City of Capitola

Planning Commission Meeting Agenda

Thursday, December 07, 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

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.

All matters listed on the Regular Meeting of the Capitola Planning Commission Agenda shall be considered as Public Hearings.

1. Roll Call and Pledge of Allegiance

Commissioners Susan Westman, Courtney Christiansen, Paul Estey, Gerry Jensen, Peter Wilk

2. Oral Communications

A. Additions and Deletions to the Agenda

B. Public Comments

Please review the Notice of Remote Access for instructions. Short communications from the public concerning matters not on the Agenda. All speakers are requested to print their name on the sign-in sheet located at the podium so that their name may be accurately recorded in the Minutes. 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.

C. Commission Comments

D. Staff Comments

3. Approval of Minutes

A. Approve the November 2, 2023 Planning Commission Meeting Minutes

4. 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 members of the public or 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. 2024 Regular Meeting Schedule

Recommended Action: Adopt the 2024 Regular Meeting Schedule of the Planning Commission.

B. 417 Capitola Avenue – TO BE CONTINUED TO JANUARY 18, 2024 Permit Number: #22-0330

1



APN: 035-131-04

Design Permit to demolish an existing commercial building (Baash) and construct a new single-family dwelling with a Variance request for the garage floor area, a Minor Modification request for the maximum driveway width, and exception requests to the rear and side setbacks. The project is located within the MU-N (Mixed Use Neighborhood) zoning district.

This project is in the Coastal Zone and requires a Coastal Development Permit which is not appealable to the California Coastal Commission.

Environmental Determination: Categorical Exemption

Property Owner: Bombora LLC.

Representative: Dan Townsend – Fuse Architects, Inc., Filed: 7/11/2023

5. 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. 200 Monterey Avenue #2

Permit Number: #23-0513

APN: 035-261-07

A Conditional Use Permit application for beer and wine sales at an existing restaurant (Mijo's

Taqueria) located in the MU-V (Mixed Use Village) zoning district.

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

Environmental Determination: Categorical Exemption 15301

Property Owner: Sarah Realty, LLC

Representative: Anthony Guajardo Filed: 11.17.23

B. 4400 Jade Street – Capitola Community Center

Permit Number: #23-0506

APN: 034-551-02

Design Permit to remodel the Capitola Community Center at Jade Street Park, located within the P/OS (Parks and Open Space) zoning district.

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

Environmental Determination: Categorical Exemption 15301(d & e)

Property Owner: Soquel Union Elementary School District

Representative: Kailash Mozumder, Capitola Public Works Department

- 6. Director's Report
- 7. Commission Communications
- 8. Adjournment

Notice of In-Person & Remote Access

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

Public comments can be provided to the Planning Commission in-person or by email (planningcommission@ci.capitola.ca.us)

Ways to Watch:

- Spectrum Cable Television channel 8
- City of Capitola, California YouTube Channel https://www.youtube.com/channel/UCJgSsB5qqoS7CcD8lq9Yw1g/videos

To Join Zoom Application or Call in to Zoom:

• Meeting link:

https://us02web.zoom.us/j/84769092900?pwd=anpWVWIQamFzT3BGUm54QStJWTdwQT09

• Or dial one of these phone numbers: 1 (669) 900 6833, 1 (408) 638 0968, 1 (346) 248 7799

Meeting ID: 847 6909 2900Meeting Passcode: 379704

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 five hundred dollar (\$500) 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.org/meetings. 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.

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.org.

^{**}Please be aware that the Planning Commission will not accept comments via Zoom**

City of Capitola Planning Commission Meeting Minutes Thursday, November 02, 2023 – 6:00 PM

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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 6:02PM. In attendance, Commissioners Estey, Jensen, Wilk, Vice Chair Christiansen, and Chair Westman.

2. New Business

None

3. Oral Communications

A. Additions and Deletions to the Agenda

Staff received several additional materials for tonight's meeting: two emails for Item 5A, one email for Item 6A, and one flyer for general comment.

B. Public Comments

Goran Kelpic commented about a call for service that he made to Capitola PD regarding a civil issue he saw in his community related to what he considered the mistreatment of a veteran.

C. Commission Comments

Commissioner Wilk commented on last week's disruptions at the City Council meeting and the change the City has made to Zoom public comments, stating his belief that ending public comment via Zoom and thereby limiting public participation in Government may be in fact supporting the end goal of some extremists. Chair Westman clarified that the change may be discussed further at the next City Council meeting, and Director Herlihy confirmed that an investigation is ongoing, but the pause to Zoom public comments will be limited through the new year before a long-term decision is made.

D. Staff Comments

Director Herlihy reminded the Commission that the City Council will be reviewing the final draft of the Housing Element at their next meeting.

Project Manager Kailash Mozumder gave an update on the Capitola Road Rehabilitation Project which has recently begun. Chair Westman asked a question related to the timeline of work being done at the Capitola Avenue bridge that crosses Highway 1, and Project Manager Mozumder provided a response. Commissioner Wilk asked about how the road rehabilitation projects in question are related to certain affordable housing projects that are in the works, and Director Herlihy provided a response.

Commissioner Jensen then asked for an update on the Wharf Rehabilitation Project and Project Manager Mozumder replied.

4. Approval of Minutes

Commissioner Jensen commented on the details found in the minutes for the October 19th Special Meeting, stating that he wanted the comments from the Commission to be clearly noted for future reference. Director Herlihy commented that Staff relies on the video record to write and edit minutes after the meeting. Commissioner Jensen clarified that he is appreciative of the details as written and feels that the commission comments were accurately reflected in the minutes.

Motion to approve the October 12 and October 19 Planning Commission Meeting Minutes: Vice Chair Christiansen

Seconded: Commissioner Estey

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

Westman

5. Public Hearings

A. Regional Bikeshare Permitting

Permit Number: #23-0463

APN: City-Wide

Major Encroachment Permits (MEP) and Coastal Development Permits (CDP) for BCycle docking stations for the regional bike share program located within the right-of-way in 18 locations within Capitola.

The project is in the Coastal Zone and requires a Coastal Development Permit. Some docking locations are appealable to California Coastal Commission after all possible appeals are exhausted through the City.

Environmental Determination: Categorically Exempt 15301(c) and 15303 (e)

Property Owner: City of Capitola

Representative: Community Development Department

Senior Planner Froelich began the presentation of a staff report detailing the BCycle Docking Stations project which will bring an e-bike sharing program to the City of Capitola. He provided a background and history of the program, which has already begun rollout around the County, details of the contract, an explanation of how the program works, and a description of the implementation plan for Capitola, including a list of proposed sites.

Commissioner Wilk asked for clarification on the length of the contract and how that term relates to the relevant permits. Planner Froelich confirmed that the contract length is 5 years, and the permits would be issued for that term, and renewed in conjunction with future extensions to the contract.

Chair Westman asked questions about renting the bike without the use of the BCycle mobile app and wanted to know what happens if someone abandons a bike away from a dock. BCycle rep, Kyle Klein, provided answers, stating that instead of using the mobile app, users can rent the bikes with an RFID chip which can be mailed to the participant.

Commissioner Jensen asked about any public subsidization programs that BCycle offers to low-income or other marginalized groups. No such programs currently exist.

Commissioner Estey asked about the BCycle process of recovering abandoned bikes. BCycle rep Klein commented that bike recovery occurs on a regular basis.

Commissioner Jensen asked about the type and classification details of the e-bikes used by this program, and rep Klein provided an answer.

Commissioner Estey asked about the possibility of providing helmets along with the e-bike rentals. BCycle rep Klein offered a response related to the sanitary and liability issues and commented that BCycle offers helmet discounts from their affiliates.

Commissioner Wilk asked about the possibility of offering accessories such as bicycle surf rack mounts. BCycle rep responded that aftermarket accessories have been explored by the company.

Senior Planner Froelich continued the staff report, beginning the list of proposed docking sites. Site 1 was discussed with no questions. The report continued, and Commissioner Wilk questioned Site 2, asking why some proposed sites are situated in red-curb zones. Project Manager Mozumder provided the rationale from a Public Works and safety perspective.

After Commission deliberation regarding the discussion procedure, Chair Westman opened the public hearing.

Neil Savage, resident of the Jewel Box, gave his support of the program as a whole but offered his caution towards placing sites in the Village, specifically mentioning Sites 12 and 13. His reasoning cited safety issues related to traffic and pedestrians on both streets and sidewalks.

Paula Bradley, resident and cyclist in Capitola, commented on her support of the program, citing the reduction of traffic that this program can bring to our City. She also questioned a few of the proposed sites. Lastly, she also asked about the transit center at the mall, and how that site is incorporated in this project. Chair Westman offered clarification regarding this site.

Chair Westman closed the public hearing.

