

**AGENDA SUMMARY
PLANNING COMMISSION MEETING
TUESDAY, AUGUST 17, 2021
6:00 P.M.
ARROYO GRANDE CITY COUNCIL CHAMBERS
215 E. BRANCH STREET, ARROYO GRANDE**

This Planning Commission meeting is being conducted in a hybrid in-person/virtual format. Members of the public that prefer to participate virtually may do so by joining the Zoom meeting option. Members of the public may provide public comment on agenda items during the meeting in-person, by joining the Zoom meeting, or by submitting written public comments to the Commission at pc-publiccomment@arroyogrande.org. Meetings will be broadcast live on Channel 20 and streamed on the City's [website](#) and www.slo-span.org.

Please click the link below to join the Zoom Meeting:

<https://us02web.zoom.us/j/89129208197>

Webinar ID: 891 2920 8197

Or by Telephone: 1-669-900-6833; 1-346-248-7799; 1-253-215-8782

1. CALL TO ORDER:

2. ROLL CALL

3. FLAG SALUTE:

Vice Chair Schiro

4. AGENDA REVIEW:

The Commission may revise the order of agenda items depending on public interest and/or special presentations.

5. COMMUNITY COMMENTS AND SUGGESTIONS:

This public comment period is an invitation to members of the community to present issues, thoughts, or suggestions on matters not scheduled on this agenda. Comments should be limited to those matters that are within the jurisdiction of the Planning Commission. Members of the public may provide public comment remotely by joining the Zoom meeting utilizing one of the methods provided below. Please use the "raise hand" feature to indicate your desire to provide public comment.

Click the link below to join the webinar:

- <https://us02web.zoom.us/j/89129208197>; Webinar ID: 891 2920 8197
- Or Telephone Attendee: 1-669-900-6833; 1-346-248-7799; 1-253-215-8782; Press * 9 to

“raise hand” for public comment

The Brown Act restricts the Commission from taking formal action on matters not published on the agenda. In response to your comments, the Chair or presiding official may:

- Direct City staff to assist or coordinate with you.
- A Commissioner may state a desire to meet with you.
- It may be the desire of the Commission to place your issue or matter on a future agenda.

Please adhere to the following procedures when addressing the Commission:

- Comments should be limited to 3 minutes or less.
- Your comments should be directed to the Commission as a whole and not directed to an individual Commissioner.
- Slanderous, profane or personal remarks against any Commissioner or member of the audience shall not be permitted.

6. WRITTEN COMMUNICATIONS:

Correspondence or supplemental information for the Planning Commission received after Agenda preparation. In compliance with the Brown Act, the Commission will not take action on correspondence relating to items that are not listed on the Agenda, but may schedule such matters for discussion or hearing as part of future agenda consideration.

7. CONSENT AGENDA:

7.a. CONSIDERATION OF APPROVAL OF MINUTES

Recommended Action: Approve the minutes of the August 3, 2021 Regular Planning Commission meeting.

Documents:

[2021-08-17_7a Minutes for Approval.pdf](#)

8. PUBLIC HEARINGS:

8.a. CONSIDERATION OF AMENDED CONDITIONAL USE PERMIT 21-002; REVISION TO A CONDITION OF APPROVAL REGARDING PARKING FOR CONDITIONAL USE PERMIT 18-005; LOCATION – 995 E. GRAND AVE; APPLICANT: GRACE CENTRAL COAST; REPRESENTATIVE – EMILY EWER, OASIS ASSOCIATES

Recommended Action: It is recommended that the Planning Commission adopt a Resolution approving Amended Conditional Use Permit 21-002.

Documents:

[2021-08-17_8a 995 E Grand ACUP.pdf](#)

8.b. CONSIDERATION OF AMENDMENTS TO TITLE 16 OF THE ARROYO GRANDE MUNICIPAL CODE (AGMC) REGARDING ACCESSORY DWELLING UNITS AND TINY HOMES ON WHEELS; DEVELOPMENT CODE AMENDMENT 20-001; LOCATION – CITYWIDE

Recommended Action: It is recommended that the Planning Commission adopt a Resolution recommending the City Council adopt amendments to the accessory dwelling unit ordinance.

Documents:

[2021-08-17_8b ADU Ordinance Update.pdf](#)

9. NON-PUBLIC HEARING ITEMS:

None.

10. NOTICE OF ADMINISTRATIVE DECISIONS SINCE AUGUST 3, 2021

Documents:

[2021-08-17 Administrative Decisions.pdf](#)

11. COMMISSION COMMUNICATIONS:

Correspondence/Comments as presented by the Planning Commission.

12. STAFF COMMUNICATIONS:

Correspondence/Comments as presented by the City Manager.

13. ADJOURNMENT

All staff reports or other written documentation, including any supplemental material distributed to a majority of the Planning Commission within 72 hours of a regular meeting, relating to each item of business on the agenda are available for public inspection during regular business hours in the Community Development Department, 300 E. Branch Street, Arroyo Grande. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. To make a request for disability-related modification or accommodation, contact the Legislative and Information Services Department at 805-473-5414 as soon as possible and at least 48 hours prior to the meeting date.

This agenda was prepared and posted pursuant to Government Code Section 54954.2. Agenda reports can be accessed and downloaded from the City's website at www.arroyogrande.org. If you would like to subscribe to receive email or text message notifications when agendas are posted, you can sign up online through our [Notify Me](#) feature.

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**ACTION MINUTES
MEETING OF THE PLANNING COMMISSION
TUESDAY, AUGUST 3, 2021
ARROYO GRANDE COUNCIL CHAMBERS
215 EAST BRANCH STREET
ARROYO GRANDE, CALIFORNIA**

1. CALL TO ORDER

Chair Martin called the Planning Commission meeting to order at 6:04 p.m.

2. ROLL CALL

Planning Commission: Commissioners Kevin Buchanan, Jim Guthrie, Jamie Maraviglia, Vice Chair Frank Schiro and Chair Glenn Martin were present.

Staff Present: Community Development Director Brian Pedrotti, Associate Planner Andrew Perez and Assistant Planner Patrick Holub were present.

3. FLAG SALUTE

Chair Martin led the flag salute.

4. AGENDA REVIEW

None.

5. COMMUNITY COMMENTS AND SUGGESTIONS

None.

6. WRITTEN COMMUNICATIONS

None.

7. CONSENT AGENDA

7.a. CONSIDERATION OF APPROVAL OF MINUTES

Recommended Action: Approve the minutes of the June 15, 2021 Regular Planning Commission meeting.

Action: Commissioner Maraviglia moved and Commissioner Guthrie seconded the motion to approve the minutes of June 15, 2021.

The motion passed on the following roll-call vote:

AYES: Maraviglia, Guthrie and Martin

NOES: None

ABSENT: None

ABSTAIN: Buchanan and Schiro

8. PUBLIC HEARINGS

None.

9. NON-PUBLIC HEARINGS

9.a STUDY SESSION FOR THE PLANNING COMMISSION TO REVIEW, RECEIVE COMMENT AND PROVIDE DIRECTION ON AMENDMENTS TO TITLE 16 OF THE ARROYO GRANDE MUNICIPAL CODE (AGMC) REGARDING ACCESSORY DWELLING UNITS AND TINY HOMES ON WHEELS; DEVELOPMENT CODE AMENDMENT 20-001; LOCATION – CITYWIDE

Recommended Action: It is recommended that the Planning Commission review the proposed amendments, take public comment, and direct staff to return to the Commission for a recommendation hearing.

Associate Planner Perez presented the staff report and highlighted areas of the ADU ordinance that are proposed to be amended in response to changes to state law. He also responded to questions from the Commission.

Chair Martin opened the public comment.

Joe Dollan spoke in favor of adding provisions to regulate tiny homes on wheels and offered suggestions to the draft ordinance that would make installation of tiny home easier.

Chair Martin closed the public comment.

The Commission was supportive of the proposed amendments, but wanted the architectural compatibility standards in the draft ordinance revised to be more permissive of pre-fabricated units. The Commission also encouraged staff to revise the design standards for tiny homes to allow for flexibility in designs that provide light and air for occupants.

Commissioner Guthrie made a motion to direct staff to make revisions to the draft ordinance in response to comments from the Commission and the public. The motion was unanimously supported.

10. ADMINISTRATIVE DECISIONS SINCE JULY 20, 2021

Case No.	Applicant	Address	Description	Action	Appeal Deadline
PPR21-021	Verizon Wireless	459 Puesta del Sol	Upgrade of existing wireless communications facility located at City Reservoir 5	A	8/9/21
PPR21-022	Verizon Wireless	1275 Ash Street	Modifications to an existing wireless telecommunication facility	A	8/4/21

11. COMMISSION COMMUNICATIONS

Members of the Planning Commission welcomed Commissioner Buchanan.

12. STAFF COMMUNICATIONS

Community Development Director Pedrotti informed the Commission of the Downtown Parking Advisory Board meeting on August 12, 2021 where the Board would discuss parklets in the Village as well as limited time parking signage and curb painting.

13. ADJOURNMENT

The meeting adjourned at 7:25 p.m.

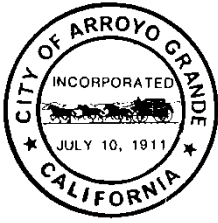
ATTEST:

**PATRICK HOLUB
ASSISTANT PLANNER**

GLENN MARTIN, CHAIR

(Approved at PC Meeting _____)

DRAFT



MEMORANDUM

TO: PLANNING COMMISSION

FROM: BRIAN PEDROTTI, COMMUNITY DEVELOPMENT DIRECTOR

BY: ANDREW PEREZ, ASSOCIATE PLANNER

SUBJECT: CONSIDERATION OF AMENDED CONDITIONAL USE PERMIT 21-002; REVISION TO A CONDITION OF APPROVAL REGARDING PARKING FOR CONDITIONAL USE PERMIT 18-005; LOCATION – 995 E. GRAND AVE; APPLICANT: GRACE CENTRAL COAST; REPRESENTATIVE – EMILY EWER, OASIS ASSOCIATES

DATE: AUGUST 17, 2021

SUMMARY OF ACTION:

Approval of the Amended Conditional Use Permit would modify conditions of approval regarding the parking requirements for a commercial complex consisting of a religious facility, coffee shop, and commercial lease space entitled with Conditional Use Permit 18-005. Amendments to the conditions of approval would affirm the parking requirement and grant a two percent (2%) parking reduction.

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

None.

RECOMMENDATION:

It is recommended that the Planning Commission adopt a Resolution approving Amended Conditional Use Permit 21-002.

BACKGROUND:

The subject property is a previously developed commercial parcel located in the Fair Oaks Mixed Use (FOMU) zoning district (Attachment 1). Conditional Use Permit 18-005, approved by the Planning Commission on November 6, 2018, established a religious facility, neighborhood coffee shop, and commercial lease space in an existing commercial structure (Attachment 2). The commercial complex was conditioned to provide 88 parking spaces on Sundays when religious services take place, and 33 parking spaces for the remainder of the week. The applicant is requesting the amendments to conditions of approval to accurately reflect the final configuration of floor area for the various uses and approval of a two percent (2%) shared parking reduction (Attachment 3).

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 CONSIDERATION OF AMENDED CONDITIONAL USE PERMIT NO. 21-002
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ANALYSIS OF ISSUES:

During the processing of Conditional Use Permit 18-005, the Planning Commission considered the parking requirement of each of the proposed uses to determine the overall parking requirement for the project. Condition 70 states:

“Parking required for the proposed use shall total thirty-three (33) weekday spaces and eighty-eight (88) spaces for Sunday use.”

The parking rates and requirements for each use, as provided for the original entitlement are provided in Table 1.

