



City of San Juan Bautista

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AGENDA

REGULAR PLANNING COMMISSION MEETING

TUESDAY ~ FEBRUARY 1, 2022 ~ 6:00 P.M.

~ PUBLIC PARTICIPATION BY ZOOM ONLY ~

Join Zoom Meeting <https://zoom.us/j/85236481045>

or call 1 (669) 900-6833

Meeting ID: 852 3648 1045

THIS MEETING WILL BE CONDUCTED PURSUANT TO GOVT. CODE §54953(e)(1)(A).

In order to minimize the spread of the COVID 19 virus the Planning Commission is conducting this meeting by Zoom webinar and will be offering alternative options for public participation. You are encouraged to watch the meeting live on Zoom or Facebook.

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. Comments from other platforms will not be considered during the meeting. If you would like to participate you **MUST** log in to Zoom.

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., February 1, 2022, and will be read into the record during public comment on the item.

In compliance with the Americans with Disabilities Act, 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

Pledge of Allegiance

2. Ceremonial Items

A. Select Chairperson

B. Select Vice Chairperson

**3. 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.

4. 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 Affidavit of Posting the Public Hearing Notice

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

D. Approve Minutes of the December 7, 2021 Planning Commission Meeting

5. 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.

A. No projects to present.

6. Public Hearing Items

A. Review recommendation of the Historic Resources Board; Adopt a Resolution of the Planning Commission of the City of San Juan Bautista Approving a Combined Development Permit Consisting of: 1) Lot Line Adjustment to Adjust Parcel A (0.163 Acres / 7,105 sf) and Parcel B (0.137 Acres / 6005 sf) to Parcel 1 (0.15 Acres/ 6550 sf) and Parcel 2 (0.15 Acres / 6550 sf); 2) Conditional Use Permit to Allow the Establishment of a Bar on the Main Floor; 3) Conditional Use Permit to Allow On-Site Alcohol Sales/Consumption; 4) Site & Design Review Permit to Allow Two Multi-Family Dwelling Units [1 – 2 bed/1 bath (920 sf) and 1 – 1 bed/1 bath (707 Sf)] Totaling 1,627 sf for the Property Located at the Intersection of The Alameda and Pearce Street, APN: 002-460-002 and 002-460-001. The Applicants are Jesus and Katherine Zavala.

7. Action Items

A. Review the Recommendation of the Urban Growth Boundary (UGB) Committee and Recommend to the City Council Approval of a Sphere of Influence Study Program

8. Comments

A. Planning Commissioners

B. Community Development Director (Report attached – Informational Only)

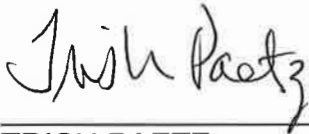
9. Adjournment

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 26th DAY OF JANUARY 2022, 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 26TH DAY OF JANUARY 2022.



TRISH PAETZ
DEPUTY CITY CLERK

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 PUBLIC HEARING NOTICE. I FURTHER DECLARE THAT I POSTED SAID NOTICE IN THE FOLLOWING LOCATIONS IN SAID CITY OF SAN JUAN BAUTISTA, COUNTY OF SAN BENITO, CALIFORNIA ON THE 21st DAY OF JANUARY.

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 25TH DAY OF JANUARY 2022.



TRISH PAETZ
DEPUTY CITY CLERK

**NOTICE OF PUBLIC HEARING
CITY OF SAN JUAN BAUTISTA**

Pursuant to Government Code Section 65090, the **Planning Commission** of the City of San Juan Bautista gives notice of a public hearing on **February 1, 2022** at 6:00 p.m.

In order to protect public health, the meeting will be held via teleconference and accessible electronically. There will be NO physical location of the meeting for members of the public or the Commission. Members of the public and the Commission may participate virtually. Members of the public are instructed to be on mute during the proceedings and to speak only when public comment is allowed, after requesting and receiving recognition from the Planning Commission Chairperson.

During the public hearing, the following items will be discussed:

- Consider the recommendation of the Historic Resources Board.
- Consider a Resolution for a Combined Development Permit for the property located at the intersection of **The Alameda and Pearce Street (APN 002-460-002 and 002-460-001)**. The applicants are Jesus and Katherine Zavala.
 - 1) Lot Line Adjustment to adjust Parcel A (0.163 acres / 7,105 SF) and Parcel B (0.137 acres / 6005 SF) to Parcel 1 (0.15 Acres/ 6550 sq ft) and Parcel 2 (0.15 acres/6550 SF);
 - 2) Conditional Use Permit to allow the establishment of a bar on the main floor;
 - 3) Conditional Use Permit to allow on-site alcohol sales/consumption;
 - 4) Site & Design Review Permit to allow the construction of a 3,525 SF mixed use building including two multi-family dwelling units [1 – 2 bed/1 bath (920 SF) and 1 – 1 bed/1 bath (707 SF)] totaling 1,627 SF, and a 1,367 SF ground floor restaurant.

CEQA: The project is exempt from CEQA per Sections 15303 and 15305.

Staff reports and the full text of all items to be discussed will be available for public review at City Hall and on the City website on **January 28, 2022**. All members of the public are encouraged to attend the meeting **remotely via Zoom** at <https://us02web.zoom.us/j/85236481045> and may address the Planning Commission on the issue during the public hearing. Written comments may be hand delivered or mailed to City Hall (311 Second Street, P.O. Box 1420, San Juan Bautista, CA 95045), or emailed to acm-cddirector@san-juan-bautista.ca.us, not later than **5:00 p.m., February 1, 2022**.

If a challenge is made on the action of the proposed project, pursuant to Government Code Section 65009 court testimony may be limited to only those issues raised at the public hearing described in this notice or in written correspondence delivered to the City at or prior to the public hearing.

**CITY OF SAN JUAN BAUTISTA
PLANNING COMMISSION REGULAR MEETING
NOVEMBER 2, 2021
DRAFT MINUTES**

(Meeting held via Zoom Internet Video/Audio Conference Service)

1. CALL TO ORDER – Chairperson Delgado called the meeting to order at 6:03 p.m.

B. ROLL CALL **Present:** Commissioners Morris-Lopez, Bains
and Medeiros

Absent: Commissioners Matchain

Staff Present: Community Development Director Brian Foucht
and Administrative Services Manager Paetz

2. PUBLIC COMMENT

No public comment was received.

3. CONSENT ITEMS

A. Approve Affidavit of Posting Agenda

B. Approve Minutes of the August 3, 2021 Planning Commission Meeting

A motion was made by Commissioner Bains and seconded by Commissioner Medeiros to approve all items on the consent agenda after correction of the minutes. The motion passed 4-0-0-1 with Commissioner Matchain absent.

4. INFORMAL PROJECT REVIEW

There were no projects for informal review.

5. ACTION ITEMS

A. Consider the Recommendation of the Parklet Ad Hoc Committee

i. Regarding Parklet Design Guidelines and the Role of the Parklet Ad Hoc Committee AND

ii. Adopt a Resolution Recommending that the City Council Adopt Guidelines for Design, Improvement and Use of Temporary Parklet Guidelines and the Role of the Parklet Ad Hoc Committee

Community Development Director Foucht provided a report. During public comment, Cara Vonk spoke against the parklets, stating many cities have done away with them. Debra Alnas spoke in support of the parklets. Fran Fitzharris spoke in support of parklets, and pointed out how the downtown mixes the old with the new technology, for example, placing QR Code on historic buildings, and commented that we need to be open to what will enhance the downtown. Director Foucht continues his report by reviewing the Design Guidelines for Temporary Parklets. Dr. Bains commented on how the businesses needed



the parklets to survive during the pandemic. Chairperson Delgado commented that tents need to come down at night. Commissioner Morris-Lopez commented she is not in favor of stores having parklets. Dr. Bains pointed out that the Parklet Committee includes members of the community.

A motion was made by Commissioner Bains and seconded by Commissioner Medeiros to adopt Resolution 2021-09 recommending that the City Council adopt Guidelines for Design, Improvement and Use of Temporary Parklet Guidelines, and the Role of the Parklet Ad Hoc Committee. The motion passed 3-0-1-1 with Commissioner Morris Lopez voting against and Commissioner Matchain absent.

6. COMMENTS & REPORTS

A. Planning Commissioners

Commissioner Bains thanked staff for getting the meeting packet to her. Commissioner Morris Lopez supports small business, and San Juan is not a ghost town but she has seen the downtown more vibrant. Chairperson Delgado suggested the following be placed on a future agenda items list: list of ADU's, Casa Rosa, Rosa's House, the Rancho Vista roundabout, and fluorescent lighting.

B. Community Development Director

Community Development Director Foucht commented that an EDC (Economic Development Committee) is being formed, and will be a citizens advisory committee.

7. ADJOURNMENT

The meeting adjourned at 7:23 p.m.



**CITY OF SAN JUAN BAUTISTA
PLANNING COMMISSION REGULAR MEETING
DECEMBER 7, 2021
DRAFT MINUTES**

(Meeting held via Zoom Internet Video/Audio Conference Service)

1. CALL TO ORDER – Chairperson Delgado called the meeting to order at 7:38 p.m.

B. ROLL CALL **Present:** Commissioners Matchain, Morris-Lopez, Bains,
and Medeiros

Staff Present: Community Development Director Brian Foucht
and Administrative Services Manager Paetz

Commissioner Bains announced that she would need to leave the meeting at 8:00 p.m.

2. PUBLIC COMMENT

Cara Vonk recommends Galvin and Associates for on-call. Wanda: Volunteers for peer review.

3. CONSENT ITEMS

A. Approve Affidavit of Posting Agenda

B. Approve Affidavit of Posting Public Hearing Notice

C. Approve Minutes of the January 5, 2021 Planning Commission Meeting

A motion was made by Commissioner Medeiros and seconded by Commissioner Matchain to approve all items on the consent agenda. The motion passed 3-0-2-0 with Commissioners Morris-Lopez and Bains abstaining from voting on the minutes as they were not present at the meeting.

4. INFORMAL PROJECT REVIEW

There were no projects for informal review.

5. PUBLIC HEARING ITEMS

A. Adopt a Resolution of the Planning Commission of the City of San Juan Bautista Approving a Combined Development Permit Consisting of: 1) Lot Line Adjustment to Adjust Parcel A (0.163 Acres / 7,105 sf) and Parcel B (0.137 Acres / 6005 sf) to Parcel 1 (0.15 Acres/ 6550 sf) and Parcel 2 (0.15 Acres / 6550 sf); 2) Conditional Use Permit to Allow the Establishment of a Bar on the Main Floor; 3) Conditional Use Permit to Allow On-Site Alcohol Sales/Consumption; 4) Site & Design Review Permit to Allow Two Multi-Family Dwelling Units [1 – 2 bed/1 bath (920 sf) and 1 – 1 bed/1 bath (707 Sf)] Totaling 1,627 sf for the Property Located at the Intersection of The Alameda and Pearce Street, APN: 002-460-002 and 002-460-001. The Applicants are Jesus and Katherine Zavala.



Senior Planner David Mack provided a staff report to the Planning Commission, and reviewed information using a slide show. Luis Vargas provided additional information with a slide show as well. During public comment, Cara Vonk pointed out that this presentation is premature. There was discussion about parking issues. Chairperson Delgado commented on the configuration of the lot line adjustment, and the alternative. Community Development Director Fouch reported that the Historic Resources Board's recommendation earlier tonight is to go to peer review.

A motion was made by Chairperson Delgado, and seconded by Commissioner Morris-Lopez, to table this item. The motion passed unanimously, 4-0-0-1, with Commissioner Bains absent for the vote.

6. COMMENTS & REPORTS

A. Planning Commissioners

B. Community Development Director

No comments provided.

7. ADJOURNMENT

The meeting adjourned at 8:43 p.m.





CITY OF SAN JUAN BAUTISTA PLANNING COMMISSION STAFF REPORT

AGENDA TITLE: Combined Development Permit consisting of: 1) Lot Line Adjustment to adjust Parcel A (0.163 acres / 7,105 SF) and Parcel B (0.137 acres / 6005 SF) to Parcel 1 (0.15 Acres/ 6550 SF) and Parcel 2 (0.15 acres/6550 SF); 2) Conditional Use Permit to allow the establishment of a bar on the main floor; 3) Conditional Use Permit to allow on-site alcohol sales/consumption; 4) Site & Design Review Permit to allow two multi-family dwelling units [1-2bed/1bath (920 SF) and 1-1bed/1bath (707 SF)] totaling 1,627 SF. **CEQA DETERMINATION:** Exempt per 15303 and 15305 of the California Environmental Quality Act.

Iworq Permit No. 116 (APNs: 002-460-001 and 002-460-002) (Pierce and The Alameda) (Jesus and Katherine Zavala)

MEETING DATE: February 1, 2022

SUBMITTED BY: David J. R. Mack, AICP, Contract Planner (Harris & Associates)

DEPARTMENT HEAD: Brian Foucht, Community Development Director

RECOMMENDED ACTION(S): Staff recommends the following:

1. Approve the Lot Line Adjustment to adjust the dimensions of Parcel A (0.163 acres / 7,105 SF) and Parcel B (0.137 acres / 6005 SF) to Parcel 1 (0.15 Acres/ 6550 SF) and Parcel 2 (0.15 acres/6550 SF);
2. Approve a Conditional Use Permit to allow the establishment of a bar on the main floor of the mixed-use building;
3. Approve a Conditional Use Permit to allow the onsite sale and consumption of alcoholic beverages; and
4. Approve a Site and Design Review Permit (DR-1) to allow two multifamily dwelling units in the mixed-use-building.

BACKGROUND INFORMATION:

The subject project is a proposed mixed-use building to be located on a vacant parcel at the intersection of The Alameda and Pearce Street (APN 002-460-002). The existing parcel is a 7,105 square feet (SF) (0.163 acre) vacant lot in a rectangular orientation



with the larger portion of the lot fronting Pearce Street. A lot line adjustment involving the adjacent L-shaped parcel (APN 002-460-001) would shift the rectangular orientation of Parcel 2 so that the larger portion of the lot fronts The Alameda and reduce the size of the parcel to 6,560 SF (0.15 acre) (see attached Lot Line Adjustment).

The lot line adjustment would place an existing barn on the realigned Parcel 2. This barn would be demolished prior to construction of the new mixed-use building. An existing house and garage on realigned Parcel 1 will remain.

Fronting on The Alameda is a proposed two-story, 3,525-SF mixed-use building with a 1,367 SF restaurant and bar on the ground floor, two (2) separate apartments totaling 1,627 SF and a 56 SF office on the second floor, and an attached 475-SF 2-car garage. The restaurant includes a bar and dining area, a kitchen, and two (2) restrooms. An outdoor courtyard will provide additional seating for customers. The second floor includes a 56-SF office associated with the restaurant and two residential units – Unit A (707 SF, 1 bedroom) and Unit B (920 SF, 2 bedrooms).

As specified in San Juan Bautista Municipal Code (SJBMC) Section 11-02-050, the project requires Site and Design Review for the multifamily residential units and Conditional Use Permits for the establishment of a bar on the main floor of the mixed-use building and for the onsite sale and consumption of alcoholic beverages.

PROCESS/ANALYSIS:

Lot Line Adjustment

SJBMC Section 10-2-200(M) defines a lot line adjustment as a minor shift or rotation of an existing lot line or other adjustments where a greater number of parcels than originally existed is not created.

Section 10-2-120 exempts a lot line adjustment between two (2) or more existing adjacent parcels where the land taken from one (1) parcel is added to an adjacent parcel from the required findings for filing a parcel map, provided the lot line adjustment is approved by the City Engineer.

Pursuant to Section 10-2-410(C), a tentative map and parcel map shall not be required for lot line adjustments provided that: 1) no additional parcel or building sites have been created; 2) the adjustment does not create the potential to further divide any of the original parcel into more parcels than would have been otherwise possible; and 3) there are no resulting violation of the San Juan Bautista Municipal Code.

The adjustment proposed Lot Line Adjustment is between two existing parcels or building site and does not create additional lots of building sites. The proposed adjustment does not create lots new lots large enough to be further divides than would have been previously allowed or possible. The proposed adjustment also does not require in violations of the municipal code or no-confirming lots/parcels. Therefore, a tentative map and/or parcel map is not required for the proposed adjustment.

Furthermore, because the proposed Lot Line Adjustment is consistent with the provisions of Section 10-2-410(c), no formal review or approval from the Planning Commission or City Council is required.

Conditional Use Permits

SJBMC Section 11-20-030 details the Findings the Planning Commission is required to make for all proposed Use Permit applications. The proposal requires the issuance of two separate Conditional Use Permits (CUP), which are both interrelated to the service of alcohol. One CUP is required to allow the establishment of bar on the first floor of the mixed use building, and another CUP is required to allow the on-site sales and consumption of alcoholic beverages. Because both CUPs are similar in nature, the analysis below is combined for both CUPs.

- A) *That the use is necessary or desirable in relation to the purposes and intent of the San Juan Bautista General Plan, Zoning Ordinance, and the economic, social and environmental status of the City.*

Evidence: The proposed uses are both conditionally permitted in the Mixed Use (MU) zoning designation. The proposed uses will provide economic benefit and development to the currently unused parcel, allow an existing business to expand services, and provide increased merchant and sales tax revenue to the city.

- B) *That the use will be properly related to other uses, transportation facilities, and other public facilities in the area, and will not cause undue environmental impacts related to noise, odor, pollution, etc.; and*

Evidence: The proposed uses are consistent with normal activities and uses within the Mixed Use zoning district (bar and alcohol sales) and will not cause undue environmental impacts related to noise, odor, or pollution. Onsite alcoholic sales and consumption, in general, do not result in excessive noise or odors beyond levels considered acceptable for a mixed use zoning district. The proposed uses are consistent with the permitted uses of other restaurant establishments within the Mixed Use district. (Note: The establishment of a restaurant within the "MU" zoning district is an allowed use, and does not require the granting of a CUP for this portion of the proposal).

- C) *That the use will not adversely affect the health or safety of persons living or working in the vicinity, or be materially detrimental to the public welfare of the City and its residents.*

Evidence: The proposed uses will not adversely affect the health and safety of persons living or working in the vicinity nor will it be detrimental to the public welfare of the City and its residents. The establishment of bar and onsite sale/consumption of alcoholic beverages is a conditionally permitted use in the



Mixed Use zoning district. The sale of alcoholic beverages in association with a restaurant is similar to multiple other establishments within the Mixed Use zoning district in the City.

Site and Design Review

SJBMC Section 11-18-040 details the Findings the Planning Commission is required to make for all proposed Site Plan and Design Review Permit applications. For the proposed project a Site and Design Review Permit is required to allow two multifamily dwelling units to be established in the mixed-use-building.

- A) *The project is consistent with the standards and requirements of the San Juan Bautista Municipal Code.*

Evidence: The proposed use is consistent with the Mixed Use zoning district.