Senior Planner Froelich resumed the presentation with Site 3. Commissioner Wilk wondered about the parallel parking locations that this site will encroach upon, asking Staff if this impact was considered. Planner Froelich commented that parking was considered in this project, but in general, the flexibility of the docking locations was planned for. Staff expects sites to be altered as the program matures.

Planner Froelich described Site 4, and the commission had no questions. He moved on to Site 5, and Commissioner Jensen asked about how the site would be adjusted in the event that it encroached upon the public right of way. Commissioner Wilk asked about the possibility of vandalism, and BCycle rep Klein replied that while there is a potential for vandalism at all sites, the likelihood is low and instances of vandalism overall are lower for the docks in comparison to the bikes themselves. Director Herlihy commented that the Capitola Branch Library was looked at as an alternative to Site 5, but topography and other concerns prevented its viability.

We moved on through Sites 6 and 7 with no questions. Site 8 was discussed, and Commissioner Jensen asked about the condition of the cliff at this site, including how this site's proximity to the village relates to an earlier public comment made about the dangers of placing the docking stations in the Village zone. The Commission as a whole agreed that the benefits of the dock locations in the Village outweigh the potential problems.

Vice Chair Christiansen asked about the pricing model used by BCycle, and BCycle rep Klein provided a response. She also asked about potential docking issues, such as the case that a docking station is not available at a rider's desired docking station. BCycle rep Klein confirmed that this does occur, but there are remedies available, including expanding the number of docks at a certain site, offering alternative sites in close proximity, and providing a customer service number on the bike itself. There was a question about the possibility of offering a brand-new site not proposed in this item tonight, and Senior Planner Froelich stated that new permits would have to be granted in that case. Director Herlihy offered more information regarding the process of expanding sites in the future. Commissioner Wilk asked why Site 8 was placed further up the hill on Cliff Dr, rather than near the staircase leading to Hoopers Beach adjacent to the Wharf. Project Manager Mozumder responded that parking and

pedestrian issues were considered in the selection of this site. Vice Chair Christiansen asked if there were any considerations to place docking sites on the Wharf itself once the repair project is finished, and Project Manager Mozumder confirmed that this is an opportunity.

We moved on to Site 9, with a minor red-curb-related clarification question from Commissioner Wilk, and then Site 10, which raised another question from Commissioner Wilk, who wondered why there was a curb-cut driveway here leading to the empty adjacent lot. That curb cut was left over from the prior use of the lot as a gas station. Commissioner Jensen asked about how this site would be affected by future capital improvement projects near this location.

Site 11 was described and raised no questions. Site 12 was described, and Chair Westman asked why this site was pushed right up to the end of the curb. Director Herlihy replied that Staff wished to leave enough space for certain Police activity at this location. Commissioner Jensen asked about a new law restricting vehicle parking near crosswalks, and Director Herlihy gave a response related to AB413. In addition, Officer Sherin confirmed how AB413 will affect police operations at this location. Commissioner Wilk asked if the location at Quality Market was considered, and BCycle rep Klein replied that he had not investigated this location. Commission Wilk then jumped ahead to ask about Site 17 and wondered if BCycle could negotiate with the adjacent property owner to place the site on their property rather than on the street. Vice Chair Christiansen asked if there was general resistance from local private property owners regarding site placement. BCycle rep confirmed that resistance was moderate and working with local governments was preferred.

We discussed Site 13, and Commissioner Estey asked if the location of the public shower was considered in the location of this site. There is a possibility of shower water splash encroaching on the site. Director Herlihy commented that this site has a lot of potential for bicycle parking, including private and shared bikes and future development at and near this site should occur.

Sites 14, 15 and 16 were described with no questions. Site 17 was revisited, and Commissioner Wilk clarified that since this site seems to service the Capitola Knolls apartment complex specifically, they theoretically would be willing to sacrifice some of their private property to accommodate a docking site in order to save one street parking space. (Missing comment by Kailash)

Finally, Site 18 was described, and Commissioner Estey asked BCycle about the experience of placing docking sites on a hill. BCycle rep confirmed that placing the site on a hill should not cause any issues. Commissioner Jensen then asked about the possibility of placing a site at or near the New Bright State Beach. BCycle rep replied that this would likely fall under the jurisdiction of Aptos or Soquel. Chair Westman asked about the possibility of an adult purchasing a rental bike for a minor. Officer Sherin commented that State legislature is considering laws regarding driver's license limitations for minors and mandatory helmet laws. Chair Westman asked a hypothetical question about purchasing these rental bikes as a family of 4 including 2 minors, while following all local, state, and federal laws. Even if BCycle company policy is being broken, the Capitola PD would not have any cause for enforcement. Commissioner Jensen asked questions about the vehicle code, including multiple riders on one bike and helmet use. Officer Sherin clarified how the laws affect these scenarios. Chair Westman asked about riding bikes on the sidewalk, and Officer Sherin replied that riding any vehicle on the sidewalk within the Village is prohibited, but outside of the village, the laws may vary. Commissioner Jensen asked about the PD's current rollout of the new helmet program the PD is conducting local outreach at local schools to educate kids about the importance of helmet use while biking, and other bike and e-bike-related topics. Chair Westman then asked if it's lawful to walk your bike on the sidewalks in the Village and Officer Sherin responded that it is lawful and encouraged to do so.

Senior Planner Froelich gave the staff recommendation, including a recap of all conditions that arose out of the Commission discussion tonight and ended the presentation.

Commissioner Wilk commented that this is a great idea, and he appreciates BCycles commitment to bringing bike share to Capitola. He commended BCycle's selection of docking selections.

Chair Westman proposed conditions that would allow Staff to adjust the number of sites at each docking location.

Commissioner Wilk moved to approve staff's recommendation with Chair Westman's conditions. Seconded, Vice Chair Christiansen.

Commissioner Jensen asked BCycle rep Kyle Klein to give an overall recap of the success of the program around the County. He gave a positive review of the program including a significant improvement in comparison to the previous Jump bikes program.

Motion to approve Item 5A: Commissioner Wilk

Seconded: Vice Chair Christiansen

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

6. Director's Report

Director Herlihy provided a director's report, including an update to the Rail Trail project, which was discussed at the last City Council meeting. She also reminded the Commission that the final draft of the Housing Element will be brought to the City Council next week and gave a recap of the draft edits, the response to those edits from the HCD, and an overview of the next steps to implement the plans within the Housing Element over the next several years.

7. Commission Communications

Commissioner Jensen asked for any updates to future projects, and Director Herlihy provided an update to the project at 1098 38th Ave, and the assisted living facility redevelopment project, as well as a future residential project on Depot Hill.

8. Adjournment

The meeting was adjourned at 7:49PM until the next regularly scheduled meeting on December 7, 2023.

Capitola Planning Commission Agenda Report

Meeting: December, 7, 2023

From: Community Development Department

Address: 2024 Regular Meeting Schedule

Recommended Action: Adopt the 2024 Regular Meeting Schedule of the Planning Commission.



Discussion: At the end of each calendar year, staff prepares the regular meeting schedules for the following year. During the November 21, 2023, City Council meeting, the 2024 City Council Meeting Schedule was adopted by City Council. Regular meetings of the Planning Commission are typically held on the first Thursday of the month with the exception of July and August. In July and August, the Planning Commission meeting is held on the third Thursday of the month to align with the City Council summer schedule of one meeting at the end of the month.

Attachments:

- 1. 2024 Planning Commission Meeting Schedule
- 2. 2024 Meeting Calendar

Report Prepared By: Katie Herlihy, Community Development Director



Planning Commission - 6pm

City Council - 6pm

2024 Calendar



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2024 CITY OF CAPITOLA Planning Commission Regular Meeting Dates Meetings Begin at 6:00 PM

MEETING DATES
JANUARY 18
FEBRUARY 1
MARCH 7
APRIL 4
MAY 2
JUNE 6
JULY 18
AUGUST 15
SEPTEMBER 5
OCTOBER 3
NOVEMBER 7
DECEMBER 5

Capitola Planning Commission Agenda Report

Meeting: December 7, 2023

From: Community Development Department

Topic: 417 Capitola Avenue

Permit Number: #22-0330

APN: 035-131-04

Design Permit to demolish an existing commercial building (Baash) and construct a new single-family dwelling with a Variance request for the garage floor area, a Minor Modification request for the maximum driveway width, and exception requests to the rear and side setbacks. The project is located within the MU-N (Mixed Use Neighborhood) zoning district.

This project is in the Coastal Zone and requires a Coastal Development Permit which is not appealable to the California Coastal Commission.

Environmental Determination: Categorical Exemption

Property Owner: Bombora LLC.

Representative: Dan Townsend – Fuse Architects, Inc., Filed: 7/11/2023

Recommended Action: Continue the item to the next Planning Commission meeting on January

18th, 2024.