Table 1: Parking Requirements for Conditional Use Permit 18-005

Proposed Use	Parking Required	CUP 18-005	Notes
Public and semi-public buildings – assembly (including auditoriums, theaters, lodges, clubs, churches, mortuaries)	1 space per 5 fixed seats	240 seats 48 spaces total	Parking requirement based on seats is higher than alternate of 1 space per 50 sq. ft. of floor area designed for public assembly.
Grade schools, elementary, and junior high schools	1 space per classroom	Seven (7) areas/classrooms 7 spaces total	The applicant asserted this is the correct categorization due to attendants of the children and youth ministry being accompanied by an adult already counted for in the main worship space
Restaurants and bars (outside VCD/VMU districts)	1 space/100 sq. ft. of public area	1,428 sq. ft. 14.28 spaces total	The applicant has included the entire coffee shop space into the calculation due to not having layout plans at this time.
General retail, services, office, and commercial	1 space/250 sq. ft. of gross floor area	Lease space totals 2,628 sq. ft. 17.2 spaces total	
Apartments and multifamily dwellings	2 spaces per 2+ bedroom unit	One (1) 2-bedroom unit 2 spaces total	
Total parking required for the project		88 spaces	

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The requirement to provide 88 parking spaces on Sundays exceeds the amount of parking that was available on site, therefore Condition 30 from the approval resolution required the applicant to obtain off-site parking agreements to satisfy that requirement.

For the purpose of determining the parking requirement at the time of entitlement, the floor area for each of the ancillary uses was based on an estimation. Tenant improvements to the coffee shop and commercial lease space are now complete, and resulted in the amount of floor area for both uses to be less than that what was originally estimated (Attachment 3). Due to the reduction of floor area and the correction of a previous mathematical error, the overall parking requirement is twelve (12) fewer spaces than the original estimate. The applicant is requesting to amend Condition 70 to formally reduce the amount of parking required for the project. Table 2 shows the actual floor areas and parking requirement for each use (changes are underlined).

Table 1: Parking Requirements for Conditional Use Permit 18-005

Proposed Use	Parking Required	ACUP 21-002	Notes
Public and semi-public buildings – assembly (including auditoriums, theaters, lodges, clubs, churches, mortuaries)	1 space per 5 fixed seats	240 seats 48 spaces total	No change from Reso18-2315
Grade schools, elementary, and junior high schools	1 space per classroom	Seven (7) areas/classrooms 7 spaces total	No change from Reso18-2315
Restaurants and bars (outside VCD/VMU districts)	1 space/100 sq. ft. of public area	<u>1,200 sq. ft.</u> <u>12 spaces total</u>	Reduction of 228 square feet, and 2.2 spaces
General retail, services, office, and commercial	1 space/250 sq. ft. of gross floor area	<u>2,280 sq. ft.</u> <u>9.12 spaces total</u>	Reduction of 348 square feet, and 1.4 spaces
Apartments and multifamily dwellings	2 spaces per 2+ bedroom unit	<u>Residential unit demolished therefore no parking is required for this use.</u>	Reduction of 2 spaces
Total Parking Required		76 spaces	Reduction of 12 spaces

The parking requirements provided in Table 2 reflect an overall parking reduction of 12 parking spaces, from 88 spaces to 76 spaces. Slight reductions to the floor area of the coffee shop and commercial lease area result in a reduction of only three (3) parking

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spaces. A seven (7) parking space reduction was the result of the correction of a mathematical error made during the initial calculation of the parking requirement for the commercial lease area. The lease space was originally estimated to be 2,628 square feet, and after applying the parking rate of 1 parking space per 250 square feet of gross floor area, the requirement was inadvertently noted as 17.2 spaces. The correct parking requirement should have been only 10.5 spaces, which incorrectly inflated the parking requirement by 7 parking spaces. Furthermore, the demolition of the residential unit lessens the parking requirement by another two (2) parking spaces. The demolition of the residential unit was not originally proposed, but was deemed necessary because for circulation and emergency access purposes.

Shared Parking Reduction

A total of 75 parking spaces are currently available at the project site, which is one (1) parking space shy of meeting the requirement for the existing uses. To account for this deficiency, the applicant is requesting the consideration of a shared parking reduction. Arroyo Grande Municipal Code Section 16.56.050 allows the total parking requirement for projects consisting of multiple uses that have differing hours of operation to be reduced to eighty (80) percent of the required standard. The applicant is requesting a two (2) percent parking reduction to account for the deficiency. It is not anticipated that the practical application of the shared parking reduction will create a parking shortage due to the mixture of uses that share the parking. Peak demand for the religious facility will be on Sundays when it is anticipated that the commercial tenant would be closed for business, therefore reducing the likelihood for competition for parking spaces and an actual parking shortage. The applicant is requesting that the Planning Commission consider granting a shared parking reduction to account for the one (1) parking space deficiency for the reasons outlined above.

Proposed Amendment

The applicant has requested that Condition 70 be amended to reflect the current configuration of floor area and shared parking reduction acknowledging the parking provided on site is sufficient for the project. Condition 70 is proposed to be amended as follows:

“Parking required for the proposed project shall total seventy-six (76) parking spaces. The parking shall be satisfied by the seventy-five parking spaces provided on site with the approval of a two percent (2%) shared parking reduction.”

Additionally, if the Commission were to agree to the revised parking requirement and shared parking reduction, the existing off-site parking agreements would become unnecessary. If the Commission amends Condition 70 as shown above, staff also recommends that Condition 30 is amended by deleting the first sentence of the condition. This would allow the applicant to extinguish the existing off-site parking agreements. With this proposed amendment, Condition 30 would read as follows:

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CONSIDERATION OF AMENDED CONDITIONAL USE PERMIT NO. 21-002
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~~“Prior to issuance of a building permit, the applicant shall provide recorded parking agreements that satisfy the total required parking approved by the Planning Commission. If in the future the tenant of the lease space or the interior church space uses are modified to a more intensive use, an amendment to this conditional use permit must be approved along with additional parking as required by the Arroyo Grande Municipal Code.”~~

The remainder of Condition 30 that requires the applicant to obtain additional parking if any of the uses are converted to a more intensive land use would still be applicable.

ALTERNATIVES:

The following alternatives are provided for the Planning Commission’s consideration:

1. Adopt the attached Resolution approving Amended Conditional Use Permit 21-002;
2. Modify and adopt the attached Resolution approving Amended Conditional Use Permit 21-002;
3. Do not adopt the attached Resolution, provide specific findings, and direct staff to return with an appropriate Resolution denying Amended Conditional Use Permit 21-002; or
4. Provide direction to staff.

ADVANTAGES:

Amendments to the conditions of approval related to parking will accurately reflect the existing conditions on site and allow the applicant to extinguish existing off-site parking agreements. The unchanged conditions of approval from Resolution 18-2315 would remain applicable, including a condition that requires the applicant to amend the conditional use permit and provide additional parking if a more intensive use is proposed for the site.

DISADVANTAGES:

None.

ENVIRONMENTAL REVIEW:

In compliance with the California Environmental Quality Act, the Planning Commission has previously determined the project to be categorically exempt pursuant to Section 15301(e)(2) of the CEQA Guidelines regarding existing facilities. The revised project remains within the scope of project and, therefore, the exemption remains applicable and no additional environmental review is required.

PUBLIC NOTICE AND COMMENT:

A notice of public hearing was mailed to all property owners within 300’ of the project site, was published in The Tribune, and posted at City Hall and on the City’s website on Friday, August 6, 2021. The Agenda was posted at City Hall and on the City’s website in accordance with Government Code Section 54954.2. At the time of report publication, no comments have been received.

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Attachments:

1. Draft Resolution
2. Location map
3. Applicant Letter
4. Minutes from the November 6, 2018 Planning Commission meeting
5. Final floor plan

RESOLUTION NO.

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ARROYO GRANDE APPROVING AMENDED CONDITIONAL USE PERMIT CASE NO. 21-002; AMENDMENT TO CONDITIONAL USE PERMIT 18-005 FOR THE REVISION OF CONDITIONS OF APPROVAL REGARDING PARKING; LOCATION – 995 E. GRAND AVE; APPLICANT: GRACE CENTRAL COAST; REPRESENTATIVE – EMILY EWER, OASIS ASSOCIATES

WHEREAS, on November 6, 2018, the Planning Commission approved Conditional Use Permit 18-005 to authorize the establishment of a religious facility, neighborhood coffee shop, and additional lease space in the existing building, while improving the parking lot associated with the previous warehouse retail building entitlement

WHEREAS, Planning Commission Resolution No. 18-2315 included Condition of Approval #30, which required the applicant to obtain off-site parking agreements to satisfy the parking requirement for the project; and

WHEREAS, Planning Commission Resolution No. 18-2315 included Condition of Approval #70, which established a parking requirement of 88 spaces for the project; and

WHEREAS, the applicant has submitted an application to amend Conditional Use Permit 18-005 to modify Conditions of Approval #30 and #70 to reduce the overall parking requirement from 88 parking spaces to 76 parking spaces, remove the requirement to maintain off-site parking agreements, and obtain a two percent (2%) shared parking reduction; and

WHEREAS, the Planning Commission has reviewed the project in compliance with the California Environmental Quality Act (CEQA), the State CEQA Guidelines, and the Arroyo Grande Rules and Procedures for the Implementation of CEQA and determined that the previous exemption granted pursuant to Section 15301(e)(2) of the CEQA Guidelines regarding existing facilities remains valid and applicable; and

WHEREAS, the Planning Commission of the City of Arroyo Grande has reviewed the project at a duly noticed public hearing on August 17, 2021; and

WHEREAS, the Planning Commission finds, after due study, deliberation and public hearing, the following circumstances exist:

Conditional Use Permit Findings:

1. The proposed use is permitted within the subject district pursuant to the provisions of this section and complies with all the applicable provisions of this title, the goals, and objectives of the Arroyo Grande General Plan, and the development policies and standards of the City.

RESOLUTION NO.
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The proposed amendments to the conditions of approval, as outlined in the recitals, are consistent with the provisions of the Development Code and the goals and objectives of the Arroyo Grande General Plan.

2. The proposed use would not impair the integrity and character of the district in which it is to be established or located.

Amending the conditions to reflect the existing floor area and configuration of the project will not impair the integrity and character of the FOMU district because the amount of parking provided on site can accommodate the mixture of uses and their various times when parking demands are at their highest.

3. The site is suitable for the type and intensity of use or development that is proposed.

The proposed amendments to the Conditional Use Permit do not change the layout of the site which was previously deemed suitable for the project.

4. There are adequate provisions for water, sanitation, and public utilities and services to ensure public health and safety.

The revisions to Conditional Use Permit does not change the adequacy of the utilities serving the project. Nothing in the proposed project is anticipated to be overly impactful to these services. Existing conditions of approval developed for the project will additionally ensure public services are minimally impacted.

5. The proposed use will not be detrimental to the public health, safety or welfare or materially injurious to properties and improvements in the vicinity.

The proposed amendments to the Conditional Use Permit will not be detrimental to the public health, safety, or welfare due to the minimal change to the project. The implementation of conditions of approval developed for the project will protect the health, safety and welfare of the public.

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Arroyo Grande hereby approves Amended Conditional Use Permit 21-002, as presented to the Planning Commission on August 17, 2021 and shown in Exhibit "B", attached hereto and incorporated herein by this reference as though set forth in full, with the above findings and subject to the conditions as set forth in Exhibit "A", attached hereto and incorporated herein by this reference.

On motion by Commissioner _____, seconded by Commissioner _____, and by the following roll call vote, to wit:

RESOLUTION NO.
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AYES:
NOES:
ABSENT:

the foregoing Resolution was adopted this 17th day of August, 2021.

