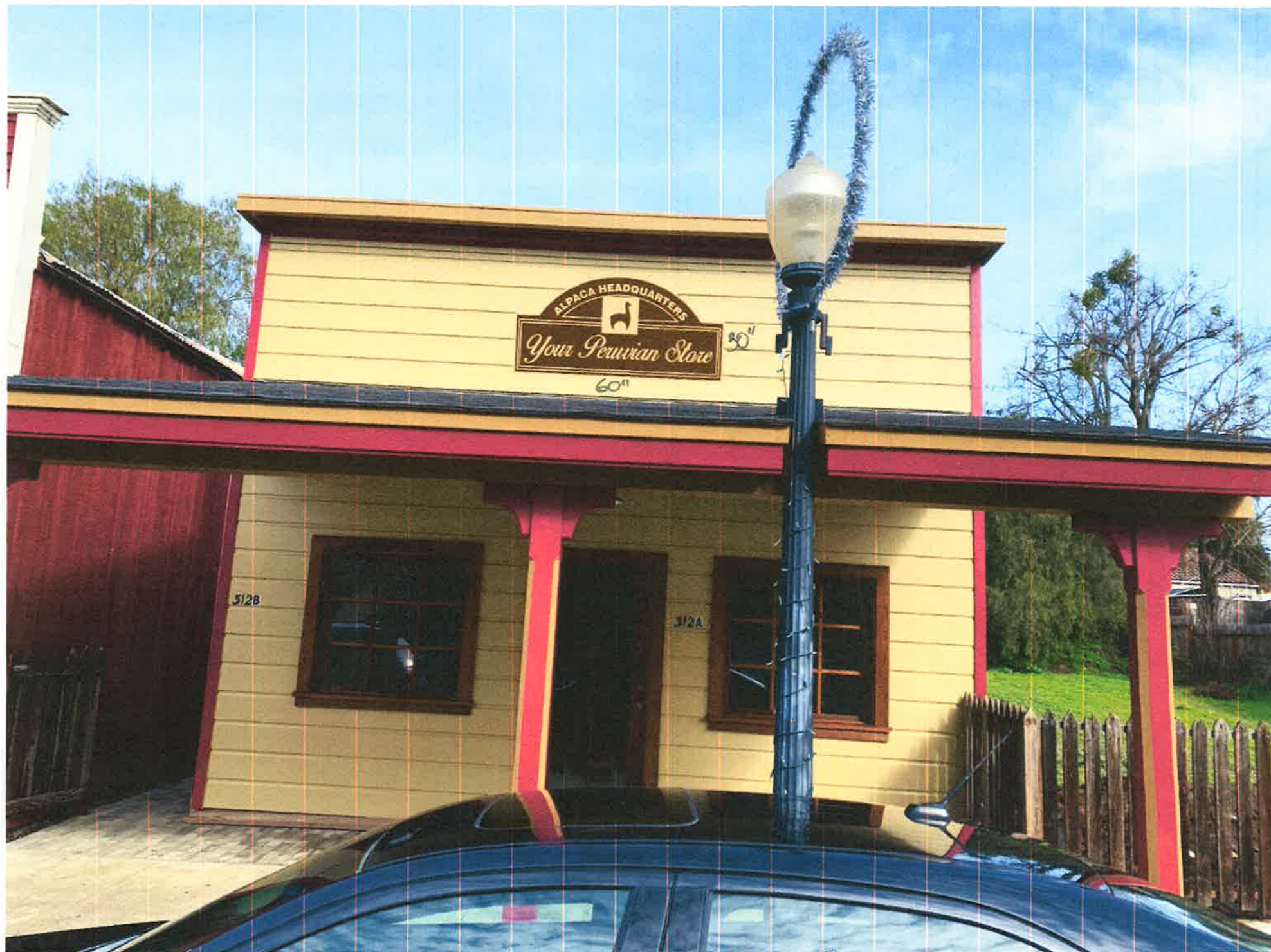
Laminate: n/a

Special Treatment: None

Attachment Method: Attached to base by others

Quantity: 1

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SEP California 2016
4HGB781

312B

312A



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SEP California 2015
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3128

