



AGENDA
CITY OF SEASIDE
PLANNING COMMISSION

REGULAR MEETING
Council Chamber
440 Harcourt Avenue
Wednesday, March 13, 2019
7:00 PM

1. CALL TO ORDER

2. ROLL CALL - ESTABLISHMENT OF QUORUM

3. PLANNING COMMISSION

John Owens	Chair
Michael Spalletta	Vice Chair
Keith Dodson	Commissioner
Denise Ross	Commissioner
Arlington La Mica	Commissioner
Dave Evans	Commissioner
Vacant	Commissioner

4. 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).

5. PUBLIC COMMENT

Members of the public wishing to address the City Council 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 minutes. Public Comments on specific agenda items are heard under that item. For the public record, please state your name.

6. APPROVAL OF MINUTES

7. BUSINESS ITEMS

- A. USE PERMIT APPLICATION NO. UP-19-02. STEVE AND JOHN CARDINALI, PROPERTY OWNERS, APPLICANT, AND BRIAN ROBERTS, APPLICANT, ARE REQUESTING USE PERMIT APPROVAL TO CONVERT AN EXISTING VEHICLE STORAGE LOT INTO A VEHICLE STORAGE LOT FOR A TOW SERVICE. THE PROJECT SITE IS LOCATED AT 446 PALM AVENUE IN THE MEDIUM DENSITY RESIDENTIAL (RM) ZONING DISTRICT OF THE WEST BROADWAY URBAN VILLAGE SPECIFIC PLAN (APN# 011-305-004 AND 005). THE PROJECT IS CATEGORICALLY EXEMPT CLASS 1, SECTION 15301(C) FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT GUIDELINES.**

RECOMMENDATION: In accordance with Section 17.72.030.C of the Seaside Municipal Code (SMC), the transfer of a nonconforming use to another similar nonconforming use may be allowed with the issuance of a Use Permit.

- B. REVIEW, DISCUSS, PROVIDE DIRECTION AND MAKE A RECCOMENDATIONS ON THE PLANNING COMMISSION ANNUAL 2019 WORK PLAN FOR ADOPTION BY THE CITY COUNCIL.**

RECOMMENDATION: To review, discuss and provide direction on the draft Planning Commission work plan and make a reccomendation for approval to the City Council.

8. REPORTS FROM COMMISSIONERS

9. REPORTS FROM STAFF

10. ADJOURNMENT

Next Regularly Scheduled Meeting:
Wednesday, March 27, 2019
Seaside City Hall
7:00 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. The City Council chamber is equipped with a portable microphone and assisted listening devices are available at all meetings. City Council Meetings that are held in the City Council Chambers are broadcast live to all Seaside residents on Comcast Channel 25 and U-verse Channel 99. Live streamed meeting videos as well as videos of past meetings are available on the City's website at: <http://www.ci.seaside.ca.us/129/City-Council-Committee-Agendas>

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.



CITY OF SEASIDE STAFF REPORT

Item No.: 7.A.

TO: Planning Commission

BY: Rick Medina, Senior Planner
Gloria Stearns, Community Development Manager

DATE: March 13, 2019

SUBJECT: USE PERMIT APPLICATION NO. UP-19-02. STEVE AND JOHN CARDINALI, PROPERTY OWNERS, APPLICANT, AND BRIAN ROBERTS, APPLICANT, ARE REQUESTING USE PERMIT APPROVAL TO CONVERT AN EXISTING VEHICLE STORAGE LOT INTO A VEHICLE STORAGE LOT FOR A TOW SERVICE. THE PROJECT SITE IS LOCATED AT 446 PALM AVENUE IN THE MEDIUM DENSITY RESIDENTIAL (RM) ZONING DISTRICT OF THE WEST BROADWAY URBAN VILLAGE SPECIFIC PLAN (APN# 011-305-004 AND 005). THE PROJECT IS CATEGORICALLY EXEMPT CLASS 1, SECTION 15301(C) FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT GUIDELINES.