GLENN MARTIN, CHAIR

ATTEST:

PATRICK HOLUB
SECRETARY TO THE COMMISSION

AS TO CONTENT:

BRIAN PEDROTTI
COMMUNITY DEVELOPMENT DIRECTOR

**EXHIBIT "A"
CONDITIONS OF APPROVAL
AMENDED CONDITIONAL USE PERMIT CASE NO. 21-002
995 E. GRAND AVENUE**

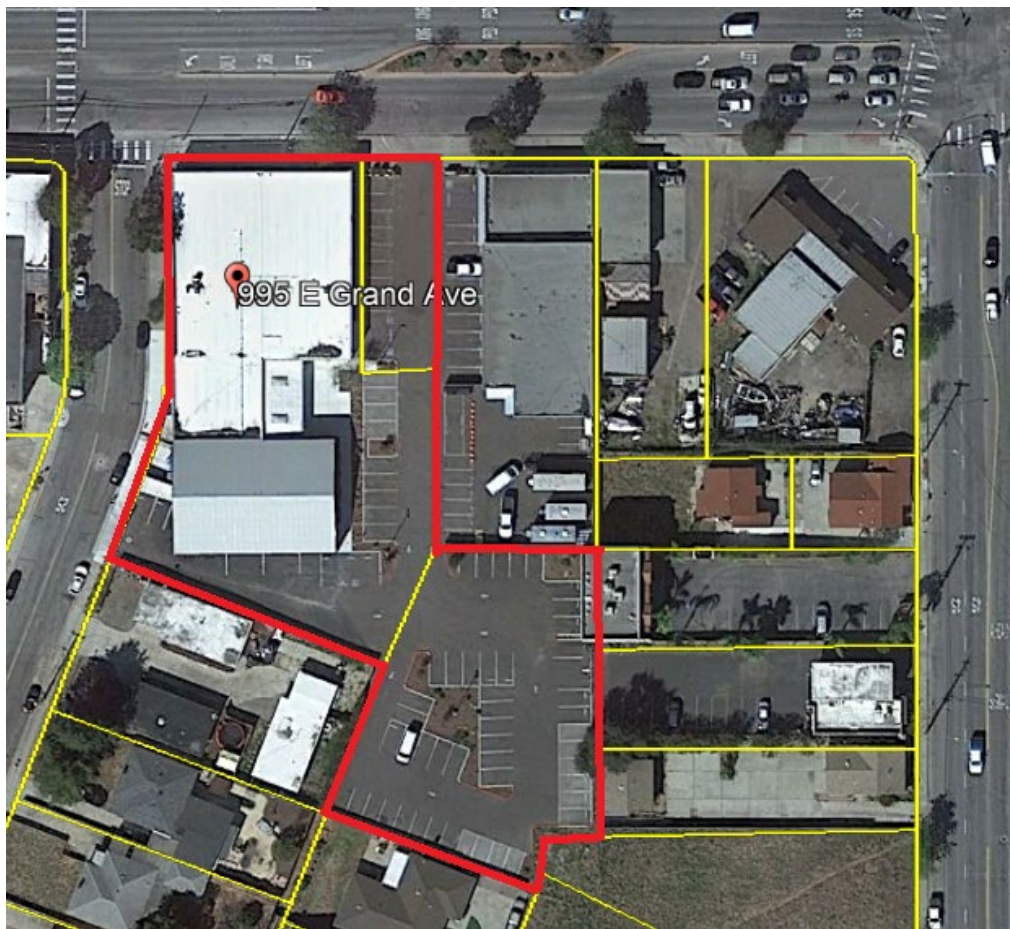
This approval authorizes the reduction of the parking requirement for the uses entitled by Conditional Use Permit 18-005 from 88 parking spaces to 76 parking spaces, approval of a shared parking reduction, and elimination of the requirement for off-site parking agreements to satisfy the parking requirement.

COMMUNITY DEVELOPMENT DEPARTMENT

GENERAL CONDITIONS

1. The applicant shall ascertain and comply with all Federal, State, County and City requirements as are applicable to this project.
2. The applicant shall comply with all conditions of approval for Amended Conditional Use Permit Case No. 21-002.
3. All applicable conditions of approval for Conditional Use Permit Case No. 18-005, approved by Planning Commission Resolution No. 18-2315, shall remain in full force and effect.
4. The use shall occur in substantial conformance with the project description presented to the Planning Commission at the meeting of August 17, 2021.
5. The applicant shall agree to indemnify and defend at his/her sole expense any action brought against the City, its present or former agents, officers, or employees because of the issuance of said approval, or in any way relating to the implementation thereof, or in the alternative, to relinquish such approval. The applicant shall reimburse the City, its agents, officers, or employees, for any court costs and attorney's fees which the City, its agents, officers or employees may be required by a court to pay as a result of such action. The City may, at its sole discretion, participate at its own expense in the defense of any such action but such participation shall not relieve applicant of his/her obligations under this condition.
6. Condition of Approval #30 of Planning Commission Resolution No. 18-2315 is hereby amended to read: "If in the future the tenant of the lease space or the interior church space uses are modified to a more intensive use, an amendment to this conditional use permit must be approved along with additional parking as required by the Arroyo Grande Municipal Code".
7. Condition of Approval #70 of Planning Commission Resolution No. 18-2315 is hereby amended to read: "Parking required for the proposed project shall total seventy-six (76) parking spaces."

ATTACHMENT 2






PARKING REQUIREMENT COMPLIANCE
 995 East Grand Avenue, Arroyo Grande, CA 93420
 July 2021

I. INTRODUCTION

On November 6, 2018, the City of Arroyo Grande Planning Commission approved Conditional Use Permit 18-005 (CUP) for the establishment of a religious facility, neighborhood coffee shop, and commercial lease space in an existing commercial building. Fulfillment of the parking requirement was approved with a combination of on-site and off-site parking.

Since the approval in 2018, Grace 5 Cities (G5C) completed site and building improvements and have been fully operational (sans Covid-19) since 2019. Since opening, improvements to the surrounding properties have also been made that provide additional and new parking for the project.

II. THE REQUEST

G5C is requesting approval from the Planning Commission to amend the Conditional Use Permit – 18-005 and affirm that the current parking configuration and related information is in substantial conformance with the parking requirements established by the City’s Development Code.

III. PROJECT & PROPERTY INFORMATION

Address:	995 East Grand Ave.
APN:	077-223-061 and 077-223-062
Parcel Size:	0.82 acres total
Zoning:	Fair Oaks Mixed Use
Conditional Use Permit:	18-005, approved by Planning Commission Resolution 18-2315

IV. PARKING CONSIDERATIONS

The original project proposed providing twenty-eight (28) on-site parking spaces with the balance of parking to be provided via *parking agreements* at off-site locations. The project also included a Transportation Demand Management Plan (TDMP), which provided for a reduction in required parking. The project Condition of Approval #70 established the parking requirement for the project, which was determined by the Planning Commission. The basis of that decision did not directly relate to the calculations in the Development Code applied to the proposed use areas nor utilize the TDMP to determine a parking reduction. Conditions of Approval #30 (relating to off-site parking agreements) and #70 and are provided below for reference.

30. Prior to issuance of a building permit, the applicant shall provide recorded parking agreements that satisfy the total required parking approved by the Planning Commission. If in the future the tenant of the lease space or the interior church space uses are modified to a more intensive use, an amendment to this conditional use permit must be approved along with additional parking as required by the Arroyo Grande Municipal Code.

70. Parking required for the proposed use shall total thirty-three (33) weekday spaces and eighty-eight (88) spaces for Sunday use.

After the CUP approval, G5C completed improvements to the adjacent parcel (APN 077-223-071), also owned by G5C, creating a sixty-six (66)-space parking lot with direct access to the facility to provide a **total of 75 on-site spaces controlled by G5C.**

The project's uses remain consistent with the intensity of uses as authorized by the CUP, with a slight reduction in overall parking demand. The project's original use and parking calculations (source: approved conceptual plans, dated October 11, 2018) is provided in the table below. The project maintains compliance with conditions of approval #30 regarding intensity of use and does not require approval of additional parking spaces.

Table 1. Original Use Areas and Parking Calculations (October 11, 2018)

USE	QUANTITY / AREA	CALCULATION per Development Code	PARKING SPACES
Worship Area	240 seats	1 space per 5 seats	48
Ancillary – Children's Ministry Rooms	7 Rooms	1 space per classroom	7
Reception/Coffee Area	1,428 SF	1 space per 100 SF	14.28
General Retail (Lease Space)	2,628 SF	1 space per 250 SF	10.5 ¹
Residential 2-bedroom (Lease Space)	2-bedroom	1 space per bedroom	2
Total Parking Spaces Required			82

Table 2. Use Areas and Parking Calculations as constructed & established. (March 2021) (modifications from original are highlighted)

USE	QUANTITY / AREA	CALCULATION per Development Code	PARKING SPACES
Worship Area	240 seats	1 space per 5 seats	48
Ancillary – Children's Ministry Rooms	7 Rooms	1 space per classroom	7
Reception/Coffee Area	1,200 SF	1 space per 100 SF	12
General Retail (Lease Space)	2,280 SF	1 space per 250 SF	9.1
Residential 2-bedroom (demolished)*	2-bedroom	1 space per bedroom	2 0
Total Parking Spaces Required			76

*NOTE: The residential dwelling was demolished during construction of the project.

The currently provided seventy-five (75) on-site parking spaces and those directly adjacent to the G5C facility are consistent with the Development Code parking requirements. Common parking facilities shared by a mix of uses, such as the religious and retail uses of the project, can utilize a parking reduction up to 80% of the required standard for the shared uses pursuant to §16.56.050: Common Parking Facilities. In this case, even a small 5% reduction to provide 72 spaces would be sufficient for the parking provided to comply with the Development Code. This also alleviates the requirement for off-

¹ The original October 11, 2018 conceptual plans included an error on this line item noted a total of 17.2 spaces for the commercial use area. This typo did not affect the total sum.

site parking agreements and allows G5C to meet parking the requirements on property fully under their control.

As noted above, the parking requirements in Condition of Approval #70 were not based on the project information or Development Code standards. The extempore parking requirement was likely the result of various factors expressed at the hearing, such as the general uncertainty that comes with establishing any new use and perhaps due to the schedule for G5C to develop the adjacent parking lot not being established at the time of the hearing. Now with well over a year of operations and with establishment of the adjacent parking lot, the operational and physical conditions of the facility provide evidence and support for the parking requirement of the project to be based on the Development Code standards with a 5% common facility parking reduction – thus a requirement of 72 parking spaces. G5C requests that the Planning Commission acknowledge that the current parking circumstances, as described above are to be incorporated into the Conditional Use Permit pursuant to the parking requirements established by the City’s Development Code.

V. DRAFT AMENDMENT to CONDITON OF APPROVAL #70

70. Parking required for the proposed use shall total seven-two (72) parking spaces, based on the applicable Development Code parking requirements for the facility’s uses with a five percent (5%) common parking reduction. ~~thirty-three (33) weekday spaces and eighty-eight (88) spaces for Sunday use.~~

End of Memo

**ACTION MINUTES
MEETING OF THE PLANNING COMMISSION
TUESDAY, NOVEMBER 6, 2018
ARROYO GRANDE COUNCIL CHAMBERS
215 EAST BRANCH STREET
ARROYO GRANDE, CALIFORNIA**

1. CALL TO ORDER

Chair Martin called the Planning Commission meeting to order at 6:00 p.m.

2. ROLL CALL

Planning Commission: Commissioners Frank Schiro, John Mack, Terry Fowler-Payne, Lan George and Glenn Martin were present.

Staff Present: Community Development Director Teresa McClish, Planning Manager Matt Downing and Permit Technician Patrick Holub were present.