Capitola Planning Commission Agenda Report

Meeting: December 7, 2023

From: Community Development

Address: 200 Monterey Avenue #2

Permit Number: #23-0513

APN: 035-261-07

A Conditional Use Permit application for beer and wine sales at an existing restaurant (Mijo's

Taqueria) located in the MU-V (Mixed Use Village) zoning district.

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

Environmental Determination: Categorical Exemption 15301

Property Owner: Sarah Realty, LLC

Representative: Anthony Guajardo Filed: 11.17.23

Recommendation: Review and approve project application #23-0513 with the recommended

Conditions and based on the Findings for Approval.

Applicant Proposal: The applicant has submitted a request for a Conditional Use Permit (CUP) for beer and wine sales at Mijo's Taqueria. Mijo's Taqueria is located within the Mixed-Use Village (MU-V) zoning district at 200 Monterey Avenue #2 and has been in operation for over seven years (2016). The prior tenant was also a taqueria restaurant and previously held a permit and license for beer and wine. Mijo's did not continue the beer and wine service and is now proposing to reestablish the use with this permit request.

Background: City permit records show continuous restaurant use at the subject tenant space dating back to the early 1990s and references in those files state that restaurant uses were already established and predate the records. The restaurant use and required parking for the Mijo's Taqueria tenant space are legal nonconforming and may continue so long as the activity does not cease for more than 90 days per Section 17.92.050.

Discussion: Mijo's Taqueria is located at 200 Monterey Avenue within the Central Village. The property is in proximity to commercial uses along Monterey Avenue and backs up to several residences on El Camino Medio. Monterey Avenue has a mix of retail, restaurant, and personal service establishments. The applicant is proposing to serve prepackaged beer and wine from a display refrigerator and/or a small tap system behind the point-of-sale counter.

<u>Conditional Use Permit:</u> The applicant is requesting a Conditional Use Permit for beer and wine sales and simultaneously has applied for a Type 41 liquor license with ABC for the sale of beer and wine at an "Eating Place". Pursuant to §17.124.060, when evaluating a CUP, the Planning Commission must consider the following characteristics of the proposed use:

- A. Operating characteristics (hours of operation, traffic generation, lighting, noise, odor, dust, and other external impacts).
- B. Availability of adequate public services and infrastructure.
- C. Potential impacts to the natural environment.



D. Physical suitability of the subject site for the proposed use in terms of design, location, operating characteristics, shape, size, topography.

In a review of the applicant's proposal, Planning staff consulted with the Police Department and found that no calls to Police have been made by or to Mijo's Taqueria and there is no code violation history. Normal business hours for Mijo's Taqueria are 11 a.m. to 8 p.m. No change to operating hours is anticipated.

As conditioned, the findings for approval of the amended CUP can be made for the application.

CEQA: The project is categorically exempt under Section 15301 of the California Environmental Quality Act and is not subject to Section 753.5 of Title 14 of the California Code of Regulations. The proposed project involves minor changes to operations and issuance of a conditional use permit for beer and wine sales at an established restaurant use. No adverse environmental impacts were discovered during the project review by either Planning Department Staff or the Planning Commission.

Attachments:

- 1. Site/Floor Plan
- 2. Applicant Letter Business Plan

Recommended Conditions of Approval:

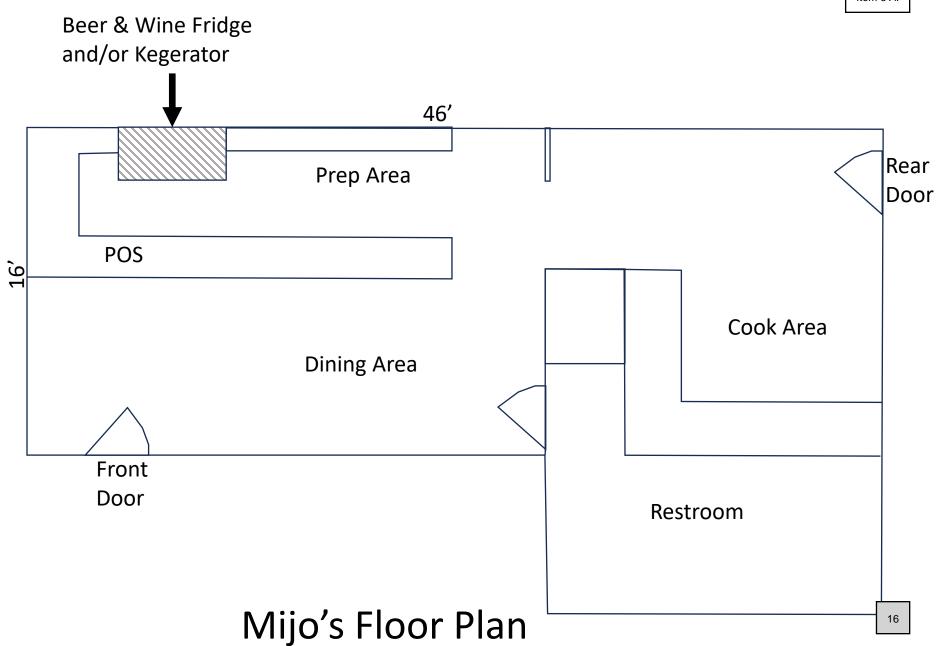
- The project approval consists of a Conditional Use Permit to allow beer and wine sales at the existing Mijo's Taqueria located at 200 Monterey Avenue Suite #2. No modifications to the exterior or interior of the building are proposed. Parking requirements are not affected by this application. The CUP application #23-0513 was approved by Planning Commission on December 7, 2023.
- 2. Any significant modifications to the size and appearance of the structure must be approved by the Planning Commission. Similarly, any significant change to the use itself, or site, must be approved by the Planning Commission.
- 3. The application shall be reviewed by the Planning Commission upon evidence of non-compliance with conditions of approval or applicable municipal code provisions.
- 4. The applicant shall maintain a current business license to operate the business.
- Onsite beer and wine consumption shall be limited to inside the restaurant. No beer and wine consumption shall be allowed within the public right-of-way seating areas adjacent to the property.
- 6. A copy of the approved Department of Alcoholic Beverage Control Permit must be filed with the Community Development Department prior to initiating beer and wine sales.
- 7. Signage shall be installed and maintained at all customer exits to the restaurant stating that "consumption of alcohol is prohibited on the sidewalk, street, and beach".
- 8. No new lighting or signs are approved with this permit.
- 9. Amplified sound is prohibited outside the building.

- 10. An onsite restroom shall be available to customers at all times during business hours.
- 11. Beer and wine sales may occur between 7 a.m. and 10 p.m. seven days a week.
- 12. The applicant is responsible for maintaining the area directly in front of the business free from litter and/or graffiti.
- 13. Food and beverage equipment and supplies (including kegs) shall be stored inside the building. Exterior storage is prohibited.

Conditional Use Permit Findings:

- A. The proposed use is allowed in the applicable zoning district.
 - Beer and wine sales are permitted through a conditional use permit in the MU-V zoning district.
- B. The proposed use is consistent with the general plan, local coastal program, zoning code, and any applicable specific plan or area plan adopted by the city council. The restaurant space with beer and wine sales, as conditioned, is consistent with the Zoning Ordinance, General Plan, and Local Coastal Plan.
- C. The location, size, design, and operating characteristics of the proposed use will be compatible with the existing and planned land uses in the vicinity of the property.
 - Mijo's Taqueria is an established and compatible business appropriately located within the blend of land uses in the Capitola Village.
- D. The proposed use will not be detrimental to the public health, safety, and welfare. Sales of beer and wine offered by Mijo's Taqueria will not be detrimental to the public health, safety, and welfare. Similar services are currently operating in the Capitola Village.
- E. The proposed use is properly located within the city and adequately served by existing or planned services and infrastructure.
 - Mijo's Taqueria is properly located within the Capitola Village area and has been a business operating in good standing. The property is adequately served by services and infrastructure.
- F. This project is categorically exempt under Section 15301 of the California Environmental Quality Act and is subject to Section 753.5 of Title 14 of the California Code of Regulations.
 - Section 15301 of the CEQA Guidelines exempts the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. This project involves no new permanent physical improvements and does not require a Building permit. The permit will involve a minor change in operations and utilization of existing spaces. No adverse environmental impacts were discovered during review of the proposed project.

Report prepared by: Brian Froelich, Senior Planner



Letter of Intended Operations & Business Plan

The business located on the ground floor of 200 Monterey Ave suite 2 in Capitola.

It will continue to operate as a casual restaurant serving Mexican food called Mijo's Taqueria. Beer and wine will be available for on-site consumption with meals. The primary use is for family-friendly food items, with beer and wine as a complementary but more secondary offering to our already established business model.

