



AGENDA
CITY OF SEASIDE
PLANNING COMMISSION

REGULAR MEETING
440 HARCOURT AVE (COUNCIL CHAMBER)
Wednesday, July 9, 2025
6:00 PM

NOTICE: *The Planning Commission will hold its public meetings in person, with a virtual option for public participation based on availability. The City of Seaside utilizes Zoom tele-conferencing technology for virtual public participation; however, we make no representation or warranty of any kind, regarding the adequacy, reliability, or availability of the use of this platform in this manner. Participation by members of public through this means is at their own risk.*

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4. To make public comment, the following options are available:

Before the Meeting via Email: Written comments can be emailed to CityClerk@ci.seaside.ca.us Include the following subject line: "Public Comment Item #____" (insert the agenda item number relevant to your comment). Written comments must be received by 2:00 p.m. on the day of the meeting.

During the Meeting: When the Chair calls for public comment, members of the public participating in person and wishing to address the Commission may approach the podium when the Chair calls for public comment.

When the Chair calls for public comment, members of the public participating on Zoom and wishing to address the City Council can queue to speak with the "Raise Hand" feature. On the Zoom application, click the "Raise Hand" button. On the phone, press *9 to "Raise Hand"; press *6 to unmute.
5. In accordance with the City's Remote Meeting Participation Policy for Public Comment: The City of Seaside reserves the right to refuse, limit, and/or revoke use of video conferencing technology and the option for virtual public participation. Granting use of the virtual participation in no way constitutes an endorsement of any person or group to display hateful conduct, including sending or posting hateful images, making violent threats, or targeting others with hateful or abusive speech. The City may remove any participant that violates its agreement or applicable policy with proper notice as outlined in the conditions of use/meeting access.

1. CALL TO ORDER

2. ROLL CALL - PLANNING COMMISSION

William Silva	Chair
Keith Dodson	Commissioner
John Owens	Commissioner
Arlington La Mica	Commissioner
Dave Evans	Commissioner
Danny Huynh	Commissioner
Gonzalo Quintero Alcaraz	Commissioner

3. REVIEW OF AGENDA

If there are any items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority vote is required).

4. PUBLIC COMMENT

Members of the public wishing to address the Commission on matters within the jurisdiction of the City of Seaside, but not on this agenda, may do so during the Public Comment period for up to three (3) minutes. Comments on specific agenda items are heard under that item. For the public record, please state your name.

5. APPROVAL OF MINUTES

A. APPROVE MINUTES FROM JUNE 25, 2025

6. BUSINESS ITEMS

A. USE PERMIT APPLICATION NO. UP-2025-004. CHRISTINE WINGE OF MEALS ON WHEELS OF MONTEREY PENINSULA, APPLICANT, AND THE TAYLOR AND KERI LOESCH REVOCABLE TRUST, PROPERTY OWNER, ARE REQUESTING USE PERMIT APPROVAL FOR THE OPERATION OF A FACILITY TO PREPARE AND DISTRIBUTE FOOD TO QUALIFYING INDIVIDUALS AND FAMILIES (CATERING SERVICE) AND A REQUEST FOR REDUCTION TO REQUIRED PARKING AT 1020 AUTO CENTER PARKWAY (APN: 011-523-021) IN THE REGIONAL COMMERCIAL (CRG) ZONING DISTRICT. THE PROJECT IS CATEGORICALLY EXEMPT (CLASS 32) FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15332 OF THE CEQA GUIDELINES.

RECOMMENDATION: Staff recommends approval of UP-2025-004, subject to the conditions of approval and project plans.

7. REPORTS FROM COMMISSIONERS

8. REPORTS FROM STAFF

This is a time specifically set aside for the Staff Liaison to provide updates on non-agendized requests from the Commission, and to provide brief information on topics under the purview of the Commission.

9. ADJOURNMENT

Next Regularly Scheduled Meeting:
July 23, 2025
6:00 PM

The City of Seaside is committed to providing accessible facilities and accommodating people with disabilities in all of its services programs and activities. If special considerations are needed by any person to fully participate in this meeting, contact the City Clerk at 899-6707 no fewer than two business days prior to the meeting to allow reasonable arrangements. Agendas are posted at:

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Agenda-related writings or documents provided during public meetings are available for public inspection during the meeting or from the office of the City Clerk. This agenda is posted in compliance with California Government Code Section 54954.2(a) or Section 54956.



FINAL MINUTES

CITY OF SEASIDE
PLANNING COMMISSION

REGULAR MEETING
COUNCIL CHAMBER
Wednesday, June 25, 2025
6:00 PM

1. CALL TO ORDER

Chair Silva called the meeting to order at 6:00 p.m.

2. ROLL CALL – PLANNING COMMISSION

PRESENT: EVANS, SILVA, DODSON, ALCARAZ, OWENS, LAMICA
ABSENT: HUYNH

3. REVIEW OF AGENDA

No Changes.

4. PUBLIC COMMENT

None.

5. APPROVAL OF MINUTES

Approve Minutes from May 28, 2025

On motion by Commissioner LaMica, and second by Dodson, and carried by the following vote, the Planning Commission moved to approve the Minutes from May 28, 2025

RESULTS: 4, 0, 1, 2
AYES: LaMica, Dodson, Silva, Alcaraz
NOYES: None
ABSENT: Huynh
ABSTAIN: Owens, Evans

ACTION: APPROVED & ADOPTED RESOLUTION

6. BUSINESS ITEMS

A. USE PERMIT APPLICATION NO. UP-2025-004. CHRISTINE WINGE OF

MEALS ON WHEELS OF MONTEREY PENINSULA, APPLICANT, AND THE TAYLOR AND KERI LOESCH REVOCABLE TRUST, PROPERTY OWNER, ARE REQUESTING USE PERMIT APPROVAL FOR THE OPERATION OF A COMMUNITY CENTER AND FOR A REDUCTION TO REQUIRED PARKING AT 1020 AUTO CENTER PARKWAY (APN: 011-523-021) IN THE REGIONAL COMMERCIAL (CRG) ZONING DISTRICT.

Andrew Myrick, Economic Development and Community Planning Manager, indicated that Use Permit UP-2025-004 be continued to July 9, 2025

PUBLIC COMMENT:

None.

B. ZONING ORDINANCE AMENDMENT ZOA-2025-001. A RESOLUTION RECOMMENDING APPROVAL OF AN AMENDMENT TO THE SEASIDE MUNICIPAL CODE TO CREATE A NEW USE CLASSIFICATION FOR THE SALES OF FIREARMS AND AMMUNITION, IDENTIFY ZONING DISTRICTS AND LOCATIONS WHERE THIS USE WOULD BE ALLOWED, AND ESTABLISH OPERATING STANDARDS FOR THE USE. THE PROPOSED ACTION CONSISTS OF A RECOMMENDATION ONLY AND IS THEREFORE NOT SUBJECT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15061(b)(3) OF THE CEQA GUIDELINES.

Andrew Myrick, Planning Manager, recommends approval of ZOA-2025-001, to regulate the sales of firearms and ammunition, with the potential modification to include the sales and storage of the components of firearms.

PUBLIC COMMENT:

None.

On motion by Commissioner Owens, and second by Dodson , and carried by the following vote, the Planning Commission moved to approve Zoning Ordinance Amendment ZOA-2025-001, with the potential modification to include the sales and storage of the components of firearms.

RESULTS: 6, 0, 1, 0

AYES: Evans, Dodson, Silva, Alcaraz, Owens, LaMica

NOYES: None

ABSENT: Huynh

ABSTAIN: None

ACTION: APPROVED & ADOPTED RESOLUTION

7. REPORTS FROM COMMISSIONERS

Commissioner Owens raised a major concern about the vacant Seaside Market building, noting that seagulls are nesting on the property. He described the birds as obtrusive and potentially a deterrent to future buyers. Commissioner Evans reported that the HOA received the most recent Seaside Highlands NOITA just one day before its approval. He requested that a courtesy notice be mailed or emailed to him directly in advance. Andrew Myrick suggested submitting a formal request through the City Clerk's office. Chair Silva gave kudos for the new sidewalk entrance at Monterey Road and Seaside High School, commenting that it was much needed and looks great. Commissioner Dodson inquired whether there are any plans to install speed bumps-similar to those on Hilby-on other streets in the city, such as Kimball Avenue.

8. REPORTS FROM STAFF

None.

9. ADJOURNMENT

With no further business the meeting adjourned at 6:44 p.m.

On motion by Commissioner Owens, and second by Alcaraz, and carried by the following vote, the Planning Commission moved to adjourn

Respectfully submitted,

**Andrew Myrick, Economic Development
& Community Planning Manager**

William Silva, Chair



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 6.A.