312A

	Project Name - Current City/Development Projects - Upgrades, Changes, Fixes	Issues/Notes/general info	Status	Permit Issuance	Violations	Comments/Complaints Questions	Likelihood of Completion (Red or Green)
	Building/Planning						
1	Casa Rosa	Casa Rosa was approved by City Council in April of 2017. Building Permits were never issued and demolition began before approval was given. The property has since been left in a state of disrepair to the current date. The city hired a structural engineer to make recommendation on fixes to the building. City Council heard the case on 2/25/19 Special Meeting. Passed the proposal as an Abatement. Recommendations are being gathered from contractors. Historic Resources Board heard the case and a statement from a contractor on 3/12/19. City Manager and Building Official have been discussing the matter (3/27/19)	Project was approved by HRB as minor alteration (4/4/17). Scope of work indicates major alteration. Work took place without building permits.	Site Design and Review performed by HRB and Planning Commission approved in April of 2017. No building permits applied for or approved. Evidence suggests the City Staff was aware of the work being done at the time.	Building has been tagged as an unsafe structure. Violations of the Municipal Code include Section 5-8-110 and Section 5-8-190.	Staff has been reporting as developments have continued, including meeting with the owner and hiring a Structural Engineer consultant. Results of the Structural Engineer report address 3 issues present that must be addressed in order to reopen the public right-of-way. City is beginning the abatement process. Possible alterations for safety purposes have been discussed at the 3/12/19 HRB meeting. Building Official and City Manager have been discussing the matter and contractor information is being gathered. (3/27/19)	Abatement process to begin shortly. After repairs are completed, the right-of-way will be reopened.
2	Fault Line Restaurant	Garage was damaged by a tree fall in 2/17. Project was approved by Commission on 10/2/18 with conditions. Council Approved the zone change for Faultline site and residence at 17 Franklin on 12/18/18. Awaiting revised plans from applicant that meet the last round of comments from City Staff. Should be submitted during the week of 4/1/19. (3/27/19)	Zoning classification onsite is Mixed-Use. Awaiting revised plans that meet building, engineering, and planning comments.	Permits are required for the garage reconstruction. Permits have been filed, but need more information per building, engineering, and planning before issuance can take place.	demolition was done without permit issuance	Staff is working with the applicant to finish the accessory building and ultimately reopen the restaurant. Awaiting revised plans. Should be submitted during the week of 4/1/19. (3/27/19)	Revised permit plans
3	10 Franklin existing construction, alteration, and demolition	Approved per permit issuance by Permit Number 2017149 in 2015. Construction has been ongoing. Building Official reviewed the plans and permit material. Determined it as valid and may continue as approved. Property owner must apply for the zone change through application process and initiate the CEQA review. The property owner has been notified and will be in touch with city staff. (3/27/19).	phase 1 for the multi-unit building construction is currently underway.	yes	none	It is anticipated to demolish at least one of the other buildings onsite. The property owner has given the ok to include his property in that change. Property owner must move forward with zone change by their application if they wish to change the zone from Public Facility to Mixed - Use. Further CEQA review is required as part of the process. Property owner will be in touch with city staff. (3/27/19)	Property owner has been notified of the City's position. Awaiting response on the next steps.
4	Harvey's Lockup	progress is being made on the frontage & right-of-way improvements. Interior sprinklers have been installed in one area of the building, but need to cover the entire building per Fire Code. Fire Alarm and smoke detectors have been installed (3/27/19)	Frontage work is in progress. Fire sprinkler work and prevention system to be completed in all phases. Applicant is ahead of schedule.	No active building permits. Encroachment permit to be pulled as needed.	n/a	Requirements of conditions of approval are in progress. After checking in, the applicants are working towards inspections. A final inspection for the fire alarm system has been scheduled for 3/6/19. The inspection took place on March 6, 2019 and it passed per the Fire Marshall. Progress is being made to meet the entire agreement (3/27/19).	Owner is working with his contractor to install heat and smoke detection systems.
5	Rancho Vista Subdivision	42 active permits. 3 new permit applications have been submitted.	Under Construction	42 active permits.	none	Construction on issued permits is slowly wrapping up. It is expected that we will see more permit applications toward the end of the rainy season. Three new permit applications have been submitted (3/27/19).	To be Determined - Permit issuance has slowed down