Hours of operation will not expand dramatically and will still maintain our lunch and quick service dinner model.

We hope to continue to provide a thoughtful food establishment while increasing our offerings to our visitors and residents of our beloved Capitola.

Thank you,

Anthony Guajardo Owner- Mijo's Taqueria

Capitola Planning Commission Agenda Report

Meeting: December 7, 2023

From: Community Development Department

Topic: 4400 Jade Street – Capitola Community Center



APN: 034-551-02

Design Permit to remodel the Capitola Community Center at Jade Street Park, located within the

P/OS (Parks and Open Space) zoning district.

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

Environmental Determination: Categorical Exemption 15301(d & e)

Property Owner: Soquel Union Elementary School District

Representative: Kailash Mozumder, Capitola Public Works Department

Recommended Action: Planning Commission approve application #23-0506 based on

Conditions and Findings for Approval.

Applicant Proposal: The City of Capitola is proposing to renovate the Jade Street Community Center located at 4400 Jade Street. The entire building will be upgraded, including the interior, exterior, and landscape. No additions to the building are proposed. Exterior improvements include an updated entryway, new siding, a new roof, and updated landscaping and flatwork. Interior improvements included updated layout, mechanical, ADA improvements, and finishes. The city is also working on a separate project to update Jade Street Park, which is not part of the current application.

Background: On November 22, 2022, the City Council authorized the City Manager to sign a 30-year use agreement between the City of Capitola and Soquel Union Elementary School District for the Jade Street Park Property, including the Capitola Community Center. The agreement requires the city to complete certain specific infrastructure improvements to the Community Center within four years.

On February 23, 2023, the City Council authorized an agreement with Boone Low Ratliff Architects for the design of the remodel of the Community Center, inclusive of stakeholder input, site analysis, preparation of a conceptual design, and development of initial construction documents.

On November 15, 2023, the Development and Design Review Staff reviewed the application and provided the applicant with the following direction:

<u>Public Works Representative, Kailash Mozumder:</u> Described the lease extension, improvements, and deferred maintenance at the property. Public Works has been working directly with the architect and therefore had no new input regarding the proposed plans.

<u>Building Inspector, Eric Martin</u>: Noted that additional details showing attic access and the roof hatch will be required with building permits.



Associate Planner, Sean Sesanto: Had no comments.

Development Standards: The Parks and Open Space (P/OS) zoning district allows subordinate and supportive recreational buildings. Other than a maximum FAR of 0.25, the Zoning Ordinance defers authority to regulate other measurable development standards to the Planning Commission through the design review process. Table 1 outlines the land use regulations for development in the P/OS zoning district.

Table 1 – P/OS Land use Regulations

P/OS Regulation	Analysis
Maximum FAR 0.25	The existing FAR is 0.03. No addition is proposed.
The project is consistent with the purpose of the P/OS zoning district.	The project will maintain the existing purpose of providing recreational facilities and open space for the public, which is consistent with the purpose of the P/OS zoning district.
Development shall be subordinate to its recreational, scenic, or natural resource purpose consistent with the local coastal program (LCP). Natural resource protection shall include protection of arroyos; creeks, riparian corridors, and other environmentally sensitive habitat; and woodlands.	The recreation center site includes landscaped open space. It is not an environmentally sensitive habitat. The project will maintain its existing recreational and scenic purposes.
No new structures are permitted on the open, sandy beach area of Capitola except for appropriate public facilities, required shoreline protective structures, and structures required for public health and safety if otherwise consistent with the local coastal program.	The project is not located on or adjacent to a beach or shoreline.

Discussion: The property is located within the Jewel Box neighborhood on a nine-and-a-half-acre parcel with shared use between City of Capitola Parks and Recreation and the Opal Cliffs Elementary School. The surrounding neighborhood includes two mobile home parks, single-family homes, and multi-family developments. The southern property line is shared with the railway corridor.

The existing Capitola Community Center has numerous deferred maintenance items and is not up to modern building codes with respect to plumbing, electrical, and ADA access. Table 2 is a summary of the proposed project renovations. The items listed as primary improvements are required through the City's contract with the school district. The items listed as ancillary improvements are dependent on additional funding for the project.

Table 2. Summary of Improvements

Item	Proposed Renovation						
Primary Improvements							
Exterior siding/roof/paint	 Replace all siding with new vertical and horizontal cement board Replace roof hatch and gutters Replace tile roof with a standing seam metal roof and cover exposed rafters 						
Plumbing	 Fixtures updated to comply with current code Addition of accessible water fountain and filling station Upgrades associated with single-user restroom and kitchen renovations 						
HVAC	Replace unit						
ADA Improvements	 Add new single-user ADA restroom opposite multi-stall restrooms. Improvements throughout the building, including signage, door hardware, relocation of outlets and switches, and new reception desk. Upgrade accessible parking and path of travel to building. 						
Ancillary Improvements as fu							
Interior renovation (offices, closets, etc.)	 New paint and wainscot Acoustic ceiling treatments Reconfiguration of existing office space 						
Flooring	New flooring throughout, dance floor to remain						
Partitions	 Collapsible acoustic wall between Meeting Rooms B & C Solid wall with storage between Meeting Rooms A & B 						
Kitchen renovation	Remodel kitchen per current codeReplace pass through window						
Replace doors/windows	Replace where required						
Electrical upgrades (exterior power and interior service)	 Upgrades throughout building, exterior patios, and accessible parking to meet current code Potential service upgrade to accommodate HVAC 						
Restroom renovations	FixturesNew Paint and tile						
Site Improvements and Landscaping	 Proposed improvement to the exterior patios and entranceway* Not required by the lease agreement 						

Design Permit: The project includes a complete interior and exterior renovation of the Community Center, including improvements to the associated exterior patios, pathways, and parking lot. The project scope does not include the Universally Accessible Playground Project for Jade Street Park, which is in the planning stage as a separate project.

Design, material finishes, and colors are inspired by the Capitola Wharf and the ocean. The building will utilize a combination of textured concrete and horizontal fiber cement board with wood and grey color tones. New patio areas will be created on the south and east sides of the center, and the existing patio area to the west will be enlarged. New ADA pathways will lead to the planned playground project. Site improvements also use coastal themes, with gently curved walkways, wavey concrete joints, wharf-inspired thick-wooden benches, and decorative stone features throughout.

<u>Design Criteria</u>: When considering a design permit application, the Planning Commission shall evaluate applications to ensure they satisfy the 19 design review criteria outlined in §17.120.070. The extensive list of criteria is discussed below with consideration for community character, compatibility, privacy, architectural style, etc. Staff has reviewed the proposed renovations for the Community Center and found the design to comply with the considerations to the extent they apply. Specifically, the proposed renovations improve the existing building design relative to the following criteria:

A. Community Character. The overall project design including site plan, height, massing, architectural style, materials, and landscaping contributes to Capitola's unique coastal village character and distinctive sense of place.

Staff Analysis: The project maintains the overall height and massing of the existing structure. The architectural style will be upgraded new windows and doors in the existing openings, a mix of new siding materials including horizontal boards and stucco, and a new standing seam metal roof. The design draws on the Capitola Wharf and other coastal themes for choices on colors, materials, and design.

- E. Pedestrian Environment. The primary entrances are oriented towards and visible from the street to support an active public realm and an inviting pedestrian environment. Staff Analysis: The project improves the public interface in terms of use and access. New ADA pedestrian pathways improve access on the site. The existing entrance and patios will be enhanced to activate the public realm around the periphery of the building.
- I. Architectural Style. Buildings feature an architectural style that is compatible with the surrounding built and natural environment, is an authentic implementation of appropriate established architectural styles, and reflects Capitola's unique coastal village character. Staff Analysis: As shown on page A8.1 and A8.2 of the plans, the color and materials were chosen to relate to the Capitola Wharf. The project incorporates concrete piers, wood rafters and beams, a mix of grey fiber and spruce vintage wood fiber cement siding, and color accents at the entryways relative to the color pallet and materials of the Capitola Wharf and the ocean.
- J. Articulation and Visual Interest. Building facades are well articulated to add visual interest, distinctiveness, and human scale. Building elements such as roofs, doors, windows, and porches are part of an integrated design and relate to the human scale. Architectural details such as trim, eaves, window boxes, and brackets contribute to the visual interest of the building.

Staff Analysis: The project enhances visual interest with a greater variety of exterior finishes, a new reverse-pitch shed roof over the main entry, and covering the currently exposed rafters with the replacement metal seam roof. Replacement trims, doors, and windows will add to the visual interest of the building.

K. Materials. Building facades include a mix of natural, high-quality, and durable materials that are appropriate to the architectural style, enhance building articulation, and are compatible with surrounding development.