TO: Planning Commission

BY: Andrew Myrick, Economic Development & Community Planning Manager

DATE: July 9, 2025

SUBJECT: **USE PERMIT APPLICATION NO. UP-2025-004. CHRISTINE WINGE OF MEALS ON WHEELS OF MONTEREY PENINSULA, APPLICANT, AND THE TAYLOR AND KERI LOESCH REVOCABLE TRUST, PROPERTY OWNER, ARE REQUESTING USE PERMIT APPROVAL FOR THE OPERATION OF A FACILITY TO PREPARE AND DISTRIBUTE FOOD TO QUALIFYING INDIVIDUALS AND FAMILIES (CATERING SERVICE) AND A REQUEST FOR REDUCTION TO REQUIRED PARKING AT 1020 AUTO CENTER PARKWAY (APN: 011-523-021) IN THE REGIONAL COMMERCIAL (CRG) ZONING DISTRICT. THE PROJECT IS CATEGORICALLY EXEMPT (CLASS 32) FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) PURSUANT TO SECTION 15332 OF THE CEQA GUIDELINES.**

RECOMMENDATION

Staff recommends approval of UP-2025-004, subject to the conditions of approval and project plans.

BACKGROUND

The project site consists of a 27,400 square foot (SF) lot located in the Regional Commercial (CRG) zoning district. The former use of the existing 11,540 SF building was vehicle sales, under the business known as Monterey Power Sports. At that time, the lot was zoned Automotive Commercial. City Council adopted Ordinance No. 2028 on June 20, 2024 to change the zoning from Automotive Commercial to Regional Commercial.

Neighboring uses include hotels to the east and north, vehicle repair to the south, and

auto and vehicle sales to the west.

PROJECT DESCRIPTION

Meals on Wheels of the Monterey Peninsula (MOWMP) proposes to operate a new facility in the City of Seaside dedicated to providing nutritious meals to older adults. To date, Meals on Wheels of the Monterey Peninsula (MWMP) has served 119,447 meals to Seaside residents during the current fiscal year. This includes 9,713 home-delivered meals and 1,285 meals served at Seaside's Oldemeyer Center in the month of May.

The proposed facility is designed as a production kitchen and a meal delivery hub. The project includes the legalization/construction of an existing 5,350 square foot (SF) upper floor within the existing building envelope to provide offices and meeting rooms.

When originally submitted, the project included a meeting facility and on-site dining aspects. Those aspects are still shown on the floor plan, but are not a part of the current proposal and have been addressed in the project conditions of approval. Such uses on the site may be considered in the future subject to the applicable ordinances in place at the time of application.

Meal Preparation

The facility will operate from 6:00 AM to 4:00 PM, with staff and volunteers preparing meals for home delivery.

Daily staffing includes:

- 7 full-time kitchen staff (6:00 AM – 1:30 PM)
- 1 full-time executive (6:00 AM – 2:00 PM)
- 3 full-time Home Delivered Meals staff (7:30 AM – 3:30 PM)
- 2 full-time administrative staff (8:00 AM – 4:00 PM)

Volunteers include:

- 5 kitchen volunteers (7:00 AM – 10:00 AM)

Home-Delivered Meal Operations

The facility will serve as the central kitchen for the organization's home-delivered meal program. Approximately 5,000 meals are produced daily for clients throughout the Monterey Peninsula. For Seaside specifically, this includes:

- 9,700 meals/month delivered to homebound clients
- 1,285 meals/month served through the Oldemeyer Center
- Roughly 132,000 meals/year prepared for Seaside residents

Meal deliveries are carried out by a team of 37 trained volunteer drivers who arrive in

scheduled groups between 9:00 AM and 10:00 AM. Each group uses designated parking spaces near the loading dock for quick, efficient pickup. Containers are returned between 10:30 AM and 12:30 PM.

Delivery and Logistics

Commercial deliveries are managed to minimize disruption and are restricted during peak meal production and distribution hours (8:00 AM – 12:00 PM). Scheduled exceptions include:

- Food Bank donations: Tuesdays and Thursdays at 11:00 AM
- Milk/produce deliveries: 7:00–8:00 AM, three times weekly
- U.S. Foods: Mondays, Wednesdays, and Fridays from 12:00–2:00 PM

All deliveries use the facility's loading dock and are coordinated to avoid impacts on employees and parking.

Meeting Rooms

The facility includes a multipurpose room and smaller meeting spaces for internal staff and those conducting business with Meals on Wheels per Condition of Approval No.4. The meeting rooms are not available to members of the public.

STAFF ANALYSIS

The subject site is located in the Regional Commercial Zone (CRG) on a 27,400 square foot (SF) parcel developed with an 11,540 SF, 24'-6" tall structure. An attached, 160 SF walled trash enclosure is proposed to be added to the exterior of the south elevation as well as an interior expansion of 5,350 SF creating an upper floor within the existing building envelope. The proposed addition and expansion comply with the development regulations of the CRG zone with regards to setbacks (none required), the 1.0 FAR, and 90% lot coverage.

The proposed operation of catering use requires Minor Use Permit approval (SMC 17.14.030, Table 2-4 – Allowed Land Uses and Permit Requirements for Commercial Zones). The reduction in required parking may be permitted with Use Permit Approval (SMC 17.34.100.B). Here, both approvals are combined under Use Permit application UP-2025-004.

Water

The project would require an allocation of water from the City. A Condition of Approval has been included to ensure that this allocation is obtained prior to Building Permit issuance. Approval of a water allocation will be at the discretion of the City Council.

Circulation

La Salle Ave. provides the only current entrance and exit to the site for automobiles. Both the loading zone and the trash enclosure at the southern end of the property lack

access to an exit. Condition of Approval No.3 specifies the creation of a new curb cut to Del Monte Boulevard to provide the missing exit and/or entrance.

Parking

The previous use of the site required 28 parking spaces, of which 10 were provided as shown in Table 1. Because this parking is nonconforming, the change in use requires that parking spaces shall be added for an additional floor area (SMC 17.72.030.C.2.a) and equal to the difference between the number of parking spaces required for the prior use and the number required for the proposed use (SMC 17.72.030.C.2.b).

The proposed use is not listed in Table 3-8 of SMC 17.34.040.K. Therefore, in accordance with SMC 17.34.040.A.2, the Zoning Administrator determined that the proposed use shall be considered to have a parking requirement of 1 space for each 500 SF, similar to Wholesaling and Distribution. Using that standard, the change in use of the existing floor area requires 22 spaces where the original use required 28 spaces. Because there is no increase in the number of parking spaces for this portion, no additional spaces are required per SMC 17.72.030.C.2.b. The addition's parking requirements, also calculated at 1 space per 500 SF of floor area, are calculated to be 11 spaces and per SMC 17.72.030.C.2.a, all 11 of these spaces must be created (see Table 1).

Table 1. Quantity of Parking Spaces per Use

Use	Standard	Floor Area	Parking Required	Parking Provided
Vehicle sales	1 space for each 400 SF	11,225 SF ¹	28 spaces	10 spaces
Wholesaling and Distribution – existing area	1 space for each 500 SF	11,225 SF	22 spaces	12 spaces
Wholesaling and Distribution – addition area	1 space for each 500 SF	5,350 SF ²	11 spaces	

¹ Note that parking requirements are calculated based on gross leasable area, whereas floor area is calculated based on measurements from exterior wall to exterior wall (SMC 17.34.040.A.3 and SMC 17.98).

² This area includes the 5,350 SF addition to the second story.

Reduction of Parking Requirements

SMC 17.34.100.B allows the reduction of required parking subject to the approval of a Use Permit and finding:

1. A structure with nonconforming parking is proposed for rehabilitation and the existing structure's location, underlying parcel size or topography, or public safety concerns render the applicable parking requirement unreasonable.

2. An applicant is able to provide quantitative information that documents the need for fewer spaces (e.g., sales receipts, documentation of customer frequency). (SMC 17.34.100.B)

Because the site is fully developed and all usable area has been built with the existing building, landscaping, or parking, it is readily apparent that is unreasonable to require additional parking because that would require demolishing parts of the landscaping or parts of the existing building.

The use also requires fewer parking spaces than the code indicates. As shown above in Table 1, the Municipal Code indicates that 33 parking spaces are required for the use. However, Meals on Wheels has provided their staffing numbers and their delivery operations. The most intense concentration of people on site occurs from 9:00 AM to 10:00 AM when 37 delivery drivers are picking up their deliveries and 13 kitchen and executive staff and five volunteers are on site.

Delivery pickup

Each weekday morning, 37 drivers pick up meals to deliver across the peninsula. They arrive in groups of 8-10 every 15 minutes between 9:00 AM and 10:00 AM, but each pickup only takes about five minutes. The primary loading space is the loading dock, which fits two automobiles. Since each vehicle requires only a few minutes on site, staff does not believe that it is necessary for parking to be provided for each of these, as they may simply pause in an available location in order to receive the product. Further, since the site is not open to the public and therefore those parking on site would be employees or volunteers at the site, briefly blocking the ability of parked cars to ingress or egress is not expected to cause any significant issues to circulation.