- B) *The project is consistent with the goals and policies of the General Plan and any applicable specific or community plans.*

Evidence: As designed, the project is consistent with goals and policies of the General Plan, specifically relating to Infill Development (Policy LU-2.1.3; Objective LU-2.4; Objective LU-2.5; Policy LU-4.1.2), and Housing (Objective HO-1.1; Policy HO-3.3.1; Policy HO-4.1.2.1).

Policy LU-2.1.3 – Encourage mixed-use and commercial developments along the corridor of Muckelemei Street, 3rd Street, and The Alameda.

The project is located along The Alameda and consists of a mixed-used (residential/commercial) development.

Objective LU-2.4 – Increase the amount of infill development in the City.

The project consists of infill development. The current site is a vacant lot located within a primarily development area and will be consistent with other developments within the vicinity.

Objective LU-2.5 – Diversify housing stock to accommodate all San Juan residents.

The project will provide two new market rate housing units, which will provide additional housing stock to a San Juan Bautista.

Policy LU-4.1.2 – Identify and diversity land uses compatible with mixed-use land use patterns.

The proposed project will continue the mixed use land use pattern within the downtown area.



Objective HO-1.1 – Accommodate at least 450 additional housing units by 2035 to fulfill Regional Housing Needs Assessment (RHNA) housing unit projects as mandated by the San Benito Council of Governments.

The project will provide two additional market rate housing units to the housing stock of San Juan Bautista.

Policy HO-3.3.1 – Allow for medium- and high-density housing in the downtown core.

The project will provide two housing units on the second level in a mixed-use building.

Program HO-4.1.2.1 – Adopt an ordinance with incentives for housing developments in the Mixed-Use District through the use of regulatory mechanisms such as, but not limited to, density bonuses, development fee waivers, or expedited permitting.

While an ordinance has yet to be fully developed, the project is within a Mixed-Use District. Staff has attempted to process this application timely (expedited permitting). All of these requests/actions are in keeping with the intent of the policy.

- C) *The project contributes to safeguarding the City's heritage and cultural and historic resources.*

Evidence: The proposed project is consistent with the City's goal to encourage walkable and visually rich neighborhoods. Historic resources will not be impacted by this project, as the subject site is not within the designated historic district and no buildings on the site are considered to be of historic value or significance.

The existing warehouse/shop/residence fronting The Alameda was the subject a Phase One historic assessment (Past Consultants, December 2021) which concluded that the warehouse/shop/residence fronting The Alameda is not a historic resource.

The Phase One report was peer reviewed by Kent Seavey on January 6, 2022. The peer review concluded that the Past Consultant Phase One report (December, 2021) was adequately prepared, appropriately laid out the framework for determination of historic eligibility from the federal, state, and local levels, included a detailed description and well illustrated construction chronology of the subject property. The peer review concluded the buildings on the subject property do not meet the criteria for historic resources at either the federal, state, or local levels.

- 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 are incorporated into the project.*

Evidence: The San Juan Bautista Design Guidelines encourage the "Monterey Style" for Used Mix structure because of its opportunities to accommodate exterior circulation and balconies. The proposed project incorporated the "Monterey" style, including exterior circulation (stairways, arch ways, open-air courtyard) and incorporated upper-level balconies. The proposed building is of similar design and character of other structures within the immediate vicinity located along The Alameda. The proposed building does not utilize false parapets or false high ceilings, and is designed to not be "over-scaled" and does not utilize large flat walls in the public viewing area. Additionally, the structure incorporates "full-pitched roof" design to continue the small-town/historic character of the area.

- 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.*

Evidence: The height (two stories) and location of the building (built to lot line) are typical of similar structures in the Mixed Use zoning district, including structures in the immediate vicinity of the project. The project is consistent with the development regulations, policies, and standards for the Mixed Use zoning designation.

- F) *The project effectively uses architectural features 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.*

Evidence: The proposed project includes a variety of features that break up mass, including subtle variations in roof planes, articulation in building façades, ample fenestration (particularly on the east-facing elevation), and design elements including a courtyard and decorative tiling on the north face.

- G) *The landscape design, if any, including 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.*

Evidence: The project incorporates few landscaping elements. Flower baskets on the east facing elevation adjacent to the stairwell create visual interest.

- 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 or pedestrian hazards, and promotes public health, safety, and welfare.*

Evidence: The location of the proposed building at lot line increases visual interest for pedestrians and helps to visually narrow the street, reducing vehicular speeds. The proposed building/use is compatible with existing and proposed development in the vicinity of the project.

- I) *The existing or proposed public facilities necessary to accommodate the proposed project are available to serve the subject site.*

Evidence: Existing public facilities, including fire protection, public utilities, sewers, sidewalks, storm drains, streets, street lights, and traffic control devices, are adequate and can accommodate the proposed project.

Mixed Use Standards

SJBMC Section 11-03 details the development standards for projects within the Mixed Use zoning designation.

The project is consistent with all development standards including allowable Floor Area Ratio (FAR) of 1.5, in that it proposes an FAR of approximately 1.5; proposes a height of 25 feet and 2 stories (below the allowable 3 stories and/or 50 feet); and lot coverage, in so much as the proposed lot coverage is a 28.5% [(1,836 SF / 6,437 SF (lot size))] below the 85% (0.85) allowance.

Mixed Use Parking Standards

San Juan Bautista Municipal Code Section 11-11-120 details the parking requirements for Mixed Use zoning designations:

- 1) *On-Street Parking. Existing or required paved parking spaces for standard-sized vehicles in a public street or alley that abuts a parcel are eligible to meet part or all of the parking requirements for the development on that parcel. For parcels with mixed use development within the MU district, the number of on-street parking spaces for standard-sized vehicles within one hundred fifty feet (150') of a parcel, or the number that will be within one hundred fifty feet (150') upon completion of planned street/parking improvements, whichever is greater, may be counted toward the required number of parking spaces for commercial or mixed uses.*

The proposed project is required to provide approximately 17 total parking spaces consisting of 15 spaces for the bar/restaurant (125 SF Bar area; 833 SF restaurant/courtyard area; 6 employees) (1 space for every 60 SF of space and one space for every three employees) and 2 spaces for the

residential units (1.0 space per 1 bedroom unit). The project includes the provision of 2 on-site covered parking spaces (one for each 1 bedroom unit) and 3 on-site uncovered parking spaces (2 standard spaces and 1 ADA space).

Therefore, to be in compliance with Section 11-11-120, a total of 12 additional on-street parking spaces need to be within the surrounding streets.

Staff conducted research regarding the available on-street parking within the vicinity of 150-feet of the subject property. The areas identified, included along Pearce, The Alameda, and 4th Street. These three streets, provide as many as 14-18+ available parking spaces at any given time (6-8 parking spaces along Pearce; 8-10 parking spaces along a portion of Fourth Street). Staff believes that available on-street parking is sufficient to meet the requirement of 12 additional parking spaces.

- 2) *Off-Street Parking Reduction. For parcels with mixed use development within the MU district, the number of off-street parking spaces required by this Section shall be reduced by ten (10) spaces or twenty-five percent (25%) of the otherwise required number of spaces, whichever is greater, if the parcel is within four hundred feet (400') of a public parking lot or garage. To be eligible for the parking space reduction, the property owner shall pay an in-lieu parking fee in accordance with subsection (F) of this Section.*

The Planning Commission could determine that the project is subject to a parking reduction (10-spaces or 25% of required (17 required), which is greater), as the parcel is located in the vicinity of a gravel parking area (north of The Alameda) which is commonly used as public parking. Should the Commission determine the project is eligible, the project could be subject to payment of a parking in-lieu fee, in an amount to be determined.

As mentioned above, adequate on-street parking is available within 150-feet of the development site and could also be used to satisfy the parking requirement for the proposed development.

- 3) *In-Lieu Fee. The City Council may determine that strict compliance with the off-street parking standard set forth in this Chapter is contrary to the goal of preserving and enhancing the historical character and pedestrian nature of the MU district. Upon making such a determination, an in-lieu parking fee shall be imposed in the manner and amount set by City Council. The funds shall be retained by the City and shall be used exclusively for the purpose of acquiring and developing public off-street parking facilities to serve the MU district.*

If the Planning Commission determines that the project is entitled to an "Off-Street Parking Reduction" subject to subsection (b) above, then the City Council would be required to determine if the payment of an in-lieu fee is required for the Project. If an in-lieu fee is required, the City Council would also need to determine the appropriate amount of such payment for the waiving of three-parking spaces.

Based on the analysis under discussion 1) above, adequate on-street parking is available within 150-feet of the development site and is sufficient to satisfy the parking requirement for the proposed development. Therefore, a parking "in-lieu" fee is not required for this project.

CONDITIONAL USE PERMIT APPROVAL – Service of Alcohol:

Conditional Use Permit approval runs with the land, is not specific to the existing business and/or business owner/operator, and is transferrable to any subsequent restaurant use and/or business operator/owner on the same site/location and within the existing structure. Any new business would need to obtain its own alcohol license from the Department of Alcoholic Beverage Control (ABC) and have the City complete the required Zoning Affidavit prior to commencement of sales of alcoholic beverages.

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA):

The project is categorically exempt from the California Environmental Quality Act per Sections 15303 and 15305. Section 15303 (Class 3) exempts both a restaurant or similar structure not exceeding 2,500 SF in floor area and a duplex or similar multi-family residential structure. Section 15305 (Class 5) exempts minor lot line adjustments not resulting in the creation of a new parcel. None of the exceptions found in Section 15300.2 apply to the project site, in so much as the project is not located in an area of critical concern, will not pose a cumulative impact, is not located on or adjacent to a scenic highway, and is not located on or near a hazardous materials site.

ATTACHMENTS:

- 1) Draft Resolution of Approval
 - a. Proposed Conditions of Approval
- 2) Proposed Plans (Lot Line Adjustment)
- 3) Proposed Plans (Site and Design Review/Development Plans)
- 4) DRAFT Notice of Exemption (NOE)
- 5) Phase 1 Historic Report – Past Consulting – December 2021 (**See HRB Feb. 1, 2022 packet**)
- 6) Peer Review Contract - Kent Seavey (**See HRB Feb. 1, 2022 packet**)
- 7) Peer Review – Kent Seavey – January 2022 (**See HRB Feb. 1, 2022 packet**)
- 8) Design Guidelines for non – residential uses

**DRAFT
RESOLUTION 2022-XX**

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SAN JUAN BAUTISTA APPROVING A COMBINED DEVELOPMENT PERMIT CONSISTING OF: 1) LOT LINE ADJUSTMENT TO ADJUST PARCEL A (0.163 ACRES / 7,105 SF) AND PARCEL B (0.137 ACRES / 6005 SF) TO PARCEL 1 (0.15 ACRES/ 6550 SF) AND PARCEL 2 (0.15 ACRES/6550 SF); 2) CONDITIONAL USE PERMIT TO ALLOW THE ESTABLISHMENT OF A BAR ON THE MAIN FLOOR; 3) CONDITIONAL USE PERMIT TO ALLOW ON-SITE ALCOHOL SALES/CONSUMPTION; 4) SITE & DESIGN REVIEW PERMIT TO ALLOW TWO MULTI-FAMILY DWELLING UNITS [1-2BED/1BATH (920 SF) AND 1-1BED/1BATH (707 SF)] TOTALING 1,627 SF FOR THE PROPERTY LOCATED AT THE INTERSECTION OF THE ALAMEDA AND PEARCH STREET ASSESSOR'S PARCEL NUMBERS: 002-460-002 AND 002-460-001.

WHEREAS, on April 8, 2021, Jesus & Katherine Zavala (Applicant) applied for a Combined Development Permit to allow a lot line adjustment, development of mixed use building, establishment of bar, and on-site alcohol sales/consumption; and

WHEREAS, on October 14, 2021, the Combined Development Permit was deemed complete by all departments and recommended conditions of approval were developed; and

WHEREAS, City Staff reviewed the application, made the required determination under San Juan Bautista Municipal Code (SBJMC) Section 11-20-030 (Use Permit – Required Findings), Section 10-2-410 (Division of Land – Four or fewer parcels), Section 11-18-040 (Site and Design Review); and Historic Resources Board Review (11-06-1200 (C) (6) (a); and

WHEREAS, the Planning Commission timely conducted a public hearing on December 7, 2021 to consider the recommendation of the Historic Resources Board regarding the adequacy of the Historic Resources Report prepared by Past Consultants (July 2021) and approval of the Combined Development Permit; and

WHEREAS, the Planning Commission tabled consideration of the Combined Development Permit to allow additional information for reference within the Historic Resources Report; and

WHEREAS, a revised Historical Resources Report was completed (Past Consultants, December 2021). A peer review of the revised report was completed on behalf of the City of San Juan Bautista by Kent Seavey (January, 2022). The revised report and peer review concluded that the structures on the subject property do not meet the criteria for federal, state, or local historic designation and agreed with the analysis of the revised Phase One report (December, 2021)

WHEREAS, The Planning Commission has considered the recommendation of the Historic Resources Board that the referenced report and corresponding peer review are adequate, and the

Planning Commission finds that the referenced updated report and peer review demonstrate that the existing structure proposed to be demolished are not historic resources, such activity does not require discretionary review and is therefore Exempt from CEQA; and

WHEREAS, the Planning Commission conducted a duly noticed public hearing on February 1, 2022, to consider approval of the Combined Development Permit; and

WHEREAS, the Conditional Use Permit for on-site sales of alcohol runs with the land, and is not specific to the existing business and/or business owner/operator, and is transferrable to any subsequent restaurant use and/or business operator/owner on the same site/location and within the existing structure; and

WHEREAS, the Planning Commission, upon reviewing the application materials, staff report, and draft resolution, determined that the project is Categorically Exempt under Section 15303 and 15305 of the California Environmental Quality Act. Section 15303 (Class 3) exempts both a restaurant or similar structure not exceeding 2,500 SF in floor area and a duplex or similar multi-family residential structure. Section 15305 (Class 5) exempts minor lot line adjustments nor resulting in the creation of a new parcel. None of the exceptions found in Section 15300.2 apply to the project site, in so much as the project is not located in an area of critical concern, will not pose a cumulative impact, is not located on or adjacent to a scenic highway, and is not located on or near a hazardous materials site.

WHEREAS, upon reviewing the application materials, staff report, and draft resolution, the Planning Commission finds that the project meets all of the Use Permit requirements in Section 11-20-030 of the San Juan Bautista Municipal Code, for both requested Use Permits (the allowance of a bar and the on-site sales of alcohol) as detailed below:

SECTION 11-20 – USE PERMIT REQUIRED FINDINGS:

The following findings are required for the approval of a Conditional Use Permit Application (11-20-030):

- A) *That the use is necessary or desirable in relation to the purposes and intent of the San Juan Bautista General Plan, Zoning Ordinance, and the economic, social and environmental status of the City.*

Evidence: The proposed uses are both conditionally permitted in the Mixed Use (MU) zoning designation. The proposed uses will provide economic benefit and development to the currently unused parcel, allow an existing business to expand services, and provide increased merchant and sales tax revenue to the city.

- B) *That the use will be properly related to other uses, transportation facilities, and other public facilities in the area, and will not cause undue environmental impacts related to noise, odor, pollution, etc.; and*

Evidence: The proposed uses are consistent with normal activities and uses within the Mixed Use zoning district (bar and alcohol sales) and will not cause undue environmental impacts related to noise, odor, or pollution. Onsite alcoholic sales and consumption, in general, do not result in excessive noise or odors beyond levels considered acceptable for a mixed use zoning district. The proposed uses are consistent with the permitted uses of other restaurant establishments within the Mixed Use district. *(Note: The establishment of a restaurant within the "MU" zoning district is an allowed use, and does not require the granting of a CUP for this portion of the proposal).*

- C) *That the use will not adversely affect the health or safety of persons living or working in the vicinity, or be materially detrimental to the public welfare of the City and its residents.*

Evidence: The proposed uses will not adversely affect the health and safety of persons living or working in the vicinity nor will it be detrimental to the public welfare of the City and its residents. The establishment of bar and onsite sale/consumption of alcoholic beverages is a conditionally permitted use in the Mixed Use zoning district. The sale of alcoholic beverages in association with a restaurant is similar to multiple other establishments within the Mixed Use zoning district in the City.

SECTION 11-18 – SITE AND DESIGN REVIEW REQUIRED FINDINGS:

The following findings are required for the approval of a Site and Design Review Permit Application (11-18-040):

- A) *The project is consistent with the standards and requirements of the San Juan Bautista Municipal Code.*

Evidence: The proposed use is consistent with the Mixed Use zoning district.

- B) *The project is consistent with the goals and policies of the General Plan and any applicable specific or community plans.*

Evidence: The proposed use is consistent with the goals of the General Plan, particularly goals related to Housing, Land Use, and Economic Development.

- C) *The project contributes to safeguarding the City's heritage and cultural and historic resources.*

Evidence: The proposed project is consistent with the City's goal to encourage walkable and visually rich neighborhoods. Historic resources will not be impacted by

this project, as the subject site is not within the designated historic district and no buildings on the site are considered to be of historic value or significance.

The existing site garage was the subject a Phase One historic assessment (PAST Consultants, December 2021) which concluded that the commercial building (garage/shed) is not a historic resource.

The Phase One report was peer reviewed by Kent Seavey on January 6, 2022. The peer review concluded that the Past Consultant Phase One report is adequate to establish the basis for a determination of historic eligibility from the federal, state, and local levels. The peer review concluded that the Historic Resources Report (Past Consultants, December 2021) correctly concluded that the warehouse/shop/ residence building located at 205 The Alameda proposed to be demolished does not meet the criteria for historic resources at either the federal, state, or local levels.

- 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 are incorporated into the project.*

Evidence: The San Juan Bautista Design Guidelines encourage the “Monterey Style” for Used Mix structure because of its opportunities to accommodate exterior circulation and balconies. The proposed project incorporates the “Monterey” style, including exterior circulation (stairways, arch ways, open-air courtyard) and incorporated upper-level balconies. The proposed building is of similar design and character of other structures within the immediate vicinity located along The Alameda. The proposed building does not utilize false parapets or false high ceilings, and is designed to not be “over-scaled” and does not utilize large flat walls in the public viewing area. Additionally, the structure incorporates “full-pitched roof” design to continue the small-town/historic character of the area.

- 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.*

Evidence: The height (two stories) and location of the building (built to lot line) are typical of similar structures in the Mixed Use zoning district, including structures in the immediate vicinity of the project. The project is consistent with the development regulations, policies, and standards for the Mixed Use zoning designation.

- F) *The project effectively uses architectural features 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.

Evidence: The proposed project includes a variety of features that break up mass, including subtle variations in roof planes, articulation in building façades, ample fenestration (particularly on the east-facing elevation), and design elements including a courtyard and decorative tiling on the north face.

- G) *The landscape design, if any, including 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.*

Evidence: The project incorporates few landscaping elements. Flower baskets on the east facing elevation adjacent to the stairwell create visual interest.