PURPOSE & RECOMMENDATION

In accordance with Section 17.72.030.C of the Seaside Municipal Code (SMC), the transfer of a nonconforming use to another similar nonconforming use may be allowed with the issuance of a Use Permit.

BACKGROUND

The property owner is requesting use permit approval to allow for the conversion of an 8,000 square-foot parcel originally approved for the storage of taxis/vehicles into a storage lot for a towing service (Matteson and Beers). The original use permit was approved on February 3, 1999. The subject site is located within Medium Density Residential (RM) Zoning District of the West Broadway Urban Village Specific Plan Zoning District. The site was zoned as Primary Retail when the use permit for taxi/vehicle storage was granted in 1999. With the change in zoning, the current use is now classified as a legal nonconforming use. Subject to receiving approval from the Planning Commission on the use permit, a nonconforming use can be changed to

another nonconforming use of the same or more restricted nature. The existing tow service is located in the City of Seaside at 1529 Santa Barbara Street. The applicant has to relocate due to the loss of their current lease. The tow service is one of two tow services in the City of Seaside.

SITE LOCATION AND DESCRIPTION

The subject site is an approximately 8,000 square-foot parcel located on the south side of Palm Avenue between Contra Costa Street and Imperial Street (Attachment 2). The subject site is bordered on the north by a nonconforming warehouse, on the east by a two story single family dwelling, on the west by a beauty salon, and on the south by single family dwellings. Location Map is provided as Attachment 2. An aerial image is provided as Attachment 3. Site Photographs are provided as Attachment 4.

PROJECT DESCRIPTION

The applicant is proposing to use the entire 80-foot by 100 foot (8,000 square feet) parcel for the storage of 15 vehicles (See Site Plan – Attachment 1 - Exhibit A). An existing 400 square-foot building located near the southwest corner will be used as an office. The applicant will maintain one flat bed tow truck and one hook tow truck within the driveway areas or an open parking stall if available. The existing wood fence along the front property line will be replaced with a decorative wood fence.

ENVIRONMENTAL REVIEW

This project is exempt from the California Environmental Quality Act pursuant to Class 1, Section 15301(c): Class 1 consists of occupying an existing structure or parcel with no structural change. The proposed business will not involve any physical change to the site. The use of the site will only involve the parking of vehicles and the use of the existing building as an office.

STAFF ANALYSIS AND FINDINGS

At a Special Meeting held on March 6, 2019, the Planning Commission conducted a public hearing on the request and after receiving public comment acted to direct City staff to return with a Resolution approving the requested use permit. It was deemed by the Planning Commission that key factors listed below would be mitigated with the implementation of a new decorative screen fence to improve the visual character of the site and limiting the hours of operation

Staff Analysis

Use permits are for those uses which, by their nature, require special consideration so that they may be located properly with respect to the objectives of the Municipal Code and with respect to their effects on surrounding properties. In order to achieve these purposes, the Planning Commission is empowered to approve, conditionally approve, or

deny applications for use permits.

Land Use

The proposed use is located in an area of the City which contains a mix of residential, retail, and heavy commercial uses. The adjoining properties are developed with single family dwellings to the east and south and commercial businesses to the west and north. The existing structures were developed in the 1950's and 1960's. The current General Plan designation is Medium Density Residential under the West Broadway Urban Village Specific Plan which was adopted in 2010.

City staff finds that the change in the use of the site from a storage lot for taxis/vehicles to that for the storage of vehicles related to a tow service would be similar to the existing use subject to the site not containing any wrecked and/or severely damaged vehicles. The following factors should be considered:

- There would be no wrecked or severely damaged vehicles that do not fit into an assigned parking stall on a long-term basis; and**
- The vehicles stored on-site would be parked in a uniform manner;**
- There would be no servicing if vehicles on-site ; and**
- The tow trucks affiliated with the business would be stored inside the yard; and**
- There would be no drop off or pick-up of vehicles between 7 pm and 7 am.**

Noise

Patron's voices, vehicular traffic and the operation of the tow trucks would be the main noise sources at the project site. The proposed hours of operation are from 7:00 am through 9:00 pm, daily.