On-site staff

Eighteen staff would be on-site in the morning. Commuting data from the American Community Survey for Seaside was used to calculate how many automobile parking spaces they require. Table 2 shows that 14 parking spaces would be required for on-site staff.

Table 2. Automobile Parking Spaces Required For On-site Staff

	Percentage Using Transportation Method to Commute to Seaside Workplaces¹	Eighteen workers distributed by transportation method	Automobile Parking spaces required
Drive alone	74%	13	13
Carpool	12%	2	1
Public transit	4%	1	0

Walked	5%	1	0
Taxicab, motorcycle, bicycle, or other means	5%	1	0

¹ Percentages calculated from the American Community Survey Table B08541, retrieved June 17, 2025.

Other parking spaces

In 2019, a bus stop and its red curb existed on La Salle Avenue near the fire hydrant. The business owner at the time requested that the red curb be extended 40' to the corner. The Traffic Advisory Committee staff report found no evidence of a safety issue to cause the painting of the curb but also found no safety issue with extending the curb, and the request was ultimately approved. The bus stop in this location is no longer active and the present property owner has expressed willingness to remove the remaining red curb. These street parking spaces do not count towards the official number of parking spaces, but on a practical level there are few nearby businesses and it is exceedingly likely that only Meals on Wheels affiliated visitors would be able to park there. Therefore, in practice, 15-16 spaces would be available for staff where only 14 are required.

Bicycle Parking

The project is exempt from providing short-term bicycle parking spaces, at a rate of five percent of the required 33 parking space (two spaces), as SMC 17.34.060.A.1 requires they be provided when a project is anticipated to generate visitor traffic. The proposal is not anticipated to generate visitor traffic and condition of approval No.4 sets forth this limitation. However, the code will require two long-term bicycle spaces per SMC 17.34.060.A.2.a-c, as the business will have more than 10 employees. The bicycle parking shall include one or a combination of the following:

1. Covered, lockable enclosure with permanently anchored racks for bicycles
2. Lockable bicycle rooms with permanently anchored racks
3. Lockable, permanently anchored bicycle lockers.

CALIFORNIA ENVIRONMENTAL QUALITY ACT

The project is Categorically Exempt, Class 32, from the California Environmental Quality Act (CEQA) pursuant to Section 15332 of the CEQA Guidelines, which consists of projects characterized as in-fill development and meeting specific conditions, as outlined in the finding below.

Evidence: The project is consistent with both the general plan designation and policies, as well as with the zoning regulations of the CRG Zone District. The project site is within the City limits, surrounded by urban uses, and is well below five acres, at 27,400

SF. The developed project site has no value as a habitat for endangered, rare or threatened species. Additionally, approval of the project as a catering facility including professional/administrative offices would not result in any significant effects relating to traffic, noise, air quality or water quality. Lastly, the developed site is adequately served by all required utilities and public services.

USE PERMIT FINDINGS

The review authority may approve a Use Permit only after first finding all of the following, as outlined in SMC 17.62.070.E.1-5:

1. The proposed use is allowed within the applicable zone and complies with all other applicable provisions of this Zoning Ordinance and the Municipal Code.

Evidence: The proposed uses of catering and associated accessory professional/administrative offices are allowed in the CRG zone with the approval of a Minor Use Permit and the proposed addition and interior expansion comply with the applicable provisions of the Zoning Ordinance and the Municipal Code.

2. The proposed use is consistent with the General Plan and any applicable specific plan.

Evidence: The General Plan designation is Employment, which allows for a variety of uses that could expand and diversify the City's economy, such as: office, light industrial, small manufacturing, public uses, and regional retail.

3. The design, location, size, and operating characteristics of the proposed activity are compatible with the existing and planned future land uses in the vicinity.

Evidence: The proposed activity of food preparation and distribution would largely occur inside the envelope of the existing building. This internal activity has no significant externalities and is compatible with existing nearby uses of lodging and vehicle sales and planned uses of general Employment. Deliveries of the prepared food would be compatible with existing and planned uses because each delivery driver requires only a few minutes on site, and it is not necessary for parking to be provided for each of these, as they may simply pause in an available location in order to receive the product. Further, since the site is not open to the public and therefore those parking on site would be employees or volunteers at the site, briefly blocking the ability of parked cars to ingress or egress is not expected to cause any significant issues to circulation on neighboring properties.

4. The site is physically suitable for the type, density and intensity of use being proposed, including access, utilities, and the absence of physical constraints.

Evidence: The proposed interior addition of the second floor is within the existing building envelope and complies with all development regulations of the zone. Additionally, the proposed operations and number of employees and volunteers are suitable at the proposed location, as there are not any physical constraints for the proposed use.

5. Granting the permit would not be detrimental to the public interest, health, safety, convenience, or welfare, or materially injurious to persons, property, or improvements in the vicinity and zone district in which the property is located.

Evidence: Granting the permit with the proposed conditions of approval will ensure the proposed operations will not have a detrimental impact to the public or be materially injurious to persons, property or the vicinity and zone district, as well as to limit the use of the proposed business exclusively to Meals on Wheels.

The review authority may approve a Use Permit to reduce parking only after first finding all of the following, as outlined in SMC 17.34.100.B:

6. A structure with nonconforming parking is proposed for rehabilitation and the existing structure's location, underlying parcel size or topography, or public safety concerns render the applicable parking requirement unreasonable.

Evidence: The existing structure's footprint of approximately 11,225 SF occupies approximately 42% of the 27,000 SF site, with the rest of the site dedicated to parking and drive aisles. Both the structure's location and parcel size render the applicable parking requirement unreasonable.

7. An applicant is able to provide quantitative information that documents the need for fewer spaces (e.g., sales receipts, documentation of customer frequency).

Evidence: The applicant provided operations data regarding the number of staff on-site as well as details on the distribution, both have which are addressed in conditions of approval that support the reduction to required parking.

ATTACHMENTS

1. Attachment 1: Draft Resolution
 2. Exhibit A to Attachment 1: Project Plans
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**PLANNING COMMISSION
RESOLUTION NO. 2025-XX**

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SEASIDE, STATE OF CALIFORNIA, APPROVING USE PERMIT APPLICATION NO. UP-2025-004 FOR THE OPERATION OF A FACILITY TO PREPARE AND DISTRIBUTE FOOD TO QUALIFYING INDIVIDUALS AND FAMILIES (CATERING SERVICE) AND A REDUCTION OF REQUIRED PARKING AT 1020 AUTO CENTER PARKWAY (APN: 011-523-021) IN THE REGIONAL COMMERCIAL (CRG) ZONING DISTRICT.

WHEREAS, The Taylor and Keri Loesch Revocable Trust, Property Owner, and Christine Winge of Meals on Wheels of Monterey County, Applicant, applied for Use Permit application No. 2025-004; and

WHEREAS, the proposed project requires approval by the Planning Commission, and it is the responsibility of the Planning Commission to consider and weigh the merits of the application and public input in relation to the policies, standards and intent of the Seaside General Plan and Seaside Municipal Code; and

WHEREAS, the Planning Commission considered oral comments and written information concerning Use Permit application No.2025-004 at a duly noticed public hearing that the Planning Commission held on July 9, 2025.

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission adopts the following finding:

1. The project is Categorically Exempt, Class 32, from the California Environmental Quality Act (CEQA) pursuant to Section 15332 of the CEQA Guidelines, which consists of projects characterized as in-fill development and meeting specific conditions, as outlined in the finding below.

Evidence: The project is consistent with both the general plan designation and policies, as well as with the zoning regulations of the CRG Zone District. The project site is within the City limits, surrounded by urban uses, and is well below five acres, at 27,400 SF. The developed project site has no value as a habitat for endangered, rare or threatened species. Additionally, approval of the project as a catering facility including professional/administrative offices would not result in any significant effects relating to traffic, noise, air quality or water quality. Lastly, the developed site is adequately served by all required utilities and public services.

BE IT FURTHER RESOLVED that the Planning Commission adopts the following findings for Use Permit application No.2025-004, including those required for the reduction of required parking:

2. The proposed use is allowed within the applicable zone and complies with all other applicable provisions of this Zoning Ordinance and the Municipal Code.

Evidence: The proposed uses of catering and associated accessory professional/administrative offices are allowed in the CRG zone with the approval of a Minor Use Permit and the proposed addition and interior expansion comply with the applicable provisions of the Zoning Ordinance and the Municipal Code.

3. The proposed use is consistent with the General Plan and any applicable specific plan.

Evidence: The General Plan designation is Employment, which allows for a variety of uses that could expand and diversify the City's economy, such as: office, light industrial, small manufacturing, public uses, and regional retail.