Staff Analysis: The project utilizes high-quality materials that refine the structure's appearance and will extend its lifetime, including a fiber cement board, stucco, concrete piers, aluminum bronze windows and doors, and a new standing seam metal roof.

O. Open Space and Public Places. Single-family dwellings feature inviting front yards that enhance Capitola's distinctive neighborhoods. Multifamily residential projects include public and private open space that is attractive, accessible, and functional. Nonresidential development provides semi-public outdoor spaces, such as plazas and courtyards, which help support pedestrian activity within an active and engaging public realm.

Staff Analysis: The project will improve the appearance and function of the Community Center, with new and enlarged outdoor patios, seating areas, and signage. The updated patio between the Community Center and Jade Street Park be enhanced with built-in seating, pathways, and better connectivity between the two uses.

<u>P. Signs. The number, location, size, and design of signs complement the project design</u> and are compatible with the surrounding context.

Staff Analysis: The new monument sign at the entryway utilized reclaimed wood from the wharf complimenting the materials on the facility upgrade and tying into the theme of the project.

Q. Lighting. Exterior lighting is an integral part of the project design with light fixtures designed, located, and positioned to minimize illumination of the sky and adjacent properties.

Staff Analysis: Exterior lighting will enhance on-site visibility.

S. Mechanical Equipment, Trash Receptacles, and Utilities. Mechanical equipment, trash receptacles, and utilities are contained within architectural enclosures or fencing, sited in unobtrusive locations, and/or screened by landscaping.

Staff Analysis: Mechanical equipment will utilize existing enclosures. The existing and proposed site maintains trash receptacles for visitors.

<u>Signs</u>: The project includes a new monument sign located by the entryway to the Community Center. The proposed sign will incorporate reclaimed wood from the Capitola Wharf and 8-inchtall metal lettering painted white. The sign is eight feet wide and four feet tall for a total of 32 square feet. The sign code exempts City signs from sign permits. Also, the PO/S zone does not have maximum height or size limits. For comparison, the sign code allows monument signs up to 35 square feet in area and 4 feet in height in the Community Commercial zone and up to 60 square feet in area and 8 feet in height in the Regional Commercial zone.

<u>Trees:</u> The project includes the removal of four Liquid Ambar trees between the Community Center and parking lot. Nine replacement trees are proposed throughout the immediate project area including one Japanese Maple, one Star Magnolia, and seven London Plants trees.

<u>Extended Approval:</u> The Community Center project is not fully funded at this time. To qualify for grant funding, projects often have to be "shovel ready" with approved plans. As the timeline for construction has not been determined, condition of approval 11 sets the initial approval for five years.

CEQA: Section 15301(d) of the CEQA Guidelines exempts renovation and repair of an existing building that primarily involves alterations to meet current health and safety standards. Section 15301(e) of the CEQA Guidelines also exempts minor floor area additions up to 2,500 square feet. No adverse environmental impacts were discovered during project review by Planning Department Staff.

Attachments:

1. Capitola Community Center - Plan Set

Conditions of Approval:

- The project approval consists of a Design Permit for the renovation and repair to the existing Community Center building. The proposed project is approved as indicated on the final plans reviewed and approved by the Planning Commission on December 7, 2023, except as modified through conditions imposed by the Planning Commission during the hearing.
- 2. Prior to construction, a building permit shall be secured for any new construction or modifications to structures authorized by this permit. Final building plans shall be consistent with the plans approved by the Planning Commission. All construction and site improvements shall be completed according to the approved plans.
- 3. At time of submittal for building permit review, the Conditions of Approval must be printed in full on the cover sheet of the construction plans.
- 4. Prior to issuance of a building permit, the applicant must provide documentation of plan approval by the following entities: Santa Cruz County Sanitation Department, Soquel Water District, and Central Fire Protection District.
- 5. During construction, noise shall be prohibited between the hours of nine p.m. and seventhirty a.m. on weekdays. Construction noise shall be prohibited on weekends with the exception of Saturday work between nine a.m. and four p.m. or if approved by the building official. §9.12.010B
- 6. This permit shall expire five years from the date of issuance. The applicant shall have an approved building permit and construction underway before this date to prevent permit expiration. Applications for extension may be submitted by the applicant prior to expiration pursuant to Municipal Code section 17.156.080.

Design Permit Findings:

A. The proposed project is consistent with the general plan, local coastal program, and any applicable specific plan, area plan, or other design policies and regulations adopted by the city council.

Community Development Staff and the Planning Commission have reviewed the project. The proposed Community Center renovation project complies with the development standards of the P/OS (Parks and Open Space) zoning district.

B. The proposed project complies with all applicable provisions of the zoning code and municipal code.

Community Development Staff and the Planning Commission have reviewed the application for the proposed Community Center renovation. The project complies with all applicable provisions of the zoning code and municipal code.

C. The proposed project has been reviewed in compliance with the California Environmental Quality Act (CEQA).

Section 15301d & e of the CEQA Guidelines exempts renovations and minor additions to existing buildings. This project involves renovation of the Community Center within the P/OS (Parks and Open Space) zoning district. No adverse environmental impacts were discovered during review of the proposed project.

- D. The proposed development will not be detrimental to the public health, safety, or welfare or materially injurious to the properties or improvements in the vicinity. Community Development Staff and the Planning Commission have reviewed the project. The proposed Community Center renovation project will not be detrimental to the public health, safety, or welfare or materially injurious to the properties in the vicinity.
- E. The proposed project complies with all applicable design review criteria in Section 17.120.070 (Design review criteria).

The Community Development Staff and the Planning Commission have reviewed the application. The proposed Community Center renovation project complies with all applicable design review criteria in Section 17.120.070.

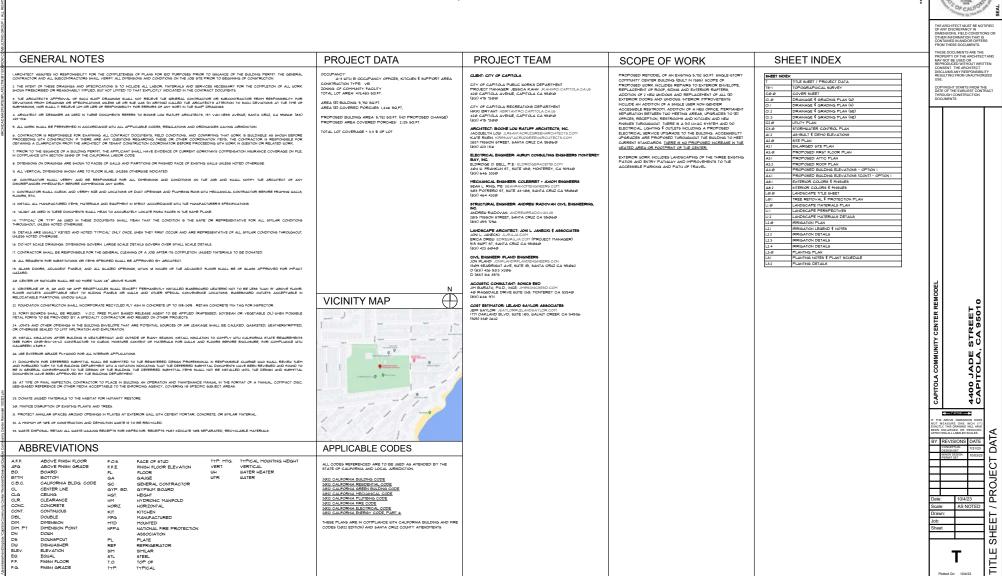
F. The proposed project maintains the character, scale, and development pattern of the neighborhood.