The outdoor activity occurring with the proposed business must be conducted in accordance with the objectives of the City's Noise standards for a stationary noise source under Section 17.30.060.E of the Seaside Municipal Code (SMC). No use shall generate noise in excess of levels identified in Table 3-3 (Maximum Interior and Exterior Noise Standards) and 3-4 (Noise/Land Use Compatibility Matrix). The primary noise source associated with the business would be the operation of moving vehicles. The hours of operation would restrict vehicles being delivered between 9 pm and 7 am.

Building, Police, and Fire Review

The Building Division and Fire Department have reviewed the proposed use and do not have concerns with the proposal. Any physical design issues will be addressed with the forthcoming Design Review application. The Police Department also reviewed the

proposal and has determined that no special security staff or precautions will be required.

FINDINGS

In accordance with S.M.C. Section 17.62.070, an application for a use permit shall be filed under the use permit process to determine whether the following findings can be made concerning the proposed project:

Finding 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.

1. Zoning Ordinance Conformance

In accordance with Section 17.72.030.A.3, a nonconforming use may be changed to another nonconforming use of similar or more restricted nature

Evidence: The proposed use will consist of changing the nature of vehicle storage from passenger vehicles to vehicles associated with a towing service. Conditions of approval would prohibit wrecked or severely damaged vehicles to avoid the appearance as a wrecking yard.

Finding 2

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

Seaside General Plan Conformance

The Seaside General Plan Land Use Designation for the project site is Medium Density Residential in the West Broadway Urban Village Specific Plan

Evidence: The proposed use may be allowed with a use permit subject to the Planning Commission determining that said use would operate in similar manner to the previous vehicle storage use. Conditions of approval would prohibit wrecked or severely damaged vehicles to avoid the appearance as a wrecking yard.

Finding 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 site will be enclosed with a fence on all sides, with a decorative design on the front property line facing Palm Avenue. Operation of the facility would be limited to between 7 am and 7 pm, Monday through Friday, and between 9 am and 5

pm on Saturday and Sunday. Office use will be on-site for employees to have shelter and bathroom. Tow vehicles would be prohibited from parking on the public street.

Finding 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 project site is served by existing water, wastewater, and electrical infrastructure and facilities with adequate capacity to serve the proposed project. As condition of approval, the applicant must receive clearance from the Monterey Peninsula Water Manage District to document that the outdoor food use is exempt from District water allocation requirements.

Finding 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: The granting of a use permit for the proposed business based on the site plan submitted will not create significant traffic, or other conditions or situations that may be objectionable or detrimental to other permitted uses in the vicinity or adverse to the public interest, health, safety, convenience, or welfare of the City.

ATTACHMENTS

1. Attachment 1 - Draft Reolution
 2. Attachment 1 -Exhibit A- Site Plan
 3. Attachment 2 - Location Map
 4. Attachment 3 - Aerial Photo
 5. Attachment 4 - Site Photo
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RESOLUTION NO. 19-XX

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF SEASIDE, STATE OF CALIFORNIA, APPROVING A USE PERMIT TO ALLOW FOR AN OUTDOOR VEHICLE STORAGE LOT AT 446 PALM AVENUE IN THE MEDIUM DENSITY RESIDENTIAL ZONING DISTRICT.

WHEREAS, Steve and John Cardinali, property owners, and Brian Roberts, applicant have applied for a use permit to allow:

- A. The transfer of rights for an outdoor vehicle storage lot that was approved for a taxi service to be transferred to a tow service company (Matterson and Beers).

WHEREAS, on February 10, 1999, the Planning Commission granted Use Permit No. UP-98-18 to allow a vehicle storage facility for a taxi company; and

WHEREAS, with the adoption of the West Broadway Urban Village Specific Plan in 2009, the zoning on the site was changed to Medium Density Residential which made the existing vehicle storage facility a legal nonconforming use; and

WHEREAS, in accordance with Section 17.72.030.A.3 of the Seaside Municipal Code, a nonconforming use may be changed to another nonconforming use if the same or more restricted nature with use permit approval; and

WHEREAS, the proposed project requires discretionary approval, 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 Seaside Planning Commission considered oral comments and written information concerning the proposed use permit at a duly noticed special public hearing held on March 6, 2019 and March 13, 2019; and

WHEREAS, the project is a Categorically Exempt, Class 1, Section 15301 meeting the following conditions:

- a) The proposed project would involve the placement of vehicles on an existing paved parking lot.