4. The design, location, size, and operating characteristics of the proposed activity are compatible with the existing and planned future land uses in the vicinity.

Evidence: The proposed activity of food preparation and distribution would largely occur inside the envelope of the existing building. This internal activity has no significant externalities and is compatible with existing nearby uses of lodging and vehicle sales and planned uses of general Employment. Deliveries of the prepared food would be compatible with existing and planned uses because each delivery driver requires only a few minutes on site, and it is not necessary for parking to be provided for each of these, as they may simply pause in an available location in order to receive the product. Further, since the site is not open to the public and therefore those parking on site would be employees or volunteers at the site, briefly blocking the ability of parked cars to ingress or egress is not expected to cause any significant issues to circulation on neighboring properties.

5. The site is physically suitable for the type, density and intensity of use being proposed, including access, utilities, and the absence of physical constraints.

Evidence: The proposed interior addition of the second floor is within the existing building envelope and complies with all development regulations of the zone. Additionally, the proposed operations and number of employees and volunteers are suitable at the proposed location, as there are not any physical constraints for the proposed use.

6. Granting the permit would not be detrimental to the public interest, health, safety, convenience, or welfare, or materially injurious to persons, property, or improvements in the vicinity and zone district in which the property is located.

Evidence: Granting the permit with the proposed conditions of approval will ensure the proposed operations will not have a detrimental impact to the public or be materially injurious to persons, property or the vicinity and zone district, as well as to limit the use of the proposed business exclusively to Meals on Wheels.

7. A structure with nonconforming parking is proposed for rehabilitation and the existing structure's location, underlying parcel size or topography, or public safety concerns render the applicable parking requirement unreasonable.

Evidence: The existing structure's footprint of approximately 11,225 SF occupies approximately 42% of the 27,000 SF site, with the rest of the site dedicated to parking and drive aisles. Both the structure's location and parcel size render the applicable parking requirement unreasonable.

8. An applicant is able to provide quantitative information that documents the need for fewer spaces (e.g., sales receipts, documentation of customer frequency).

Evidence: The applicant provided operations data regarding the number of staff on-site as well as details on the distribution, both have which are addressed in conditions of approval that support the reduction to required parking.

BE IT FURTHER RESOLVED, the Planning Commission approves Use Permit application No.2025-004 subject to the following Conditions of Approval:

Planning:

1. Prior to building permit issuance, the applicant shall submit an Architectural Review application. This application shall, at a minimum, include provisions for the restoration of landscaping along the La Salle frontage that was illegally paved over. Modifications to the existing building may also be considered as a part of this application.
2. Prior to building permit issuance, the applicant shall submit an application to the Traffic Advisory Committee to remove the red curbing on La Salle Ave directly adjacent to the property and shall pay for the improvement.
3. A curb cut providing access to the site from Del Monte Boulevard shall be constructed in accordance with Seaside Municipal Code 17.34.120 and in

consultation with the City Engineer and Zoning Administrator unless otherwise waived by Zoning Administrator.

4. The multipurpose room and smaller meeting spaces shown on the floor plan shall be for internal staff and those conducting business with Meals on Wheels. The meeting rooms and other portions of the building shall not be made available to members of the public.
5. Waste management and site circulation shall be designed such that the designated waste hauler's vehicles enter the property and exit the property without requiring trucks to back out into a blind street. Waste management and site circulation must be approved by the designated waste hauler, the Planning Department, and Public Works.
6. The applicant shall consult with the Planning Department to receive approval of an appropriate location of two long-term bicycle spaces, which shall include one or a combination of the following: covered, lockable enclosure with permanently anchored racks for bicycles; and/or lockable bicycle rooms with permanently anchored racks; and/or lockable, permanently anchored bicycle lockers.
7. Sufficient water must be allocated to the site in accordance with the rules and regulations of the Monterey Peninsula Water Management District prior to the commencement of any tenant improvement or approved use. If insufficient water is available, it is the applicant's responsibility to seek the allocation of additional water from the City. The applicant shall secure approval of any necessary allocations by the City prior to issuance of a building permit.
8. The applicant shall schedule pick-ups and drop offs of meals for distribution so that drivers may pick up or drop off such items without significantly impacting circulation on the site even if no parking stall is available upon arrival. Meals to be picked up for distribution shall be prepared prior to arrival of the transporting vehicle to minimize the amount of time necessary to complete the pick-up. Vehicles shall pick up and drop off based upon pre-arranged schedules, which shall stagger the arrival of these vehicles to prevent any circulation impacts to traffic within the right-of-way or upon neighboring properties.
9. In order to ensure adequate parking, the total number of employees and volunteers working on the site at any time shall not exceed 18 persons.

Building:

10. Construction must comply with all requirements of the California Building Code, as amended by the City of Seaside and in effect at the time of Building Permit submittal.

Fire Department:

11. Construction must comply with all requirements of the California Fire Code, as amended by the City of Seaside and in effect at the time of Building Permit submittal.

Engineering and Public Works:

12. Proposed project must implement stormwater best management practices (BMPs) during construction.(SMC 8.46)
 - a. Applicant required to submit a site specific Erosion and Sediment Control plan sheet showing locations of material storage and handling, and washout locations (i.e. concrete, stucco, paint, etc.). Sample Erosion and Sediment Control Plan attached.
 - b. Applicant required to complete and submit a Storm water Compliance Tracking Form, with signature, attached.
13. Post-development peak storm water runoff rates shall not exceed predevelopment rate. A pro rata share of the cost of offsite erosion sediment, and flood control improvements and/or for maintenance to the principal drainage way may be required by the city engineer to handle the increase peak runoff and/or sediment generated by the project.(SMC 15.32.170)
 - a. Site plans to clearly show direction of stormwater drainage from new or redeveloped impervious surfaces.
 - b. Drainage shall not be directed to adjacent properties.
 - c. Site plan to clearly denote site coverage type (ie. landscaping, building, concrete,)
 - d. Site plan to include table summarizing existing impervious surface square footage, proposed new impervious surface, redeveloped impervious surface and total impervious surface.
 - e. Proposed site plans to show location of new and existing downspouts.
 - f. Downspouts and/or overflow from cisterns or rain barrels to be directed to permeable surface.

14. Applicant is required to obtain a sewer permit or waiver from Monterey One Water. Contact Seaside County Sanitation District (SCSD) to assess any additional sewer fees that may apply to the project. Change in use type for an existing building requires a sewer fee assessment and permit. This step is necessary to ensure compliance with local regulations and to avoid any delays in the processing of your permit application. SCSD contact e-mail (PGrogan@ci.seaside.ca.us).
15. Applicant shall make payment for the TAMC Traffic Fee to the City of Seaside Building Department, if required.
16. Per California Plumbing Code and Seaside County Sanitation District Code Chapter 5, all new Food Service Establishments are required to install a properly sized grease interceptor or trap.
 - a. All drains from food preparation and clean up areas including, but not limited to, pre-wash sinks, floor drains, food waste disposal units, pot and pan sinks, scullery sinks, and garbage can wash areas shall be connected to such trap or interceptor.
 - b. Grease traps and grease interceptors shall be located outside buildings, unless a finding is made by the chief building official that the location of the building on the site or some other aspect of the use prevents an outside location and that placement within a building is not hazardous to public health and safety.
 - c. The installation and use of garbage grinders (disposals) in commercial food establishments is prohibited, except where a 1,000-gallon-plus interceptor is in use.
 - d. The connection of dishwashers to a grease trap is prohibited

Standard:

17. Except as modified by the conditions of approval, plans submitted for Building Permits must be in compliance with Exhibit A: Project Plans.
18. The applicant agrees as a condition and in consideration of the approval of this permit that it will defend, indemnify and hold harmless the City of Seaside or its agents, officers and employees from any claim, action or proceeding against the City or its agents, officers or employees to attack, set aside, void or annul this approval. The applicant will reimburse the City for any court costs and attorney's fees, which the City may be required by a court to pay as a result of such action. City may, at its sole discretion, participate in the defense of such action; but such participation shall not relieve applicant of his obligations under this

condition. The City shall promptly notify the applicant of any such claim, action, or proceeding, and the City shall cooperate fully in the defense thereof.

19. The project shall comply with the requirements and the applicable ordinances of the Monterey Peninsula Water Management District (MPWMD).
20. The permit shall have no force or effect unless and until accepted, and the terms thereof agreed to, in writing, by the applicant and property owner prior to issuance of any Building Permit or establishment of any use authorized by the permit.
21. This approval shall become null and void unless a Building Permit application is submitted or authorized use is established within twelve (12) months of July 16, 2025 in accordance with Seaside Municipal Code Section 17.64.080.A. Time extensions may be granted by the original review authority if a written request and associated fee are received by the Community Development Department at least 30 days prior to the expiration in accordance with Seaside Municipal Code Section 17.64.080.B. This approval shall also become null and void if the implementing Building Permit application expires.
22. For purposes of assuring compliance, the applicant, agents, representatives or their assignees agree not to deny or impede access to the subject property by City employees in the performance of their duties.