- 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 or pedestrian hazards, and promotes public health, safety, and welfare.*

Evidence: The location of the proposed building at lot line increases visual interest for pedestrians and helps to visually narrow the street, reducing vehicular speeds. The proposed building/use is compatible with existing and proposed development in the vicinity of the project.

- I) *The existing or proposed public facilities necessary to accommodate the proposed project are available to serve the subject site.*

Evidence: Existing public facilities, including fire protection, public utilities, sewers, sidewalks, storm drains, streets, street lights, and traffic control devices, are adequate and can accommodate the proposed project

Mixed Use Parking Standards

San Juan Bautista Municipal Code Section 11-11-120 details the parking requirements for Mixed Use zoning designations:

- 1) *On-Street Parking. Existing or required paved parking spaces for standard-sized vehicles in a public street or alley that abuts a parcel are eligible to meet part or all of the parking requirements for the development on that parcel. For parcels with mixed use development within the MU district, the number of on-street parking spaces for standard-sized vehicles within one hundred fifty feet (150') of a parcel, or the number that will be within one hundred fifty feet (150') upon completion of*

planned street/parking improvements, whichever is greater, may be counted toward the required number of parking spaces for commercial or mixed uses.

The proposed project is required to provide approximately 17 total parking spaces consisting of 15 spaces for the bar/restaurant (125 SF Bar area; 833 SF restaurant/courtyard area; 6 employees) (1 space for every 60 SF of space and one space for every three employees) and 2 spaces for the residential units (1.0 space per 1 bedroom unit). The project includes the provision of 2 on-site covered parking spaces (one for each 1 bedroom unit) and 3 on-site uncovered parking spaces (2 standard spaces and 1 ADA space).

Therefore to be in compliance with Section 11-11-120, a total of 12 additional on-street parking spaces need to be within the surrounding streets.

Staff conducted research regarding the available on-street parking within the vicinity of 150-feet of the subject property. The areas identified, included along Pearce, The Alameda, and 4th Street. These three streets, provide as many as 14-18+ available parking spaces at any given time (6-8 parking spaces along Pearce; 8-10 parking spaces along a portion of 4th Street) Staff believes that available on-street parking is sufficient to meet the requirement of 12 additional parking spaces.

- 2) *Off-Street Parking Reduction. For parcels with mixed use development within the MU district, the number of off-street parking spaces required by this Section shall be reduced by ten (10) spaces or twenty-five percent (25%) of the otherwise required number of spaces, whichever is greater, if the parcel is within four hundred feet (400') of a public parking lot or garage. To be eligible for the parking space reduction, the property owner shall pay an in-lieu parking fee in accordance with subsection (F) of this Section.*

The Planning Commission could determine that the project is subject to a parking reduction (10-spaces or 25% of required (17 required), which is greater), as the parcel is located in the vicinity of a gravel parking area (north of The Alameda) which is commonly used as public parking. Should the Commission determine the project is eligible, the project could be subject to payment of a parking in-lieu fee, in an amount to be determined.

NOW THEREFORE, BE IT RESOLVED that the Planning Commission of the City of San Bautista approves a Combined Development Permit consisting of: 1) Lot Line Adjustment to adjust Parcel A (0.163 acres / 7,105 SF) and Parcel B (0.137 acres / 6005 SF) to Parcel 1 (0.15 Acres/ 6550 SF) and Parcel 2 (0.15 acres/6550 SF); 2) Conditional Use Permit to allow the establishment of a bar on the main floor; 3) Conditional Use Permit to allow on-site alcohol

sales/consumption; 4) Site & Design Review Permit to allow two multi-family dwelling units [1-2bed/1bath (920 SF) and 1-1bed/1bath (707 SF)] totaling 1,627 SF; The Alameda and Pearce Street, San Juan Bautista (APN: 002-460-002 and 002-460-001), subject to the recommended Conditions of Approval attached.

PASSED AND ADOPTED by the Planning Commission of the City of San Juan Bautista on this 1st day of February, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

, Planning Commission Chair

ATTEST:

Trish Paetz, Deputy City Clerk

EXHIBIT A CONDITIONS OF APPROVAL

Planning Dept Conditions

1. All Conditions of Approval shall be placed as "Notes" and shown on a separate sheet of all proposed building and/or grading plans.
2. The Applicant/Owner shall enter into an Indemnification and Hold Harmless Agreement with the City of San Juan Bautista for the approval of the proposed project. The Applicant/Owner shall be responsible to pay fees for all review time and City/Legal costs prior to recordation and acceptance of the document.
3. Prior to issuance of a building and/or grading permit, the Applicant/Owner shall submit a landscaping and irrigation plan to the City for review and approval by the City Manager. Landscape areas shall be designed by a licensed landscape architect and contain trees, shrubs and ground cover. Landscape area shall be weed free, free of litter and debris and maintained in healthy condition. Drought tolerant, native plant materials shall be used to the maximum extent feasible.
4. The Applicant/Owner shall submit an on-site lighting plan conforming to the City's "Dark Sky" regulations and provided hooded shield deflectors on all lighting fixtures. All lighting within the inner courtyard shall be directed downward or deflected in a direction/manner away from adjacent residential homes. All on-site exterior lighting shall be equipped with warm white illumination.
5. The Applicant/Owner shall submit to the Planning Department an application for all temporary on-site sales/rental signs and/or business signs for marketing purposes of both the residential and commercial use of the site. Such application(s) may include approval of a sign permit(s).
6. The Applicant/Owner shall have the following note placed on all construction drawings and plans:
 - a. *"If prehistoric, archaeological resources or human resources are unexpectedly discovered during construction, work shall be immediately halted, procedures specified within California Public Resources Code (section 5097.98) and Health and Safety Code (section 7050.5) shall be required, and the find shall be evaluated by a qualified professional archeologist. If the find is determined to be significant, appropriate measures shall be formulated and implemented."*
7. The Applicant/Owner shall submit to the City a solid waste disposal plan for all solid waste material disposed of from the project site.



8. All retail/restaurant uses within the main building shall be in compliance with Section 11-04-110 of the San Juan Bautista Municipal Code. Any future retail/restaurant use(s) of a “large scale retail, formula retail/restaurant” shall be subject to additional discretionary review by the Planning Commission, pursuant to additional application(s) and appropriate fee(s) for each proposed “large scale retail” and/or “formula retail/restaurant”
9. Prior to issuance of building permits, the Owner/Applicant shall prepare colors boards (paint, materials, etc.) and submit plans to San Juan Bautista Community Development Director and/or City Manager for approval, consistent with Design Guidelines.
10. Any commercial/business use conducted within the mixed use portion of the building, shall be consistent/compliant with the noise restrictions of the City of San Juan Bautista. Additional business hours, including deliveries, shall be limited to no later than 10pm Monday – Sunday, 365 days/year.
11. The trash enclosure shall be covered and shall have a floor sump connected to the sanitary sewer.
12. Prior to issuance of building and/or grading permits, the Owner/Applicant shall contact the City to receive a final invoice for all contract services (planning, engineering, fire, etc.) and submit payment, to the City Manager and/or Community Development Director) for all processing fees.
13. The trash enclosure shall remain closed and orderly at all time. Trash materials (including cardboard and recycling, if applicable) shall be kept within the enclosure at all times and not allowed to be placed or accumulate outside the enclosure. The trash bin/containers shall be moved back into the enclosure on the same day at trash pickup. The area surrounding the enclosure shall be kept clean and checked daily for overflow and debris.
14. The owner/applicant shall install a landscape trellis to cover all blank walls of the trash enclosure. At any time if graffiti is discovered on the trash enclosure walls, it shall be removed or painted over with 24 hours (or less) of discovery.

Engineering/Public Works Conditions

15. The Applicant/Owner shall obtain appropriate encroachment permit(s) for all work required within the City of San Juan Bautista public right of way.



16. Prior to issuance of construction permits, the Owner/Applicant shall ensure each residence has its own water meter. All meters (size and services) shall be clearly shown on the proposed plans.
17. The Applicant/Owner shall show undergrounding of all utilities (electrical, water, sewer, gas, telephone/internet, cable) on improvement and construction plans. Utility poles shall be relocated as appropriate and shown on the demolition plan. Any existing sewer and water services on the project site shall be terminated at the main line. Existing sewer and water services to be reused shall be shown on approved construction plans and shall not cross newly established property lines and any adjacent properties
18. The applicant shall submit a site plan / civil drawing prepared by a licensed civil engineer which shows all utilities, grading, site work, sidewalk, and utility improvements. This includes gas line and meter; fire sprinkler line, Double Check Detector Assembly (DCDA), water service laterals to the buildings, sewer line and cleanouts. Note the size of all services and meters and show where the services connect to the mains.
19. All grading permits shall reference specific City of Hollister Design Standards for storm drains, water laterals, sewer cleanouts, storm drain inlets and other public improvements. (<http://hollister.ca.gov/government/city-departments/engineering/engineering-standards/>)
20. Any required erosion control measures including construction entrance and inlet protection along The Alameda and Pearce Street shall be shown on the grading permit(s).
21. Prior to issuance of a grading and/or building permit, the Applicant/Owner shall provide detailed cost estimate for all construction within public right-of-way (Utilities, drainage, sidewalk, driveway approach, etc.). Proposed plans shall show replacement of any broken sidewalk(s) along the property frontage(s).
22. All curb, gutter sidewalks and drainage facilities to the street shall be constructed, repaired, or replaced to the satisfaction of the City Engineer and Director of Public Works prior to final occupancy approval for any portion of the project. These improvements shall also include installation of a new ADA ramp at the intersection of Pearce Street with The Alameda, ADA curb ramp at Pearce St and Fourth Street. This is to provide for the orderly development of the neighborhood and safe access from Fourth Street to the project site. The improvement shall also include drainage improvements to ensure the ramps will drain and not pond.
23. The frontage the proposed Parcel 1 along Pearce Street shall be improved with new Sidewalk and include the modification of the ADA curb ramp at Pearce St and Fourth Street. Damaged and broken curb and gutter along the frontage shall be removed and replaced.



24. Prior to issuance of construction permits (building and/or grading), the applicant/owner shall provide an updated Preliminary Title Report or Title Guarantee, to the City Engineer for review and acceptance.
25. Prior to issuance of construction permits (building and/or grading) the applicant/owner shall complete the proposed Lot Line Adjustment procedure. Proof of the Lot Line Adjustment approved by the City Engineer shall be submitted for review and acceptance.
26. The proposed development exceeds the Central Coast Regional Water Quality Control Board's Performance Criteria No.2, 5,000 SF threshold for impervious surfaces, requiring that storm runoff be treated. The Owner/Applicant shall provide a stormwater treatment plan, a sizing calculation, showing treatment features and a connection to the city storm drain system and shall implement the stormwater treatment measures as shown on the approved plans.
27. Provide a grease/oil separator for the restaurant sanitary sewer connection (show on plans to confirm there is adequate room for the separator). Show the location of the new sewer lateral.
28. The site is located in a FEMA floodzone (San Juan Creek). The building is required to be flood-proofed in conformance with FEMA requirements and San Juan Bautista Municipal Code

Fire Department Conditions

29. The Applicant/Owner shall install/upgrade the domestic water, fire sprinkler, and monitoring service to each residential unit and commercial use within the proposed project. The applicant shall comply with all requirement within the Fire Code and/or those determined to be appropriate by the Fire Chief.
30. Prior to issuance of a building permit, the Owner/Applicant shall ensure that a complete One-Hour separation wall/ceiling from the first floor to the second floor has been shown on the proposed plans.

Building Department Conditions

31. Prior to occupancy of the residential and/or commercial use(s), a final building inspection shall be performed by the City.
32. Prior to issuance of a building permit, school impact fees shall be paid to the Aromas-San Juan school District, for the residential uses. A copy of such payment shall be submitted to the City.



33. Commercial portions of the mixed-use building shall be designed and constructed to be solar – ready. Residential units shall have a photo voltaic system per 2019 California Energy Code.
34. The Applicant/Owner shall provide sound reduction-type windows on all residential units.
35. Construction on the site shall be restricted to the hours of 7:00 AM to 6:00 PM (Monday through Friday) and 8:00 AM to 5:00 PM (Saturday). No construction shall be allowed on Sundays or Federal Holidays.
36. The applicant shall select mechanical equipment to meet applicable noise standard. To be considered “Normally Acceptable” mechanical noise would need to be limited to DNL 60 dB at the nearest residential property line.
37. All truck deliveries to the site that require the use of back-up alarms shall be limited to daytime hours only. Delivery trucks shall be limited to parking on Pearce Street, and shall not park on The Alameda, for deliveries to the site.
38. Mail service for all residential units of the project shall be picked up at the Post Office located in the Windmill Market complex. The Applicant/Owner shall work with the City and the Post Office to ensure that separate addresses are assigned to each residential unit (2 in total) and each commercial use (1 in total).



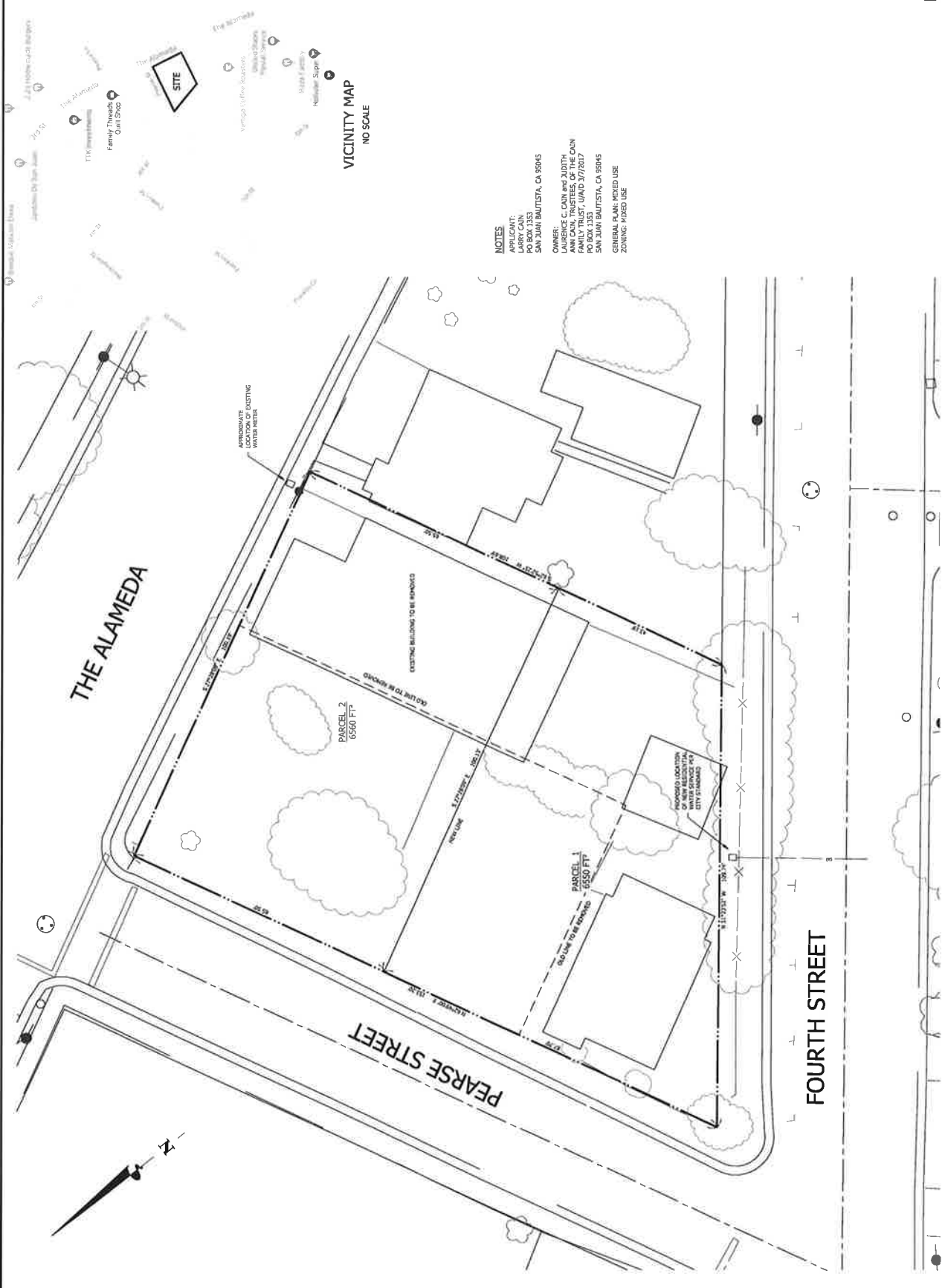
LARRY AND JUDITH CAIN

THE ALAMEDA TRACT
LOTS 1, 2, AND 3, BLOCK 3

CITY OF SAN JUAN BAUTISTA

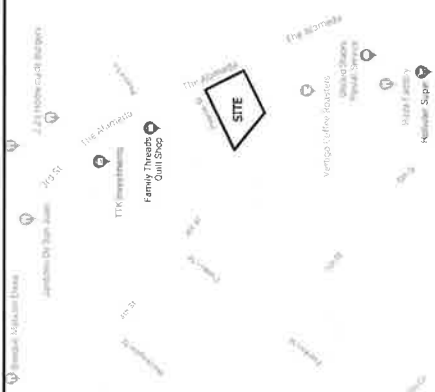
SAN BENITO ENGINEERING
& SURVEYING, INC.

502 Monterey Street, Hollister, California 95023
(931) 937-2793 FAX (931) 937-8835 email: sbengr@att.net



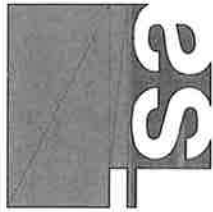
VICINITY MAP
NO SCALE

NOTES:
1. ALL LOTS ARE TO BE REMOVED.
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10. ALL LOTS ARE TO BE REMOVED.



GENERAL NOTES

- 1. WORKING DRAWING SUBJECT TO REVISION.
- 2. ALL WORK IN FIELD WILL REQUIRE A SEPARATE DEMONSTRATION PERMIT WITH THE CITY, ETC. TO COORDINATE ALL NECESSARY TEMPORARY CONTROL PLANS, ETC.