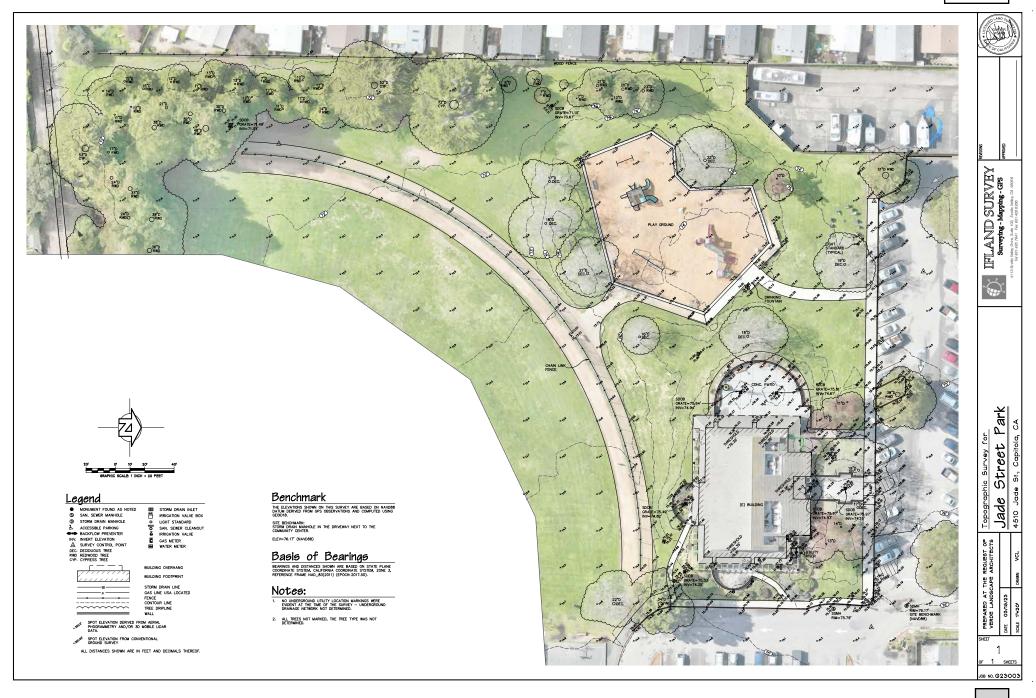
Community Development Staff and the Planning Commission have all reviewed the application for the Community Center renovation project. The design of the building renovations and enhancements will fit in nicely with the existing neighborhood. The project will maintain the character, scale, and development pattern of the neighborhood.

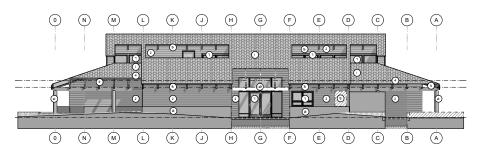
Report prepared by: Sean Sesanto, Associate Planner

CAPITOLA COMMUNITY CENTER REMODEL

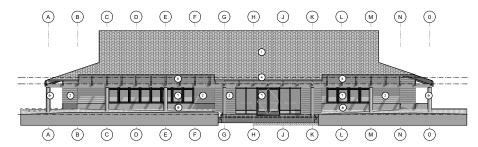
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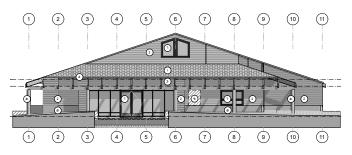
AS BUILT NORTH ELEVATION



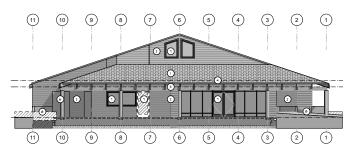
AS-BUILT SOUTH ELEVATION

AS BUILT & DEMO EXTERIOR ELEVATION LEGEND

- (E) ROOF GREY CONCRETE TILES TO BE REMOVED \$ RE-ROOFED WITH (N) STANDING SEAM METAL ROOFING
- (E) RAFTERS \$ BEAMS TO BE CUTBACK AND REPLACED WITH (N) WHERE INDICATED ON STRUCTURAL DRAWINGS, TYP.
- ROOF DECKING AT PERIMETERS TO BE CUT BACK AS NEEDED TO ALLOW STRUCTURAL REPAIRS TO RAFTERS.
- (E) EXPOSED RAFTER ENDS TO BE REMOVED AND REPLACED WITH (N) WHERE INDICATED ON STRUCTURAL DRAWINGS
- E) PANTED CONCRETE PIERS TO BE REPAIRED/ REPLACED PER TRUCTURAL DRAWINGS, SAND BLASTED TO EXPOSE NATURAL ONCRETE SURFACE, TYP.
- (E) EXTERIOR WINDOWS AND DOORS TO BE REPLACED WITH (N), TYP.
- (E) CONCRETE RETAINING WALL TO BE REPAIRED PER STRUCTURAL DRAWINGS.
- (N) WINDOW OPENING (SEE PROPOSED FLOOR PLAN)
- (e) LOU-BEAM AND EXPOSED RAFTERS AT FRON ENTRY TO BE CUT BACK