PASSED AND ADOPTED at a regular meeting of the Planning Commission of the City of Seaside, State of California, on the 9th day of July 2025, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Will Silva, Chairperson

ATTEST:

Andrew Myrick, Secretary
Exhibits:

Exhibit A: Project Plans

USE PERMIT APPLICATION NO. UP-2025-004
RESOLUTION No. 25-XX

This permit is hereby accepted upon the express terms and conditions hereof, and shall have no force or effect unless and until agreed to, in writing, by the applicant and property owner(s).

The undersigned hereby acknowledge the approved terms and conditions and agree to fully conform to, and comply with, said terms and conditions within the time frames approved by the City of Seaside Planning Commission.

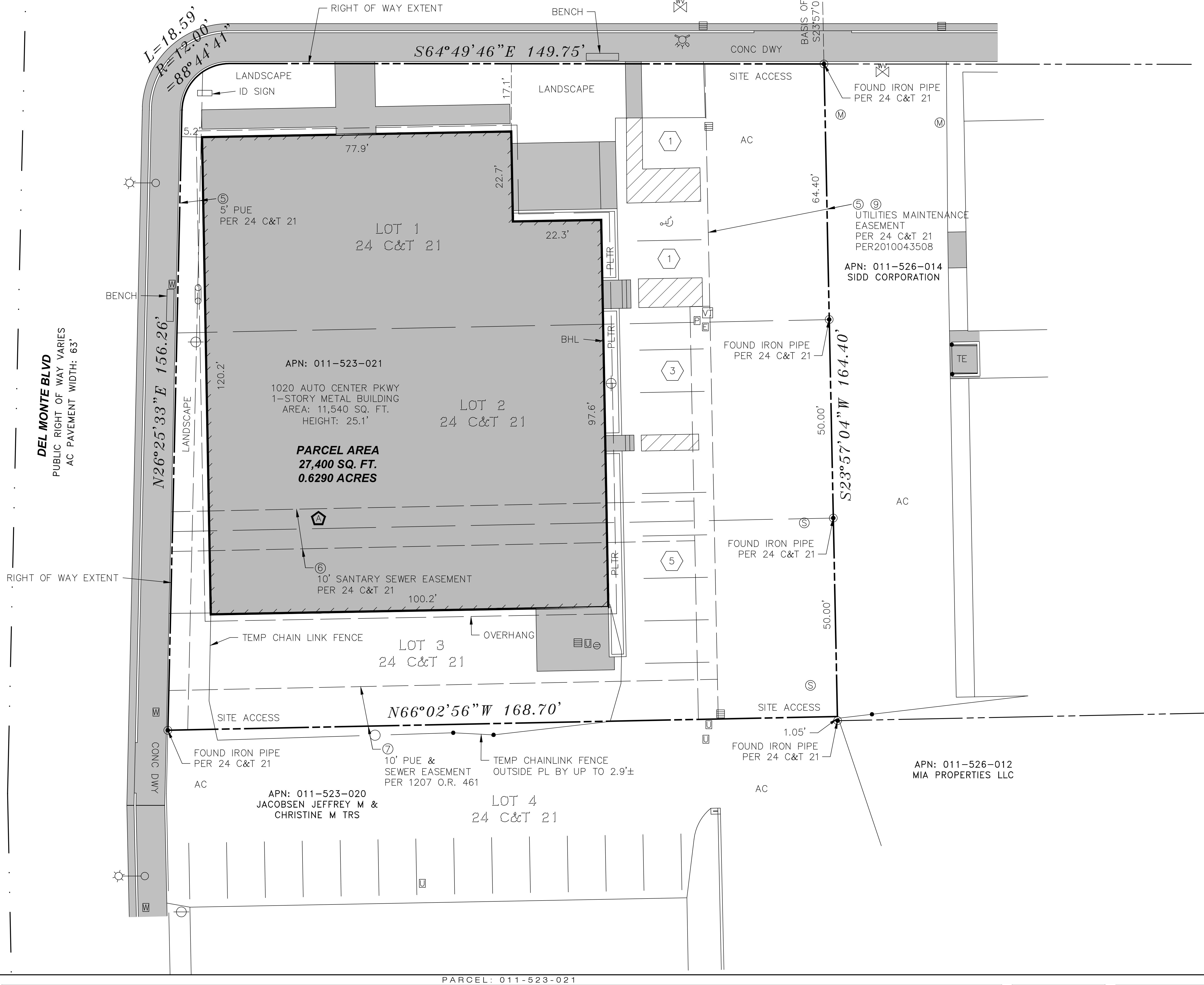
Applicant's Signature

Date

Property Owner's Signature

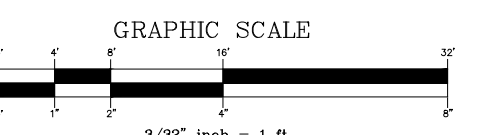
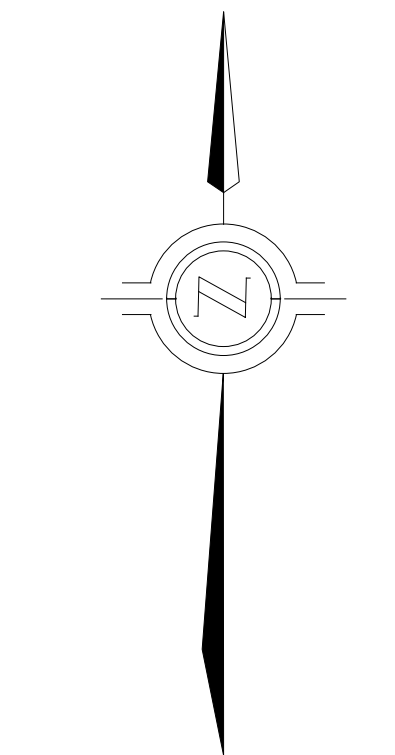
Date

AUTO CETER PKWY
80' PUBLIC RIGHT OF WAY
AC PAVEMENT WIDTH: 63'



LEGEND

- AC ASPHALT
APN ASSESSOR PARCEL NUMBER
BFP BACK FLOW PREVENTOR
BHL BUILDING HEIGHT LOCATION
BOL BOLLARD
BLDG BUILDING
BSL BUILDING SETBACK LINE
CB CATCH BASIN
CL CENTERLINE
DCV DOUBLE CHECK VALVE
DWY DRIVEWAY
EB ELECTRICAL BOX
EC ELECTRICAL CABINET
EM ELECTRICAL METER
EMH ELECTRICAL MANHOLE
EV ELECTRICAL VAULT
EVS E.V. CHARGING STATION
FC FACE OF CURB
FDC FIRE DEPARTMENT CONNECTION
FH FIRE HYDRANT
GP GATE POST
GMH GAS MANHOLE
GM GAS METER
GV GAS VALVE
MB MAILBOX
MH MANHOLE
MW MONITORING WELL
MON FOUND MONUMENT
- PIV POST INDICATOR VALVE
PLTR PLANTER
PM PARKING METER
PP POWER POLE
PL PROPERTY LINE
PUE PUBLIC UTILITY EASEMENT
SQ. FT. SQUARE FEET
SL STREET LIGHT
SLB STREET LIGHT BOX
SDMH STORM DRAIN MANHOLE
SSCO SANITARY SEWER CLEANOUT
SSMH SANITARY SEWER MANHOLE
TE TRASH ENCLOSURE
TEL TELEPHONE BOX
TMH TELEPHONE MANHOLE
TVT TELEPHONE VAULT
TRANS TRANSFORMER
TS TRAFFIC SIGNAL
TSB TRAFFIC SIGNAL BOX
UB UTILITY BOX
VT UTILITY VAULT
WM WATER METER
WV WATER VALVE
YL YARD LIGHT
ENCROACHMENTS DENOTES ENCROACHMENTS
CORRESPONDS TO SCHEDULE B
CORRESPONDS TO PARKING COUNT
GUY WIRE



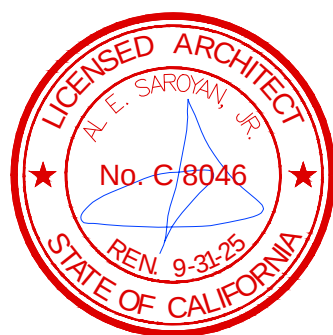
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Scale: $\frac{3}{32}$ " = 1'-0"