IN STUDIO ARCHITECTURE
250 MAIN STREET
SALINAS, CA 93901
831.320.2655

KEYED NOTES

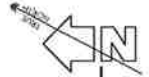
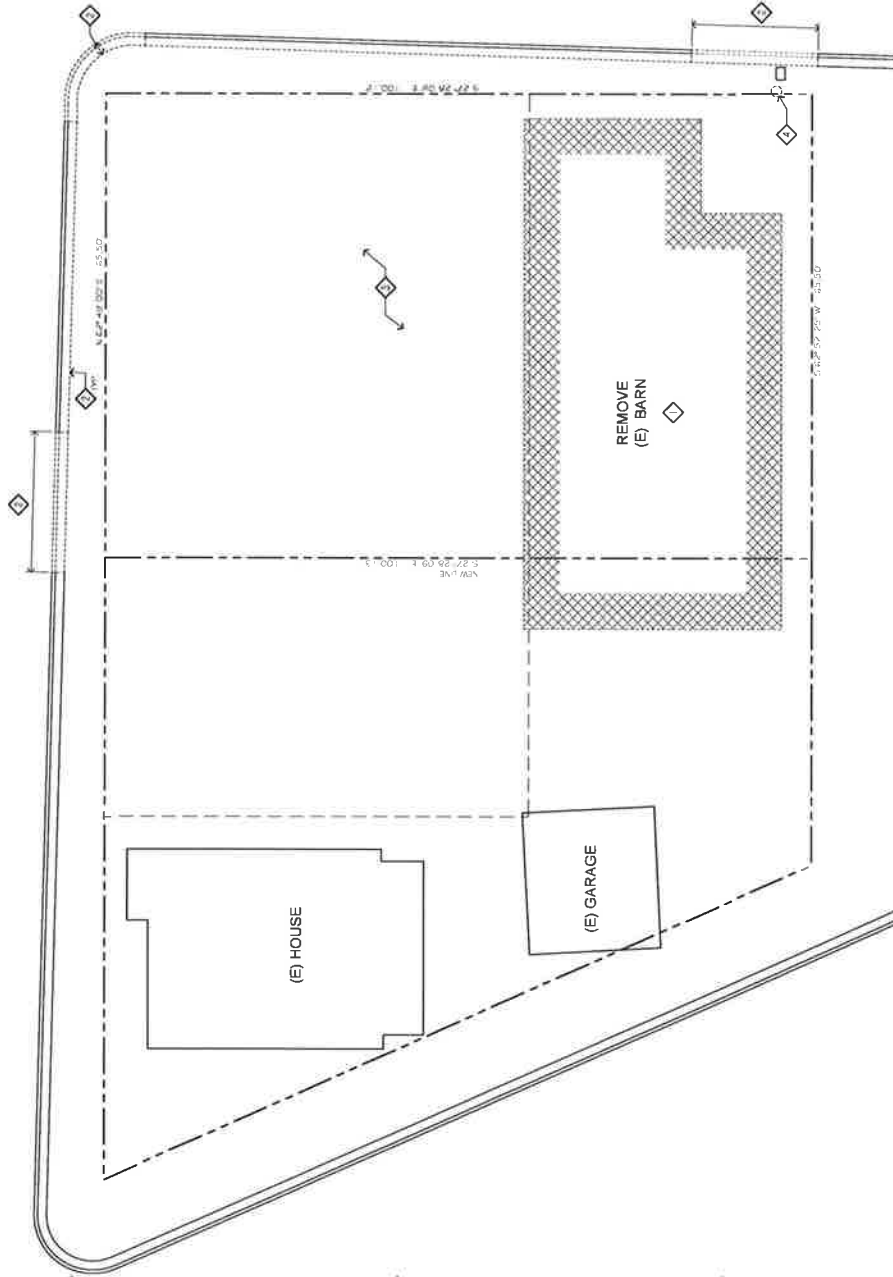
- 1. REMOVE (E) BARN BUILDING
- 2. DEMOLITION AND REMOVE CONCRETE FOUNDATION, ETC. IN WAY OF NEW WORK
- 3. DEMOLITION AND REMOVE CONCRETE FOUNDATION, ETC. IN WAY OF NEW WORK
- 4. DEMOLITION AND REMOVE CONCRETE FOUNDATION, ETC. IN WAY OF NEW WORK

THE ALAMEDA

LEGEND

- 1. DEMO / REMOVE BUILDING
- 2. DEMOLITION LINE
- 3. PROPERTY LINE

PEARCE STREET



1 DEMO - SITE PLAN



CLIENT
JJ'S HOMEMADE
BURGERS

PROJECT
NEW MIXED USE

THE ALAMEDA &
PEARCE STREET
SAN JUAN BAUTISTA, CA
95045

SHEET
DEMOLITION
SITE PLAN

PROJECT NUMBER: 2021
ISSUED: 10-1-2021
DRAWN BY: LV / MLR / JR
CHECKED BY: FILENAME

A1.0

1. EVERYTHING SHOWN IS NEW AND PART OF THIS PROJECT. UN



DATE _____



**THE ALAMEDA &
PEARCE STREET
SAN JUAN BAUTISTA, CA
95045**

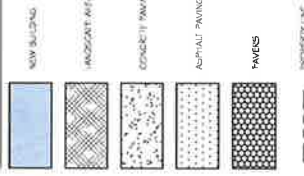
SHEET
SITE PLAN

PROJECT NUMBER: 2021
ISSUED: 10-1-2021
DRAWN BY: LV / MLR / JR
CHECKED BY:
FILENAME:

A1.1

Site plan of the proposed restaurant and bar building. The plan shows a large rectangular building with a central entrance. The building is divided into two main sections: a "RESTAURANT & BAR" on the left and a "2-CAR GARAGE" on the right. The building is surrounded by a parking lot with several parking spaces marked. The plan includes dimensions for the building and parking lot, and a north arrow pointing towards the top right.

LEGEND



1 SITE PLAN
SCALE: 1/8" = 1'-0"



• **पक्ष**

1. ~~EVERYTHING IS NOW UNDER CONTROL~~ NOTED
2. GO TO VERIFY ALL DIMENSIONS IN FIELD AND COORDINATE ALL WORK
NOTIFY ARCHITECT OF ANY DISCREPANCIES PRIOR TO COMMENCEMENT
OF WORK

WOOD DR VINYLGLASS OFF

24 WD 194M1D WA 15 (2nd AG) 1X1 + 2X4 @ N1 + UDN

THE ALAMEDA &
PEARCE STREET
SAN JUAN BAUTISTA, CA
95045

PROJECT NUMBER	2021
ISSUED	10-1-2021
DRAWN BY	LV / MLR / JR
CHECKED BY	
FILENAME	

1 FIRST FLOOR PLAN

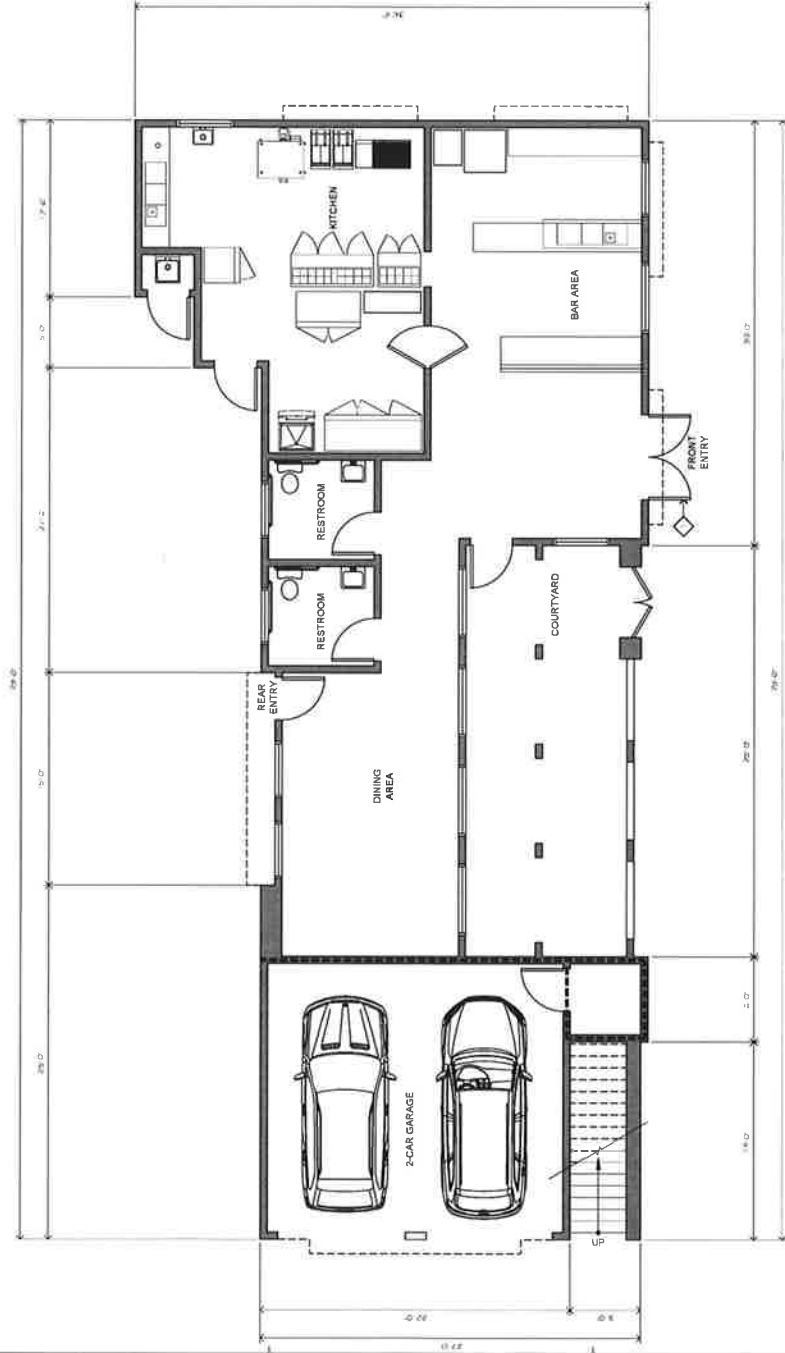


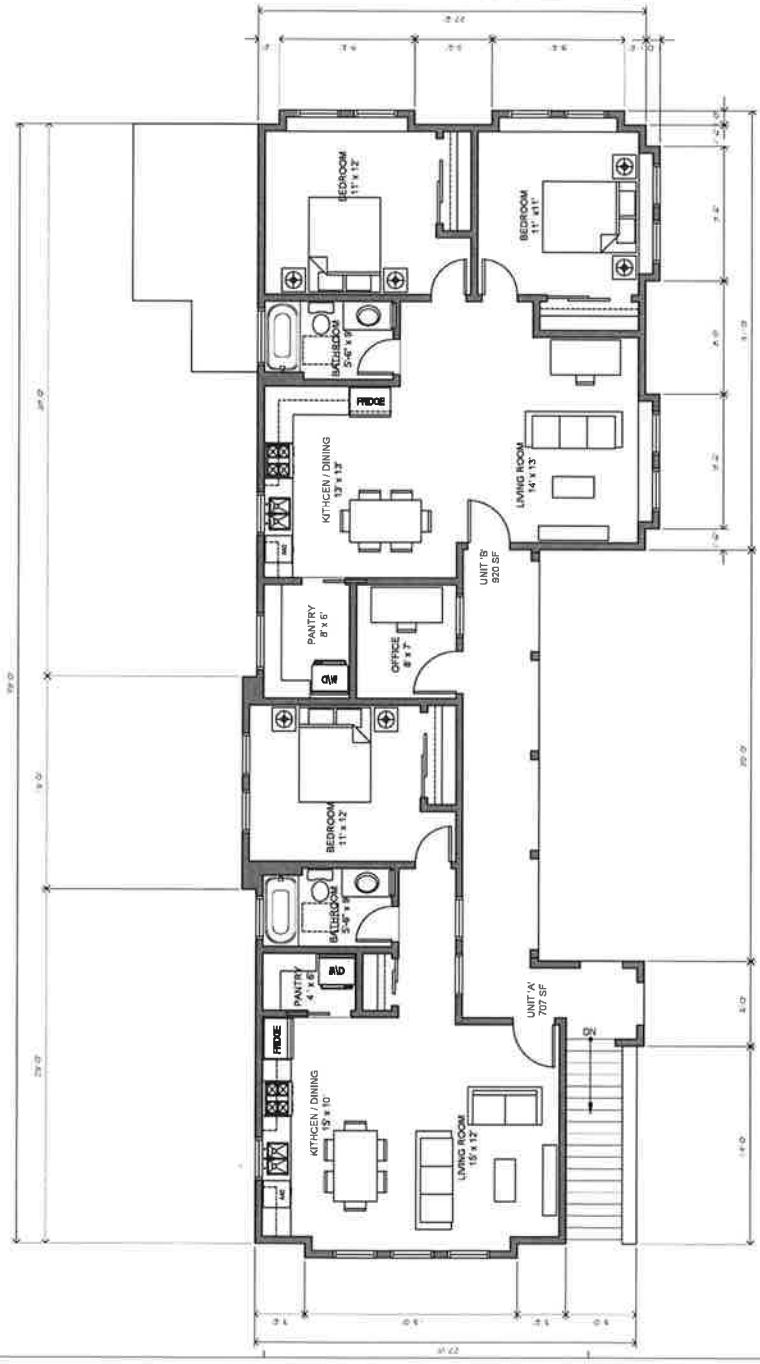
Figure 1 shows a schematic diagram of a 1D lattice. The lattice is represented by a horizontal line with vertical segments. The segments are labeled 'A' and 'B' in alternating fashion. A scale bar at the bottom indicates 'SCALE: 1/8" = 1'-0"'. The diagram illustrates the arrangement of atoms in the lattice, with 'A' and 'B' representing different sublattices.

GENERAL NOTES

- 1. DIMENSIONS ARE UNLESS OTHERWISE NOTED.
- 2. G.C. TO VERIFY ALL DIMENSIONS IN FIELD AND COORDINATE ALL WORK.
- 3. ALL WORK TO BE COMPLETED BY THE DATE SHOWN ON THE DRAWING.
- 4. ALL WORK TO BE COMPLETED BY THE DATE SHOWN ON THE DRAWING.
- 5. ALL WORK TO BE COMPLETED BY THE DATE SHOWN ON THE DRAWING.

KEYED NOTES

- 1. WOOD ON W/GRASS, SEE
- 2. A. TYPE A
- 3. B. TYPE B
- 4. C. TYPE C
- 5. D. TYPE D
- 6. E. TYPE E
- 7. F. TYPE F
- 8. G. TYPE G
- 9. H. TYPE H
- 10. I. TYPE I
- 11. J. TYPE J
- 12. K. TYPE K



1 SECOND FLOOR PLAN

SCALE 1/4" = 1'-0"



IN STUDIO ARCHITECTURE
250 MAIN STREET
SALINAS, CA 93901
831.320.2655

DATES



CLIENT
**JJ'S HOMEMADE
BURGERS**

PROJECT
NEW MIXED USE

THE ALAMEDA &
PEARCE STREET
SAN JUAN BAUTISTA, CA
95045

SHEET
**SECOND
FLOOR PLAN**

PROJECT NUMBER: 3091

ISSUED:	10-1-2023
DRAWN BY:	LV / MLR / JR
CHECKED BY:	
FILENAME:	

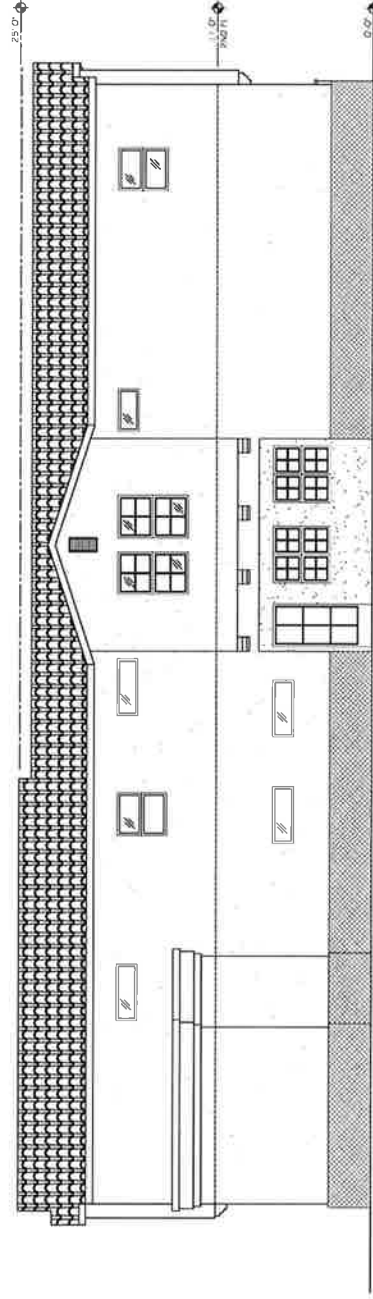
A2.2

GENERAL NOTES

1. EVERYTHING IS NEW UNLESS NOTED OTHERWISE.

KEYED NOTES

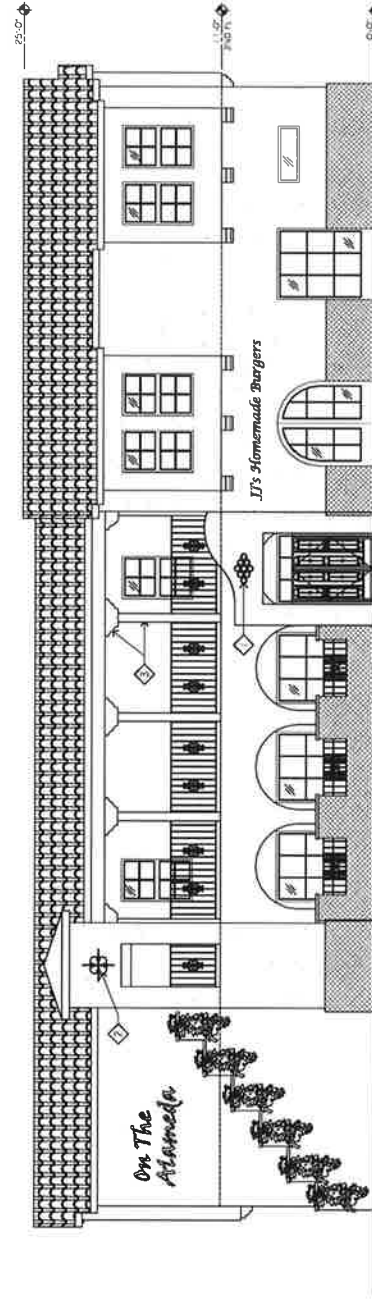
- 1 TILE WALL ACCENTS
- 2 ORNAMENTAL IRON ACCENTS
- 3 WOOD POST AND BEAM



LEGEND



2 WEST ELEVATION
SCALE: 1/4\"/>



1 EAST ELEVATION
SCALE: 1/4\"/>



IN STUDIO ARCHITECTURE
250 MAIN STREET
SALINAS, CA 93901
831.320.2655

DATES



CLIENT
JJ'S HOMEMADE BURGERS

PROJECT
NEW MIXED USE

THE ALAMEDA & PEARCE STREET
SAN JUAN BAUTISTA, CA 95045

SHEET
ELEVATIONS

PROJECT NUMBER: 2021
ISSUED: 10-1-2021
DRAWN BY: LV / ALB / JR
CHECKED BY: _____
FILE NAME: _____

A3.1

EVERYTHING IS NEW & PART OF THE CONTRACT UON

TILE WALL ACCENTS
ORNAMENTAL IRON ACCENTS
WOOD POST AND BEAM



CONC TILE ROOFING

LONG TILE ROOFING



1/2" CM PLASTEK OF 2 LAYERS OF GRADE D PAPER. TYPE PROVIDE WEEP SCREEDS AT ALL PLASTER WALLS. THE SCREED SHALL BE OF TYPE THAT WILL ALLOW TRAPPED WATER TO DRAIN TO THE EXT. OF THE BLDG. A SHALL BE INSTALLED A MIN. OF 4" ABOVE THE EARTH OR ABOVE PAVED AREAS.



