



**FINAL APPROVED MINUTES  
CAPITOLA PLANNING COMMISSION  
SPECIAL MEETING  
THURSDAY, JULY 21, 2016  
6 P.M. – CAPITOLA CITY COUNCIL CHAMBERS**

**1. ROLL CALL  
AND PLEDGE OF ALLEGIANCE**

Commissioner Linda Smith: Present, Commissioner Gayle Ortiz: Present, Commissioner Edward Newman: Present, Chairperson TJ Welch: Present, Commissioner Susan Westman: Absent.

**2. ORAL COMMUNICATIONS**

**A. Additions and Deletions to Agenda**

None

**3. APPROVAL OF MINUTES**

**A. Planning Commission Minutes of the Special Meeting of June 13, 2016**

Commissioner Ortiz asked to strike the comment about removing the chapter and keep only the portion encouraging City Council to include funding for updating the historic resources list next year.

<b>RESULT:</b>	<b>ACCEPTED AS AMENDED [UNANIMOUS]</b>
<b>MOVER:</b>	Linda Smith, Commissioner
<b>SECONDER:</b>	Gayle Ortiz, Commissioner
<b>AYES:</b>	Smith, Ortiz, Newman, Welch,
<b>ABSENT:</b>	Westman

**B. Planning Commission Minutes of the Special Meeting of June 27, 2016**

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Edward Newman, Commissioner
<b>SECONDER:</b>	TJ Welch, Chairperson
<b>AYES:</b>	Newman, Welch
<b>ABSTAIN:</b>	Ortiz, Smith
<b>ABSENT:</b>	Westman

**4. PUBLIC HEARINGS**

**A. Zoning Code Update                      All Properties within Capitola**

Continuation of Comprehensive Update to the City of Capitola Zoning Code (Municipal Code Chapter 17)

The Zoning Code serves as the Implementation Plan of the City's Local Coastal Program and therefore must be certified by the Coastal Commission.

Environmental Determination: Addendum to the General Plan Update EIR

Property: The Zoning Code update affects all properties within the City of Capitola.

Representative: Katie Cattan, Senior Planner, City of Capitola

Senior Planner Katie Cattan walked the commission through a review of redlines of several sections and noted minor changes, clarifications, and corrections. A few topics raised policy discussions.

The Planning Commission made the following modifications to the proposed redlines:

Section 17.76.020.B.1.a Replacing Existing Uses

Direction: Remove redline to add “restaurants” to B.1.a requiring restaurant to provide for the full amount of parking.

Section 17.76.030. A Required Parking Spaces in Mixed Use Village.

Policy discussion: For mixed use village parking, Commissioner Newman reiterated his concern that most properties cannot meet on-site requirements and rely on public parking. Although existing buildings and uses are legal non-conforming, he said that status may cause a difficulty for future financing. Chairperson Welch said that section B1 in practice does not allow any new restaurants, which ties the hands of the business community. Upon further discussion, the commissioners requested changes to how parking is managed in the Village. Rather than have different parking standards for the individual uses within the village (as outlined in Table 17.76-1), commissioners requested a new zoning standard establishing a special village parking district that would allow uses to change in existing buildings utilizing public parking rather than providing new parking. Possibility of opening up in-lieu option for all types of businesses was also discussed. Staff will bring the Village Parking policy discussion to the City Council.

Section 17.76.040.B.1 Figure 17.60-1 Typo

Direction: Figure 17.60-1 should be Figure 17.76-1

Section 17.76.040.B.1. R-1 Zoning District

Directions: Reword second half of paragraph to allow larger parking areas that incorporate design features with impervious materials and enhanced landscaping that fit into the landscape and do no impact the neighborhood.

Section 17.76.090 and 17.76.100

Direction: Move On-Site Parking to the end of the Chapter.

Section 17.76.050.F. Valet Parking.

Direction: Add The PC may allow up to 25 percent of the required on-site parking spaces to be “on- or off-site” valet spaces.

Section 17.76.080. Bicycle Parking Cover

Direction: Reword to suggest “if bicycle parking spaces are covered...” Also, add allowance for creative design solutions such as vertical wall mounted bicycle racks. Reword 17.76.080 applicability to add commercial “uses served by” parking lots...

The special meeting was recessed at 7 p.m. to hold the regular meeting, and resumed at 7:30 p.m.

Commissioner Smith asked for clarification regarding interior neon signs and when they would be considered part of the window signage allowance. The commission agreed that

previously approved language applied to outdoor neon uses and established that any signage within one foot of a window counts toward window coverage.

The commission added rabbits to the list of allowed animals kept as pets.

Planner Cattan presented several issues that have arisen in discussions with the California Coastal Commission, which must approve the Local Coastal Program. Much of the City falls within the coastal zone, and as staff has previously reported, some feedback from the Coastal Commission staff represents a significant change to current code and procedures, and could severely limit future development in large swaths of the City.

Commissioners agreed that while some issues could be addressed relatively easily, they do not support spending significant additional time and money on discussions until the large issues have been resolved. These include language that limits development solely to restoration and resource protection, new setbacks for environmentally sensitive habitat areas, new geologic hazard setbacks for bluff and shoreline erosion and coastal flooding, and requirements to determine a 50 percent alteration threshold for affected properties over the life of the Coastal Act.

Additionally, consultant Ben Noble said much of the suggested language does not meet the goals of the update for a streamlined, user friendly approach.

Commissioners were unanimous in recommending that the City Council take an active lead in contacting other coastal jurisdictions that may be similarly impacted by these changes to the Coastal Commission's standards. They would like to see a united effort by the League of California Cities or state legislators from coastal areas.

<b>RESULT:</b>	<b>CONTINUED [UNANIMOUS]</b>	<b>Next: 8/4/2016 6:00 PM</b>
<b>MOVER:</b>	Gayle Ortiz, Commissioner	
<b>SECONDER:</b>	Linda Smith, Commissioner	
<b>AYES:</b>	Smith, Ortiz, Newman, Welch,	
<b>ABSENT:</b>	Westman	

## 5. ADJOURNMENT

Approved by the Planning Commission at the special meeting of September 1, 2016.

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Linda Fridy, Minutes Clerk