REVISED 11/4/26 AT 11:17AM

City of Capitola
Planning Commission Meeting Agenda
Thursday, November 05, 2026 – 6:00 PM

City Council Chambers
420 Capitola Avenue, Capitola, CA 95010

Chairperson: Courtney Christiansen
Vice Chair: Nathan Kieu
Commissioners: Paul Estey, Matthew Howard, TJ Welch

All correspondence received prior to 5:00 p.m. on the Wednesday preceding a Planning Commission Meeting will be distributed to Commissioners to review prior to the meeting. Information submitted after 5 p.m. on that Wednesday may not have time to reach Commissioners, nor be read by them prior to consideration of an item.

1. **Roll Call and Pledge of Allegiance**

   Commissioners Paul Estey, Matthew Howard, TJ Welch, Vice Chair Nathan Kieu, and Chair Courtney Christiansen

2. **Additions and Deletions to the Agenda**

   A. Additional Materials Item 6A

   B. Additional Materials Item 6B

3. **Oral Communications**

   Please review the section How to Provide Comments to the Planning Commission for instructions. Oral Communications allows time for members of the public to address the Planning Commission on any Consent Item on tonight's agenda or on any topic within the jurisdiction of the City that is not on the Public Hearing section of the Agenda. Members of the public may speak for up to three minutes unless otherwise specified by the Chair. Individuals may not speak more than once during Oral Communications. All speakers must address the entire legislative body and will not be permitted to engage in dialogue.

4. **Planning Commission/Staff Comments**

5. **Consent Calendar**

   All matters listed under "Consent Calendar" are considered by the Planning Commission to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion on these items prior to the time the Planning Commission votes on the action unless the Planning Commission request specific items to be discussed for separate review. Items pulled for separate discussion will be considered in the order listed on the Agenda.

   A. Approval of August 20, 2026, Planning Commission Minutes

6. **Public Hearings**

   Public Hearings are intended to provide an opportunity for public discussion of each item listed as a Public Hearing. The following procedure is as follows: 1) Staff Presentation; 2) Planning Commission Questions; 3) Public Comment; 4) Planning Commission Deliberation; and 5) Decision.

A. 728 Gilroy Drive

Project Description: Application #26-0521. APN: 035-053-19. Accessory Dwelling Unit (ADU) Design Permit to construct an attached two-story ADU and Deviation Request for the required ADU parking space. The project is located within the R-1 (Single-Family Residential) zoning district.

This project is in the Coastal Zone but does not require a Coastal Development Permit.

Recommended Action: Consider application #26-0521 and deny the requested deviation for onsite parking based on the attached Conditions and Findings for Approval.

B. 105 Lawn Way

Project Description: Conceptual Review #26-0535 for a new 4 unit, multi-family structure replacing a previously destroyed 4 unit, multi-family structure located at 105 Lawn Way (APN 035-252-04. The site is located in the Mixed Use-Village (MU-V) zoning district, Village Residential (VR) and Visitor Serving General (VS-G) overlay zones, and Coastal Appeal zone. The concept includes raising the units out of the flood plain which increased the height to 33 feet 6 inches and floor area ratio to 2.67. Conceptual Review allows an applicant to receive preliminary nonbinding input from the Planning Commission on a proposed project prior to City action on a formal permit application. The project is in the coastal zone; however, a coastal development permit is not required for conceptual review.

Recommended Action: Provide input on the conceptual review application.

7. Director's Report

8. Adjournment – Adjourn to the next regularly scheduled meeting of the Planning Commission on December 3, 2026 at 6:00 PM.

How to View the Meeting

Meetings are open to the public for in-person attendance at the Capitola City Council Chambers located at 420 Capitola Avenue, Capitola, California, 95010

Other ways to Watch:

Spectrum Cable Television channel 8 City of Capitola, California YouTube Channel: https://www.youtube.com/@cityofcapitolacalifornia3172

How to Provide Comments to the Planning Commission

Members of the public may provide public comments to the Planning Commission in-person during the meeting. If you are unable to attend the meeting in person, please email your comments to planningcommission@cityofcapitola.gov and they will be included as a part of the record for that meeting. Emailed comments will be accepted after the start of the meeting until the Chairman announces that public comment for that item is closed.

Appeals: The following decisions of the Planning Commission can be appealed to the City Council within the (10) calendar days following the date of the Commission action: Design Permit, Conditional Use Permit, Variance, and Coastal Permit. If the tenth day falls on a weekend or holiday, the appeal period is extended to the next business day. All appeals must be submitted in writing on an official city application form, setting forth the nature of the action and the basis upon which the action is considered to be in error, and addressed to the City Council in care of the City Clerk. An appeal must be accompanied by a filing fee, unless the item involves a Coastal Permit that is appealable to the Coastal Commission, in which case there is no fee. If you challenge a decision of the Planning Commission in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this agenda, or in written correspondence delivered to the City at, or prior to, the public hearing.

Notice regarding Planning Commission meetings: The Planning Commission meets regularly on the 1st Thursday of each month at 6 p.m. in the City Hall Council Chambers located at 420 Capitola Avenue, Capitola.

Agenda and Agenda Packet Materials: The Planning Commission Agenda and complete Agenda Packet are available on the Internet at the City's website: www.cityofcapitola.gov. Need more information? Contact the Community Development Department at (831) 475-7300.

Agenda Materials Distributed after Distribution of the Agenda Packet: Materials that are a public record under Government Code § 54957.5(A) and that relate to an agenda item of a regular meeting of the Planning Commission that are distributed to a majority of all the members of the Planning Commission more than 72 hours prior to that meeting shall be available for public inspection at City Hall located at 420 Capitola Avenue, Capitola, during normal business hours.

Americans with Disabilities Act: Disability-related aids or services are available to enable persons with a disability to participate in this meeting consistent with the Federal Americans with Disabilities Act of 1990. Assisted listening devices are available for individuals with hearing impairments at the meeting in the City Council Chambers. Should you require special accommodations to participate in the meeting due to a disability, please contact the Community Development Department at least 24 hours in advance of the meeting at (831) 475-7300. In an effort to accommodate individuals with environmental sensitivities, attendees are requested to refrain from wearing perfumes and other scented products.

Si desea asistir a esta reunión pública y necesita ayuda - como un intérprete de lenguaje de señas americano, español u otro equipo especial - favor de llamar al Departamento de la Secretaría de la Ciudad al 831-475-7300 al menos tres días antes para que podamos coordinar dicha asistencia especial o envié un correo electrónico a cityclerk@cityofcapitola.gov.

Televised Meetings: Planning Commission meetings are cablecast "Live" on Charter Communications Cable TV Channel 8 and are recorded to be replayed on the following Monday and Friday at 1:00 p.m. on Charter Channel 71 and Comcast Channel 25. Meetings can also be viewed from the City's website: www.cityofcapitola.gov.