Existing Site Plan 1 Of 3

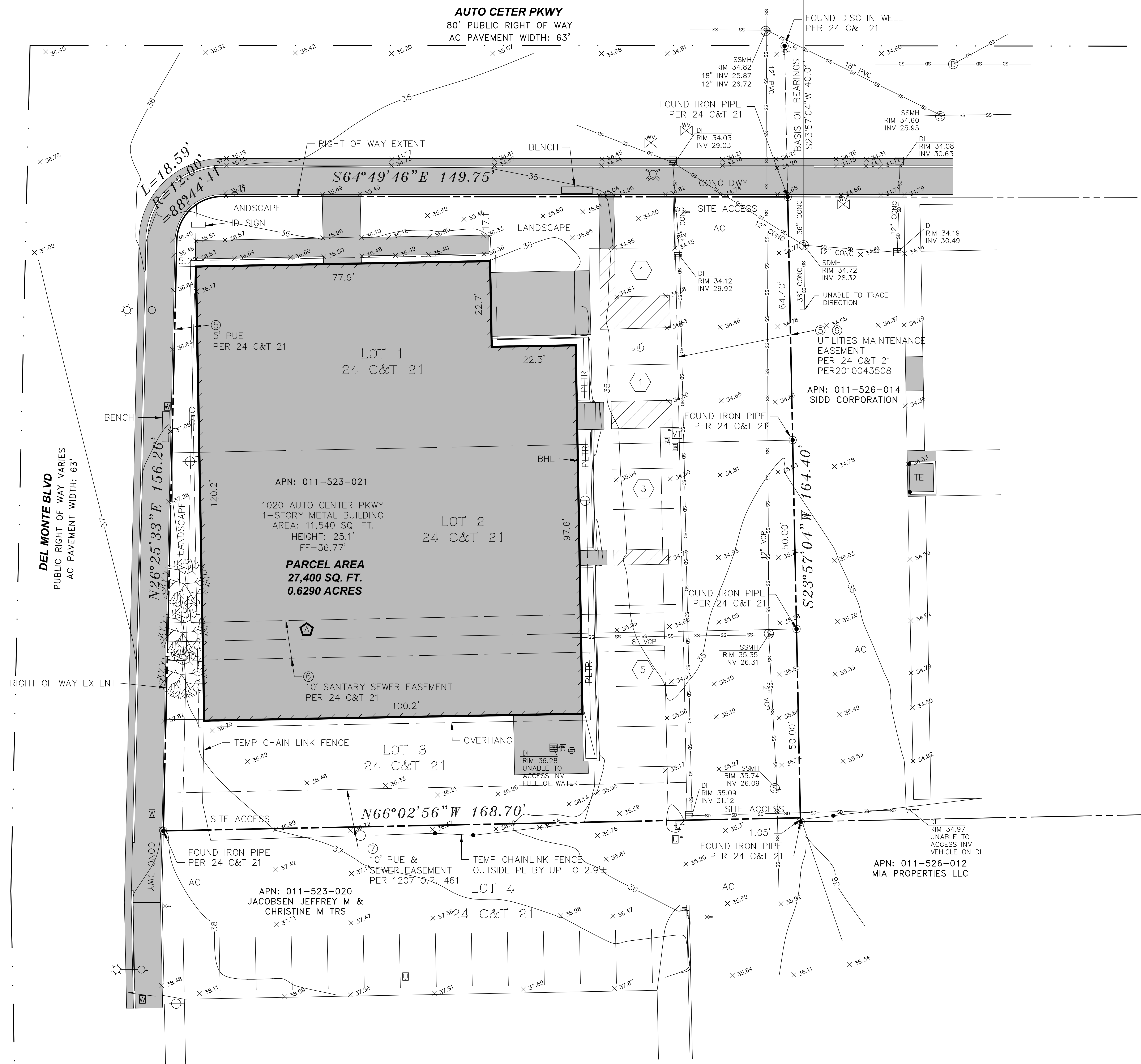
Meals On Wheels Interior Renovation Project
1020 Auto Center Pkwy Sea Side California 93955

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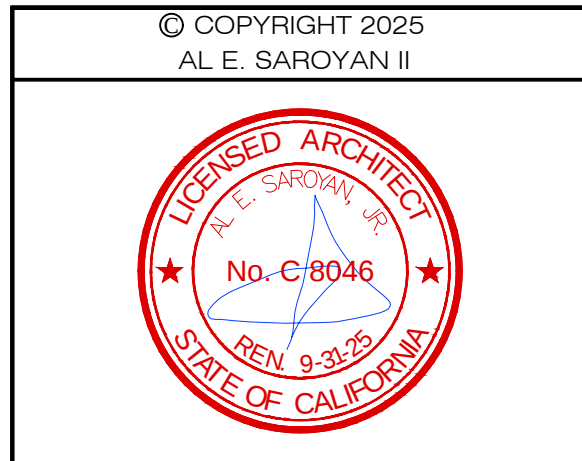


DATE: 16 MAY 2025
CAD FILE
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PAGE NO.
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OF N-A
PROJECT NM. MEALS ON WHEELS
PACKET Page 23





REVISIONS		
△	DATE	DESCRIPTION
DRAWN BY :		C.M.T.
CHECKED BY :		A.E.S.
PURPOSE :		Building Permit



Scale: $\frac{3}{32}" = 1'-0"$

Existing Site Plan 2 Of 3

Meals On Wheels Interior Renovation Project
1020 Auto Center Pkwy Sea Side California 93955

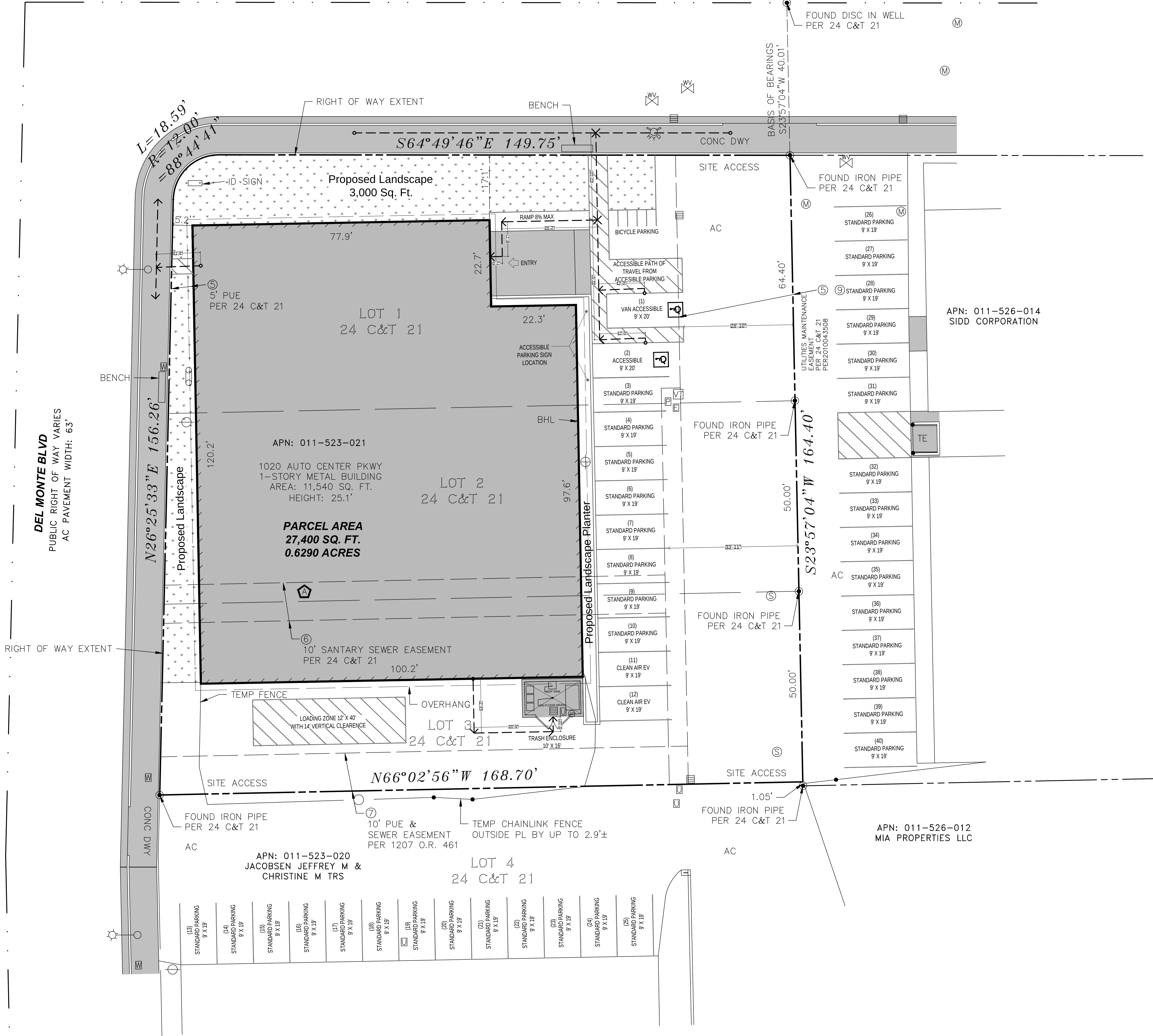
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DATE: 16 MAY 2025
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PAGE NO.
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OF N-A
PROJECT NM. MEALS ON WHEELS
Parker Page 24