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission adopts the following findings for Use Permit Application No. UP-19-02:

Finding 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.

Zoning Ordinance Conformance

In accordance with Section 17.72.030.A.3, a nonconforming use may be changed to another nonconforming use of similar or more restricted nature

Evidence: The proposed use will consist if changing the nature of vehicle storage from passenger vehicles to vehicles associated with a towing service. Conditions of approval would prohibit wrecked or severely damaged vehicles to avoid the appearance as a wrecking yard.

Finding 2

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

Seaside General Plan Conformance

The Seaside General Plan Land Use Designation for the project site is Medium Density Residential in the West Broadway Urban Village Specific Plan

Evidence: The proposed use may be allowed with a use permit subject to the Planning Commission determining that said use would operate in similar manner to the previous vehicle storage use. Conditions of approval would prohibit wrecked or severely damaged vehicles to avoid the appearance as a wrecking yard.

Finding 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 site will be enclosed with a fence on all sides, with a decorative design on the front property line facing Palm Avenue. Operation of the facility would be limited to between 7 am and 7 pm, Monday through Friday, and between 9 am and 5 pm on Saturday and Sunday. Office use will be on-site for employees to have shelter and bathroom. Tow vehicles would be prohibited from parking on the public street.

Finding 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 project site is served by existing water, wastewater, and electrical infrastructure and facilities with adequate capacity to serve the proposed project. As condition of approval, the applicant must receive clearance from the Monterey Peninsula Water Manage District to document that the outdoor food use is exempt from District water allocation requirements.

Finding 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: The granting of a use permit for the proposed business based on the site plan submitted will not create significant traffic, or other conditions or situations that may be objectionable or detrimental to other permitted uses in the vicinity or adverse to the public interest, health, safety, convenience, or welfare of the City.

NOW, THEREFORE, BE IT FURTHER IT RESOLVED, that the Planning Commission adopts the following conditions of approval for Use Permit Application No. UP-19-02:

Project Specific

Planning:

1. Except as modified by required conditions of approval, plans submitted for a Certificate of Occupancy shall substantially conform to the plans identified as “Catering Fresh 2U” Stamped March 1, 2019. Site Plan is provided as Exhibit A.
2. Minor modifications to the use permit consistent with Seaside Municipal Code Section 17.54.090.C may be made subject to the review and approval by the Zoning Administrator and the Planning Commission if such modifications are in keeping with the intent of the original approval,
3. Signage is not a part of this review. The applicant shall apply for a separate sign permit for the installation of any permanent exterior or window signs. All signage shall conform to the regulations contained in Master Sign Program for Pacific Heights Plaza.
4. The house of operation will be from 7 am to 9 pm.
5. The applicant shall limit vehicles that are damaged to effect that they7 cannot fit within a designated parking stall.
6. The applicant shall be required to clean any spill of fluids and oils daily.
7. Prior to the issuance of a Certificate of Occupancy, the applicant shall submit a design for a new fence on the front property line for review and approval by the Zoning Administrator.

Fire Department:

1. Prior to the issuance of a Certificate of Occupancy, applicant shall comply with the requirements of the 2016 California Fire Code.