3. FLAG SALUTE

Commissioner Mack led the flag salute.

4. AGENDA REVIEW

None.

5. COMMUNITY COMMENTS AND SUGGESTIONS

None.

6. WRITTEN COMMUNICATIONS

None.

7. CONSENT AGENDA**7.a. CONSIDERATION OF APPROVAL OF MINUTES**

Recommended Action: Approve the minutes of the October 2, 2018 Regular Planning Commission Meeting.

Action: Commissioner Mack moved to approve the consent agenda. Commissioner Schiro seconded, and the motion passed on the following roll call vote:

AYES: Mack, Schiro, Fowler-Payne, Martin

NOES: None

ABSTAIN: George

8. PUBLIC HEARINGS

8.a. CONSIDERATION OF CONDITIONAL USE PERMIT 18-005; ESTABLISHMENT OF A RELIGIOUS FACILITY, NEIGHBORHOOD COFFEE SHOP, AND COMMERCIAL LEASE SPACE IN AN EXISTING COMMERCIAL BUILDING; LOCATION – 995 EAST GRAND AVENUE; APPLICANT – GRACE CENTRAL COAST; REPRESENTATIVE – OASIS ASSOCIATES, INC.

Planning Manager Downing presented the staff report and recommended the Commission adopt a Resolution approving Conditional Use Permit 18-005. Planning Manager Downing responded to Commissioner questions regarding criteria for reduced parking, letters of intent for parking agreements, and pedestrian connectivity.

Emily Ewer, representative, spoke in support of the project, introduced the applicant team, and thanked staff for their work on this project.

Jeff Martin, applicant, spoke in support of the project and gave a background on the church's ministry.

Ben Collins, applicant, spoke in support of the project and outlined the church's planned activities.

Chair Martin opened the public hearing.

James Snyder, Principal at Grover Beach Elementary, spoke about Grace Central Coast's commitment to school clean-ups over the past four years.

Todd Talley spoke in support of the project.

Lorene Collins spoke in support of the project.

Nathan Phillips spoke in support of the project.

Piper Adelman spoke in support of the project.

Kevin Gotchal, spoke in support of the project.

Larry Garner, 958 East Grand, spoke in opposition to the project, citing traffic concerns in the neighborhood.

Martin Smith, 1007 East Grand, spoke in opposition to the project, citing parking concerns.

Greg Cottrel, 951 East Grand, mentioned that he and the applicant will need to have a discussion regarding the Letter of Intent previously signed in order to address additional parking concerns.

Hearing no further public comment, Chair Martin closed the public hearing.

Action: Vice Chair George moved to adopt a Resolution entitled, **"A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ARROYO GRANDE APPROVING CONDITIONAL USE PERMIT 18-005; LOCATED AT 995 EAST GRAND AVENUE; APPLIED FOR BY GRACE CENTRAL COAST"** with the following modifications: 1) The legality of the egress easement out to Halcyon shall be confirmed; 2) A pedestrian connectivity plan shall be submitted along with the executed parking agreements; and 3) The applicant shall provide 33 parking spaces for weekday uses and 88 parking spaces for Sunday uses. Commissioner Schiro seconded the motion. The motion passed on the following roll call vote.

AYES: George, Schiro, Fowler-Payne, Mack, and Martin

NOES: None

ABSENT: None

9. NON-PUBLIC HEARINGS

None.

10. ADMINISTRATIVE DECISIONS SINCE OCTOBER 16, 2018

Case No.	Applicant	Address	Description	Action	Planner
ARC18-002	Jerome Herrera	135 Bridge Street	Alterations to existing nonresidential building.	A	A. Perez

11. COMMISSION COMMUNICATIONS

Vice Chair George congratulated Commissioners Fowler-Payne and Mack for well-run City Council campaigns.

12. STAFF COMMUNICATIONS

None.

13. ADJOURNMENT

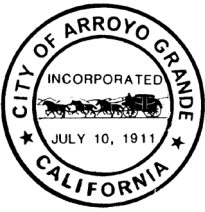
The meeting adjourned at 8:27 p.m.

ATTEST:

/s/ Glenn Martin, Chair

ATTEST:

/s/ Patrick Holub, Permit Technician (Approved at PC Mtg 12-18-2018)



MEMORANDUM

TO: PLANNING COMMISSION

FROM: BRIAN PEDROTTI, COMMUNITY DEVELOPMENT DIRECTOR

BY: ANDREW PEREZ, ASSOCIATE PLANNER

SUBJECT: CONSIDERATION OF AMENDMENTS TO TITLE 16 OF THE ARROYO GRANDE MUNICIPAL CODE (AGMC) REGARDING ACCESSORY DWELLING UNITS AND TINY HOMES ON WHEELS; DEVELOPMENT CODE AMENDMENT 20-001; LOCATION – CITYWIDE

DATE: AUGUST 17, 2021

SUMMARY OF ACTION:

A recommendation to City Council to adopt amendments to the accessory dwelling unit ordinance, including tiny homes on wheels (THOW), will allow for submittal to the State for final review and certification.

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

Adoption of a recommendation will not impact financial or personnel resources.

RECOMMENDATION:

It is recommended that the Planning Commission adopt a Resolution recommending the City Council adopt amendments to the accessory dwelling unit ordinance (Attachment 1).

BACKGROUND:

The state legislature has identified production of Accessory Dwelling Units (ADUs) as an important strategy to increase housing statewide. In 2017, the state made significant changes to the manner by which local governments can regulate ADUs, primarily with respect to parking, types and sizes of ADUs, approval process and timelines, and utility fees. In response, the City adopted Ordinance 688 in October 2017, bringing local regulations consistent with 2017 state law at that time.

While state legislators acknowledged that the ADU permitting process was significantly streamlined as a result of the 2017 legislation, some were concerned that local jurisdictions' regulations, such as unit size maximums and impact fees, continued to impede property owners from constructing ADUs. As a result, in October 2019, Governor Newsom signed new state housing bills that further amended Government Code §65852.2 and §65852.22 related to regulations for development of ADUs. Therefore, Title 16 must be amended again for consistency with state law.

**PLANNING COMMISSION
CONSIDERATION OF DEVELOPMENT CODE AMENDMENT 20-001
AUGUST 17, 2021
PAGE 2**

Planning Commission Study Session

On August 3, 2021, the Planning Commission reviewed and commented on the proposed amendments to the city's ADU ordinance (Attachment 2). The Commission was supportive of the changes to the ordinance made to comply with state law, and the inclusion of provisions to permit tiny homes on wheels (THOW). The Commission provided the following comments to staff to consider when revising the draft ordinance:

- Modify architectural compatibility standards to be more permissive for pre-fabricated units as ADUs
- Clarify the phrase “no feasible alternative” with regards to lots that cannot accommodate an ADU in the backyard.
- Consider design standards that allow for flexibility in designs that provide light and air for THOW.

The draft ordinance for the Commission's review includes changes to the architectural compatibility provisions for both ADUs and THOW, defines the phrase “no feasible alternative” and private entries, and includes additional design standards for THOW. The draft ordinance also includes revisions to the rental terms for ADUs based on a recent clarification from the City Attorney.

ANALYSIS OF ISSUES:

Revisions to the ADU Ordinance

The draft ordinance presented to the Commission was inadvertently restrictive for permitting pre-fabricated or manufactured units as ADUs due to architectural compatibility standards. Those standards required ADUs to use the same colors and materials as the primary dwelling, which is not always feasible for pre-fabricated units. In response to the comments received from the Commission, staff clarified that the architectural compatibility standards requiring matching colors and materials is only required of ADUs either attached to the primary dwelling or created through the conversion of existing space. For example, if a garage were proposed to be converted to an ADU, the materials and colors used for the wall area replacing the removed garage door would be required to match the primary dwelling. Detached ADUs are encouraged to use similar materials and colors, but are not required to use the same materials as to not discourage the use of pre-fabricated units as ADUs.

The previously reviewed draft ordinance included a provision that encouraged ADUs to be located in the backyard, and only allowed the construction of an ADU in the front yard where “no feasible alternative” exists. Staff removed the phrase “no feasible alternative” from this standard and revised it to encourage ADU construction behind the primary dwelling. Front yard setbacks requirements are still applicable to ADU development, however front setbacks may not preclude a statewide exemption ADU and must not unduly constrain the creation of all types of ADUs.

**PLANNING COMMISSION
CONSIDERATION OF DEVELOPMENT CODE AMENDMENT 20-001
AUGUST 17, 2021
PAGE 3**

Short Term Rentals

Staff proposed prohibiting short term rentals (term of less than 30 days) for all ADUs created after the adoption of ordinance updates. The City Attorney clarified that state legislation only prohibits short term rentals of units created under the by-right provisions. City leadership may choose to prohibit short term rentals of all ADUs, but the draft ordinance for the Commission's consideration at this time only mirrors state legislation. For the benefit of the Commission, there are currently eighteen (18) permitted short term rentals that identify the ADU, either wholly or in part, as the rental space.

Tiny Homes on Wheels

In response to comments from the Commission and the public, staff has also revised the design standards for THOW. Language was added to Section 7 that states that THOW "shall resemble the appearance of a traditional home". Provisions for the addition of decks, patios, landings, and other similar features to THOW were added to the ordinance. Staff proposes limiting the area of these features to twenty-five percent (25%) of floor area of the living area. Standards for minimum roof pitch were also modified to allow for designs that contain features that provide increased natural light and airflow for the comfort of the occupants and reduce the reliance on electricity for ventilation and lighting. The standard prohibiting slide-out extensions or pop outs was removed from the ordinance to be more permissive of a variety of designs.

ADVANTAGES:

Amending the City's ADU ordinance will bring it into compliance with state law and allow for a streamlined review process. Incorporating provisions to allow THOW will provide an another option to increase housing production and housing options.

DISADVANTAGES:

None identified.

ENVIRONMENTAL REVIEW:

In compliance with the California Environmental Quality Act (CEQA), the Community Development Department has determined that the project is statutorily exempt per Section 15282(h) of the Guidelines regarding projects involving the adoption of an ordinance regarding second units in a single-family or multifamily residential zone by a city to implement provisions of Government Code Section 65852.2.

PUBLIC NOTIFICATION AND COMMENTS:

A notice of public hearing was published in the Tribune and posted at City Hall and on the City's website on August 6, 2021. The meeting Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2. Notifications about the discussion were also sent to members of the public that have expressed interest in the ordinance update.

Attachments:

1. Draft Resolution

**PLANNING COMMISSION
CONSIDERATION OF DEVELOPMENT CODE AMENDMENT 20-001
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2. Minutes from the August 3, 2021 Planning Commission Meeting
3. Accessory Dwelling Unit Ordinance
4. Draft Tiny Home on Wheels Ordinance

RESOLUTION NO.