AUTO CETER PKWY
80' PUBLIC RIGHT OF WAY
AC PAVEMENT WIDTH: 63'



LEGEND

AC	ASPHALT	PIV	POST INDICATOR VALVE
APN	ASSESSOR PARCEL NUMBER	PLTR	PLANTER
BFP	BACK FLOW PREVENTOR	PM	PARKING METER
BHL	BUILDING HEIGHT LOCATION	PP	POWER POLE
BOL	BOLLARD	PUE	PROPERTY LINE
BLOD	BUILDING	PUE	PUBLIC UTILITY EASEMENT
BSL	BUILDING SETBACK LINE	SQ. FT.	SQUARE FEET
CB	CATCH BASIN	SL	STREET LIGHT
CL	CENTERLINE	SLB	STREET LIGHT BOX
CONC	CONCRETE	SDMH	STORM DRAIN MANHOLE
DCV	DOUBLE CHECK VALVE	SSCO	SANITARY SEWER CLEANOUT
DWY	DRIVEWAY	SSMH	SANITARY SEWER MANHOLE
EB	ELECTRICAL BOX	TE	TRASH ENCLOSURE
EC	ELECTRICAL CABINET	TEL	TELEPHONE BOX
EM	ELECTRICAL METER	TMH	TELEPHONE MANHOLE
EMH	ELECTRICAL MANHOLE	TVT	TELEPHONE VAULT
EV	ELECTRICAL VAULT	TRANS	TRANSFORMER
EVS	E.V. CHARGING STATION	TS	TRAFFIC SIGNAL
FC	FACE OF CURB	TSB	TRAFFIC SIGNAL BOX
FDC	FIRE DEPARTMENT CONNECTION	UB	UTILITY BOX
FH	FIRE HYDRANT	VT	UTILITY VAULT
GP	GATE POST	WM	WATER METER
GMH	GAS MANHOLE	WV	WATER VALVE
GM	GAS METER	YL	YARD LIGHT
GV	GAS VALVE		
MB	MAILBOX		
MH	MANHOLE		
MW	MONITORING WELL		
MON	FOUND MONUMENT		

— — — — — = PATH OF TRAVEL

PARCEL: 011-523-021

Proposed Site Plan 3 Of 3

Meals On Wheels Interior Renovation Project
1020 Auto Center Pkwy Sea Side California 93955

Scale: $\frac{3}{32}$ " = 1'-0"

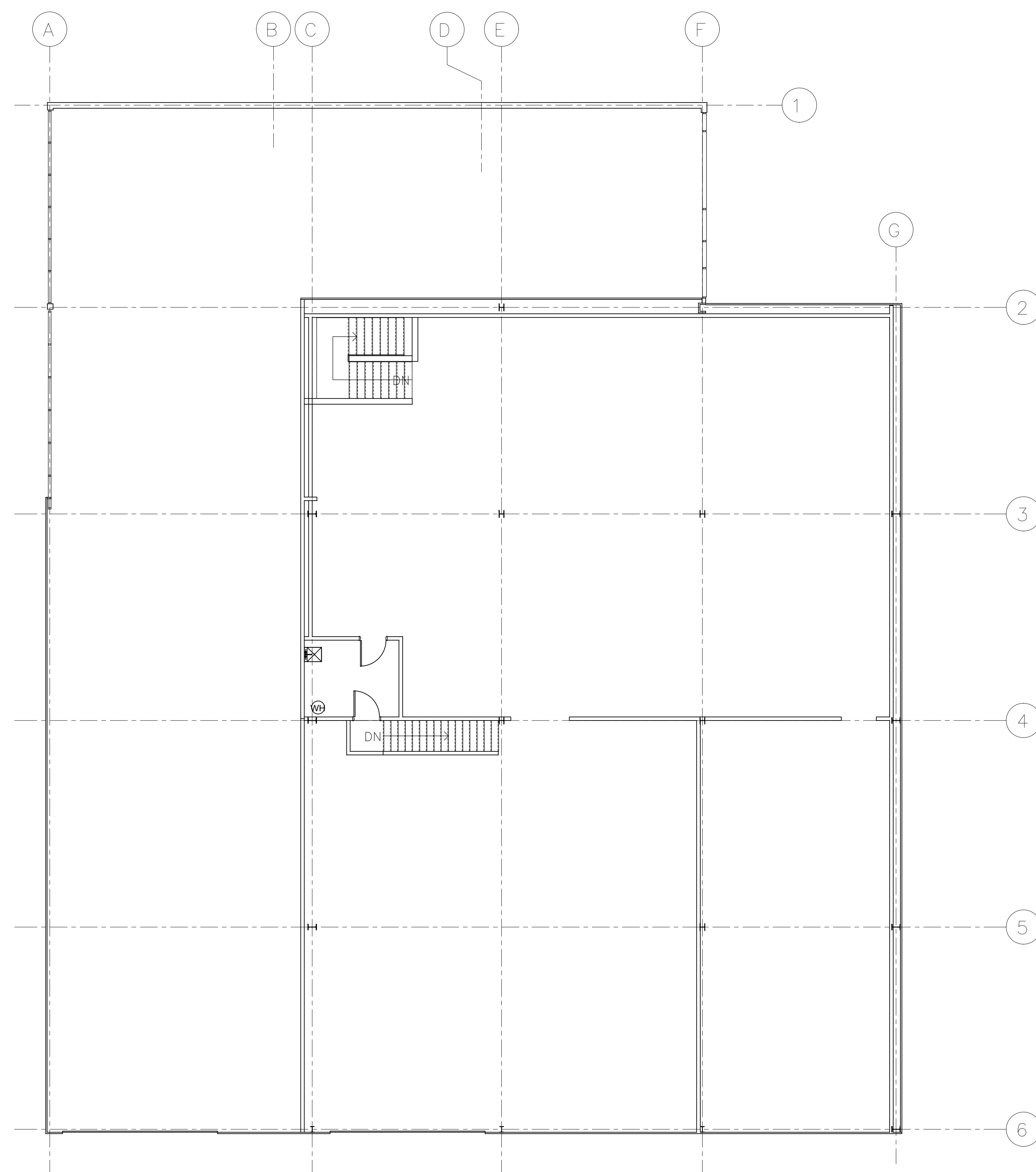
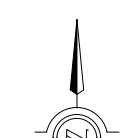
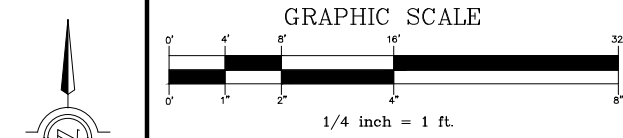
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DATE: 16 MAY 2025
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PAGE NO.
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PROJECT NM. MEALS ON WHEELS
PACKET Page 25



Existing Upper Level Floor Plan
5,350 Sq. Ft.

