



City of San Juan Bautista

The "City of History"

www.san-juan-bautista.ca.us

AGENDA

REGULAR PLANNING COMMISSION MEETING

TUESDAY ~ APRIL 6, 2021 ~ 6:00 P.M.

~ PUBLIC PARTICIPATION BY ZOOM ONLY ~

Join Zoom Meeting <https://zoom.us/j/81388578879>

or call 1 (669) 900-6833

Meeting ID: 813 8857 8879

THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20

In order to minimize the spread of the COVID 19 virus the Planning Commission is conducting this meeting by Zoom conference and will be offering alternative options for public participation. *Please follow the Governor's Shelter in Place Order and the CDC Guidelines regarding preventative measures and do your part to help flatten the curve and prevent further spread of COVID-19.*

PUBLIC COMMENTS WILL BE TAKEN ON AGENDA ITEMS BEFORE ACTION IS TAKEN BY THE PLANNING COMMISSION. DURING THE MEETING: TO PROVIDE VERBAL PUBLIC COMMENTS ON AN AGENDA ITEM DURING THIS MEETING CALL THE PHONE NUMBER LISTED ABOVE OR LOG INTO ZOOM AND ENTER THE MEETING ID NUMBER AS LISTED ABOVE.

When the Chairperson announces public comment is open for the item which you wish to speak, press *9 on your telephone keypad or if joining by Zoom, use the raise your hand icon. When called to speak, please limit your comments to three (3) minutes, or such other time as the Chairperson may decide, consistent with the time limit for all other speakers for the particular agenda item.

Written comments may be mailed to the Deputy City Clerk at City Hall (P.O. Box 1420, San Juan Bautista, CA 95045), or emailed to deputycityclerk@san-juan-bautista.ca.us not later than 5:00 p.m., April 6, 2021, and will be read into the record during public comment on the item.

In compliance with the Americans with Disabilities Act, and Governor's Order N-29-20, the City will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the Deputy City Clerk a minimum of 48 hours prior to the meeting at (831) 623-4661.

If you challenge any planning or land use decision made at this meeting in court, you may be limited to raising only those issues you or someone else raised at the public hearing held at this meeting, or in written correspondence delivered to the City Council at, or prior to, the public hearing. Please take notice that the time within which to seek judicial review of any final administrative determination reached at this meeting is governed by Section 1094.6 of the California Code of Civil Procedure.

Materials related to all items on this agenda are available in the agenda packet on the City website www.san-juan-bautista.ca.us subject to Staff's ability to post the documents before the meeting, or by emailing deputycityclerk@san-juan-bautista.ca.us or calling the Deputy Clerk (831) 623-4661 during normal business hours.

**1. Call to Order
Roll Call**

**2. Public Comment on Items Not on the Agenda but Within the Subject Matter
Jurisdiction of the Planning Commission**

This portion of the meeting is reserved for persons desiring to address the Commission on matters not on this agenda. The law does not permit Commission action or extended discussion of any item not on the agenda except under special circumstances. If Commission action is requested, the Commission may place the matter on a future agenda.

3. 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 Planning Commission, a staff member, or a citizen.

A. Approve Affidavit of Posting the Agenda

B. Approve Minutes of the August 6, 2019 Planning Commission Meeting

C. Approve Minutes of the February 2, 2021 Planning Commission Meeting

4. 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.

5. Action Items

A. Consider Resolution 2021-XX Recommending to the City Council Amendment of the Fence Ordinance to Increase Fence Heights to Minimalize Highway and Nonresidential Use Impacts and Prohibit Location Closer Than Three Feet from a Fire Hydrant

B. Consider Resolution 2021-XX Recommending to the City Council Recognition of a Private Building During National Preservation Month

C. Consider Resolution 2021-XX Recommending to the City Council Recognition of a Public Building During National Preservation Month

6. Comments

A. Planning Commissioners

B. City Manager

C. City Planner

7. Adjournment

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 PLANNING COMMISSION AGENDA. I FURTHER DECLARE THAT I POSTED SAID AGENDA ON THE 31st DAY OF MARCH 2021, 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 31st DAY OF MARCH 2021.