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF ARROYO GRANDE RECOMMENDING THE CITY COUNCIL ADOPT ORDINANCES APPROVING DEVELOPMENT CODE AMENDMENT NO. 20-001; AMENDMENTS TO TITLE 16 OF THE ARROYO GRANDE MUNICIPAL CODE (AGMC) REGARDING ACCESSORY DWELLING UNITS AND TINY HOMES ON WHEELS; LOCATION- CITYWIDE

WHEREAS, Section 16.52.150 of the Arroyo Grande Municipal Code (AGMC) contains the City's existing regulations for Accessory Dwelling Units (ADUs); and

WHEREAS, AGMC Section 16.52.150 of the Arroyo Grande Municipal was last amended in 2017, after the State legislature had amended Government Code §65852.2 and also added Government Code §65852.22 to provide an option for Junior Accessory Dwelling Units (JADUs), however, the 2017 amendment to AGMC 16.52.150 did not include an option for JADUs at that time; and

WHEREAS, in 2019, the California Legislature approved, and the Governor signed into law a number of bills ("New ADU Laws") that, among other things, amended Government Code Section 65852.2 and 65852.22 to impose new limits on local authority to regulate ADUs and JADUs; and

WHEREAS, the New ADU Laws mandate that cities with accessory dwelling unit ordinances that are inconsistent with the State laws apply the State standards for ADU and JADU approval; and

WHEREAS, according to the State Department of Housing and Community Development website the New ADU Laws were adopted to promote the development of ADUs and JADUs, and include allowing ADUs and JADUs to be built concurrently with a single-family dwelling, opening areas where ADUs can be created to include all zoning districts that allow single-family and multifamily uses, modifying fees from utilities such as special districts and water corporations, limited exemptions or reductions in impact fees, and reduced parking requirements; and

WHEREAS, the New ADU Laws took effect January 1, 2020, and because the City's ADU ordinance did not comply with the New ADU Laws, the City's ordinance became null and void on that date as a matter of law; and

WHEREAS, the City desires to amend its local regulatory scheme for the construction of ADUs and provide for JADUs and to comply with the amended provisions of Government Code sections 65852.2 and 65852.22; and

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WHEREAS, alternative housing models, such as tiny houses on wheels, can provide flexible housing options for a variety of households living at different income levels; and

WHEREAS, this Ordinance adds Tiny Homes on Wheels as a separately regulated residential use to encourage housing supply, choices, and affordability; and

WHEREAS, Tiny Homes on Wheels will allow for in-fill development that maintains the scale and character of existing development; and

WHEREAS, Tiny Homes on Wheels will contribute to the equitable distribution of housing opportunities that are cost accessible to all residents; therefore, reducing regulatory and procedural barriers to increasing housing production and capacity in appropriate locations; and

WHEREAS, the City of Arroyo Grande has duly initiated amendments to AGMC Sections 16.52.150 and 16.52.250; and

WHEREAS, the Planning Commission of the City of Arroyo Grande, after giving notices thereof as required by law, held a public hearing on August 17, 2021 concerning this code amendment and carefully considered all pertinent testimony and the staff report offered in the case as presented; and

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Arroyo Grande hereby recommends the City Council adopt Ordinances approving Development Code Amendment 20-001 amending Title 16 of the Arroyo Grande Municipal Code as attached hereto as Exhibit "A" and incorporated herein by this reference.

On motion by Commissioner _____, seconded by Commissioner _____, and by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

the foregoing Resolution was adopted this 17th day of August, 2021.

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**GLENN MARTIN
CHAIR**

ATTEST:

**PATRICK HOLUB
SECRETARY TO THE COMMISSION**

AS TO CONTENT:

**BRIAN PEDROTTI
COMMUNITY DEVELOPMENT DIRECTOR**

EXHIBIT 'A'

WHEREAS, Section 16.52.150 of the Arroyo Grande Municipal Code (AGMC) contains the City's existing regulations for Accessory Dwelling Units (ADUs); and

WHEREAS, AGMC Section 16.52.150 of the Arroyo Grande Municipal was last amended in 2017, after the State legislature had amended Government Code §65852.2 and also added Government Code §65852.22 to provide an option for Junior Accessory Dwelling Units (JADUs), however, the 2017 amendment to AGMC 16.52.150 did not include an option for JADUs at that time; and

WHEREAS, in 2019, the California Legislature approved, and the Governor signed into law a number of bills ("New ADU Laws") that, among other things, amended Government Code Section 65852.2 and 65852.22 to impose new limits on local authority to regulate ADUs and JADUs; and

WHEREAS, the New ADU Laws mandate that cities with accessory dwelling unit ordinances that are inconsistent with the State laws apply the State standards for ADU and JADU approval; and

WHEREAS, according to the State Department of Housing and Community Development website the New ADU Laws were adopted to promote the development of ADUs and JADUs, and include allowing ADUs and JADUs to be built concurrently with a single-family dwelling, opening areas where ADUs can be created to include all zoning districts that allow single-family and multifamily uses, modifying fees from utilities such as special districts and water corporations, limited exemptions or reductions in impact fees, and reduced parking requirements; and

WHEREAS, the New ADU Laws took effect January 1, 2020, and because the City's ADU ordinance did not comply with the New ADU Laws, the City's ordinance became null and void on that date as a matter of law; and

WHEREAS, the City desires to amend its local regulatory scheme for the construction of ADUs and provide for JADUs to comply with the amended provisions of Government Code sections 65852.2 and 65852.22; and

WHEREAS, the approval of ADUs and JADUs based solely on the default statutory standards, without local regulations governing height, setback, landscape, architectural review, among other things, would threaten the character of existing neighborhoods, and negatively impact property values and personal privacy; and

WHEREAS, alternative housing models, such as tiny houses on wheels, can provide flexible housing options for a variety of households living at different income levels; and

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WHEREAS, this Ordinance adds Tiny Homes on Wheels as a separately regulated residential use to encourage housing supply, choices, and affordability; and

WHEREAS, Tiny Homes on Wheels will allow for in-fill development that maintains the scale and character of existing development; and

WHEREAS, Tiny Homes on Wheels will contribute to the equitable distribution of housing opportunities that are cost accessible to all residents; therefore, reducing regulatory and procedural barriers to increasing housing production and capacity in appropriate locations; and

WHEREAS, the City desires to preserve its cultural, historical, and architectural heritage and resources as living parts of community life that benefit and enrich the lives of its present and future residents; and

WHEREAS, the City has duly initiated this amendment to the Arroyo Grande Municipal Code to amend Section 16.52.150, and add Section 16.52.250 to Title 16, Chapter 52 in order to provide regulations relating to Tiny Homes on Wheels; and

WHEREAS, the Planning Commission of the City of Arroyo Grande, after giving notices thereof as required by law, held a public hearing on August 17, 2021 concerning this code amendment and carefully considered all pertinent testimony, the staff report, its attachments and all supporting materials referenced therein or offered in the matter as presented; and

WHEREAS, on August 17, 2021, the Planning Commission of the Arroyo Grande recommended to the City Council amending Section 16.52.150 and adding Section 16.52.250 to the Arroyo Grande Municipal Code; and

WHEREAS, the City Council of the City of Arroyo Grande has, after giving notice thereof as required by law, held a public hearing on _____, 2021, concerning proposed amendments to AGMC Section 16.52.150 and adding AGMC Section 16.52.250; and

WHEREAS, the City Council of the City of Arroyo Grande, at its regularly scheduled public meeting on _____, 2021 introduced this Ordinance to amend Section 16.52.150 and add Section 16.52.250 to Title 16, Chapter 52 of the Arroyo Grande Municipal Code; and

WHEREAS, the City Council has carefully considered all pertinent testimony and the staff report, its attachments and all supporting materials referenced therein or offered in the matter as presented at the public hearing.

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NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF ARROYO GRANDE DOES ORDAIN AS FOLLOWS:

SECTION 1. The above recitals and findings are true and correct and are incorporated herein by this reference.

SECTION 2. Section 16.52.150 of the Arroyo Grande Municipal Code is hereby amended in its entirety to read as follows:

A. Definitions/Prohibited Units.

1. Accessory Dwelling Unit (ADU): An attached or detached residential dwelling unit which provides complete independent living facilities for one or more persons. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation and shall be located on the same parcel as the primary dwelling or multi-family development. An ADU also includes an efficiency unit and manufactured home as provided in Government Code Section 65852.2(j). An ADU may serve as a rental unit for more than 30 days or be occupied by a person or persons including, but not limited to family members, guests, or caretakers.
2. Junior Accessory Dwelling Unit (JADU): A residential dwelling unit, as defined in Government Code Section 65852.22, that is no more than 500 square feet in size and contained entirely within an existing or proposed single-family structure. A JADU shall include an efficiency kitchen, and may include separate sanitation facilities or share sanitation facilities with the existing dwelling. A JADU may serve as a rental unit for more than 30 days. Owner-occupancy of either primary dwelling or JADU is required by state law.
3. Prohibited Units: Mobile homes, as defined in Section 18008 of the Health and Safety Code, recreational vehicles, trailers, or similar units, shall not be allowed as ADUs. Tiny Homes on Wheels are allowed as an ADU and are separately defined in Section 16.52.250.

B. Where Permitted/Establishment.

1. ADUs are permitted in all zoning districts allowing single-family or multifamily use on lots developed with existing or proposed dwellings.
2. An ADU may be established by the following methods:
 - a. Attached to, or located within, an existing or proposed primary dwelling.
 - b. A new detached structure, or located within or attached to an accessory structure, including detached garages or similar structures.

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- c. Conversion of permitted existing attached or detached accessory structures, including garages, storage areas, or similar structures.
 - d. Reconstruction of a permitted existing structure or living area that is proposed to be converted to an ADU, or a portion thereof, in the same location and to the same dimensions and setbacks as the existing structure.
3. A Junior Accessory Dwelling Unit (JADU) may be established within the space of the primary dwelling, including an attached garage or attached accessory structure.
4. A JADU may be established within the space of the primary dwelling in combination with the construction of one detached, new construction ADU not exceeding 850 square-feet and a height of 16 feet with four-foot side and rear setbacks.
5. The existing unit may be considered the ADU, in conjunction with the construction of a new primary dwelling unit built, if all applicable zoning requirements are met.
6. ADUs shall be permitted on lots developed with existing multi-family dwellings subject to the following provisions:
 - a. The property shall be developed with an existing multi-family structure(s).
 - b. A minimum of one ADU may be constructed, or up to 25 percent of the existing unit count, within non-livable space, including, but not limited to, storage rooms, passageways, attics, basements, or closets.
 - c. The construction of two detached ADUs with a maximum size of 850 square feet, or 1,000 square feet with more than one bedroom, shall be permitted in addition to ADUs created within non-livable space, subject to a maximum height of 16 feet, and four-foot side and rear setbacks.
 - d. Existing livable space of multi-family dwelling units shall not be converted to ADUs.

C. Permit Requirements:

1. The City shall ministerially review and act on a building permit application for an ADU or JADU within 60 days after receiving the application. An ADU or

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JADU proposed with a permit application for a new primary dwelling shall not be approved until the primary dwelling receives approval. A certificate of occupancy for an ADU or JADU shall not be issued before occupancy is granted for the primary dwelling.

2. Unless otherwise preempted by state law, the design and construction of all newly constructed ADUs and JADUs shall comply with all applicable building, housing, zoning and site development standards of the Arroyo Grande Development Code, including but not limited to standards regarding setbacks, floor area ratio standards, height, lot coverage, and in the surrounding neighborhood that are listed in the California Register of Historic Places. Applicants shall also comply with all applicable fee and charge requirements, and other applicable zoning requirements.
3. Pursuant to Government Code Section 65852.2(e) (2), the City shall not require the correction of nonconforming zoning conditions as a condition for ministerial approval.

D. Development Standards.

1. ADU Type, Location & Size.

- a. **Attached Unit:** An ADU attached to an existing primary dwelling shall have a minimum size of 150 square feet and shall not exceed 50 percent of the total existing or proposed living area of the primary dwelling, except as provided by the By-Right Provision below.
- b. **Detached Unit:** An ADU structurally independent and detached from the existing primary dwelling shall have a minimum size of 150 square feet and shall not exceed 1,200 square feet.
- c. **Conversion of Existing Structure:** An ADU constructed within the footprint of an existing dwelling or attached or detached structure shall not be subject to a maximum square-footage of living area.
- d. **By-Right Provision:** An attached or detached ADU with a maximum size of 850 square-feet or 1,000 square-foot with more than one bedroom shall be permitted in any circumstance subject to a maximum height of 16 feet, four-foot side and rear setbacks, and compliance with all building codes. No minimum lot size or lot coverage requirement shall apply.
- e. ADUs shall have independent exterior access from the primary dwelling. No passageway to the primary dwelling shall be required.