Building Department:

1. Prior to commencing business, the applicant must receive a Certificate of Occupancy from the Building Division.

Standard:

1. Use Permit approval is subject to revocation procedures contained in S.M.C.S. 17.69.060 in the event any of the conditions of this approval are violated, this discretionary permit was granted on the basis of false or misleading information, written or oral, given willingly or negligently by the applicant or property owner, and/or there has been a discontinuance of the use, or purposed for which the permit was issued, for a period of 180 days or more.
2. This Use Permit is subject to procedures and requirements of Chapter 17.54 (Permit Implementation, Time Limits, and Extensions), and those related to appeals and revocation in Article 6 (Zoning Ordinance Administration) of Title 17 of the Municipal.
3. The applicant agrees as a condition and in consideration of the approval of this discretionary 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.
4. These conditions shall be binding on the applicant and all successors in interest, subject to the business operations not lapsing for a period 180 consecutive days. In the case of a transfer of ownership, the new owner of the establishment shall sign the adopted Resolution acknowledging these conditions of approval. Failure to comply with this requirement may result in revocation of this use permit.
5. Any proposed future development shall comply with the requirements of the Fire, Health, Planning, Code Enforcement, Building and Public Works Departments.
6. The project shall comply with the requirements and the applicable ordinances of the Monterey Peninsula Water Management District (MPWMD).
7. The project shall be responsible for all applicable local and/or regional development and/or impact fees including, but not limited to, sewer, water, and traffic fees, which shall be paid prior to building permit issuance.
8. 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 within fifteen (15) days from the date of its approval.

9. This Use Permit shall expire and become void 12 months from the date of approval, or upon the expiration of another time limit established by the review authority, unless use has commenced within the required time limit or the Zoning Administrator has granted an extension of time. In accordance with Section 17.54.080.B.1.a of the Zoning Code, the applicant must file request for time extension at least 30 days prior to expiration date in order to receive consideration of time extension by the Commission.
10. 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 the regular meeting of the Planning Commission of the City of Seaside, State of California, on the 13^h of March, 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

John Owens, Chairperson

ATTEST:

Planning Commission Secretary

Use Permit Application No. UP-19-02

These permits are 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 (if different from above)

Date



PALM AVE

Attachment 1

Location Map

Project Site: 446 Palm Avenue



Attachment 2

Aerial Photo

Project Site: 446 Palm Avenue



Attachment 3

Site Photo



View of front fence from Palm Avenue looking east



CITY OF SEASIDE STAFF REPORT

Item No.: 7.B.

TO: Planning Commission

BY: Rick Medina, Senior Planner

DATE: March 13, 2019

SUBJECT: REVIEW, DISCUSS, PROVIDE DIRECTION AND MAKE A RECCOMENDATIONS ON THE PLANNING COMMISSION ANNUAL 2019 WORK PLAN FOR ADOPTION BY THE CITY COUNCIL.

PURPOSE & RECOMMENDATION

To review, discuss and provide direction on the draft Planning Commission work plan and make a reccomendation for approval to the City Council.

BACKGROUND

Per the City Council adopted Boards, Commissions and Committees handbook, it is the requirement that all Boards, Commissions and Committees complete and present an annual work plan to the City Council prior to May of each year. The Work Plan instructions are provided as Attachment 1. A draft 2019 work plan for discussion by the Commission is provided as Attachment 2. This work plan includes what was adopted last year with a response to the status of each item.

Staff recommends that the Commission review the draft work plan, discuss the elements and provide direction to staff for any modifications, additions or deletions to the existing work plan.

ATTACHMENTS

1. BCC Workplan Instructions
 2. Seaside Planning Commission work plan 2019
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Reviewed for Submission to the
City Council by:



Craig Malin, City Manager



ANNUAL WORK PLAN TEMPLATE AND INSTRUCTIONS

This is a standard template for use by Boards and Commissions in completing their annual Work Plans. Work Plans are based on a fiscal year rather than a calendar year. Work Plans are to be completed by each Board and Commission and approved at a regular Board or Commission meeting no later than April 1 of each year. The Office of the Clerk will then transmit the Work Plans to the City Council for approval in May.

Please use the following instructions when completing the Work Plan:

Cover Sheet (Page 1): This area should include the name of the Board or Commission, the timeframe covered by the Work Plan (i.e. Fiscal Year 2016, July 1, 2015 – June 30, 2016), members' names, Chairperson's name, and vacancies as of April 1. Do not list Commissioner addresses or phone numbers on the Work Plan. This page will need to be updated each year.