AS-BUILT EAST ELEVATION



AS-BUILT WEST ELEVATION



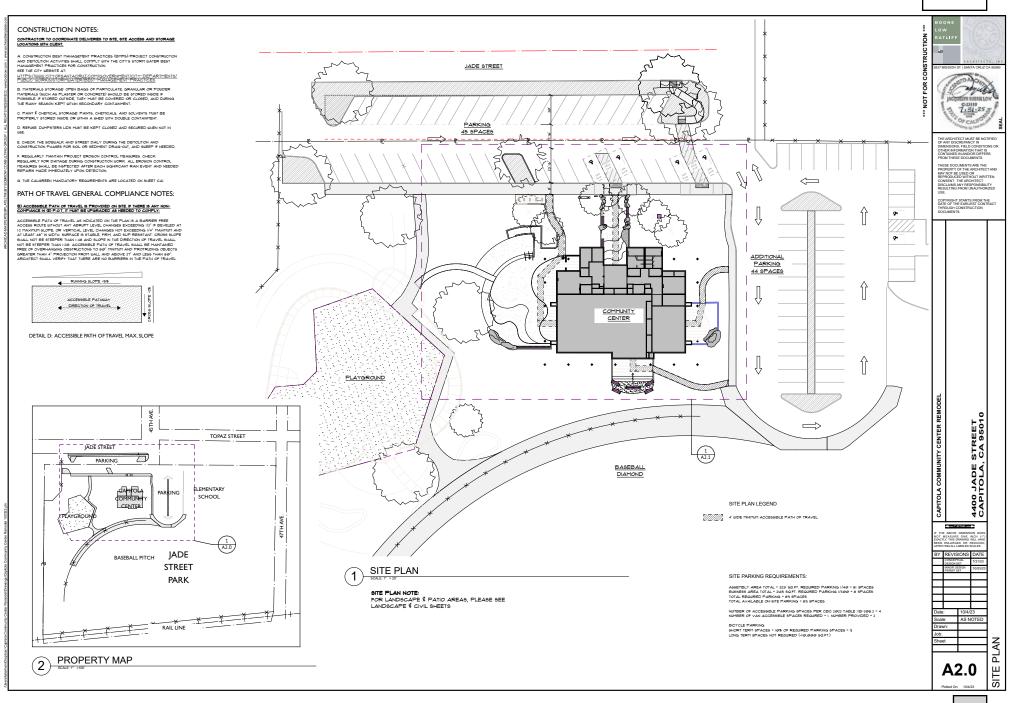
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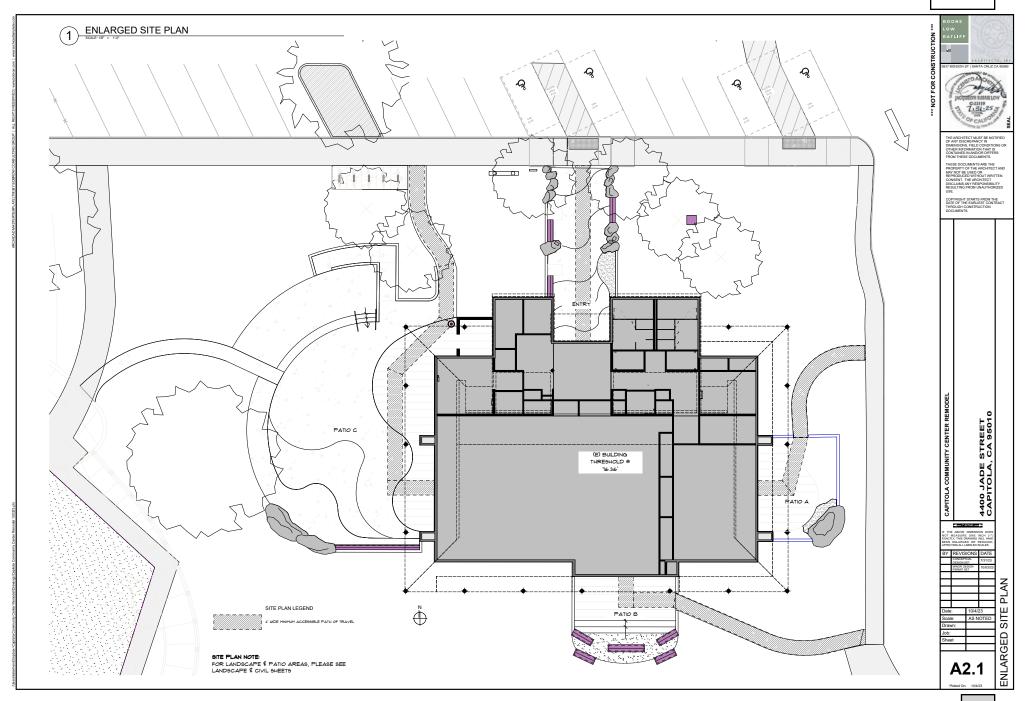
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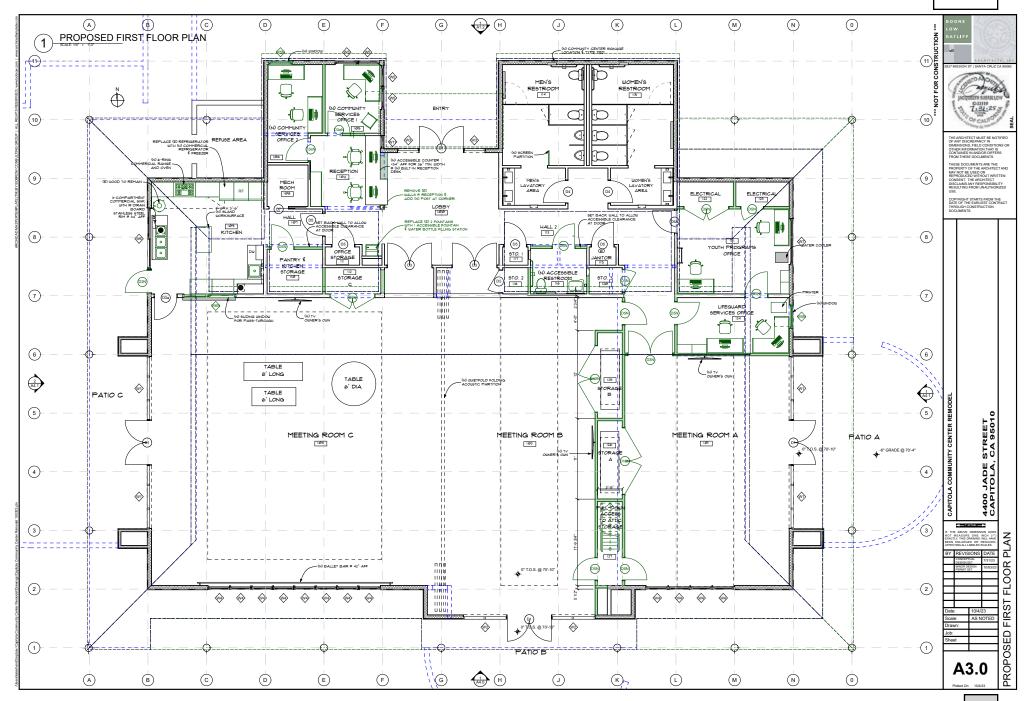
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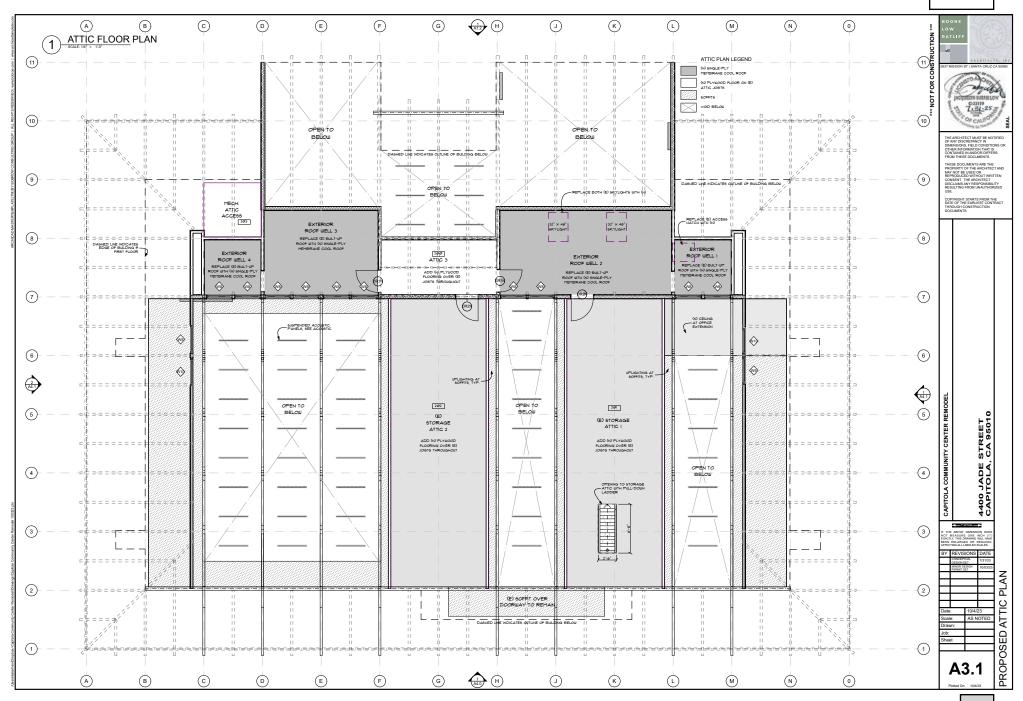
ELEVATIONS DEMO I ∞ **AS-BUILT**

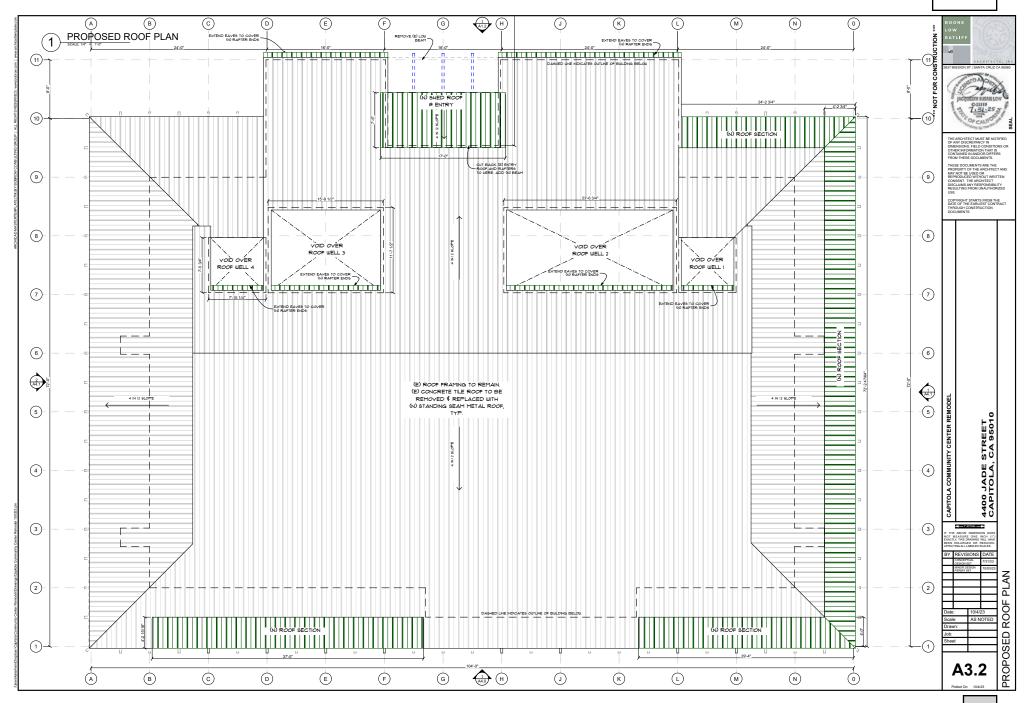
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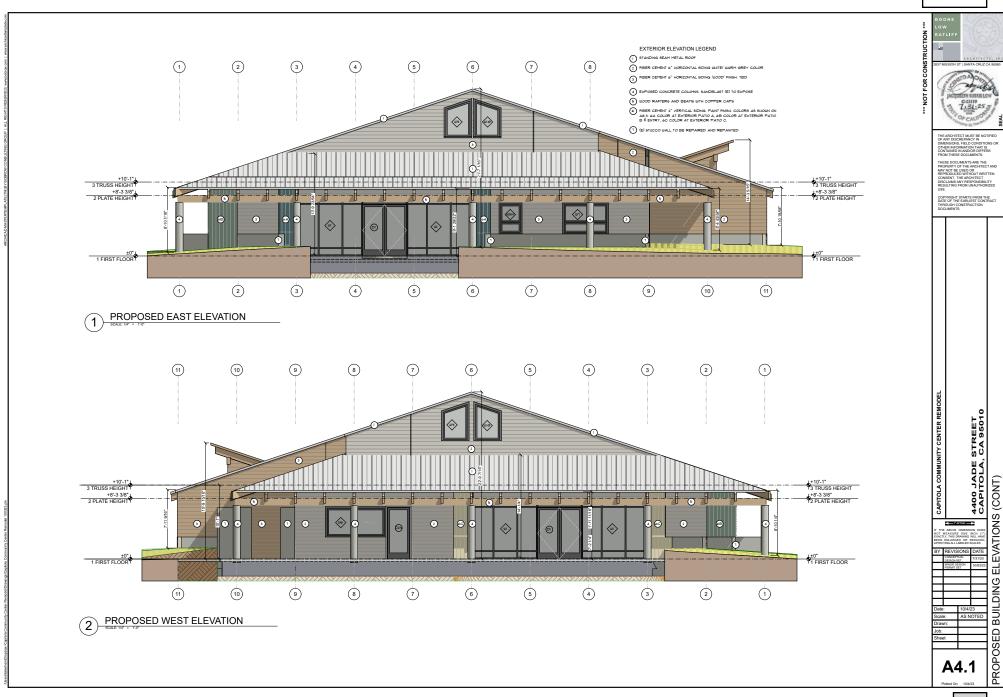