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- f. Maximum Slope. The building site upon which the accessory dwelling unit will be constructed shall not have an average slope in excess of twenty (20) percent. A topographic map and slope analysis, as recommended by the community development director, shall be stamped and signed by either a registered civil engineer, registered architect, or registered landscape architect. Average slope is defined as follows:

$$S = \frac{I \times L}{A} \times 100$$

Where

S = average natural slope, in percent.

I = interval, in feet, of the contour lines.

L = the sum, in feet, of the length of the contour lines, at selected contour interval "I".

A = the total area, in acres, of the site.

- g. ADUs shall not be required to provide fire sprinklers if they are not required for the primary residence.

2. JADU Location and Size.

- a. A JADU shall be constructed entirely within an existing or proposed primary dwelling and shall not exceed 500 square-feet.
- b. JADUs shall have an independent exterior entrance from the primary dwelling, but may also include shared access between the two units.

3. Required Setbacks.

- a. An attached or detached ADU not exceeding 850 square feet or 1,000 square feet with more than one bedroom, and a height no greater than 16 feet shall provide a minimum setback of four feet from the side and rear property lines. ADUs exceeding the maximum square footage or height specified in this provision shall be subject to compliance with setbacks of the underlying zoning district.
- b. Cornices and eaves may project into the required yards by no more than one foot.

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- c. ADUs shall comply with the front yard setback and be located on the rear portion of a parcel whenever possible.
 - d. When an ADU is created within an existing structure, the side and rear setbacks must be sufficient for fire safety as determined by the Fire Department.
 - e. No setback shall be required for an existing garage or accessory structure converted, or portion thereof, to an ADU and no setback shall be required for a new structure constructed in the same location and same dimensions as an existing structure.
 - f. An ADU constructed above an existing garage or dwelling unit, exceeding 16-feet in height, shall meet the side and rear setbacks of the underlying zoning district.
 - g. Roof top decks shall be permitted subject to the provisions of Section 16.48.180.
 - h. Staircases serving an ADU shall provide a minimum setback of four feet from the side and rear property lines subject to approval by the Fire Department.
4. Height and Maximum Lot Coverage.

ADUs exceeding 850 square feet or 1,000 square feet with more than one bedroom, and/or a height of 16 feet shall comply with the height, floor-area ratio, and maximum lot coverage of the underlying zoning district.

5. Parking.
- a. One additional off-street parking space shall be required per unit; with exceptions per subsection g, below.
 - b. No parking space shall be required for an ADU or JADU established within an existing structure.
 - c. Parking spaces shall be a minimum dimension of 9 foot by 18 foot except as specified below.
 - d. Parking spaces may be located in any configuration on the same lot as the ADU, including, but not limited to, as covered spaces, uncovered spaces, tandem spaces, or by the use of mechanical automobile parking lifts.
 - e. Required off-street parking shall be permitted in front, side, and rear setback areas subject to the following:
 - i. Parking may be located on an existing driveway but shall not block sidewalk access or encroach into the public right-of-way.

- ii. Parking spaces within a side yard must have a minimum clear space width of 10-feet. Vehicles shall not block exterior windows or doors of a dwelling or access to utility boxes or meters.
- iii. Vehicles must be parked on an acceptable surface of concrete, asphalt, gravel, brick, permeable paver or other stable, dust-free surface.
- iv. No more than 50% of a front yard shall be dedicated to vehicle parking.
- v. No parking shall be allowed in front yard landscaping areas.
- vi. Access to on-site parking spaces shall be provided via an approved driveway location only.
- f. When a garage, carport, or covered parking structure that provides the required spaces for the primary dwelling is demolished or converted in conjunction with the construction of an ADU, no replacement parking shall be required.
- g. Parking Exemption: As required by Government Code Section 65852.2(d), parking space for an ADU shall not be required in any of the following instances:
 - i. The ADU is located within one-half mile walking distance of public transit.
 - ii. The ADU is located within an architecturally and historically significant historic district.
 - iii. The ADU is part of the existing or proposed primary residence or an existing accessory structure.
 - iv. When on-street parking permits are required but not offered to the occupant of the ADU.
 - v. When there is a car share vehicle located within one block of the ADU.
- 5. Architectural Compatibility.
 - a. An ADU created through the conversion of an existing structure shall incorporate the same colors, materials, and architectural features as the primary residence.

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6. Impact Fees & Utilities.
 - a. An ADU under 750 square feet shall not be charged development impact fees. An ADU equal to or greater than 750 square feet may be charged development impact fees. These development impact fees shall be proportional to the square footage of the main dwelling and calculated using the ADU square footage.
 - b. ADUs and JADUs shall comply with water and sewer requirements as determined by the Public Works Department.
 - c. The City shall not require a new or separate utility connection or impose a related connection fee or capacity charge for ADUs or JADUs that are contained within an existing residence or accessory structure. Pursuant to Government Code Section 65852.2(f)(5) an ADU not built within the existing space of a single family house or accessory structure may be required to obtain a new or separate utility connection as determined by the Public Works Department and may be subject to a connection fee or capacity charge based on its square footage or the number of its drainage fixtures unit values.

G. Conditions.

1. An ADU/JADU shall not be sold or otherwise conveyed separate from the primary residence.
2. An ADU/JADU may serve as a rental unit or be occupied by family members, guests, or in-home health care providers, and others at no cost.
3. ADUs approved ministerially in accordance with subdivision (e) of Government Code Section 65852.2, and JADUs shall be rented for terms longer than 30 days. (Gov. Code, § 65852.2, subds. (a)(6) & (e)(4).) ADUs on multi-family properties shall be subject to this provision, except the restriction shall not apply to existing multi-family units.
4. Owner-occupancy shall be required for a property developed with a JADU. The owner may reside in either the primary dwelling or the JADU.
5. The property owner shall record a covenant, approved as to form by the City Attorney, declaring compliance with each and every condition referenced in this section.

SECTION 3. Section 16.52.250 is hereby added to Title 16, Chapter 52 of the Arroyo Grande Municipal Code to read as follows:

16.52.250 – Tiny Homes on Wheels (THOW)

- A. Purpose. Tiny Homes on Wheels shall be considered an additional type of Accessory Dwelling Unit, allowed as an accessory use to a single-family residential dwelling, consistent with Government Code, Section 65852.2, subdivision (g) which allows cities to adopt less restrictive requirements than the State-mandated minimums for Accessory Dwelling Units. A Tiny Home on Wheels that meets the definition in this Section may be built and occupied as a new detached Accessory Dwelling Unit, subject to the ministerial review and approval of an application if it complies with the standards of this Section.
- B. Definition. A Tiny Home on Wheels (THOW) is a structure intended for separate, independent living quarters for one household that meets all of the following conditions:
1. Is a detached self-contained unit, designed and built to look like a conventional building structure, and which includes basic functional areas that support normal daily routines such as cooking, sleeping, toilet and bathing facilities; and
 2. Is licensed and registered with the California Department of Motor Vehicles; and
 3. Meets the American National Standards Institute (ANSI) 119.5 requirements or the National Fire Protection Association (NFPA) 1192 standards, and is certified for ANSI or NFPA compliance. Certification must be made by a qualified third-party inspector; and
 4. A pre-fabricated or manufactured THOW shall bear the California Insignia of Approval issued by the State Department of Housing and Community Development to demonstrate compliance with electrical, heat producing, plumbing, and fire and life safety systems and equipment; and
 5. Is towable by a bumper hitch, frame-towing hitch, or fifth-wheel connection, cannot move under its own power and is no larger than allowed by California State Law for movement on public highways; and
 6. Has a minimum living area of 100 square feet and maximum of 400 square feet as measured within the exterior faces of the exterior walls.

Tiny Homes on Wheels do not include an RV, camper, trailer, or manufactured home as defined in Section 18010 of the California Health and Safety Code.

- C. Criteria. Notwithstanding any other provision of this Code to the contrary, a Tiny Home on Wheels (THOW) shall be allowed as a type of detached Accessory

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Dwelling Unit on a lot consisting of a single-family dwelling. A THOW shall cannot be attached to or located within a primary residence, or created through the conversion of an existing structure, as shall be subject to all of the following criteria:

1. Number. One THOW shall be allowed in all residential zones with an existing single-family dwelling. No THOW shall be allowed if there is a permitted Accessory Dwelling Unit. A THOW shall be removed prior to granting final occupancy for an Accessory Dwelling Unit.
2. Limitation on Use. A THOW shall not be utilized as a short-term rental of less than 30 days.
3. Location. A THOW shall be located behind the primary residence unless there is no feasible alternative with a minimum setback of four (4) feet from any interior side or rear property line, and ten (10) feet from a street side lot line.
4. Skirting. The THOW undercarriage (wheels, axles, tongue and hitch) shall be skirted and hidden from view. The THOW shall not have its wheels removed.
5. Parking and surface. The THOW shall be parked on a paved or alternate pad that includes bumper guards, curbs, or other installations adequate to prevent movement of the THOW. The wheels and leveling or support jacks must sit on a paving surface that meet either of the following criteria:
 - a. A parking area for a moveable THOW shall be paved with hard, durable asphaltic paving that is at least two inches thick after compaction, or with cement paving at least three inches thick; or
 - b. Alternative paving materials may consist of porous asphalt, porous concrete, permeable interlocking concrete pavers, permeable pavers, decomposed granite, crushed rock or gravel, plastic or concrete grid system confined on all sides and filled with gravel or grass in the voids, or other similar materials that meet the following requirements:
 - i. Permeable interlocking concrete pavers and permeable pavers shall have a minimum thickness of 80 mm (3.14 inches); and
 - ii. Products and underlying drainage material shall be installed to meet manufacturers' specifications. Sub-grade soils shall be compacted as required to meet the product installation specifications;

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- iii. No additional parking shall be required for the THOW, and displaced parking resulting from the placement of THOW is not required to be replaced.
6. Utilities. The THOW shall be connected to electric, water, and sewer utilities.
7. Design. The THOW shall resemble the general appearance of a traditional home and incorporate all of the following design elements:
 - a. Cladding and trim: Materials used on the exterior of THOW shall exclude single piece composite laminates, or interlocked metal sheathing;
 - b. Windows and doors: Windows shall be at least double pane glass, and include exterior trim. Windows and doors shall not have rounded corners;
 - c. Roofing: Roofs shall have a minimum of a 12:2 pitch for greater than 50 percent of the roof area. Exceptions to this provision may be made for designs that incorporate openings to provide light and air flow for the occupants.
 - d. Mechanical equipment shall be incorporated into the structure and not be located on the roof.
 - e. Decks: Attached patios, decks, landings, or similar architectural features, whether covered or uncovered, shall be open on at least two sides and are limited to 25 percent of the floor area of the THOW.
8. Height. A THOW shall not exceed one story.

SECTION 4. This Ordinance is exempt from the California Environmental Quality Act in accordance State CEQA Guidelines, Article 18: Statutory Exemptions, Section 15282(h). This section of CEQA provides a statutory exemption for “the adoption of an ordinance regarding second units [accessory dwelling units] in a single-family or multifamily residential zone by a city or county to implement the provisions of Sections 65852.1 and 65852.2 of Government Code as set forth in Section 21080.17 of the Public Resources Code.” The City Clerk shall file a Notice of Exemption from CEQA review in accordance with CEQA Guidelines.