TRISH PAETZ, DEPUTY CITY CLERK

**CITY OF SAN JUAN BAUTISTA
PLANNING COMMISSION REGULAR MEETING
AUGUST 6, 2019
DRAFT MINUTES**

1. CALL TO ORDER – Vice Chairperson Matchain called the meeting to order at 6:22 p.m.

B. ROLL CALL **Present:** Commissioners Delgado, Brewer, Medeiros, and Matchain

Absent: Commissioner Freels

Staff Present: Associate Planner Kennedy, City Manager Reynolds and Administrative Services Manager Paetz

2. PUBLIC COMMENT
No comments were received.

3. INFORMAL PROJECT REVIEW
Nothing presented.

- 4. CONSENT AGENDA**
- A. Approve Affidavit of Posting Agenda**
 - B. Approve a Resolution Amending Resolution 2019-16 for 301 Third Street to Eliminate the Condition of Approval Referencing Parking**
 - C. Approve a Letter in Support of Separating the Historic Resources Board from the Planning Commission, submitted by the Subcommittee**

A member of the public, Cara Vonk, asked to pull Item C. A motion was made by Commissioner Medeiros and seconded by Commissioner Brewer to approve Items A and B on the Consent Agenda. The motion passed 4-0, with Commissioner Freels absent.

Consent Item C
Subcommittee Support for Separating the Historic Resources Board from the Planning Commission
Subcommittee members Brewer and Medeiros explained their letter of support. During public comment Cara Vonk stated she does not support separating the two bodies based on the size of the community, the number of people to serve, and separating the two bodies will result in applicants waiting longer to get a decision on their project.

A motion was made by Commissioner Medeiros and seconded by Commissioner Brewer to go forward with a draft letter. The motion passed 4-0, with Commissioner Freels absent.

5. ACTION ITEMS

A. Consider a recommendation from the HRB for a Minor Alteration to a building at 205 Third Street (APN 002-19-001) in the Downtown Historic District, to include paint and signage.

As the Historic Resources Board was not ready to make a recommendation, this item was continued to next month.

6. DISCUSSION ITEMS

A. Introduction of the Draft Housing Element by EMC Planning Group

Martin Carver of EMC Planning Group provided an update. During public comment, Cara Vonk commented on the need for incentives to build affordable housing.

B. Report from Planner on Current and Upcoming Projects

Associate Planner Kennedy presented a spreadsheet with the status of current and projects. A question and answer period followed. There was no public comment.

7. COMMENTS & REPORTS

A. Planning Commissioners

Commissioner Medeiros commented on progress with development of the Mission owned Orchard Lot.

B. City Planner

No comments received.

C. City Manager

No comments were received.

8. ADJOURNMENT

The meeting adjourned at 7:16 p.m.

A motion was made by Commissioner Medeiros and seconded by Commissioner Matchain to adopt Resolution 2021-02 to extend the term of the Temporary Parklets on Third Street One Hundred Eighty Days or Until September 30, 2021. The motion passed unanimously, 5-0.

Whereupon, Chairperson Delgado recused herself from discussion of the next item as she owns property that is also her primary residence on Franklin Circle, and Vice Chairperson Matchain chaired the meeting.

B. Consider Again Franklin Park Design, Addressing Concerns with the ADA Walkway, Lighting, and Fire Hydrant

Lead Library Tech Rochelle Eagen provided a presentation, stating new issues have surfaced with the design plan that need to be addressed since the last meeting, specifically, the hydrant cannot be changed, proposal to use solar lighting as no electric is available, placement of a sign, and move ADA access to opposite corner at the intersection. City manager Reynolds reminded Commissioners that they passed a resolution with one design, and now need to accept a new design.

A motion was made by Commissioner Medeiros and seconded by Commissioner Bains to update the Resolution to accept Option B. The motion passed unanimously, 4-0 with Commissioner Delgado absent.

Whereupon, Commissioner Delgado returned to the meeting.

6. DISCUSSION ITEMS

A. Review Proposed Re-Organization of Planning and Community Development Department, Review City Council Strategic Plan, and Suggest Areas for Change and Reconsideration

City Manager Reynolds followed up on the presentation to the Historic Resources Board. During public comment, Cara Vonk supported focusing on business and community development.

B. Report on UGB Ad Hoc Committee Status, and the Housing and Community Development Grant Status

City Manager Reynolds followed up on his presentation to the Historic Resources Board. A question and answer period followed. During public comment, Cara Vonk, commented that houses should face the street, use as a template. EJ Sabathia commented on his desire to live in a small city, and he would like it to remain a small city.

7. COMMENTS & REPORTS

A. Planning Commissioners

Commissioner Morris-Lopez commented on the recent passing of City resident Vincent Pinuela Jr.