PROPOSED EXTERIOR VIEWS









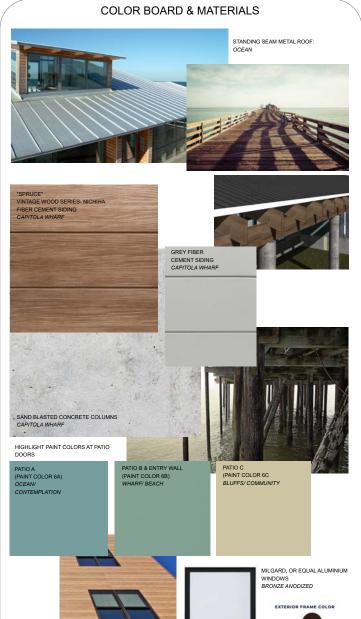


EXISTING EXTERIOR VIEWS









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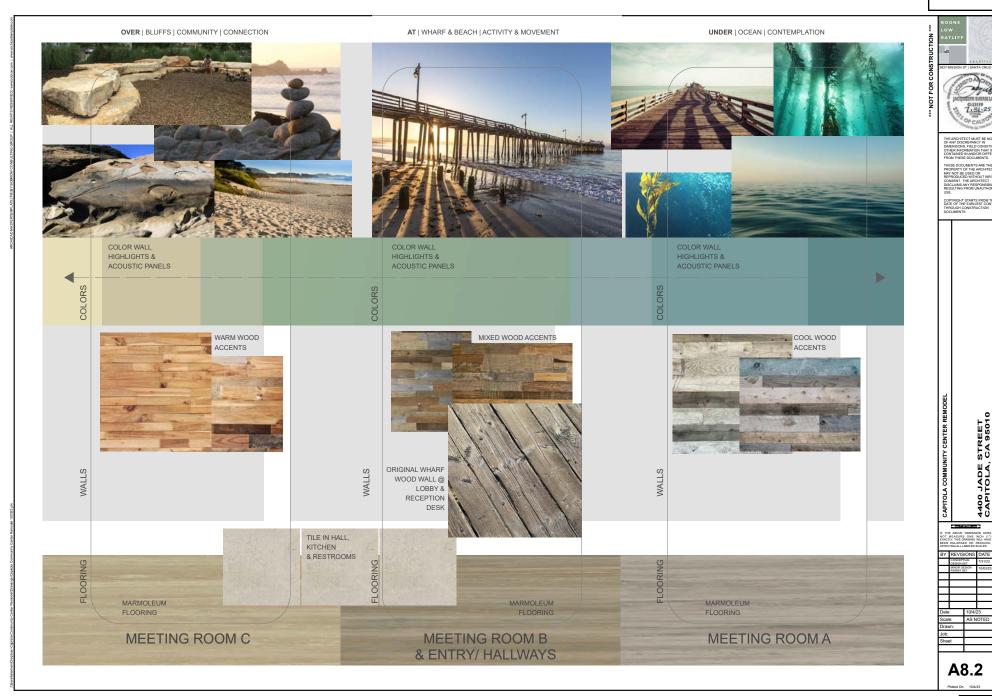
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4400 JADE STREET CAPITOLA, CA 95010

CAPITOLA COMMUNITY CENTER REMODEL

EXTERIOR COLORS & FINISHES

A8.1



INTERIOR COLORS & FINISHES

CAPITOLA COMMUNITY CENTER 4400 JADE STREET, CAPITOLA CA

TREE REMOVAL & PROTECTION PLAN

1/8" = 1'-0" ND/ED 10/03/2023

L0.1

NOT TO SCALE

NOT TO SCALE

NOT FOR CONSTRUCTION ORIGINAL SHEET SIZE: 24" X 36"

1/8" = 1'-0 ND/EI 10/03/2023

L1.1

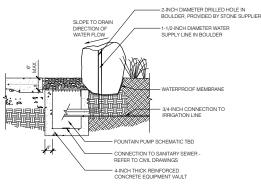
ANNI LIANECKI ANSOCIATES

SWIFT ST. SANTA CRUZ CA 9 DNE 831,423,6040 | WWW.J.JA.

CAPITOLA COMMUNITY CENTER 4400 JADE STREET, CAPITOLA CA

MONUMENT SIGN

- LANDSCAPE ARCHITECT TO COORDINATE WITH
 CONTRACTOR TO ORIENT BOULDER ON SITE PRIOR
 TO INSTALLATION OF PUMP VAULT AND EQUIPMENT.
- LANDSCAPE ARCHITECT TO COORDINATE WITH STONE SUPPLIER AND LOCATE HOLE IN BOULDER FOR WATER SOURCE.
- 3. FACE FOUNTAIN WATER FLOW TOWARD PATH.



STONE WATER FEATURE DETAIL

NOT FOR CONSTRUCTION ORIGINAL SHEET SIZE: 24" X 36"

40

L1.2

SCALE: DRAWN BY: DATE: 1/8" = 1'-0 ND/EI 10/03/2023

LANDSCAPE MATERIALS DETAILS

NOTES:

- ALL PLANTS ARE WATER CONSERVING AND ADAPTED TO THE LOCAL MACRO- AND MICRO-CLIMATE.
- PLANT QUANTITIES SHOWN IN SCHEDULE ARE FOR REFERENCE ONLY; CONTRACTOR TO VERIFY.
- 3. PROJECT TO INCLUDE 1-YEAR LANDSCAPE MAINTENANCE.
- CONTRACTOR SHALL PRUNE EXISTING TREES AT THE DIRECTION OF PROJECT ARBORIST.

PLANT SCHEDULE									
TREES	CODE	QTY	BOTANICAL / COMMON NAME	SIZE		REMARKS			
\odot	ACE PAL	1	ACER PALMATUM / JAPANESE MAPLE	24" BOX					
\bigcirc	MAG STE	1	MAGNOLIA STELLATA / STAR MAGNOLIA MULTI-TRUNK	24" BOX					
0	PLA COL	7	PLATANUS X ACERIFOLIA COLUMBIA: / COLUMBIA LONDON PLANE TREE	36" BOX					
SHRUBS	CODE	QTY	BOTANICAL / COMMON NAME	SIZE	SPACING	REMARKS			
(•)	ADE COR	28	ADENANTHOS CUNEATUS CORAL DRIFT / CORAL DRIFT FLAMEBUSH	5 GAL	60° o.c.				
0	ANE PRE	36	ANEMONE HUPEHENSIS 'PRETTY LADY DIANA' / PRETTY LADY DIANA JAPANESE ANEMONE	1 GAL	24' o.c.				
€\$3	AST SIL	14	ASTELIA CHATHAMICA X NERVOSA SILVER SHADOW / SILVER SHADOW ASTELIA	5 GAL	48' o.c.				
+	GRE JAD	36	GREVILLEA LANIGERA 'JADE MOUND' / JADE MOUND GREVILLEA	5 GAL	48' o.c.				
(A)	GRE MUR	4	GREVILLEA VICTORIAE 'MURRAY VALLEY QUEEN' / MURRAY ROYAL GREVILLEA	15 GAL	72" o.c.				
(<u>)</u>	GRE NED	5	GREVILLEA X 'NED KELLY / NED KELLY GREVILLEA	15 GAL	96' o.c.				
0	HEU MAX	32	HEUCHERA MAXIMA / ISLAND ALUM ROOT	1 GAL	18" o.c.				
0	POL MUN	28	POLYSTICHUM MUNITUM / WESTERN SWORD FERN	5 GAL	36' o.c.				
(°)	ROS MUT	3	ROSA X 'MUTABILIS' / BUTTERFLY CHINESE ROSE	15 GAL	96' o.c.				
GROUND COVERS	CODE	QTY	BOTANICAL / COMMON NAME	SIZE	SPACING	REMARKS			
	LWN	15,000 SF	LAWN	SOD		REPLACE AND REPAIR DAMAGED LAWN AND IRRIGATION DUE TO CONSTRUCTION.			

1/8" = 1'-0" ND/ED 10/03/2023

L3.1