SECTION 5. A summary of this Ordinance shall be published in a newspaper published and circulated in the City of Arroyo Grande at least five (5) days prior to the City Council meeting at which the proposed Ordinance is to be adopted. A certified copy of the full text of the proposed Ordinance shall be posted in the office of the City Clerk. Within

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fifteen (15) days after adoption of the Ordinance, the summary with the names of those City Council members voting for and against the Ordinance shall be published again, and the City Clerk shall post a certified copy of the full text of such adopted Ordinance.

SECTION 6. This Ordinance shall take effect and be in full force and effect thirty (30) days after its passage.

SECTION 7. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each and every section, subsection, sentence, clause, or phrase not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

On motion by Council Member _____, seconded by Council Member _____, and by the following roll call vote to wit:

AYES:

NOES:

ABSENT:

the foregoing Ordinance was adopted this ____ day of _____, 2021.

**RESOLUTION NO.
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CARON RAY RUSSOM, MAYOR

ATTEST:

JESSICA MATSON, CITY CLERK

APPROVED AS TO CONTENT:

WHITNEY McDONALD, CITY MANAGER

APPROVED AS TO FORM:

TIMOTHY J. CARMEL, CITY ATTORNEY

**ACTION MINUTES
MEETING OF THE PLANNING COMMISSION
TUESDAY, AUGUST 3, 2021
ARROYO GRANDE COUNCIL CHAMBERS
215 EAST BRANCH STREET
ARROYO GRANDE, CALIFORNIA**

1. CALL TO ORDER

Chair Martin called the Planning Commission meeting to order at 6:04 p.m.

2. ROLL CALL

Planning Commission: Commissioners Kevin Buchanan, Jim Guthrie, Jamie Maraviglia, Vice Chair Frank Schiro and Chair Glenn Martin were present.

Staff Present: Community Development Director Brian Pedrotti, Associate Planner Andrew Perez and Assistant Planner Patrick Holub were present.

3. FLAG SALUTE

Chair Martin led the flag salute.

4. AGENDA REVIEW

None.

5. COMMUNITY COMMENTS AND SUGGESTIONS

None.

6. WRITTEN COMMUNICATIONS

None.

7. CONSENT AGENDA

7.a. CONSIDERATION OF APPROVAL OF MINUTES

Recommended Action: Approve the minutes of the June 15, 2021 Regular Planning Commission meeting.

Action: Commissioner Maraviglia moved and Commissioner Guthrie seconded the motion to approve the minutes of June 15, 2021.

The motion passed on the following roll-call vote:

AYES: Maraviglia, Guthrie and Martin

NOES: None

ABSENT: None

ABSTAIN: Buchanan and Schiro

8. PUBLIC HEARINGS

None.

9. NON-PUBLIC HEARINGS

9.a STUDY SESSION FOR THE PLANNING COMMISSION TO REVIEW, RECEIVE COMMENT AND PROVIDE DIRECTION ON AMENDMENTS TO TITLE 16 OF THE ARROYO GRANDE MUNICIPAL CODE (AGMC) REGARDING ACCESSORY DWELLING UNITS AND TINY HOMES ON WHEELS; DEVELOPMENT CODE AMENDMENT 20-001; LOCATION – CITYWIDE

Recommended Action: It is recommended that the Planning Commission review the proposed amendments, take public comment, and direct staff to return to the Commission for a recommendation hearing.

Associate Planner Perez presented the staff report and highlighted areas of the ADU ordinance that are proposed to be amended in response to changes to state law. He also responded to questions from the Commission.

Chair Martin opened the public comment.

Joe Dollan spoke in favor of adding provisions to regulate tiny homes on wheels and offered suggestions to the draft ordinance that would make installation of tiny home easier.

Chair Martin closed the public comment.

The Commission was supportive of the proposed amendments, but wanted the architectural compatibility standards in the draft ordinance revised to be more permissive of pre-fabricated units. The Commission also encouraged staff to revise the design standards for tiny homes to allow for flexibility in designs that provide light and air for occupants.

Commissioner Guthrie made a motion to direct staff to make revisions to the draft ordinance in response to comments from the Commission and the public. The motion was unanimously supported.

10. ADMINISTRATIVE DECISIONS SINCE JULY 20, 2021

Case No.	Applicant	Address	Description	Action	Appeal Deadline
PPR21-021	Verizon Wireless	459 Puesta del Sol	Upgrade of existing wireless communications facility located at City Reservoir 5	A	8/9/21
PPR21-022	Verizon Wireless	1275 Ash Street	Modifications to an existing wireless telecommunication facility	A	8/4/21

11. COMMISSION COMMUNICATIONS

Members of the Planning Commission welcomed Commissioner Buchanan.

12. STAFF COMMUNICATIONS

Community Development Director Pedrotti informed the Commission of the Downtown Parking Advisory Board meeting on August 12, 2021 where the Board would discuss parklets in the Village as well as limited time parking signage and curb painting.

13. ADJOURNMENT

The meeting adjourned at 7:25 p.m.

ATTEST:

**PATRICK HOLUB
ASSISTANT PLANNER**

GLENN MARTIN, CHAIR

(Approved at PC Meeting _____)

DRAFT

16.52.150 - Accessory Dwelling Units and Junior Accessory Dwelling Units.

A. Purpose.

The purpose of this section is to provide regulations for the establishment of accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs) in areas zoned to allow single-family or multifamily use pursuant to Government Code Section 65852.2 et seq. and the goals and policies of the City's Housing Element. ADUs provide an important source of affordable housing in existing residential neighborhoods where adequate public facilities and services are available.

Consistent with State law, an ADU or JADU which conforms to the requirements of this section shall not be considered to exceed the allowable density for the lot upon which it is located, and shall be deemed to be a residential use which is consistent with the existing general plan and zoning designations for the lot.

B. Effect of Conforming.

Pursuant to Government Code Section 65852.2(a)(1)(D)(x)(8), an ADU or JADU that conforms to the standards in this section will not be:

1. Deemed to be inconsistent with the City's general plan and zoning designation for the lot on which the ADU or JADU is located.
2. Deemed to exceed the allowable density for the lot on which the ADU or JADU is located.
3. Considered in the application of any local ordinance, policy, or program to limit residential growth.

C. Definitions/Prohibited Units.

1. Accessory Dwelling Unit (ADU): An attached or detached residential dwelling unit which provides complete independent living facilities for one or more persons. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation and shall be located on the same parcel as the primary dwelling or multi-family development. An ADU also includes an efficiency unit and manufactured home as provided in Government Code Section 65852.2(j). An ADU may serve as a rental unit for more than 30 days or be occupied by a person or persons including, but not limited to family members, guests, or caretakers.
2. Junior Accessory Dwelling Unit (JADU): A residential dwelling unit, as defined in Government Code Section 65852.22, that is no more than 500 square feet

in size and contained entirely within an existing or proposed single-family structure. A JADU shall include an efficiency kitchen, and may include separate sanitation facilities or share sanitation facilities with the existing dwelling. A JADU may serve as a rental unit for more than 30 days. Owner-occupancy of either primary dwelling or JADU is required by state law.

3. Prohibited Units: Mobile homes, as defined in Section 18008 of the Health and Safety Code, recreational vehicles, trailers, or similar units, shall not be allowed as ADUs. Tiny Homes on Wheels are allowed as an ADU and are separately defined in Section 16.52.250.

D. Where Permitted/Establishment.

1. ADUs are permitted in all zoning districts allowing single-family or multifamily use on lots developed with existing or proposed dwellings.
2. An ADU may be established by the following methods:
 - a. Attached to, or located within, an existing or proposed primary dwelling.
 - b. A new detached structure, or located within or attached to an accessory structure, including detached garages or similar structures.
 - c. Conversion of permitted existing attached or detached accessory structures, including garages, storage areas, or similar structures.
 - d. Reconstruction of a permitted existing structure or living area that is proposed to be converted to an ADU, or a portion thereof, in the same location and to the same dimensions and setbacks as the existing structure.
3. A Junior Accessory Dwelling Unit (JADU) may be established within the space of the primary dwelling, including an attached garage or attached accessory structure.
4. A JADU may be established within the space of the primary dwelling in combination with the construction of one detached, new construction ADU not exceeding 850 square-feet and a height of 16 feet with four-foot side and rear setbacks.
5. The existing unit may be considered the ADU, in conjunction with the construction of a new primary dwelling unit built, if all applicable zoning requirements are met.

6. ADUs shall be permitted on lots developed with existing multi-family dwellings subject to the following provisions:
 - a. The property shall be developed with an existing multi-family structure(s).
 - b. A minimum of one ADU may be constructed, or up to 25 percent of the existing unit count, within non-livable space, including, but not limited to, storage rooms, passageways, attics, basements, or closets.
 - c. The construction of two detached ADUs with a maximum size of 850 square feet, or 1,000 square feet with more than one bedroom, shall be permitted in addition to ADUs created within non-livable space, subject to a maximum height of 16 feet, and four-foot side and rear setbacks.
 - d. Existing livable space of multi-family dwelling units shall not be converted to ADUs.

E. Permit Requirements:

1. The City shall ministerially review and act on a building permit application for an ADU or JADU within 60 days after receiving the application. An ADU or JADU proposed with a permit application for a new primary dwelling shall not be approved until the primary dwelling receives approval. A certificate of occupancy for an ADU or JADU shall not be issued before occupancy is granted for the primary dwelling.
2. Unless otherwise preempted by state law, the design and construction of all newly constructed ADUs and JADUs shall comply with all applicable building, housing, zoning and site development standards of the Arroyo Grande Development Code, including but not limited to standards regarding setbacks, floor area ratio standards, height, lot coverage, and in the surrounding neighborhood that are listed in the California Register of Historic Places. Applicants shall also comply with all applicable fee and charge requirements, and other applicable zoning requirements.
3. Pursuant to Government Code Section 65852.2(e) (2), the City shall not require the correction of nonconforming zoning conditions as a condition for ministerial approval.

F. Development Standards.

1. ADU Type, Location & Size.

- a. Attached Unit: An ADU attached to an existing primary dwelling shall have a minimum size of 150 square feet and shall not exceed 50 percent of the total existing or proposed living area of the primary dwelling, except as provided by the By-Right Provision below.
- b. Detached Unit: An ADU structurally independent and detached from the existing primary dwelling shall have a minimum size of 150 square feet and shall not exceed 1,200 square feet.
- c. Conversion of Existing Structure: An ADU constructed within the footprint of an existing dwelling or attached or detached structure shall not be subject to a maximum square-footage of living area.
- d. By-Right Provision: An attached or detached ADU with a maximum size of 850 square-feet or 1,000 square-foot with more than one bedroom shall be permitted in any circumstance subject to a maximum height of 16 feet, four-foot side and rear setbacks, and compliance with all building codes. No minimum lot size or lot coverage requirement shall apply.
- e. ADUs shall have independent exterior access from the primary dwelling. No passageway to the primary dwelling shall be required.
- f. Maximum Slope. The building site upon which the accessory dwelling unit will be constructed shall not have an average slope in excess of twenty (20) percent. A topographic map and slope analysis, as recommended by the community development director, shall be stamped and signed by either a registered civil engineer, registered architect, or registered landscape architect. Average slope is defined as follows:

$$S = \frac{I \times L \times 100}{A \times 43,560}$$

Where

S = average natural slope, in percent.

I = interval, in feet, of the contour lines.

L = the sum, in feet, of the length of the contour lines, at selected contour interval "I".

A = the total area, in acres, of the site.

- g. ADUs shall not be required to provide fire sprinklers if they are not required for the primary residence.

2. JADU Location and Size.

- a. A JADU shall be constructed entirely within an existing or proposed primary dwelling and shall not exceed 500 square-feet.
- b. JADUs shall have an independent exterior entrance from the primary dwelling, but may also include shared access between the two units.