B. City Manager

Thanked the Commissioners for their feedback.

C. City Planner

No comments were received.

8. ADJOURNMENT

The meeting adjourned at 9:31 p.m.

CITY OF SAN JUAN BAUTISTA
PLANNING COMMISSION STAFF REPORT

To: The Honorable Chair and Planning Commission

From: The City Attorney

RE: AMENDMENTS TO FENCE ORDINANCE TO INCREASE FENCE HEIGHTS TO MINIMIZE HIGHWAY AND NONRESIDENTIAL USE IMPACTS AND PROHIBIT LOCATION CLOSER THAN THREE FEET FROM A FIRE HYDRANT

Date: March 24, 2021

REQUEST:

It is requested that the City Planning Commission:

1. Review the attached draft Ordinance to increase fence heights if needed to mitigate noise or provide screening from adjoining highways or nonresidential use and ban locations closer to fire hydrants, including environmental review; and,
2. Make a recommendation to the City Council that it approve the environmental review and Ordinance in its current form.

BACKGROUND:

A recent code enforcement action brought to light the fact that it might benefit residents to be able to increase their fence heights to mitigate noise impacts from Highway 156 and Highway 101. Staff thought it would be beneficial to also include the ability to increase fence heights to shield residential properties from nonresidential uses. In reviewing the change to the ordinance, the City Manager wanted to add a provision related to the location of fences next to fire hydrants. These provisions are included in the Fire Code but it would benefit residents to have the restrictions readily available when they are considering the installation or improvement of their fence.

ENVIRONMENTAL REVIEW

The approval of this ordinance is not subject to the California Environmental Quality Act ("CEQA") because pursuant to CEQA Guidelines 18.36.050 any project to construct a fence is exempt from review. The ordinance only address the requirements for the construction of fences.

DISCUSSION:

Very simple changes to the current ordinance are proposed to address a current code enforcement issue. It is noted that many cities have more complicated fence ordinances. The Planning Commission could study more complicated ordinances from other cities and recommend more far-reaching changes if the Commissioners feel that it is warranted. However, that could take some time, considering the workload and priorities of the Planning Commission. Therefore, the passage of the simpler ordinance is recommended in the interim.

It is also noted that this ordinance gives the City Manager or his designee the ability to determine at the counter whether the additional height is needed to mitigate noise impacts or provide screening from adjoining highways or nonresidential uses. This function could be assigned to the Planning Commission but that would increase staff workloads and complicate the process. The City Manager feels he can make the decision based on the location of the fence and does not require the expertise of the Planning Commission in making this decision. If the Planning Commission feels differently, this provision can be changed to bring the matter to the Planning Commission for review and approval.

CONCLUSION:

It is recommended that the attached ordinance and environmental review be approved by the Planning Commission and forwarded to the City Council for a first and second reading to pass the Ordinance expeditiously.

EXHIBIT "A"

ORDINANCE 2021-XX

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN JUAN BAUTISTA
AMENDING THE SAN JUAN BAUTISTA MUNICIPAL CODE CHAPTER 10-1, TO
REVISE SECTION 10-1-505 TO INCLUDE AN INCREASE IN FENCE HEIGHTS IF
NEEDED TO MITIGATE NOISE OR PROVIDE SCREENING FROM ADJOINING
HIGHWAYS OR NONRESIDENTIAL USE AND TO PROHIBIT FENCES CLOSER THAN
THREE FEET FROM A FIRE HYDRANT**

(EXEMPT FROM CEQA)

WHEREAS, the San Juan Bautista Planning Commission has reviewed the amendment to the Fence Ordinance proposed by staff and recognizes an need for an amendment to decrease noise impacts and increase safety for City residents and recommends that the City Council amend Chapter 10-1, Section 10-1-505 of the City Code to include new subparagraphs (E) and (F) to allow fence heights to be increased to mitigate noise and provide screening from adjoining Highways and Nonresidential uses and to prohibit fences closer than three fee from a fire hydrant; and,

WHEREAS, this project to amend the fence ordinance is exempt from the California Environmental Quality Act under Guideline 18.36.050, which exempts the construction of fences.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN JUAN BAUTISTA HEREBY ORDAINS AS FOLLOWS:

Section10-1-505 shall be revised to add two new subparagraphs as follows:

(E) The height of a wall or fence along any side or rear yard may exceed the requirements in this Article 5 if the City Manager or his designee determines that the additional height is needed to mitigate noise impacts or provide screening from adjoining highways or nonresidential uses. The wall or fence shall not exceed the height necessary to mitigate noise and screen undesirable views.