ANALYST OWNER OPTION
CEMENT PLASTIC
STONE VENEER



important now
to Japan. See



IN STUDIO ARCHITECTURE
250 MAIN STREET
SALINAS, CA 93901
831.320.2655

DATES



CLIENT
JJ'S HOMEMADE
BURGERS

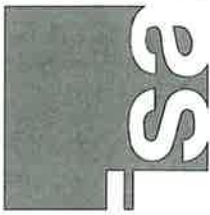
PROJECT
NEW MIXED USE

THE ALAMEDA &
PEARCE STREET
SAN JUAN BAUTISTA, CA
95045

SHEET
ELEVATIONS &
SECTIONS

PROJECT NUMBER: 2021
ISSUED: 10-1-2021
DRAWN BY: LV / MLR / JR
CHECKED BY:
NAME:

A3.2



IN STUDIO ARCHITECTURE
250 MAIN STREET
SALINAS, CA 93901
831.320.2655

DATES

APPROVED BY: _____ DATE: _____



CLIENT

JJ'S HOMEMADE
BURGERS

PROJECT

NEW MIXED USE

THE ALAMEDA &
PEARCE STREET
SAN JUAN BAUTISTA, CA
95045

SHEET

MATERIALS &
COLORS /
RENDERINGS

PROJECT NUMBER:	2031
DESIGNED:	10-1-2021
DRAWN BY:	IV / M.B. / JB
CHECKED BY:	
FILENAME:	

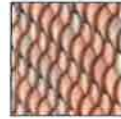
A3.4



2 NORTH ELEVATION - RENDERING
N.T.S.



1 SOUTH ELEVATION - RENDERING
N.T.S.



ROOF
PAVING
TERRAZZO



FAZIA COLOR
KULINAGORE
TUSCAN COFFEE



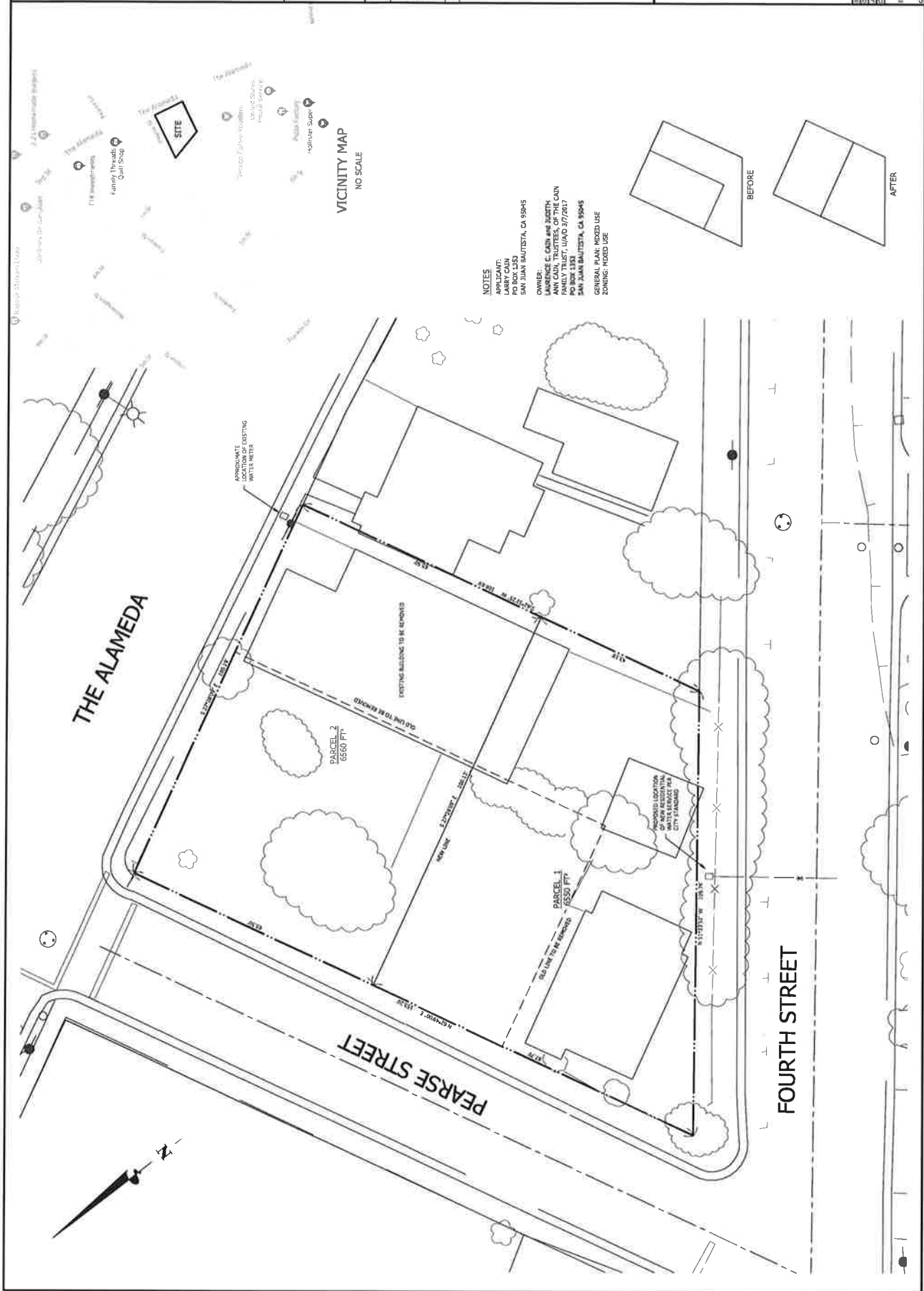
EL DIAMADO PINK
PINK DIAMOND



FAZIA COLOR
KULINAGORE
MOON DOGG



MUGARD LUCANY
SPRINKLED



Notice of Exemption

To: ✓ Office of Planning and Research
PO Box 3044, 1400 Tenth Street, Rm 222
Sacramento, CA 95812-3044

From: Planning Department
City of San Juan Bautista
P.O. Box 1420
San Juan Bautista, CA 95045

✓ County Clerk
San Benito County
440 5th Street
Hollister, CA 95023

Project Title: Combined Development Permit for JJ's Homemade Burgers Mixed Use Building and Lot Line Adjustment

Project Location - Specific:

- Pearce & The Alameda – APN 002-460-001 and 002-460-002

Project Location – City: San Juan Bautista

Project Location – County: San Benito

Description of Project: Combined Development Permit consisting of: 1) Lot Line Adjustment to adjust Parcel A (0.163 acres / 7,105 SF) and Parcel B (0.137 acres / 6005 SF) to Parcel 1 (0.15 Acres/ 6550 SF) and Parcel 2 (0.15 acres/6550 SF); 2) Conditional Use Permit to allow the establishment of a bar on the main floor; 3) Conditional Use Permit to allow on-site alcohol sales/consumption; 4) Site & Design Review Permit to allow two multi-family dwelling units [1-2bed/1bath (920 SF) and 1-1bed/1bath (707 SF)] totaling 1,627 SF

On February 1, 2022, following a duly-noticed public hearing, the City of San Juan Bautista Planning Commission approved a Combined Development Permit for the JJ Homemade Burger's Mixed Use development. A copy of the document(s) may be examined at 311 2nd Street, San Juan Bautista, CA 95045

Name of Public Agency Approving Project: San Juan Bautista Planning Commission.

Name of Person or Agency Carrying Out Project: City of San Juan Bautista

Exempt Status: (*check one*)

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- ✓ Categorical Exemption. State type and section number: Categorical Exemption – 15303 and 15305
- Statutory Exemptions. State code number:

Reasons why project is exempt: this Combined Development Permit is exempt from the California Environmental Quality Act (CEQA) under CEQA Guidelines 15303 and 15305 for the following reasons:

1. CEQA section 15303 (Class 3), exempts both a restaurant or similar structure not exceeding 2,500 SF in floor area and a duplex or similar multifamily residential structure. This exemption functionally includes the onsite sale and consumption of alcoholic beverages associated with the restaurant.
2. CEQA section 15305 (Class 5), exempts minor lot line adjustments not resulting in the creation of a new parcel. The adjustment in size of existing adjacent parcels does not result in adverse environmental impacts.

3. Any potential indirect secondary impacts of the proposed Combined Development Permit on the physical environment are speculative and are not reasonably foreseeable, and are, therefore, not subject to review under CEQA.
3. There is no substantiated opinion or reasonable argument to determine that the Combined Development Permit will cause impacts that are subject to review under CEQA.
4. There are no unusual circumstances that would necessitate CEQA review.

Lead Agency: City of San Juan Bautista
Contact Person: Brian Foucht, Community Development Director
Area Code/Telephone/Extension: 831-623-4661

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project?
☐ Yes ☐ No

Brian Foucht
Community Development Director

Date

- ☒ Signed by Lead Agency
☐ Signed by Applicant

Date received for filing at OPR:

CHAPTER 3.0

San Juan Bautista's Architectural Styles

3.1 Introduction

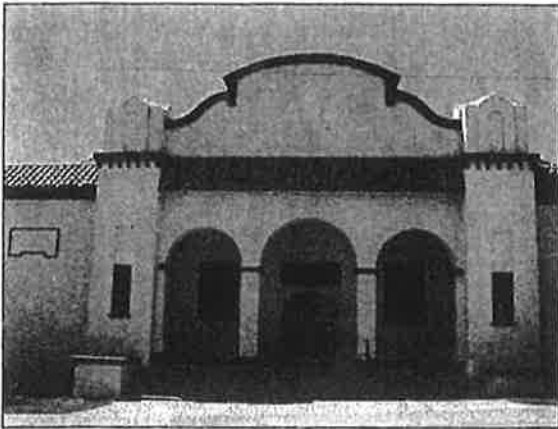
The variety of architectural styles in San Juan Bautista creates a vernacular and interesting character that changes over time as new buildings are constructed and older ones are remodeled or demolished. *Overall, no single style of architecture can be said to predominate in San Juan. Each style contributes to the city's unique character.* This is a direction that is expected to continue. This is not to say, however, that anything goes. All new projects, including remodels, must respect the context of their surroundings in terms of scale, orientation, architectural style, use of materials, etc. There should not be any jarring inconsistencies of style between adjacent buildings, and between new buildings and the overall character of the surrounding environment. On the other hand, the architectural image of the area as a whole should not become so generic and predictable as to be sterile and uninteresting.

This chapter establishes the background needed to understand and identify styles and periods of architecture present in San Juan Bautista. These architectural discussions, adapted from the *Completion Report on the Historic Resources Inventory of the City of San Juan Bautista (1981)*, are helpful tools when rehabilitating and renovating existing buildings; they are also useful when exploring options for new construction and infill development. The following pages articulate the major architectural themes found in San Juan. Each architectural theme and general characteristics associated with each are discussed. Photographs of buildings found in San Juan Bautista are used to illustrate the architecture and its adaptations. Additional details on historic landmarks and significant structures are found in the above mentioned 1981 Inventory and the *San Juan Bautista Cultural Resource Inventory Summary and Pictorial (2001)*.

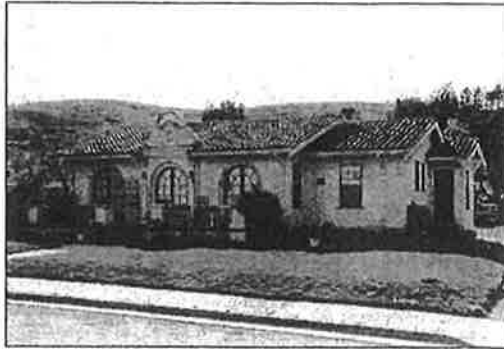


Historic View of Third Street (looking northwest), circa 1916

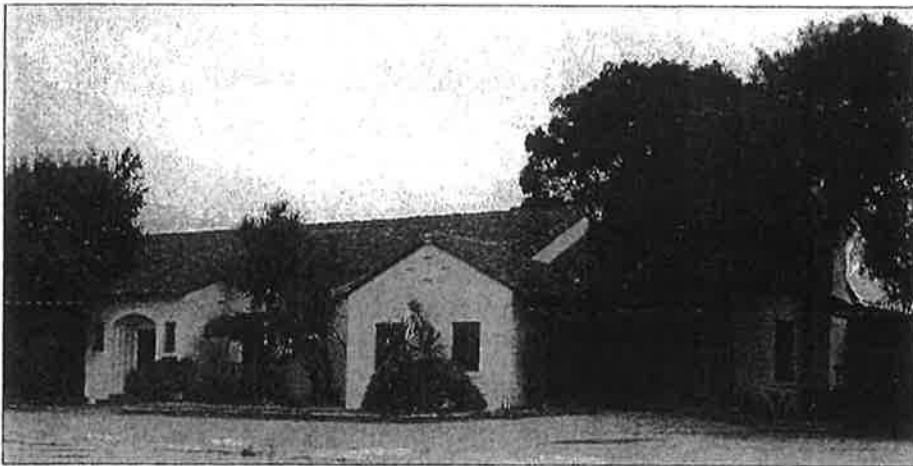
Variations and Adaptations of Mission Architecture in San Juan Bautista



San Juan Bautista Community Center, 11 San Jose Street



417 The Alameda



Cadamatori's, 602 First Street



San Juan Bautista City Hall, 311 Second Street



607 Third Street

Monterey Style 1840's

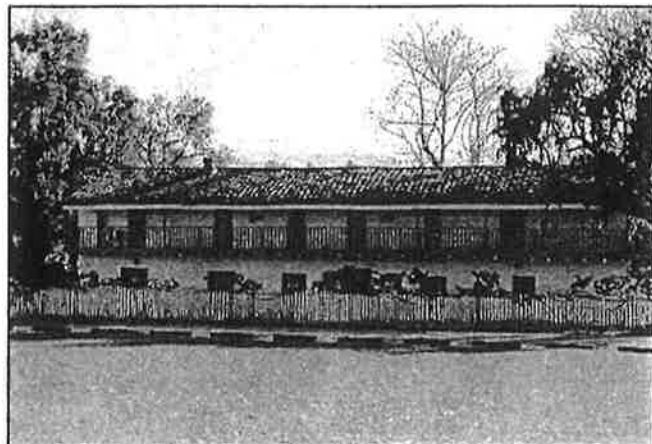
The same adobe material but extended to a second floor, generally surrounded on three sides by a full veranda supported by posts running from the ground to the overhanging eaves of a hipped, wood shingled or clay tiled roof. The style was introduced in Monterey after 1835 by Thomas O. Larkin and included elements of both Spanish and Yankee design. Small glazed windows were installed as were interior fireplaces. The mode became extremely popular throughout the Monterey district as can be evidenced by the Castro House, Tuccoletta Hall and the Pico Adobe in San Juan Bautista.

Character Defining Features

- Two story, rectangular plan with box-like massing
- Second-story balcony, usually cantilevered and covered by main roof
- Arcades used to define courtyards and walkways
- Clay tiled or wood shingled roofs
- Hipped, low pitched gabled roofs
- Simple windows recessed to expose thickness of walls
- Stucco finish, occasionally with wood grillework, railings, and decoration
- Building colors off-white or white with contrasting door and window trim.



Tuccoletta Hall, 203 Third Street



Castro Breen Adobe, Second Street

CHAPTER 4.0

Non-Residential Architectural Design Guidelines

Relatively speaking, not many sites are available for infill and new development in San Juan Bautista. However, what occurs in each of those locations is very important to both protecting and enhancing the character and image of San Juan Bautista. Every development opportunity is wholly unique, based upon its location within the community and its historical significance. Tools to properly guide the design of development are essential. This section provides general architectural design guidance for San Juan Bautista public buildings, and commercial and mixed-use projects, including some specific guidelines for the Third Street commercial area. Residential development is addressed in Chapter 5.0 although references are made to this chapter where appropriate.

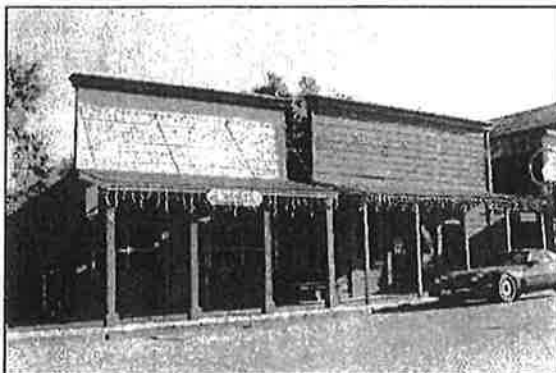
4.1 Which Style is Appropriate?

No single architectural style or design theme is required for San Juan Bautista. 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. The results showed a preference for small-scale buildings with a pedestrian orientation and with a focus on architectural details and landscaping. In terms of architectural style, the results revealed a strong desire to maintain the mix of vernacular building types present in San Juan Bautista.



Visual survey conducted with community members on April 4, 2000

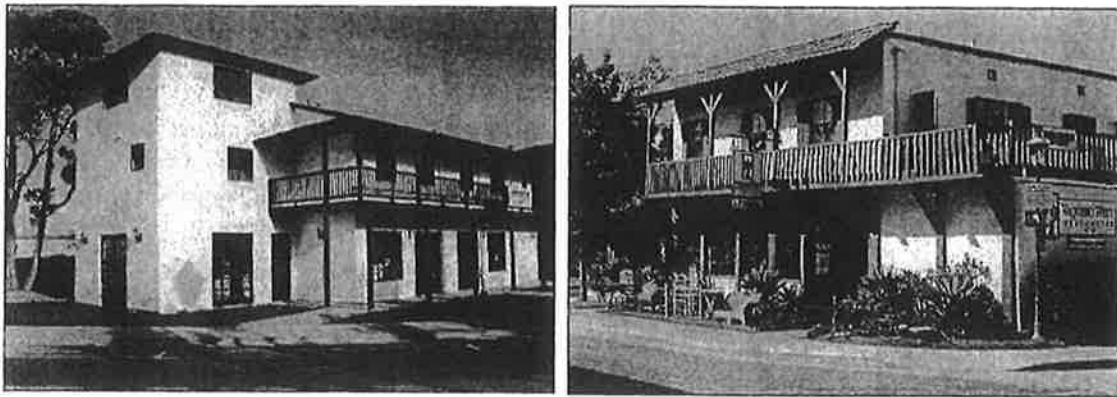
As made clear in the architectural visual preference survey and as described in Chapter 3.0, various vernacular styles comfortably co-exist to create San Juan Bautista's visually attractive, historically significant, and pedestrian friendly environment. Choosing which architectural style, including contemporary 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 image and to avoid uninteresting and generic buildings. The following basic guidelines should be reviewed when using the



Similar architecture styles immediately adjacent to one another work well on Third Street

architectural styles:

- ❖ Avoid placing buildings of the exact same style immediately adjacent to one another unless the combination creates a particularly strong statement, such as that which is evident with Third Street false front architecture.
- ❖ Similarly, extremely sharp contrasts between architectural styles on adjacent parcels should also be avoided.