3. Required Setbacks.

- a. An attached or detached ADU not exceeding 850 square feet or 1,000 square feet with more than one bedroom, and a height no greater than 16 feet shall provide a minimum setback of four feet from the side and rear property lines. ADUs exceeding the maximum square footage or height specified in this provision shall be subject to compliance with setbacks of the underlying zoning district.
- b. Cornices and eaves may project into the required yards by no more than one foot.
- c. ADUs shall comply with the front yard setback and be located on the rear portion of a parcel whenever possible. ~~unless there is no feasible alternative and in no circumstance shall an ADU be located in the front yard setback.~~
- d. When an ADU is created within an existing structure, the side and rear setbacks must be sufficient for fire safety as determined by the Fire Department.
- e. No setback shall be required for an existing garage or accessory structure converted, or portion thereof, to an ADU and no setback shall be required for a new structure constructed in the same location and same dimensions as an existing structure.
- f. An ADU constructed above an existing garage or dwelling unit, exceeding 16-feet in height, shall meet the side and rear setbacks of the underlying zoning district.
- g. Roof top decks shall be permitted subject to the provisions of Section 16.48.180.

- h. Staircases serving an ADU shall provide a minimum setback of four feet from the side and rear property lines subject to approval by the Fire Department.

4. Height and Maximum Lot Coverage.

ADUs exceeding 850 square feet or 1,000 square feet with more than one bedroom, and/or a height of 16 feet shall comply with the height, floor-area ratio, and maximum lot coverage of the underlying zoning district.

5. Parking.

- a. One additional off-street parking space shall be required per unit; with exceptions per subsection g, below.
- b. No parking space shall be required for an ADU or JADU established within an existing structure.
- c. Parking spaces shall be a minimum dimension of 9 foot by 18 foot except as specified below.
- d. Parking spaces may be located in any configuration on the same lot as the ADU, including, but not limited to, as covered spaces, uncovered spaces, tandem spaces, or by the use of mechanical automobile parking lifts.
- e. Required off-street parking shall be permitted in front, side, and rear setback areas subject to the following:
 - i. Parking may be located on an existing driveway but shall not block sidewalk access or encroach into the public right-of-way.
 - ii. Parking spaces within a side yard must have a minimum clear space width of 10-feet. Vehicles shall not block exterior windows or doors of a dwelling or access to utility boxes or meters.
 - iii. Vehicles must be parked on an acceptable surface of concrete, asphalt, gravel, brick, permeable paver or other stable, dust-free surface.
 - iv. No more than 50% of a front yard shall be dedicated to vehicle parking.
 - v. No parking shall be allowed in front yard landscaping areas.
 - vi. Access to on-site parking spaces shall be provided via an approved driveway location only.

- f. When a garage, carport, or covered parking structure that provides the required spaces for the primary dwelling is demolished or converted in conjunction with the construction of an ADU, no replacement parking shall be required.
- g. Parking Exemption: As required by Government Code Section 65852.2(d), parking space for an ADU shall not be required in any of the following instances:
 - i. The ADU is located within one-half mile walking distance of public transit.
 - ii. The ADU is located within an architecturally and historically significant historic district.
 - iii. The ADU is part of the existing or proposed primary residence or an existing accessory structure.
 - iv. When on-street parking permits are required but not offered to the occupant of the ADU.
 - v. When there is a car share vehicle located within one block of the ADU.

5. Architectural Compatibility.

- a. The An ADU created through the conversion of an existing structure shall incorporate the same colors and, materials, and architectural features as the primary residence.

6. Impact Fees & Utilities.

- a. An ADU under 750 square feet shall not be charged development impact fees. An ADU equal to or greater than 750 square feet may be charged development impact fees. These development impact fees shall be proportional to the square footage of the main dwelling and calculated using the ADU square footage.
- b. ADUs and JADUs shall comply with water and sewer requirements as determined by the Public Works Department.
- c. The City shall not require a new or separate utility connection or impose a related connection fee or capacity charge for ADUs or JADUs that are contained within an existing residence or accessory structure. Pursuant to Government Code Section 65852.2(f)(5) an ADU not built within the existing space of a single family house or accessory structure may be

required to obtain a new or separate utility connection as determined by the Public Works Department and may be subject to a connection fee or capacity charge based on its square footage or the number of its drainage fixtures unit values.

G. Conditions.

1. An ADU/JADU shall not be sold or otherwise conveyed separate from the primary residence.
2. An ADU/JADU may serve as a rental unit or be occupied by family members, guests, or in-home health care providers, and others at no cost.
3. ~~Neither the ADU/JADU nor the primary dwelling unit shall be rented for a term of less than 31 days. ADUs on multi-family properties shall be subject to this provision, except the restriction shall not apply to existing multi-family units.~~ ADUs approved ministerially in accordance with subdivision (e) of Government Code Section 65852.2, and JADUs shall be rented for terms longer than 30 days. (Gov. Code, § 65852.2, subs. (a)(6) & (e)(4).) ADUs on multi-family properties shall be subject to this provision, except the restriction shall not apply to existing multi-family units.
4. Owner-occupancy shall be required for a property developed with a JADU. The owner may reside in either the primary dwelling or the JADU.
5. The property owner shall record a covenant, approved as to form by the City Attorney, declaring compliance with each and every condition referenced in this section.

16.52.250 – Tiny Homes on Wheels (THOW)

- A. Purpose. Tiny Homes on Wheels shall be considered an additional type of Accessory Dwelling Unit, allowed as an accessory use to a single-family residential dwelling, consistent with Government Code, Section 65852.2, subdivision (g) which allows cities to adopt less restrictive requirements than the State-mandated minimums for Accessory Dwelling Units. A Tiny Home on Wheels that meets the definition in this Section may be built and occupied as a new detached Accessory Dwelling Unit, subject to the ministerial review and approval of an application if it complies with the standards of this Section.
- B. Definition. A Tiny Home on Wheels (THOW) is a structure intended for separate, independent living quarters for one household that meets all of the following conditions:
1. Is a detached self-contained unit, designed and built to look like a conventional building structure, and which includes basic functional areas that support normal daily routines such as cooking, sleeping, toilet and bathing facilities; and
 2. Is licensed and registered with the California Department of Motor Vehicles; and
 3. Meets the American National Standards Institute (ANSI) 119.5 requirements or the National Fire Protection Association (NFPA) 1192 standards, and is certified for ANSI or NFPA compliance. Certification must be made by a qualified third-party inspector; and
 4. A pre-fabricated or manufactured THOW shall bear the California Insignia of Approval issued by the State Department of Housing and Community Development to demonstrate compliance with electrical, heat producing, plumbing, and fire and life safety systems and equipment; and
 5. Is towable by a bumper hitch, frame-towing hitch, or fifth-wheel connection, cannot move under its own power and is no larger than allowed by California State Law for movement on public highways; and
 6. Has a minimum living area of 100 square feet and maximum of 400 square feet as measured within the exterior faces of the exterior walls.

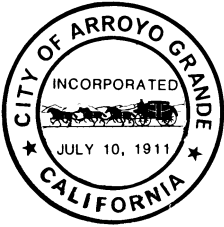
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Dwelling Unit on a lot consisting of a single-family dwelling. A THOW shall cannot be attached to or located within a primary residence, or created through the conversion of an existing structure, as shall be subject to all of the following criteria:

1. Number. One THOW shall be allowed in all residential zones with an existing single-family dwelling. No THOW shall be allowed if there is a permitted Accessory Dwelling Unit. A THOW shall be removed prior to granting final occupancy for an Accessory Dwelling Unit.
2. Limitation on Use. A THOW shall not be utilized as a short-term rental of less than 30 days.
3. Location. A THOW shall be located behind the primary residence unless there is no feasible alternative with a minimum setback of four (4) feet from any interior side or rear property line, and ten (10) feet from a street side lot line.
4. Skirting. The THOW undercarriage (wheels, axles, tongue and hitch) shall be skirted and hidden from view. The THOW shall not have its wheels removed.
5. Parking and surface. The THOW shall be parked on a paved or alternate pad that includes bumper guards, curbs, or other installations adequate to prevent movement of the THOW. The wheels and leveling or support jacks must sit on a paving surface that meet either of the following criteria:
 - a. A parking area for a moveable THOW shall be paved with hard, durable asphaltic paving that is at least two inches thick after compaction, or with cement paving at least three inches thick; or
 - b. Alternative paving materials may consist of porous asphalt, porous concrete, permeable interlocking concrete pavers, permeable pavers, decomposed granite, crushed rock or gravel, plastic or concrete grid system confined on all sides and filled with gravel or grass in the voids, or other similar materials that meet the following requirements:
 - i. Permeable interlocking concrete pavers and permeable pavers shall have a minimum thickness of 80 mm (3.14 inches); and
 - ii. Products and underlying drainage material shall be installed to meet manufacturers' specifications. Sub-grade soils shall be compacted as required to meet the product installation specifications;
 - iii. No additional parking shall be required for the THOW, and displaced parking resulting from the placement of THOW is not required to be replaced.

6. Utilities. The THOW shall be connected to electric, water, and sewer utilities.
7. Design. The THOW shall resemble the general appearance of a traditional home and incorporate all of the following design elements:
 - a. Cladding and trim: Materials used on the exterior of THOW shall exclude single piece composite laminates, or interlocked metal sheathing;
 - b. Windows and doors: Windows shall be at least double pane glass, and include exterior trim. Windows and doors shall not have rounded corners;
 - c. Roofing: Roofs shall have a minimum of a 12:2 pitch for greater than 50 percent of the roof area. ~~and not be composed of wooden shingles~~ Exceptions to this provision may be made for designs that incorporate openings to provide light and air flow for the occupants
 - d. ~~Extensions. All exterior walls and roof of a THOW shall be fixed with no slide-outs, tip-outs, nor other forms of mechanically articulating room area extensions;~~
 - e. Mechanical equipment shall be incorporated into the structure and not be located on the roof.
 - f. Decks: Attached patios, decks, landings, or similar architectural features, whether covered or uncovered, shall be open on at least two sides and are limited to 25 percent of the floor area of the THOW
8. Height. A THOW shall not exceed one story.



**ADMINISTRATIVE ITEMS
PLANNING COMMISSION
AUGUST 17, 2021**

(Decisions by the Community Development Director)

ITEM NO. 1: PLOT PLAN REVIEW 21-010; ESTABLISHMENT OF A VACATION RENTAL AND ESTABLISHMENT OF A SINGLE FAMILY USE IN AN EXISTING STRUCTURE; LOCATION – 117 POOLE STREET; APPLICANT – STEPHANIE BURKARD

After making the findings specified in Section 16.16.080 of the Municipal Code, the Community Development Director approved the above referenced project for the establishment of a Vacation Rental and the establishment of a Single Family use in the Village Mixed Use (VMU) zoning district.

ITEM NO. 2: PLOT PLAN REVIEW 21-016; ESTABLISHMENT OF A VACATION RENTAL IN AN EXISTING SINGLE FAMILY RESIDENCE; LOCATION – 912 DODSON; APPLICANT – SHANE BOGLE

After making the findings specified in Section 16.16.080 of the Municipal Code, the Community Development Director approved the above referenced project for the establishment of a Vacation Rental in the Office Mixed Use (OMU) zoning district.

ITEM NO. 3: PLOT PLAN REVIEW 21-025; ESTABLISHMENT OF A VACATION RENTAL IN AN EXISTING SINGLE FAMILY RESIDENCE; LOCATION – 439 EAST BRANCH STREET; APPLICANT – CHARLES AND CLAUDIA LIMPIC

After making the findings specified in Section 16.16.080 of the Municipal Code, the Community Development Director approved the above referenced project for the establishment of a Vacation Rental in the Village Residential (VR) zoning district.