

# City of Capitola

## Planning Commission Meeting Minutes

### Thursday, January 19, 2023 – 7:00 PM



City Council Chambers  
420 Capitola Avenue, Capitola, CA 95010

**Chairperson:** Peter Wilk

**Commissioners:** Courtney Christiansen, Paul Estey, Gerry Jensen, Susan Westman

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

*The meeting was called to order at 7:10 PM. In attendance: Commissioners Estey, Jensen, Westman, and Chair Wilk. Commissioner Christiansen was absent.*

#### 2. New Business

A. Swearing-in of New Planning Commissioners - *City Clerk Moss swore in Commissioners Estey and Jensen via Zoom.*

B. Nomination and Election of Chair and Vice Chair

***Motion to appoint Susan Westman as Chair: Commissioner Wilk***

***Seconded: Commissioner Estey***

***Vote: 4-0-1 (Christiansen - Absent)***

***Motion to appoint Courtney Christiansen as Vice Chair: Commissioner Wilk***

***Seconded: Commissioner Jensen***

***Vote 4-0-1 (Christiansen - Absent)***

#### 3. Oral Communications - None

##### A. Additions and Deletions to the Agenda

*Community Development Director Herlihy explained that, in accordance with AB 361, the lack of internet at City Hall during this meeting caused a disturbance which required that Items 4A, 5A, and 5B be continued to a later meeting date. Staff recommended continuing Items 4A and 5A to January 25, 2023, at 7 PM; and continuing Item 5B to the next regularly scheduled meeting date, February 2, 2023, at 7 PM.*

***Motion to continue Items 4A and 5A be continued to January 25th at 7 PM, and Item 5B be continued to February 2nd at 7 PM: Commissioner Wilk***

***Seconded: Commissioner Estey***

***Vote: 4-0-1 (Christiansen - Absent)***

#### 4. Consent Calendar

##### A. 517 Oak Drive

**Permit Number: #22-0394**

**APN: 035-082-06**

Variance for the required parking dimensions to construct first-story additions without meeting current parking standards. The project is located in the R-1 (Single-Family Residential) zoning district.

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

Environmental Determination: Categorical Exemption

Property Owner: Michael & Sara Moore

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Representative: Michael & Sara Moore, Filed: 10.20.22

**Continued to January 25, 2023, at 7 PM.**

**5. Public Hearings**

**A. 4401 & 4525 Capitola Road**

**Permit Number: #22-0244**

**APN: 034-123-05 & 034-124-18**

Design Permit, Conditional Use Permit, Density Bonus, and Coastal Development Permit request for a 36-unit, 100% affordable housing project on an approximate 0.81-acre site on the northeast corner of Capitola Road and 44th Avenue. The project includes a mix of 1-bedroom, 2-bedroom and 3-bedroom apartment units, configured in two 3-story buildings. The project includes a density bonus request pursuant to California Government Code sections 65915 – 65918.

Environmental Determination: Categorical Exemption 15332 - In-fill Development

Applicant: CRP Affordable Housing & Community California, LLC

**Continued to January 25, 2023, at 7 PM.**

**B. Introduction to Housing Element Update**

**Permit Number: #23-0019**

**APN: Citywide**

Environmental Determination: Categorical Exemption 15332 - In-fill Development

Applicant: CRP Affordable Housing & Community California, LLC

**Continued to February 2, 2023, at 7 PM.**

**6. Director's Report - None**

**7. Commission Communications:**

*Commissioner Wilk requested that the Planning Commission consider changing the start time of regular meetings to 6 PM. Direction provided to staff to change the start time beginning after the February 2nd meeting.*

**8. Adjournment – The meeting was adjourned at 7:23 PM to a continuance on January 25<sup>th</sup>, 2023, at 7 PM.**

**ATTEST:**

DocuSigned by:

*Julia Moss*

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Julia Moss, City Clerk