Monterey style buildings work well for larger developments, particularly mixed-use projects

- ❖ *Consider the use of the building. For example, office and mixed-use buildings (residential on second floor) can appropriately use the Monterey style because of its opportunities to accommodate exterior circulation and balconies.*
- ❖ *Consider the size of the building. Where larger size buildings are appropriate in San Juan, they are more likely to be able to take advantage of the scale proportion options available with Mission/Mediterranean Revival, Monterey, and Carpenter Italianate influenced styles. On Third Street, for example, it may be expected that Monterey or Italianate styles are more appropriate than Mission for new commercial and infill developments on larger parcels.*
- ❖ Bungalow, Cottage, and Queen Anne styles are generally desirable for commercial/mixed-use infill within converted residential areas within the Historic District.

4.2 Attention to Detail

It should be noted that while some of the architectural styles discussed in Chapter 3.0 are more commonly associated with residential structures, their adaptation to commercial and office uses should still respect the basic design principles associated with each style. The exclusion of important character-defining elements, or the lack of attention to detail is not an acceptable design response based solely on the premise that commercial buildings are more “utilitarian” than residential buildings and therefore do not require the same level of design detail. Fine, hand-crafted details are strongly encouraged. However, infill buildings should use care in material selection and correct architectural detailing so they do not look like cheap historic imitations. Infill structures should be sympathetic and compatible with the surrounding buildings in terms of mass, scale, height, façade rhythm, placement of doors and windows, color, and use of materials, without feeling that they have to precisely duplicate an architectural style from the past to be successful.

Panoramic views of the Third Street commercial core are provided at the end of this Chapter to assist in this design analysis for this distinctive area of San Juan Bautista.

4.3 Building Mass and Organization

Mass and scale are important considerations in San Juan Bautista because of the City's "small town character". The preservation and enhancement of this character should be a primary consideration of any development proposal. Projects that are out of scale with their surroundings are unacceptable.

Designing in Context Project proponents should demonstrate evidence in their designs that they have studied predominant scale and proportions of the area in which they are proposing to build. Elevation sketches, photographic montages, and other graphic studies shall be provided to assist the Planning Commission in making determinations.

Pedestrian Scale The scale of building elements, especially at the ground floor level should be kept intimate and close to human scale using relatively small parts and accents. New infill commercial structures shall be designed to provide storefront windows, doors, entries, transoms, canopies, balconies, and other architectural features designed to complement existing structures.



Construct buildings at a human scale



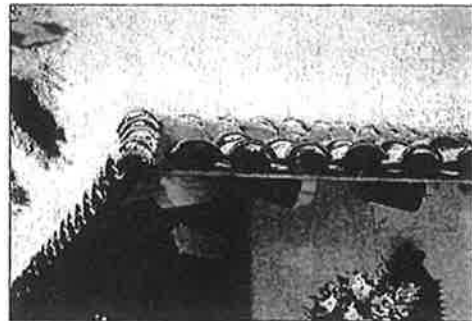
Encourage balconies, windows, and similar features

Avoid Large Flat Walls Large undifferentiated wall planes are strongly discouraged. Buildings should be designed to avoid a “box-like” appearance. Significant horizontal and vertical wall articulation is required in order to reduce the apparent mass of a building. This should be expressed through variation of the roof eaveline or roof structure, changes in the wall plane, recessed windows and entries, full roofs with overhangs, second floor setbacks, covered arcades, and similar elements consistent with the architectural theme of the building.



Avoid blank, flat walls

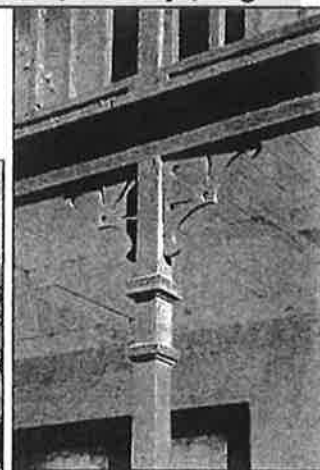
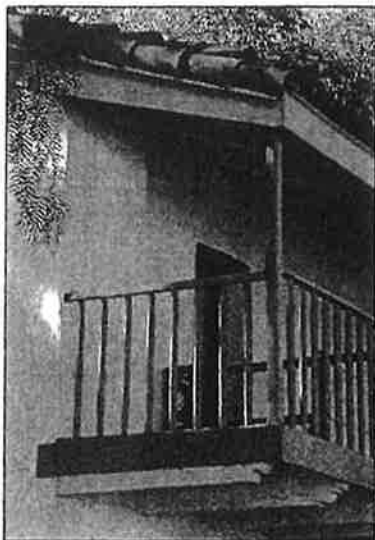
Architectural Elements Architectural elements such as roof forms, pilasters, columns, balconies, window details, and building façade articulation should be effectively used to maintain an historic character. Architectural design elements should be incorporated on all building facades, not just the main entry façade.



Attention to detail is important

There are a number of details, often thought of as mundane, which may be incorporated into the design to add a degree of visual richness and interest while meeting functional needs. Such details include the following items:

- ❖ Light fixtures, wall mounted or hung with decorative metal brackets
- ❖ Iron grillework or woodwork, at vent openings or as decorative features at windows, doorways, or gates
- ❖ Decorate scuppers, catches, and downspouts
- ❖ Balconies, rails, finials, corbels, plaques, etc.



Incorporate balconies and other architectural details

Building Height The use of large false parapets and high ceilings to make buildings look over scaled should be avoided unless deemed essential to the building's architectural design. These elements and others detract from a building's ability to achieve an appropriate relation to the pedestrian scale desired.

An infill building should not be much lower or higher than the height of surrounding structures. Historic commercial buildings are generally one to two stories tall (see Figure 4.1). Rooflines of infill development may vary in height, but the general height of the existing facades should be maintained (18-20 feet range as a minimum height; 35 as a maximum height).

Decorative elements consistent with the architectural style are encouraged

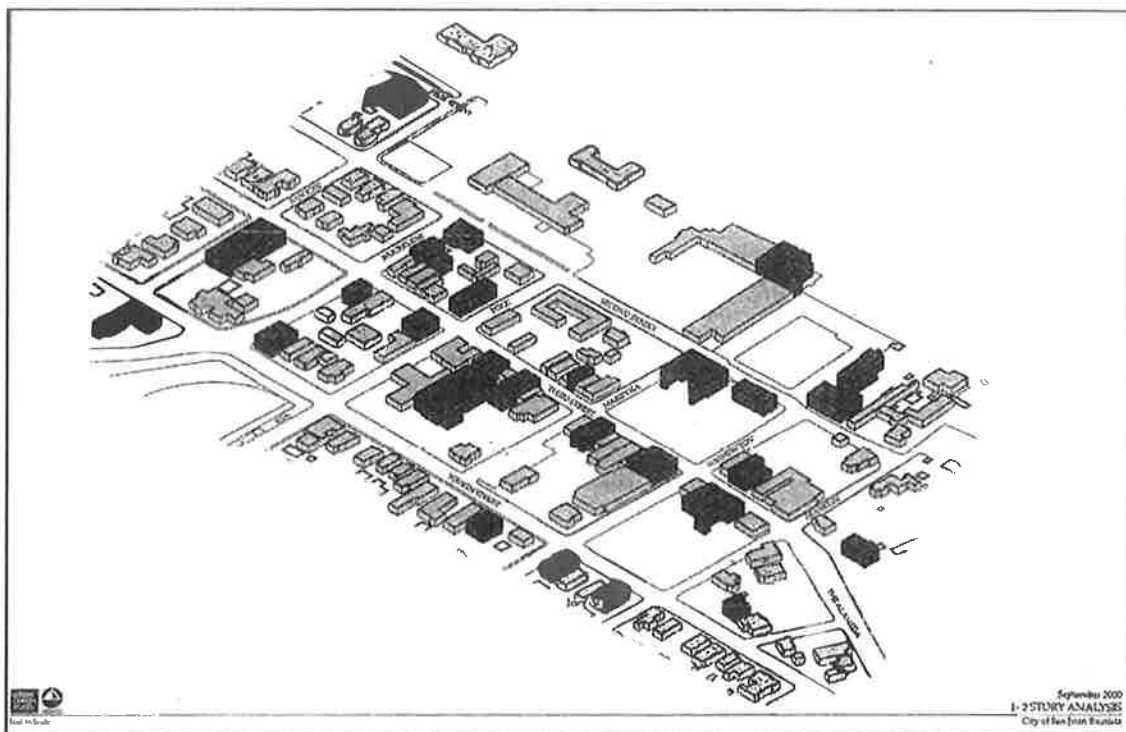
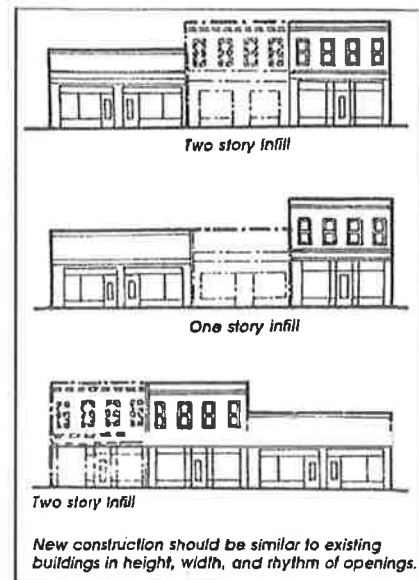


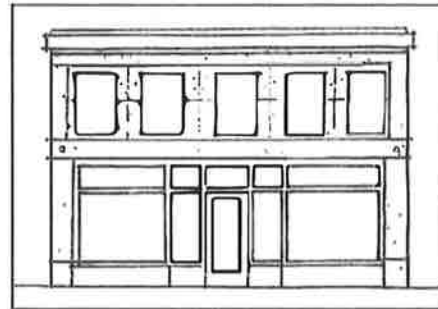
Figure 4.1 One and Two Story Analysis in Historic District (darker color = 2 stories)

Rooflines The design of a structure's roof strongly influences its image as a quality, permanent structure. Structures with *full-pitched roofs* project a more small town and historic image and reinforce the desired pedestrian orientation for San Juan Bautista.

Where *flat roofs* are used, there should be a screening parapet with a decorative coping or cornice. Roof equipment should be completely screened to a height equal to or higher than the height of the equipment. Screening elements should be an integral part of the roof design and should not appear as a “tacked-on” afterthought. For flat roofs, a screen enclosure behind the parapet wall may be used if it is constructed to appear as an integral part of the structure’s design. Ground and interior-mounted equipment (with appropriate wall or landscape screening) is encouraged as an alternative to roof-mounted equipment.

4.4 Proportion

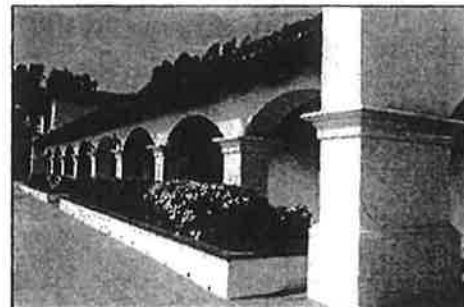
Solid to Void The proportion of solid (wall) to void (doors, windows) should be approximately 60 percent solid to 40 percent void for walls abutting pedestrian activity areas (e.g. sidewalks, courtyards, etc.). In non-pedestrian areas, a higher proportion of wall is acceptable provided that large flat walls are avoided through appropriate wall articulation and fenestration.



Allow greater window area at storefront level for pedestrians

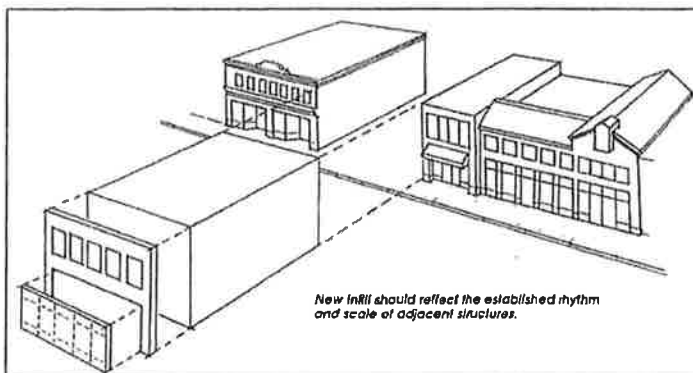
The predominant difference between upper story openings and street level storefront openings (windows and doors) should be maintained. Typically, there is a much greater window area at the storefront level for pedestrians to have a better view of the merchandise displayed behind as opposed to upper stories which have smaller window openings.

Thickness of Walls The thickness of walls should be revealed at door and window openings, and depending on the architectural style of the building, in archways and arcades.



Thickness of walls revealed

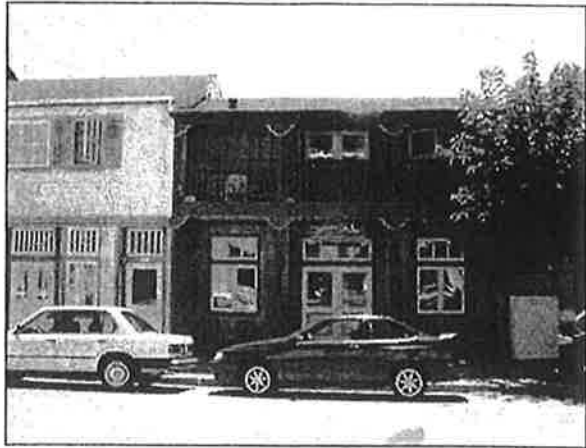
Façade Proportion The characteristic proportion (relationship of height to width) of existing facades should be respected in new infill development. Whenever an infill building is proposed between two adjacent commercial



structures, the characteristic rhythm, proportion and spacing of existing door and window openings should be maintained. When infilling between a one and two story building, ideally the new structure should be “stepped”.

Horizontal Rhythms/Alignment of Architectural Element

Whenever an infill building or any building additions/remodeling are proposed, the common horizontal elements (e.g. window height/width and spacing) among neighboring structures should be identified and the project design should use a similar rhythm and alignment. If maintaining a consistent horizontal rhythm or alignment is difficult or otherwise impossible, the use of colonnades are encouraged to establish a shared horizontal storefront rhythm.



Window placement helps create a consistent horizontal rhythm

4.5 Design Consistency

Historic Influence Building designs that draw from San Juan Bautista's history establishes a sense of timelessness and helps relate buildings to one another in scale and proportion. "Canned" or trademark building designs (e.g. fast food restaurant chains) and urban contemporary design themes are out of context with this approach and are not acceptable. Infill building on Third Street and within the Historic District should ideally reflect the architecture and style of the structure originally on that site. Refer to Chapter 3.0 for a discussion on architectural styles.



360 Degree Architecture Building designs should demonstrate a compatible use of colors, materials, and detailing throughout all elevations of the building. Elevations that do not directly face a street should not be ignored, nor should they receive only minimal architectural treatment. Full, "360-degree" architectural treatment should be provided on all building facades.

Materials Architectural materials will vary throughout the community dependent upon the architectural style. Materials used, including those for building, roofing, and design elements, should adhere to the basic character defining features and historical correctness of the selected vernacular style, as described in Chapter 3.0. The use of quality materials is a priority.

Avoid Gimmicks Architectural gimmicks shall be avoided. The designer shall avoid the use of visual contrast from neighboring structures as an advertising tool or attention-getter.

4.6 Building Color

Color can be a complex and sensitive subject in design guidelines. Color choice has a particularly personal dimension; it is an expression of the building owner, and the businesses located within. If some basic color guidelines are kept in mind, color can add to the richness and variety of San Juan Bautista, all the while respecting the traditions and heritage of the community.

Historic Precedents Historically, certain color palettes were associated with particular architectural styles so, often the architectural style itself may dictate appropriate colors of a structure (refer to Chapter 3.0). Whenever possible, exterior building colors should reflect the basic colors of the architectural style or period of the building. Historic color palettes based on research, old photographs, and historic records are strongly encouraged. The Sherwin-Williams Preservation Palette or similar paint manufacturer pamphlets can also be consulted for information on historic color schemes.

General Guidelines The following guidelines should be used in evaluating exterior building colors, bearing in mind that there are always exceptions to generalizations.

- ❖ Building color in established areas should be compatible and blend with surrounding buildings. The color should not be a “sign” or imply that the building is trying to attract attention. Color should not, because of its intensity, distinctness, chroma, or reflectivity, become the most dominant feature of a building site.
- ❖ “Compatible colors” does not mean that adjacent color schemes should be duplicated.
- ❖ The colors of all elements of a development including walls, accessory structures, fences, and signs should be compatible.
- ❖ Combinations of colors or tones on a single building or site which clash or create a discordant effect should be avoided.
- ❖ A building should be treated as consistently as possible. Exterior colors should be coordinated on all elevations and compatible with exposed materials, architectural style, and detailing.
- ❖ Color should not extend beyond the common building line and paint should not be used to obscure the integrity of natural building materials.

Influence of Climate Color plans showing the location of all colors on the building and color chips of actual paint colors should be provided to the Planning Department. Because the amount of sun can change the appearance of paint color, paint chips should be checked on both sunny and cloudy days.



CITY OF SAN JUAN BAUTISTA PLANNING COMMISSION STAFF REPORT

AGENDA TITLE: Sphere of Influence Study

MEETING DATE: February 1, 2022

SUBMITTED BY: Brian Foucht, Community Development Director

RECOMMENDED ACTION:

Staff recommends that

- 1) the Planning Commission review the recommendation of the Urban Growth Boundary Committee; and
- 2) recommend that the City Council Review the recommendation of the Urban Growth Boundary Committee and approve a contract with EMC Planning Group to develop a Sphere of Influence proposal for presentation to San Benito County and San Benito County LAFCO, as contained in attachment 1.

BACKGROUND INFORMATION:

The Urban Growth Boundary (UGB) Committee (Scott Freels, Mary Edge, E.J. Sabathia, Luis Matchain, Jackie Morris - Lopez) reached consensus on a preliminary Sphere of Influence for San Juan Bautista, shown on the attached map. The concept of an Urban Growth Boundary is represented as a two-tiered SOI.

- The first of the two tiers (orange) are parcels generally adjacent to the existing City Boundary and represent logical areas for planned residential and commercial/industrial employment-generating land uses, including areas that are currently configured for a residential a Specific Plan. Some of these areas are subject to Williamson Act contracts. Note that these areas establish important concepts of contiguity, concentric growth around the City's commercial core, land use compatibility, circulation and open space objectives.
- The second tier (yellow) are areas wherein land uses would likely affect the viability of planning within the first tier and where resource conservation (e.g. agriculture, watershed, natural resource protection, and recreation) is key to the character of the City or to the protection of resources relied upon by the City. The City may wish to pre-designate open space or other existing land uses and limit the expansion of existing development until tier urban

development potential is exhausted. The City may wish to include parcels that contain uses that are served by the City (e.g. True Leaf and Coke Farms) .