	Project Name - Current City/Development Projects - Upgrades, Changes, Fixes	Issues/Notes/general info	Status	Permit Issuance	Violations	Comments/Complaints Questions	Likelihood of Completion (Red or Green)
6	Copperleaf Subdivision	20 permits issued as of 3/27/19. Several permits have been reviewed and signed off by Planning as of 3/27/19.	Under Construction	Permits have been issued	n/a	Traffic and Park development fee held until approved agreement or Final Inspection on each project. Several permit applications have been submitted to the City for review. Passed Planning Review (3/27/19)	To be Determined - Estimate of Winter 2019
7	Building Department activity.	Work continues on both subdivisions while smaller projects take place inside the city. Notable Projects include Midnight Express Warehouse undergoing plan check and Hillside Vista (D'Ambrosia) Phase 2 is being discussed. (3/27/19)	n/a	n/a	none	Code Enforcement is making regular rounds to check for work being done without permits and violations of the Municipal Code.	n/a
9	70 Muckelemi	Applicant wishes to either demolish or alter the Chalmers House onsite that is in bad condition. He wishes to develop the site with a mix of uses and housing units. Discussion is underway with the property owner and interest on the neighboring parcel has been noted. (3/27/19)	Staff has reviewed past documents onsite from 2006. It was determined the applicant should start with brand new documents because of the age and how the circumstances have changed.	no	No violations. There was a notice of nusiance because of the condition of the old chalmers house.	Property owner presented an informal project review to Planning Commission on 2/5/19. General response was positive and are looking forward to reviewing plans. Applicant followed up with staff. Asked about the process and applications. Spoke with the City Manager. Adjacent Parcel has interest (3/27/19)	No-ETA yet, but discussion is continuing.
10	Brewery	Project is showing activity towards deed to perfect and continuation of project towards to completion. Staff met with them and provided a follow up letter to them in December 2018.	no applications yet, working with owner for submittal.	No permits issued	none	Staff is working with the property owner. Met with the property owner on 12/5/18. Staff followed up and as of 2/19/19, the applicatns are creating the plans and preparing for submittal. (3/27/19)	no-ETA yet
11	Building Department activity.	Larger Projects: D'Ambrosia Project has it's first 3 Models approved by the Building Plan Check. No permits issued for project. Rancho Vista Subdivision has been Issued multiple Occupancies since the Water Moratorium was lifted. Copperleaf has recied Temporary Occupancy on their Sales office. (2/12/19)	n/a	n/a	none	None at this time. (2/12/19)	n/a
12	Code Enforcement Activity	Code Enforcement is making regular rounds of the city, looking for work taking place without permits, parking violations, and other nuisances. (2/12/19)	n/a	n/a	none	None at this time. (2/12/19)	n/a
13	General Plan Timeline	General Plan was updated and adopted in 2/16. The housing element is being reviewed. We need to do so per State requirement. Housing Element Workshop has taken place. Got feedback from the public. Draft housing element has been submitted by EMC. City Manager reviewed and made comments. Planning is gathering past permit data. (3/27/19)	n/a	n/a	n/a	Staff is working on getting the Housing Element squared away for the State. Workshop has taken place. Working towards the first part of the 5th cycle requirements. Draft element has been submitted by the consultant. Review and edits have been provided. Past permit data is being gathered. (3/27/19)	end of 2019
	New Development						

	Project Name - Current City/Development Projects - Upgrades, Changes, Fixes	Issues/Notes/general info	Status	Permit Issuance	Violations	Comments/Complaints Questions	Likelihood of Completion (Red or Green)
1	Hillside Vistas	First Phase Approved for first 8 lots. Master set is under review for design. No construction has started. Phase 2 is anticipated. Higher density residential development may be done on phase 2.	Phase 1 completed and anticipated to be built out. Phase 2 to come.	No permits have been issued.	none	Staff has followed up with them and met with them on 2/7/19. Plan revisions are taking place. Phase 2 may be redone with a higher density residential development. The applicant stated that in 3 months or so, applications will be turned in.	The developer has met with staff. Eager to continue with the project
2	Loazza (957 First Street - 4 Parcel Minor Subdivision)	Review has started. Waiting for application payment. Staff met with the applicants on 3/22/19. Anticipated to get their complete application for 4 parcel minor subdivision. (3/27/19).	CEQA review completed. Staff is starting review.	No permits issued	none	Awaiting the \$5,000 payment at this time. Roundabout adjacent to Rancho Vista was discussed. Anticipated to receive minor subdivision application after 3/22/19 meeting. (3/27/19)	unknown
3	Gas Station to be located along The Alameda and Hwy 156	Staff is working with the applicant to help move the project forward.	can move forward.	no permits have been issued	none	Applicant is revising plans. A decelartion lane would need to be installed along Hwy 156.	Court ruled in favor of the project
6	404 and 406 Third Street - Proposed Vietnamese Bistro and residential unit expansion	The property owners wish to open a new Bistro inside an existing building downtown. They also wish to relocate permanently to town and expand an existing residential unit in the rear of 406 third Street	Minor Alteration approved by Commission	A health permit has been issued previously. Awaiting plan updates to accommodate fire and building requirements.	n/a	S taff met with the applicants and went through the requirments. Fire requirments are currently being worked out between City Staff, applicants, and the fire marshall (3/5/19)	Case was approved by Planning Commission
7	Midnight Express	Approved by Commission Resolution. Plan set has been submitted for permit review. Applicant reduced the size of their project and would like to do it in phases.	Awaiting applicant response.	No permits have been issued.	n/a	Discussion about the development took place and phasing in parts of the development were discussed. They would like to reduce the intensity of the project scope by reducing the size of the building from 15,000 sqaure feet to 5,000 square feet and do the project in phases. They submitted a letter to City Staff making that formal request. City Staff signed that letter. A temporary project is taking place right now. Further review from City Staff is taking place. (3/27/18).	staff has issued first round of comments after review.
Infrastructure							
	Traffic Circle	Roundabout is under review. Meritage has been commissioned to do a traffic study. Street classifications for the First Street Segment has been determined (3/27/19)	under review	n/a	n/a	Street classification for First Street has been determined. A traffic study has been commissioned. Further information is anticipated to follow (3/27/19).	progress can continue, but final product needs to be determined
	Signage	Monument signs have been discussed. There is an interest in putting in monument signs in gateway locations. More review and planning needs to be discussed (3/5/19).	further consideration is needed	n/a	n/a	Staff and San Juan Committee Member met with a sign contractor to discuss possible signs and monument signs. Locations, designs, and logo will need to be reviewed with Planning Commission (3/5/19).	No ETA at this time