Mission Statement (Page 2): This area of the Work Plan should clearly state the mission of the Board or Commission. The mission may be extracted from the enabling legislation (i.e. Ordinance, Board action, Resolution) that formed the Board or Commission or may be a purpose statement approved by the Board or Commission and derived from the enabling legislation. This section may also contain the roles and responsibilities of the Board or Commission. This page may not need to be updated each year.

Historical Background (Page 2): This area should provide the reader with some historical information about the Board or Commission (i.e. when it was formed, issues of focus in years' past, significant outcomes of work by the Board or Commission). NOTE: Accomplishments from the previous year should not be discussed here – there is another area on the Work Plan where this is done. This page may not need to be updated each year.

Fiscal Year Work Plan (Page 3): This area should provide the goals/objectives (no more than five) of the Work Plan, the activities planned to accomplish the goals, the priority ranking of each goal and the timeline anticipated to accomplish the goal. This page will need to be updated each year.

Prior Year Accomplishments (Page 4): This area should address the prior year Work Plan accomplishments including each goal/objective, activities that supported the successful completion of the goal and the status of the goal. The status column should inform the reader whether the goal was a) completed, b) not started and why, c) in process and expected completion date, or d) eliminated and why. This page will need to be updated each year.

Ongoing Projects: (Page 5) This area provides the Board or Commission with an opportunity to inform the reader of ongoing projects that the Board or Commission is continuing to work on. This page may not need to be updated each year.

Seaside Planning Commission

Fiscal Work Plan

July 1, 2019 – June 30, 2020

John Owens, Chair

Michael Spalletta, Vice-Chair

Denis Ross

Keith Dodson

Arly Lamica

Dave Evans

Mission Statement

The Planning Commission is a seven-member body of community representatives appointed by the by the City Council. The appointed members shall hold office for four years. The Planning Commission is the primary decision-making authority for certain development applications, and it advises the City Council on various land-use policy matters.

Historical Background

State law and local ordinance prescribe the roles and responsibilities of the Planning Commission. In general, state law defines a planning commission as a committee appointed by the elected legislative body (City Council) to review matters related to planning and development and a general advisory body on land use planning.

Powers and Duties of the Planning Commission include:

- The planning commission shall have all the powers and perform duties as provided in Government Code Section 65103 (See Link to Government Code)
http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=GOV§ionNum=65103
- It shall be the function and duty of the planning commission to prepare, periodically review and revise, as necessary, the general plan of the city and to implement the general plan through actions including, but not limited to, the administration of specific plans and zoning and subdivision ordinances. (Ord. 773 § 1 (Exh. A), 1990)

Fiscal Year Work Plan

1. Hold public hearings and make recommendations to the City regarding the following amendments to the Seaside Municipal Code:

- Amend itinerant vendor regulations to allow mobile food trucks to park for specified time periods within certain areas of the community.

Status: City staff to get started to incorporate recent changes in State law regarding itinerant vendors located within public right-of-way.

- Amend Fence Height regulations to allow for fence construction to blend within the existing built environment of older neighborhoods within the City.

Status: Hold workshop session with Planning Commission.

- Establish regulations for short-term rentals within existing residential dwellings.

Status: Completed

- Provide recommendation to the City Council on certain updates to the West Broadway Urban Village Specific Plan Development Standards.

Status: Completed.

- Complete Sign Code Business Survey.

Status: Create Online survey.

- Zoning Code Clean-Up – Update site planning, design and operational standards.

Status: In progress.

- Participate in General Plan Update and Zoning Code Update.

Status: In progress.

2. Increase Citizen Participation in planning process

- Work with the Neighborhood Improvement Program Commission to create following awards:
 1. Best design for new commercial construction; and
 2. Best design for renovation of an existing building/site.

3. Planning Commission Training Opportunities

- Explore free training opportunities – Use American Planning Association (APA) Membership to hold APA sponsored webinar sessions with Planning Commission (Ongoing).
- Utilize City Attorney and local land use professionals to hold workshops on planning related topics (e.g CEQA Training, Architectural Design, Transportation/Bicycle Design, Open Space Trails)) (Ongoing).