The attached graphic is established for the purpose of evaluation by the City, considering the current SJB General Plan, population growth and rate, jobs/housing balance, and anticipated municipal service capacity. (The bright green line delineates separate APNs owned by the same person or entity. Purple areas are those not considered within the proposed SOI.) This process may result in reconfiguration of the shape or extent of the tiers. In preparation for this evaluation, the map includes reference to typical land use constraints (Williamson Act, FEMA flood zone, fault rupture zone).

An interactive map has also been prepared which can be accessed at the link: <https://cosb.maps.arcgis.com/apps/View/index.html?appid=72dd937b3ddf40098583ead9062fc89b>. Open the link and click on any parcel in the prospective SOI. A window will open up with information about the parcel including Ag Preserve (Williamson Act) Flood Hazard Zone (FEMA) and the Fault Rupture Hazard zone (Alquist Priolo Act Zone) in addition to GP/Zoning and size, etc.)

2. Sphere of Influence

A sphere of influence is a planning boundary outside of an agency's legal boundary (such as the city limit line) that designates the agency's probable future boundary and service area. Factors considered in a sphere of influence review focus on the current and future land use, the current and future need and capacity for service, and any relevant communities of interest. With the passage of the CKH Act, spheres for all cities and special districts are reviewed every five years.

The purpose of the sphere of influence is to ensure the provision of efficient services while discouraging urban sprawl and the premature conversion of agricultural and open space lands by preventing overlapping jurisdictions and duplication of services. On a regional level, LAFCOs coordinate the orderly development of a community through reconciling differences between agency plans so that the most efficient urban service arrangements are created for the benefit of area residents and property owners.

Factors that LAFCO must consider in determining the sphere of influence of each governmental agency are:

- a) The maximum possible service area of the agency is based upon present and possible service capabilities of the agency.
- b) The range of services the agency is providing or could provide.
- c) The projected future population growth of the area.
- d) The type of development occurring or planned for the area, including, but not limited to, residential, commercial, and industrial development.
- e) The present and probable future service needs of the area.
- f) Local governmental agencies presently providing services to such area and the present level, range and adequacy of services provided by such existing local governmental agencies.

- g) The existence of social and economic interdependence and interaction between the areas within the boundaries of a local governmental agency and the area which surrounds it and which could be considered within the agency's sphere of influence.
- h) The existence of agricultural preserves in the area which could be considered within the agency's sphere of influence and the effect on maintaining the physical and economic integrity of such preserves in the event that such preserves are within a sphere of influence of a local governmental agency.

To begin the interagency coordination necessary to establish a SOI, the City is required to meet with the County prior to submitting an application to LAFCO under GC section 56425(b). If the two parties reach agreement, then the City submits the SOI update to LAFCO and the Commission is to place "great weight" on this agreement to the extent it is consistent with Commission policies. If the Commission's final action is consistent with the agreement, the City and County shall adopt their agreement at a noticed public hearing, and future decisions within the sphere shall be consistent with the agreement. The City will need to conduct a planning exercise at the General Plan level to conclude this overall process (see attached scope of work).

In recent discussions with the Commission about San Juan Bautista's MSR/SOI, the following steps have been identified:

- 1) City finish work on identifying the proposed SOI as outlined in the attached scope of work:
 - a. Discuss with San Benito County a prospective boundary with text, figures and acreages for various land use designations. The map would be accompanied by prospective land use designations, calibrated for 1.9% population growth over the life of the General Plan (2035), basic employment and services assumptions;
 - b. The City would pre-adopt GP designations and pre-zone the map to include new text, figures and acreages for the various land use designations;
 - c. City will adopt a related CEQA document to address these changes. As for CEQA, the General Plan has a fairly recent EIR, so it will be necessary to prepare a supplemental or subsequent EIR to address transport VMT requirements and various housing policies that may not have been addressed earlier will need to be addressed.
- 2) Once adopted by the City Council, the City will request that LAFCO process a SOI update and accompanying MSR update with corresponding processing fees. If the City goes after additional planning grant funding, it may be advisable to include these processing costs in the application.
- 3) The Commission will decide the final SOI boundary and contents of the MSR which may or may not match what was requested by the City. For this reason, it is good to keep LAFCO informed during the process so important issues can be addressed before final City Council action, if possible.

3. Municipal Service Review (MSR)

Government Code section 56430(a) states that the Commission shall conduct a service review of the municipal services provided in the county or other appropriate area designated by the Commission in order to update a sphere of influence under Government Code section 56425. An updated MSR is required prior to adoption of a revised Sphere of Influence. The only MSR for San Juan Bautista was completed in 2007.

The MSR update relationship to the proposed SOI is to evaluate 7 factors (identified in the Government Code section) that have to do with:

- growth and population projections relying on General Plan growth projections and any related COG information;
- the location of any disadvantaged communities around the agency (and this would also include the agency "City" itself);
- the present and planned capacity of public facilities and related needs and deficiencies;
- the financial ability of the agency to provide those services;
- status and opportunity for shared facilities - such as the proposed sewer and water system connections and opportunities for shared fire and police services;
- accountability for community service needs including government structure (which has more to do with special districts); and
- any other matter related to effective and efficient service the Commission identifies by their own policy.

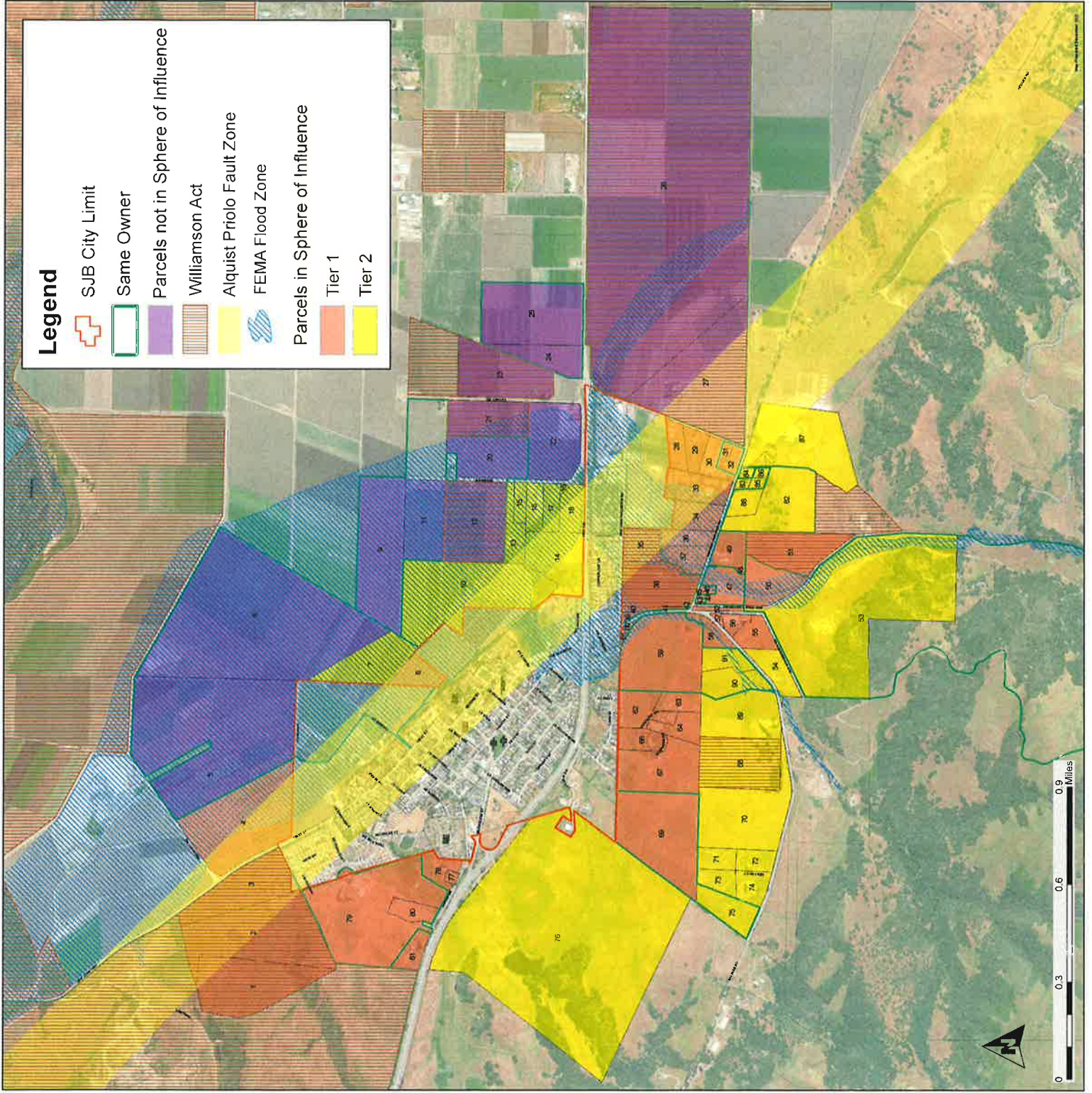
4. Tax Sharing Agreement

Regarding the tax sharing agreement, this is not a requirement at the SOI stage. It is required for future annexations under Revenue and Taxation Code section 99. But typically a city and county would want to know how revenues are split as they discuss SOI agreements. Revenue-generating development becomes attractive to both a city and county and good land use planning and efficient service delivery often becomes secondary to going after the tax revenues.

In San Juan Bautista's case there is a tax sharing agreement in place, but the terms probably lead to the need for a Mello-Roos District or other special funding measure to adequately cover City service costs for a typical project. For comparison, the City of Hollister reached a new revenue sharing agreement for residential projects which splits County's share of property taxes 50/50 with the City. Commercial and Industrial projects are negotiated on a project-by-project basis. LAFCO does not play a direct role, but can be a valuable resource in understanding implications of LAFCO annexation boundary and service issues that may impact assumptions built into an agreement.

Attachments:

1. Preliminary Map – Sphere of Influence
2. Proposal – Sphere of Influence Study (EMC – January 2022)





Planning for Success.

January 12, 2022

Brian Foucht, AICP
Assistant City Manager and Director of Community Development
311 2nd Street
P.O. Box 1420
San Juan Bautista, CA 95045

Re: Community Plan- incorporating the South San Juan Area (3rd Revision)

Dear Brian:

Per our most recent phone conversation (12-23-21), EMC Planning Group has prepared a scope of work and budget for a San Juan Bautista Community Plan, intended to incorporate the current City work effort on the "Urban Growth Boundary or City Sphere of Influence", the "Active Transportation Plan", and the planning effort for the "South San Juan area". It is intended that the South side planning effort provide the City with additional residential development area to assist in meeting the City's RHNA Allocation. We propose to team with Dan Burden and the Built Environment Team at Blue Zones, LLC who would lead the public participation effort, collaborate on design guidelines, and ensure that a strong emphasis is placed on creating a healthy, livable environment in the new City growth areas and connection those new growth areas to the communities urban corp. The team has expertise in building collaboration through community-informed processes, and bringing together diverse stakeholders to embrace healthy community design principles. *In the work program presented below, tasks that include Blue Zones participation are in blue lettering.* We also propose to bring in AMBG Consulting, a Colorado firm that specializes in online engagement, to lead the online engagement effort. In our current and ongoing pandemic environment, this online engagement piece has become essential.

Using the guidance provided in San Juan Bautista's SB2 Grant application, EMC Planning Group has developed a Phase 1 scope of work that would: 1) revise the *City of San Juan Bautista 2035 General Plan* to accommodate new growth boundaries and ensure consistency between the new potential growth areas and the General Plan; 2) identify

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land use designations and zoning districts, with wide acceptance from the community that help create the General Plan Amendment and inform the Community Planning effort; 3) utilize technical existing documentation on water and sewer services, biological resources, flooding and fire hazards, and protection of prime agricultural lands to support land use changes; 4) develop design guidelines for the South San Juan area that are consistent with Blue Zones community design principles; and 5) prepare a Community Plan document, that incorporated the City's updated Sphere of Influence boundary, the Active Transportation Plan effort, and the approximately 585-acre area located south of Highway 156, known as the South San Juan area.

Completion of this Phase 1 scope of work would create the necessary foundation for work to be undertaken in a subsequent phase to complete a Municipal Services Review (MSR), pre-zone the Community Plan potential growth areas, conduct environmental documentation for the Community Plan, including the South San Juan area and undertake the LAFCO Sphere of Influence update, property tax transfer agreement, and annexation process, which would be required by LAFCO to "plan for services" and a "fiscal impact study." Below, EMC Planning Group provides a statement regarding its understanding of the project and then sets forth its work program, schedule, and budget.

PROJECT UNDERSTANDING

The proposed boundaries of the South San Juan area encompass approximately 90 acres of undeveloped land that lie immediately south of the existing city limits but within the planning area and sphere of influence established by the *City of San Juan Bautista 2035 General Plan*.

The EMC Planning Group understands that the City of San Juan Bautista desires to create a Community Plan that provides a "General Plan level" planning document for those areas outside the City's current City Limits and incorporates the City's updated Urban Growth Boundary or City Sphere of Influence, the Active Transportation Plan and the South San Juan area. This Community Plan document will establish the land use framework for future City growth, agricultural preservation, and identification of future residential growth areas to achieve compliance with the City RHNA allocation. This framework, in the form of a Community Plan, will set the direction for pre-zoning lands outside the City limits, preparation of an MSR, CEQA document, and proceedings with LAFCO for a Sphere of Influence update and eventual annexation of lands to the City boundary.

The Area Plan area includes the following San Juan Bautista General Plan land use designations:

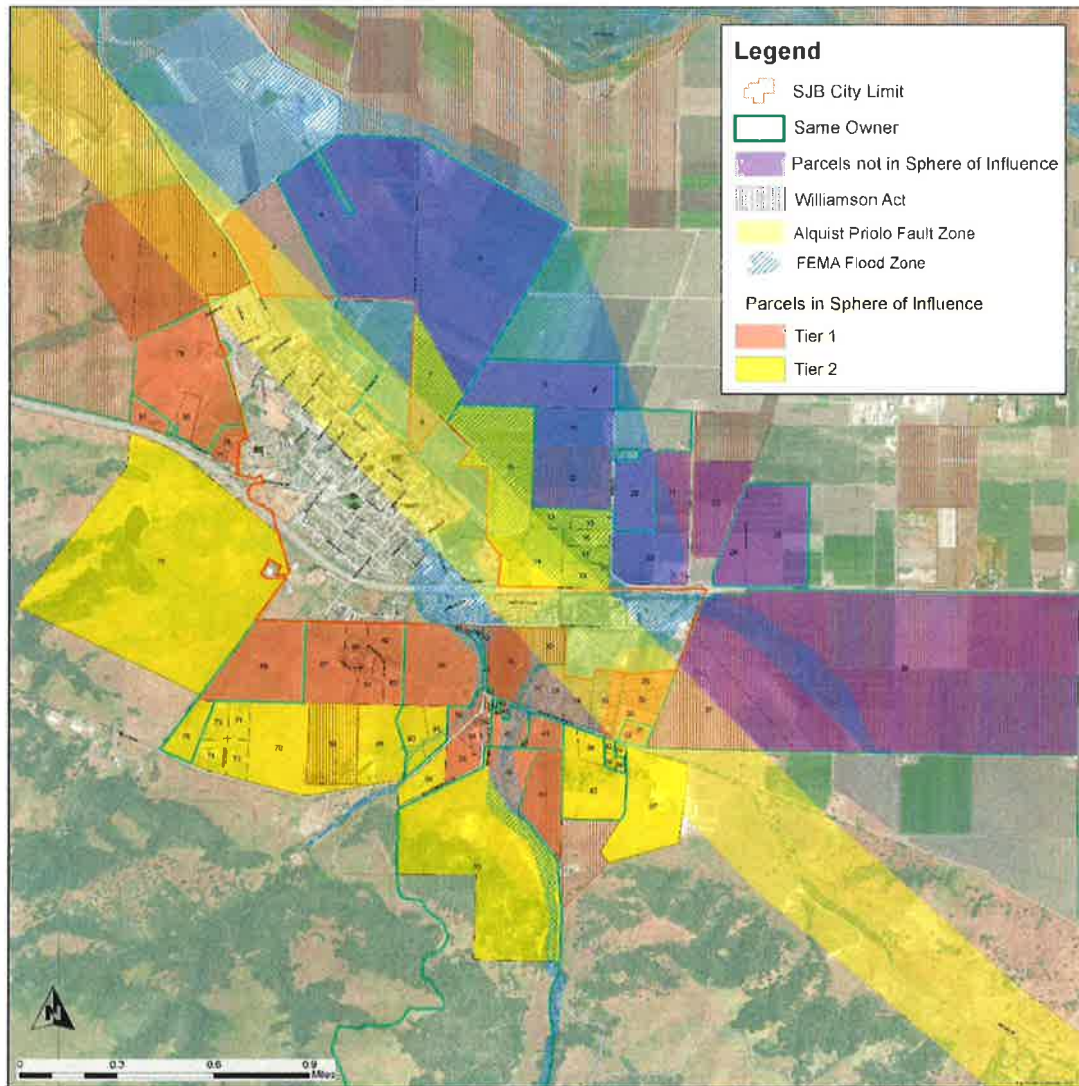
- Low-Density Residential (12.4 acres),
- Medium-Density Residential (3.6 acres),
- High-Density Residential (5.3 acres),
- Industrial (7.3 acres), and
- Undesignated (62.7 acres)

Per anticipated development densities in General Plan Table 6.4, (four units per acre for low density, 16 units per acre for medium density and 24 units per acre for high density), new residential development within the Area Plan would be expected to yield about 50 low-density residential units, 58 medium-density residential units, and about 127 high-density residential units.

The goal of planning for this area is to re-configure land uses to increase housing potential in the area and explore the potential for achieving some of the desired housing units through a mix of uses or a well-planned combination of residential and commercial uses. The south side area is constrained by the San Andreas Fault and Federal Emergency Management Agency designated flood zones, and these constraints will affect the number of residential units actually realized within the South San Juan area. Overall, planning for this South Side of San Juan Bautista is expected to significantly increase the potential for housing development in the community.

Figure 1 shows the area identified by the Urban Growth Boundary Committee (UGB) for the future City Sphere of Influence boundary changes, including the South San Juan area. The Tier 1 and Tier 2, shown in this figure have an approximate land area of 796 acres on the south side of Highway 156, and Tier 1 and Tier 2 land area north of Highway 156 consists of approximately 342 acres.

Figure 1: Study Area



WORK PROGRAM

This section sets forth the team's proposed scope of work for the project.