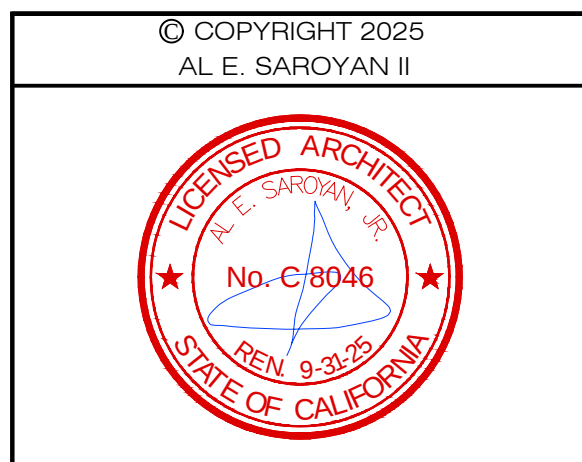
Existing Main & Upper Level Floor Plans

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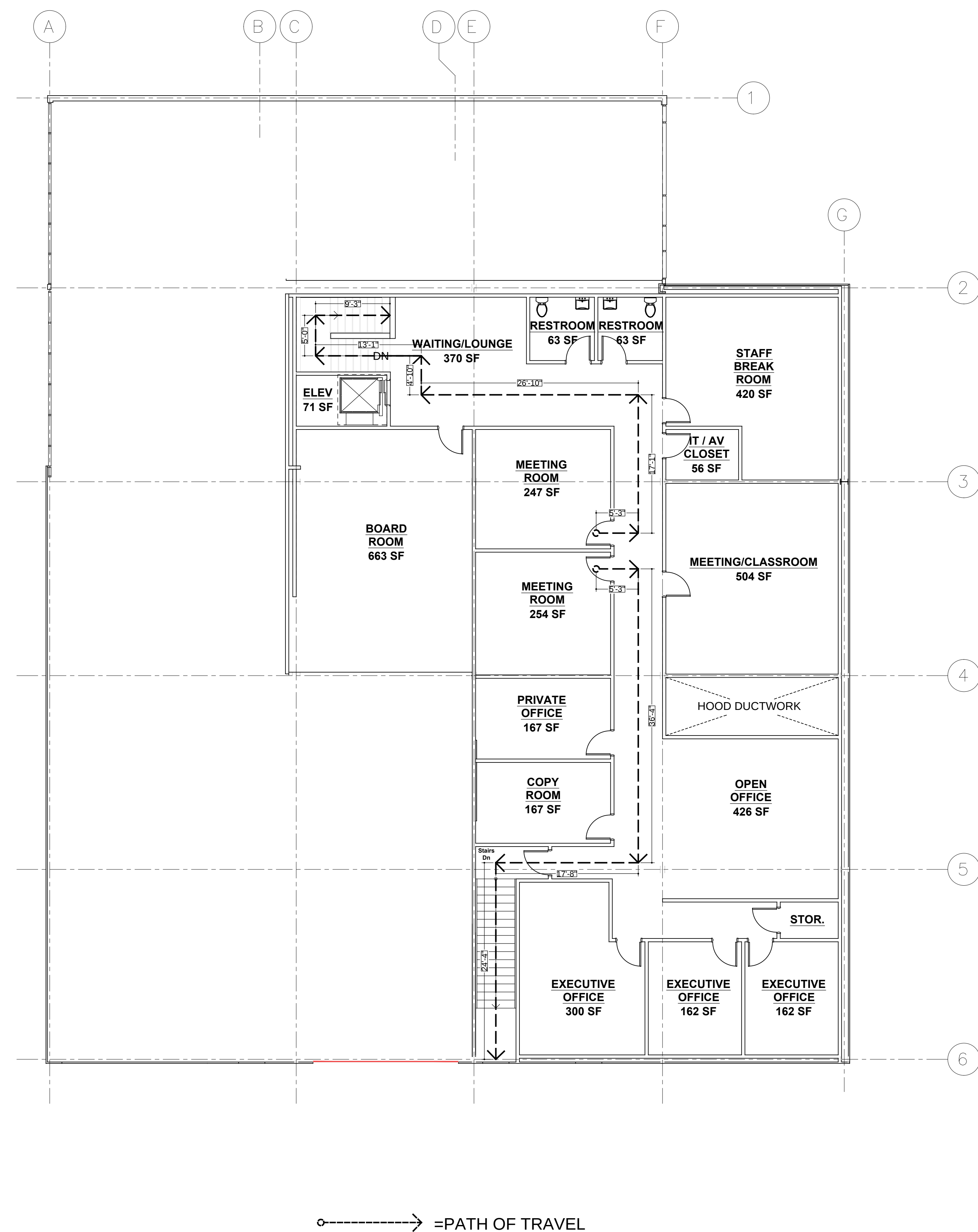
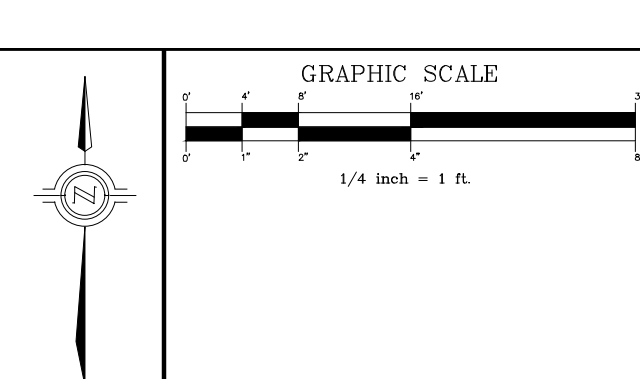


DATE: 16 MAY 2025
CAD FILE
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PAGE NO.
4
OF N-A
PROJECT NM. MEALS ON WHEELS
Packet Page 26

REVISIONS		
△	DATE	DESCRIPTION
DRAWN BY :		C.M.T.
CHECKED BY:		A.E.S.
PURPOSE :		Building Permit



Scale: $\frac{1}{8}" = 1'-0"$



Proposed Upper Level Floor Plan

Meals On Wheels Interior Renovation Project
1020 Auto Center Pkwy Sea Side California 93955

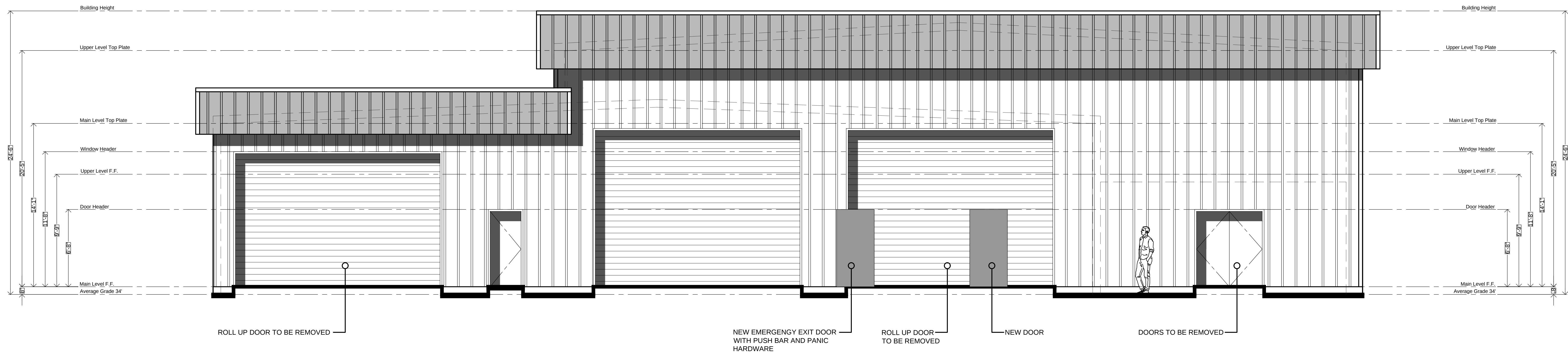
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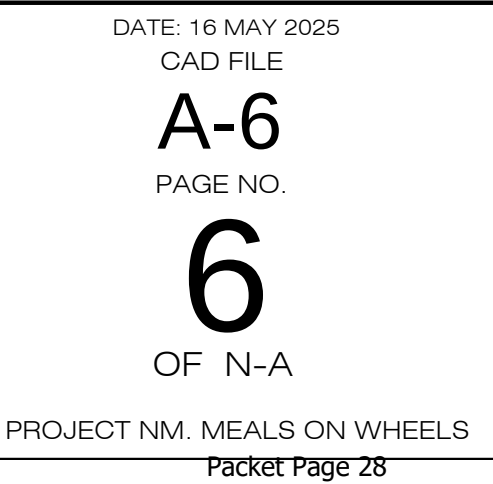
DATE: 16 MAY 2025
CAD FILE
A-5
PAGE NO.
5
OF N-A
PROJECT NM. MEALS ON WHEELS
Packet Page 27



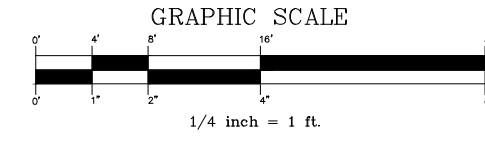
Existing South Exterior Elevation

Existing Exterior Elevations 1 Of 2

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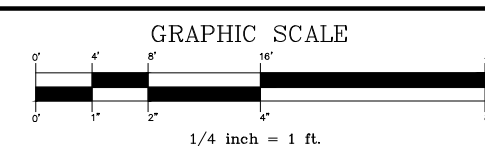


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PURPOSE :	Building Permit	



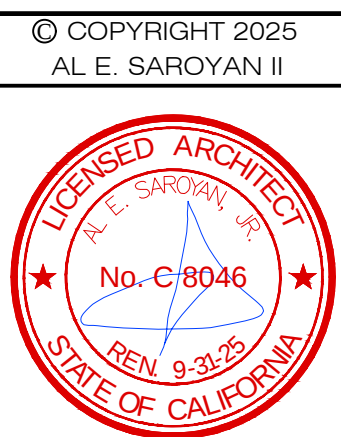
GRAPHIC SCALE

1/4 inch = 1 ft.



DATE: 16 MAY 2025
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OF N-A
PROJECT NM. MEALS ON WHEELS
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REVISIONS		
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CHECKED BY:		A.E.S.
PURPOSE :		Building Permit



Scale: $\frac{1}{4}" = 1'-0"$

PARCEL: 011-523-021

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Meals On Wheels Interior Renovation Project
1020 Auto Center Pkwy Sea Side California 93955

