

City of Capitola

Planning Commission Meeting Minutes

Thursday, May 04, 2023 – 6:00 PM



City Council Chambers
420 Capitola Avenue, Capitola, CA 95010

Chairperson: Susan Westman

Commissioners: Courtney Christiansen, Paul Estey, Gerry Jensen, Peter Wilk

1. Roll Call and Pledge of Allegiance

The meeting was called to order at 6:01pm. In attendance: Commissioners Estey, Jensen, Vice Chair Christiansen, and Chair Westman. Absent: Commissioner Wilk.

2. New Business - None

3. Oral Communications - None

A. Additions and Deletions to the Agenda - None

B. Public Comments - None

C. Commission Comments

Commissioner Jensen commented that a group has been formed to engage the community in Wharf enhancements.

D. Staff Comments

Community Development Director Herlihy introduced new Deputy City Clerk Austin Westly.

4. Approval of Minutes

A. March 2, 2023 - Planning Commission Meeting Minutes

Commissioner Estey noted a correction to the vote of Item 3A.

Motion to approve the March 2, 2023, meeting minutes with correction: Commissioner Estey

Seconded: Commissioner Jensen

Voting Yea: Commissioners Estey, Jensen, Vice Chair Christiansen, and Chair Westman.

Absent: Commissioner Wilk

B. April 6, 2023 - Planning Commission Meeting Minutes

Commissioner Jensen noted a correction to Item 4B to include his attendance at the Planning Commissioner's Conference.

Motion to approve the April 6, 2023, meeting minutes with correction: Vice Chair Christiansen

Seconded: Commissioner Estey

Voting Yea: Commissioners Estey, Jensen, and Vice Chair Christiansen.

Absent: Commissioner Wilk

Abstaining: Chair Westman

5. Consent Calendar

A. 603 Escalona Drive

Permit Number: #23-0076

APN: 036-142-16

Design Permit and Coastal Development Permit for an Accessory Dwelling Unit (ADU) above an existing garage within the R-1 (single-family) zoning district.

Environmental Determination: Categorical Exemption 15301(e) Existing Facilities

Property Owner: Stanley Ketner

Representative: Stanley Ketner, Filed: 02.10.2023

Commissioner Jensen inquired about opaque window requirements for ADUs. Property owner Stanley Ketner commented that he would prefer the window in question not to be opaque.

**Motion to approve Permit #23-0076 waiving the opaque window requirement:
Commissioner Jensen**

Seconded: Commissioner Estey

Voting Yea: Commissioners Estey, Jensen, Vice Chair Christiansen, and Chair Westman.

Absent: Commissioner Wilk

6. Public Hearings

A. 1400 Wharf Road – Capitola Wharf

Permit Number: #20-0141

APN: 034-072-01, -02

Review of final designs for two public bathrooms for compliance with Condition #2 of permit #20-0141. The Capitola Wharf is located within the PF (Public Facilities) zoning district.

This project received a Coastal Development Permit issued by the California Coastal Commission.

Environmental Determination: Mitigated Negative Declaration

Property Owner: City of Capitola

Representative: Kailash Mozumder, Filed: 04.29.2020

Associate Planner Sesanto and Public Works Project Manager Mozumder presented the staff report.

Commissioner comments included inquiries about parking availability, aesthetics, the raising of the Wharf, funding sources for the project, and business considerations for Wharf tenants.

Motion to approve Permit #20-0141 with the following additional conditions:

Commissioner Estey

Seconded: Vice Chair Christiansen

Voting Yea: Commissioners Estey, Jensen, Vice Chair Christiansen, and Chair Westman

Absent: Commissioner Wilk

1. Due to Planning Commission concern with industrial appearance of Portland Loo, the City shall review alternatives for public restrooms at the time that either building at the head of the Wharf is rebuilt/remodeled, including consideration to remove the Portland Loo.

2. *At the time that either building at the head of the Wharf is rebuilt/remodeled, the City shall incorporate waste enclosure into the design for the dumpster.*
3. *The Portland Loo shall be installed with minimal logos and future enhancement of the exterior shall be reviewed by the Arts Commission. The bottom of the Portland Loo shall be modified to shield the feet of the occupant from public view.*
4. *The Public Works Department and City Council shall consider alterations to the security gate, entry gate, and restroom at the head of the Wharf if there is opportunity during the bidding and/or construction of the Wharf Phase 2 Project.*
5. *The Project shall consider alternative full exteriors for the Exeloo restroom structure for increased compatibility.*

B. Citywide Housing Element Update

Permit Number: 23-0019

APN: Citywide

Housing Element Update 6th Cycle

Environmental Determination: Pending

Property Owner: City of Capitola

Representative: Bret Stinson, RRM Design and Veronica Tam, VTA, Inc.

Community Development Director Herlihy presented the staff report.

Public Comments:

- *Paula Bradley, resident, asked the commission for clarification regarding some of the sites and other details of the Housing Element*
- *Ryan Meckel, Santa Cruz YIMBY, questioned a proposed site and commented on the notation used in the site inventory report.*

7. Director's Report

Director Herlihy commented about the increase in ADU applications over the last several months, status of property ownership around the city, and the practice of keeping minutes including conditions at Planning Commission meetings.

8. Commission Communications

Commissioner Jensen requested that comments from Item 5A on tonight's agenda be brought to the Colors and Materials Board in the future. In addition, he inquired about any remedies to the issues in the development process of outdoor dining spaces.

9. Adjournment – Adjourned at 8:27pm to the next regularly scheduled meeting on June 1, 2023.