Task 1 Communications and Administration

- 1.1 **Project Kick-off Meeting.** Discuss project goals, issues, availability of reference materials, work product expectations, communications protocols, and public outreach logistics. Blue Zones will attend the kick-off meeting remotely. AMBG

will also attend the meeting to understand the broader needs and approach for virtual engagement tools to serve the community. The team will also want to utilize previous public engagement outputs that were realized by preparation of the recent Housing Element, the Urban Growth Boundary Committee (UGB), and the parallel track Active Transportation Plan (ATP), expected to kick-off in February 2022. Access and coordination to information from all these entities can help prevent duplication and assist the community plan team structure their community outreach approach.

- 1.2 Meetings with City Staff and Stakeholders.** Meet with City staff, other agencies' staff, health and community-based organizations, and public officials to gather information, strategize on solving problems, and to present information as it is developed. (limit to 4 meetings- assumed as virtual meetings).
- 1.3 Progress Teleconferences.** Once a month, participate in a check-in call to report on progress and to discuss current project issues. Each call will conclude with a re-cap of resulting action items. Each call is estimated to last one hour, with an additional half-hour of preparation and summary time for each.
- 1.4 Project Management.** EMC Planning Group will act as overall project manager for the effort and be responsible for overseeing and coordinating the project team. This management responsibility includes coordinating closely with Blue Zones as it develops and provides leadership for the public participation effort and ensuring that City Staff, EMC Planning Group, and Blue Zones communicate effectively throughout the process. EMC Planning Group will be the first point of contact for City Staff.
- 1.5 Management of Online Presence.** EMC Planning Group, in coordination with AMBG Consulting (<https://www.ambgconsulting.com/>) will be responsible for developing, operating, and coordinating the content of the online platform/website to be used throughout the process to involve the public in area plan preparation. AMBG Consulting will develop the website with two revisions, using the Bang the Table Engagement HQ. EMC Planning Group/AMBG Consulting will be responsible for posting content on the online platform Engagement HQ website, including existing and available information from the Urban Growth Committee, Blue Zones work on ATP, and other appropriate and relevant information to support the Community Plan effort. EMC Planning Group/AMBG will not be responsible for developing content for or about any of these related projects. Additionally, *the City will be responsible for procuring a domain name associated with the project, as well as paying for any licensure needed through Bang the Table. If it is seen as an asset, AMBG can*

create a final toolkit or video instructions for City to manage a long-term Engagement HQ Website.

AMBG Consulting will also lead in synthesizing data collected from online surveys, maps, and other website-based engagement tools into an accessible format (i.e., infographics, graphs, etc.) and display this data on the website on an ongoing basis.

- 1.6 General Administration.** This task includes opening and managing project files, background research, invoicing, and similar project administration tasks.

Task 2 Public Outreach and Input

- 2.1 Outreach.** Work with City staff to confirm a list of stakeholder and organizations to coordinate with during the plan preparation process and to include in workshop invitations. This effort will include outreach to tribal representatives, as the project is intended to result in a General Plan Amendment. It will also include contacting organizations and persons on the list developed with City staff to solicit input on the plan preparation process. AMBG will work with the rest of the Consulting Team to identify potential stakeholders to include in the process.
- 2.2 Community engagement strategy and program management.** Blue Zones will lead in developing the community engagement strategy, overseeing the onsite engagement processes, and supporting the development of the online engagement forum to ensure integration of feedback into plan development.
- 2.3 In-Person Charrettes with Virtual engagement complement.** There will be collaborative multiday charrettes to gather community feedback and discuss plan development and design. Portions of the public participation effort will be conducted through *Bang the Table*, an online engagement forum. The project team will coordinate with concurrent related projects (e.g. Urban Growth Boundary committee, Active Transportation Plan, etc.), working with partners to achieve complementary scheduling with engagement related to those projects.

On-Site Activities: Led by Blue Zones and attended and assisted by EMC Planning Group, the initial on-site events will include:

- a. **First On-Site Community Charrette:** The first public engagements will serve to both inform the public of the Community Plan effort, and to actively listen to comments, concerns, and suggestions, to include the following activities over two days:

- Presentation of the Engagement Plan to showcase both in-person and interactive methods that will be used for collecting stakeholder input throughout plan development;
 - Community presentation on the overview of project and process, healthy land use planning concepts, to include principles and best practices;
 - Receive input from the Urban Growth Committee on specific direction to City staff and principles and objectives to be considered for the Community Plan;
 - Receive input from the ATP Team regarding progress and input to date;
 - Interactive mapping opportunities to identify opportunities, challenges and concerns;
 - Meetings with key stakeholders to discuss key issues; and
 - The first Planning Commission/City Council joint study session, as further described in Task 2.4.
- b. **Second On-Site Community Charrette:** At the second public set of events, Blue Zones, with assistance from EMC Planning Group will present emerging findings and recommendations to the public, City and County staff, and key stakeholders. This two-day event will provide an opportunity to review and comment on input and ideas to date that will inform the draft plan elements, to include:
- Community presentation on the emerging opportunities, plan development progress, plan principles, and industry best practices;
 - Meetings with key stakeholders to discuss emerging issues;
 - An open-house for residents, elected officials, city and county staff, organizational representatives, and other key stakeholders to provide comment on input and ideas that will inform the draft plan elements; and
 - The second Planning Commission/City Council joint study session, as further described in Task 2.4.

On-site activities will be complemented with virtual technologies, managed by AMBG and EMC Planning Group.

2.4 Planning Commission/City Council Study Sessions. This task includes preparing for and attending two (2) joint study sessions with the Planning Commission and City Council to discuss healthy, walkable, compact neighborhood design, Smart Growth principles, their application and other planning concepts to be applied in the areas outside the City limits, and how those principles and concepts can be coordinated and connect with the current City urban framework.

These sessions will include:

- a. An overview of healthy, walkable, compact, community-development concepts, including,
 - Presentation of the Engagement Plan to showcase both in-person and interactive methods that will be used for collecting stakeholder input throughout plan development, ensuring inclusive, community-centered engagement;
 - A foundational focus on community health, equity, locational efficiency, and relevant design tools; and
 - Inclusion of Smart Growth principles, applying the right scale and patterns, mix of uses, affordable housing, livable streets, greening, and other relevant tools aligned with the context.
- b. Reviewing stakeholder feedback and plan development; and
- c. Offering interactive opportunities with the Commission and Council to identify priorities, concerns, opportunities, and to gather feedback.

Task 3 Technical Input and Land Use Update

- 3.1 Technical Input.** Provide technical input on biological resources and fire and flooding hazards to support land use changes.
- 3.2 Integration of Walkable, Healthy, Smart Growth Principles.** Blue Zones, LLC, will review the Community Plan development to identify opportunities to integrate walkable community, Smart Growth principles, and transportation elements to shape land use changes.

- 3.3 Land Use and Zoning Designations.** Prepare maps and text describing revised land use designations and zoning based on the analysis undertaken in previous tasks and subtasks.
- 3.4 Land Use Diagram Amendment.** Prepare draft amendments to the 2015 General Plan Land Use Diagram to achieve consistency with proposed Community Plan changes. This would include revised land use designations and urban growth area boundaries, including a proposed Sphere of Influence (SOI) and Urban Service Area Boundary. This could likely be the Tier 1 Urban Service Boundary and Tier 2 SOI boundary.

Task 4. Urban Design, Development Standard, and Design Guideline Support

- 4.1 Administrative Draft Design Guidelines.** Blue Zones will guide efforts to integrate community input, walkable community and Smart Growth principles, and staff insights into the design guidelines.
- 4.2 Public Review Draft Design Guidelines.** Revise Administrative Draft Design Guidelines based on comments from City Staff.

Task 5 Draft Community Plan Document and General Plan Amendments

- 5.1 Community Plan Document Overview.** An area plan document will be prepared that compiles all the work undertaken in previous tasks. The Community Plan is intended to plan for a new Urban Growth Boundary, provide land use designations for these proposed City expansion areas, integrate walkable community and smart growth principles, incorporate the Active Transportation Plan work, and provide a focus to City expansion and uses in South San Juan Bautista, the plan will also include planning for employment to assure a balanced approach to jobs-housing. The Community Plan document would contain the following main chapters (as may be modified in coordination with City staff):
 - a. Introduction, background, and purpose;
 - b. Land use, development standards, and design guidelines;
 - c. Mobility (block form, street connectivity, complete streets planning, street sections and vehicular access, non- motorized mode planning, transit planning, etc.);
 - d. Parks, open spaces and trails;

- e. Plan level infrastructure and public facilities (water, sewer, and storm drainage) (this task assumes the City Engineer would provide inputs on both existing services and services needed for Community Plan buildout); and
- f. Plan Implementation (plan amendments, subsequent approvals, etc.).

Blue Zones will review chapters, collaborate with the EMC Planning Group, and ensure stakeholder feedback is integrated, advising on any recommendations and concepts specifically in the following sections:

- a. Land Use, Development Standards, and Design Guidelines;
- b. Mobility;
- c. Parks, Open Space and Trails; and
- d. Plan Implementation.

5.2 Administrative Draft Area Plan. Prepare an Administrative Draft Community Plan document that is organized as outlined above.

Deliverable: Three (3) hardcopies and one electronic copy of the Administrative Draft Community Plan will be submitted to the City for review and comment. It is assumed that City comments will be consolidated into one set, with internal consistency of comments verified before delivery to the EMC Planning Group team. The Blue Zones team will review this document and provide comment.

5.3 Proof Draft Area Plan. Prepare a Proof Draft Community Plan document that incorporates the City's feedback. This version will again be reviewed by City staff to verify its concurrence with the modifications made in response to the City's set of consolidated comments.

Deliverable: Three (3) hardcopies and one electronic copy of the Proof Draft Community Plan will be submitted to the City for review and comment. It is assumed that City comments will be consolidated into one set, with internal consistency of comments verified before delivery to the EMC Planning Group team.

NOTE: It is possible, with City Staff approval, that this task (5.3) could be eliminated to create a cost savings.

5.4 Final Public Review Draft Community Plan. Prepare a Final Public Review Draft Community Plan document that incorporates comments on the Proof

Draft Community Plan received from the City. This is the version of the Community Plan that will be made available for public review and that will be studied by the Planning Commission and City Council.

Deliverables: Three (3) hard copies of the public review Community Plan and one electronic copy. City staff will be responsible for posting the document online for public access, and it will also be responsible for making hard copies/CDs for public distribution, if it chooses to provide more than a downloadable file online.

Task 6 Conceptual Acceptance by the Planning Commission and City Council of the Community Plan

This task includes preparing for and attending two (2) joint public hearings with the Planning Commission and City Council to discuss the Draft Community Plan. The purpose of this task is to obtain approval in concept or acceptance of the Community Plan document as it has been presented. This would result in the stable project description needed for the CEQA analysis to be undertaken in Phase II (not part of this scope of work), as well as future tasks as follows:

- County of San Benito Agreement with Plan boundaries;
- Municipal Services Review (MSR);
- Pre-zoning lands for annexation;
- Revise or update the property tax transfer agreement;
- Prepare a Plan for Services;
- Prepare a Fiscal Impact Analysis; and
- Prepare and apply to LAFCO for a SOI Amendment and Annexation of Areas within the City's proposed Urban Service Boundary (the above bullet points are future tasks and not a part of this scope of work and budget.

The Conceptual approval hearings anticipated for this step in accepting the Community Plan are as follows:

- 6.1 Public Hearings.** Prepare for and attend two (2) joint public hearings with the Planning Commission and City Council to discuss the Public Review Draft Community Plan. The Blue Zones team will assist in the development of these presentations and will take part in these meetings.

Deliverables: One staff report for the first joint Planning Commission/City Council; one supplemental memo for the second meeting describing changes suggested by the Planning Commission and incorporating City Council changes for acceptance of the Community Plan; and PowerPoint presentation for the initial meeting.

- 6.2 Final Community Plan.** Prepare a Final Community Plan document that incorporates agreed upon revisions to the Draft Community Plan as directed by the Planning Commission and City Council.

Deliverables: Community Plan.

SCHEDULE

The proposed scope of work is estimated to take approximately 9 months to deliver. It is understood by the City and EMC Planning Group Team that this is a shortened and constrained schedule, primarily due to grant deadline, and that both parties will do what they can to meet this deadline. Table 1 outlines the rough timeframe within which the scope of work would be delivered to the City.

Table 1: Project Schedule

Task	Timeframe
Task 1: Communications and Administration	February 2022 – October 2022
Task 2: Public Engagement Plan	February 2022 – May 2022
Task 3: Technical Analysis and Land Use Update	February 2022 -- June 2022
Task 4: Design Guidelines	June 2022 -- July 2022
Task 5: Draft Area Plan Document	June 2022 -- September 2022
Task 6: Conceptual Approval	September 2022 – October 2022

COMPENSATION

The following budget reflects the scope items described herein. Costs not included in the budget include: Fees for the Bang the Table platform, City costs, as well as fees of other agencies; Federal, state, regional and local agency permits, permit processing, or associated technical reports required; other technical reports that may be required, and are not include herein, including a formal Plan for Services, a Fiscal Impact Assessment and an updated MSR; assistance with LAFCO annexation proceedings; CEQA documentation; costs for City staff time; costs for consultants retained by the City; and other costs not expressly included in this scope and budget.

Project Costs

The total proposed budget to deliver the scope of work outlined above is \$259,457, and this includes \$72,420 for Blue Zones, LLC and \$34,230 for AMBG. Table 2 shows the budget details, and Table 3 shows a breakdown of the Blue Zones budget.

Table 2: Project Budget

San Juan Bautista Community Plan Budget (Includes South San Juan area)									
Task	EMC Planning Group Inc.							Total Hours	Total Cost
Staff	Senior Principal	Principal	Principal Planner	Senior Biologist	Associate Planner	Graphics	Admin/ Production		
Billing Rate (Per Hour)	\$250.00	\$225.00	\$200.00	\$190.00	\$150.00	\$125.00	\$125.00		
Task 1: Communications and Administration	16.0	24.0	17.0	0.0	0.0	7.0	5.0	69.0	\$14,300.00
Task 2: Public Engagement Plan	12.0	36.0	8.0	0.0	0.0	35.0	2.0	93.0	\$17,325.00
Task 3: Technical Input and Land Use Update	4.0	10.0	45.0	20.0	8.0	15.0	2.0	104.0	\$19,575.00
Task 4: Design Guidelines	5.0	5.0	15.0	0.0	0.0	10.0	4.0	39.0	\$7,125.00
Task 5: Draft Community Plan	15.0	85.0	48.0	10.0	25.0	20.0	50.0	253.0	\$46,875.00
Task 6: Conceptual Acceptance / Prepare Plan*	15.0	30.0	45.0	0.0	0.0	5.0	15.0	110.0	\$22,000.00
Subtotal (Hours)	67.0	190.0	175.0	30.0	33.0	92.0	78.0	Total Hours	Total Cost
Subtotal (Cost)	\$16,750.00	\$42,750.00	\$35,600.00	\$5,700.00	\$4,950.00	\$11,500.00	\$9,750.00	668.0	\$127,000.00

Subconsultants and Other Additional Costs	
Blue Zones	\$72,420.00
Bang the Table**	\$8,000.00
AMBG Consulting	\$34,230.00
Vidor Gomez	\$8,000.00
Production Costs	\$2,000.00
Travel Costs	\$1,500.00
Administrative Overhead 5%	\$6,307.50
Total	\$132,457.50

Total Costs	\$259,457.50
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Notes: *Attendance at two (2) hearings, plus prep time

** The City has the option of using this budget to contract with Bang the Table directly

Table 3: Blue Zones Budget Breakdown

Task	Budget
Task 1: Project Kickoff/Project Management	\$3,760
Task 2: Public Engagement Strategy & On-Site Delivery	\$35,168
Task 3: Technical Analysis and Land Use Update	\$6,860
Task 4: Design Guidelines	\$12,020
Task 5: Draft Area Plan Document	\$10,620
Task 6: Plan Hearings	\$3,992
All tasks (Includes direct expenses)	\$72,420

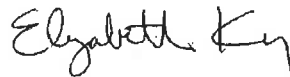
CONCLUSION

We are happy to meet to clarify any scope or budget issues and to facilitate executing contracts. Again, thank you for bringing us on board to help make the project a reality.

Sincerely,



Michael J. Groves, AICP
President



Elizabeth King
Principal Planner

Attachment: Blue Zones Team Qualifications



BLUE ZONES™

BLUE ZONES BUILT ENVIRONMENT TEAM

DAN BURDEN, the Director of Innovation and Inspiration at Blue Zones, has more than 40 years of experience in the built environment and has helped more than 3,500 communities, all 50 states, more than 40 MPOs and 6 Canadian provinces and territories become more livable, bicycle friendly and walkable. Dan's well-rounded work across most built environment disciplines brings a holistic approach to community and transportation planning and urban design. Dan specializes in active transportation, complete streets, healthy streets, walkability studies, bicycle and trails systems planning, safe routes to school, traffic calming, and traffic management. Dan is a trainer for national, regional, state and local courses in context sensitive solutions, traffic calming, bicycling, walkability, urban design and land use development, bicycle/pedestrian law enforcement and safety. Dan's diversity of interests and experiences across many platforms helps bring together the disciplines of engineering, planning, landscape architecture and community development.

DANIELLE SCHAEFFNER, the Director of Planning and Projects at Blue Zones, brings years of active transportation experience and leadership at the local, regional, state, and national level to her work. Danielle is passionate about creating policy, systems, and environmental change to increase access to multimodal options for all ages, races, incomes, and abilities. Danielle's work has included a range of active transportation efforts, including comprehensive and mode-specific planning, Health Impact Assessment (HIA), and built environment policy and project guidance. At Blue Zones she oversees various built environment efforts, develops community-based active transportation strategies, and coordinates and collaborates with diverse partners on projects across the country; she has also contributed to equity and built environment-focused reports and guidance documents.

SARAH BOWMAN, Resource Development Lead, Blue Zones, has twenty years of experience as a public engagement specialist, serving as project manager for efforts in more than 1,200 communities in the United States, Canada, and Ireland. This includes multi-year planning and design efforts, as well as the development of educational tools and resources for the U.S. Department of Transportation, U.S. Environmental Protection Agency, AARP, Federal Highway Administration, Transportation Research Board, Honolulu Department of Transportation Services, the University of Notre Dame, Trinity College Dublin, Dublin City Council, Blue Zones, and others. Sarah served as a Planning Commissioner for the City of Port Townsend, Washington, from 2011 – 2014. Sarah specializes in developing tools and resources to engage seldom-heard populations, such as people with learning disabilities, intellectual disabilities, and cognitive impairment.

TONY HULL, Built Environment Expert for Blue Zones, has over two decades of experience in planning, designing, and evaluating active transportation projects. Tony's nationally recognized work includes leading planning and research studies, facilitating workshops and trainings, and providing technical expertise for wide-ranging active transportation projects. This expertise includes pedestrian and bicycle facility design, accessibility, safety analysis, data collection and evaluation, traffic calming, community engagement, and social equity. Tony is a graduate of the Ohio State University, serves on the TRB Committee on Pedestrians and is a long-time member of the Association of Pedestrian and Bicycle Professionals (APBP).