(F) Fences and walls shall be located to maintain a minimum of three feet of clearance around the circumference of any fire hydrant.

The FOREGOING ORDINANCE was first read at a regular meeting of the San Juan Bautista City Council on the ___ th day of _____, 2021, and was adopted at a regular meeting of the San Juan Bautista City Council on the ____ th day of _____, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayor Leslie Q. Jordan

ATTEST:

Shawna Freels, City Clerk

APPROVED AS TO FORM:

Deborah Mall, City Attorney

RESOLUTION 2021-XX

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN JUAN
BAUTISTA RECOGNIZING _____ DURING NATIONAL PRESERVATION
MONTH AND RECOMMEND TO THE CITY COUNCIL**

WHEREAS, the month of May is National Preservation Month, and historic preservation is an effective tool for managing growth and sustainable development, revitalizing neighborhoods, fostering local pride, and maintaining community character while enhancing livability, and

WHEREAS, the City of San Juan Bautista supports the Secretary of the Interior's Standards for the Treatment of Historic Properties, "intended to promote responsible preservation practices that help protect our Nation's irreplaceable cultural resources," and

WHEREAS, the function of the Planning Commission is to guide the orderly development of the City in accordance with the General Plan and other policy documents, and

WHEREAS, the Planning Commission wishes to recognize a property owner whose rehabilitation of a private building reflects the City's goals to maintain its historical ambiance by preserving and restoring the structure at 700 Third Street, historically known as the "E. A. Reynolds house":

- Repainting the exterior to a fresh, cheerful blue with white accenting the architectural details of this Victorian house
- Restoring the landscaping to an authentic, simple, old-fashioned garden
- Replacing the white picket fencing
- Creating curb appeal for visitors
- Maintaining architectural features
- Providing a welcoming and inviting appearance to one of the gateways to historic San Juan Bautista
- Extending the economic life of the building
- Modeling responsible stewardship of an historic building, a residence since about 1880.

NOW, THEREFORE, BE IT RESOLVED, at its meeting on April 6, 2021, the Planning Commission of the City of San Juan Bautista, on behalf of its citizens, acted to recognize the efforts of _____ in renewing an existing resource at 700 Third Street and energizing the local economy, and thanks her for being an involved citizen.

PASSED AND ADOPTED by the Planning Commission of the City of San Juan Bautista on this 6th day of April 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Chairperson Yolanda Delgado

Trish Paetz, Deputy City Clerk

RESOLUTION 2021-XX

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN JUAN BAUTISTA RECOGNIZING JULIAN PONCE DURING NATIONAL PRESERVATION MONTH AND RECOMMEND TO THE CITY COUNCIL

WHEREAS, the month of May is National Preservation Month, and historic preservation is an effective tool for managing growth and sustainable development, revitalizing neighborhoods, fostering local pride, and maintaining community character while enhancing livability, and

WHEREAS, the City of San Juan Bautista supports the Secretary of the Interior's Standards for the Treatment of Historic Properties, "intended to promote responsible preservation practices that help protect our Nation's irreplaceable cultural resources," and

WHEREAS, the function of the Planning Commission is to guide the orderly development of the City in accordance with the General Plan and other policy documents, and

WHEREAS, the Planning Commission wishes to recognize a property owner whose rehabilitation of a public building reflects the City's goals to maintain its historical ambiance by preserving and restoring the historic Bluebird Hotel at 401, 403, 405 Third Street:

- Using a fresh two-tone blue and white paint palette to enhance the architectural details of this ~1894 Carpenter-Italianate style building
- Creating curb appeal for visitors
- Enhancing the economic vitality of the nationally-registered San Juan Bautista Third Street Historic District
- Extending the economic life of the building
- Modeling responsible stewardship of an historic building,

NOW, THEREFORE, BE IT RESOLVED, at its meeting on April 6, 2021, the Planning Commission of the City of San Juan Bautista, on behalf of its citizens, acted to recognize the efforts of Julian Ponce in renewing an existing resource at 401, 403, 405 Third Street and energizing the local economy, and thanks them for being involved citizens.

PASSED AND ADOPTED by the Planning Commission of the City of San Juan Bautista on this 6th day of April 2021, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Chairperson Yolanda Delgado

Trish Paetz, Deputy City Clerk