Pismo Beach Planning Commission
Council Chambers, 760 Mattie Road, Pismo Beach, CA 93449
Regular Meeting, Tuesday, February 10, 2015

DRAFT MINUTES

Call to order: 6:30 p.m.

1. Roll Call:

Commissioners present: Chair White, Vice-Chair Hamrick, Jewell, Overland, Woodhouse.

Commissioners absent: None.

Staff present: Jon Biggs, Community Development Director; Carolyn Johnson, Planning Manager; Ben Fine, Public Works Director; Erica Inderlied, Minutes Clerk

2. Acceptance of Agenda: Motion by Commissioner Woodhouse, second by Commissioner Overland, to approve the agenda.

The motion was approved by general consensus. The motion passed 5—0.

Voting Yes: White, Hamrick, Jewell, Overland, Woodhouse.
Voting No: None.

3. Public Comments: None.

4. Business Items:

4.A. 1243 Ocean Boulevard (Chapman Estate); City of Pismo Beach, Applicants: Project P15-000031. Public hearing for Planning Commission consideration of modifications to the Chapman Estate Conditional Use Permit to permit a 600 person cap at the June 7, 2015 CAPSLO Epicurean event, add logistical requirements related to parking for the CAPSLO event, specify that the other three authorized fund raiser events be limited to a cap of 300 persons and to develop CUP language to encourage free community events. The Project is located in a Single Family Residential (R-1) Zone of the Shell Beach Planning Area.

Planning Manager Johnson summarized staff’s report.

Commissioner Woodhouse inquired about the financial aspect of the Strategic Plan for the Chapman Estate, and voiced his concern that the City may feel pressure to allow a large amount of events at the Estate in order to fund the operation and maintenance of the property. Planning Manager Johnson stated that staff and citizens have proposed sources of funding other than events, and that an endowment also exists. Woodhouse asked for more detail about the cost of financing the capital expenditures necessary for upkeep of the property. Johnson clarified that many of the opportunities will not be activities occurring at the Estate.
Commissioner Overland inquired whether an under-attended event would be reclassified when considering the limits for the year, so that a more highly-attended event could still be held later. **Staff** stated that it would be the Commission’s discretion.

**Vice-Chair Hamrick** inquired whether traffic patterns for a shuttle had been analyzed. **Planning Manager Johnson** clarified that a traffic plan would be analyzed by the **Special Events Committee (SEC)**; SEC approval of special events permit which includes a parking program is required as a CUP condition of approval. **Hamrick** inquired about details like vendors parking their cars on Ocean Boulevard, and whether that would be included in the Planning Commission’s vote to approve; **Johnson** clarified that it would, because the other advisory bodies have already rendered their recommendations.

**Chair White** inquired whether the CEAC has explored off-site parking locations to accommodate the attendees for events at the Estate. **Planning Manager Johnson** stated that many locations had been considered, including City Hall and local hotels. **Johnson** gave an example of the City to Sea event, where participants were shuttled to and from City Hall. **White** inquired about attendees who travel by bike, and **Johnson** clarified that the **Special Events Committee** would vet such variables during its review.

**Commissioner Jewell** inquired whether Dinosaur Caves Park was considered for additional parking, and **Community Development Director Biggs** clarified that it was deemed infeasible. **Jewell** inquired whether outdoor occupancy loads had been determined for events at the Estate. **Biggs** summarized the maximum standing-room and seating-room occupancies that had been identified for various areas of the Estate, noting that capacity far exceeded the allowed attendance, and clarified that the Building and Fire Departments had already determined that ingress and egress for the site was adequate. **Jewell** inquired whether the area near the lighthouse was utilized, and why not.

**James Weilbacher**, CAPSLO, described his organization’s Afternoon of Epicurean Delight event in detail; stated that they average around 400 attendees, 100 vendors, 14 band members, and 30 volunteers each year; stated that CAPSLO is committed to meeting the conditions of the use permit, and minimizing any negative impacts upon the community. A news segment from KSBY called “No Place Like Home” was presented. **Commissioner Overland** clarified that the event has been occurring for 25 years at the Estate. **Weilbacher** noted that the Afternoon of Epicurean Delight event is event is a four hour event that happens once a year.

**Brian Asher Alhadeff**, Opera SLO, stated his appreciation for the continuing ability to hold their annual event at the Estate, and reiterated the benefit to the community, both financially and culturally.

**Chair White** opened the Public Hearing.

**Maria Santos** inquired whether the Commission had an opportunity to read the letters submitted by her neighbors, and how far in advance the Commission receives its agenda materials for review. **Chair White** confirmed that Commissioners receive the public comment from staff as soon as it’s submitted, and that agenda materials are released mid- to late-week before a Tuesday meeting. **Santos** stated her opposition to the proposed amendments to the CUP, primarily due to the impact upon neighboring residential uses.
Diane Farley, Ocean Street, stated that the changes proposed in staff’s report appear to extend beyond those discussed with City Council on January 20, 2015, and stated her opposition to the modifications, due in part to the lack of a Strategic Plan. Chair White stated that he would ask Staff to address these concerns.

Katchy Andrews, Chapman Estate Advisory Commission Shell Beach Improvement Group Representative, stated that she has worked on the CAPSLO Epicurean event and supports the modifications proposed for the CUP. She as an individual suggested additional modifications: offering early event entry for a higher ticket price, in order to increase revenues and decrease the traffic rush; distributing e-vites in order to reduce cost; offering higher-ticket raffle items to increase revenue; adding bike racks. Andrews stated that parking and transportation to the gate is a larger issue than the capacity of the venue itself, which is adequate.

Lisa Mills, Esparto Avenue, stated that she has not experienced significant negative impact from events at the Estate, and that CAPSLO has been conducting their event responsibly, but that an expiration date is still desirable in order to maintain control.

Larry Schmidt stated that it would have been the Estate owner’s wish to have the annual event continue, and be as profitable as possible, and that a few hours of inconvenience for the neighbors once a year should be tolerable.

Marilee Hyman, Shoreline Drive, stated that the value of an event should outweigh the few inconveniences, and that other local sites whose activities present a nuisance to a few are viewed as valuable overall, and that she supports the amendments to the use permit, and does not support the idea of a yearly renewal date.

Judy Kambestad, SLO Symphony and Chapman Estate Advisory Commission member, voiced her approval of extending the CUP in order to allow for 2015 fundraisers.

Reggie Santos, Shell Beach voiced his opposition to the proposed modifications to the use permit, and that the intent of the existing entitlement is to take slow steps in the evolution of the use of the property, and that exceptions should not be made for any particular large event, in order to avoid setting precedents. Santos stated that removing the expiration date of the CUP is undesirable because revoking it would be difficult.

Chair White closed the Public Hearing.

In response to Farley and Santos, Planning Manager Johnson recapped the events which have occurred since the use permit was granted, and that a mechanism for concrete neighborhood feedback must be implemented. Johnson clarified that the number 400 in the January 2015 Council staff report referred to the number of tickets allowed to be sold, not the number of attendees.

Chair White suggested a possible condition that parking for events of 50 attendees or more must be accommodated offsite; asked how difficult it would be to revoke the use permit, if the expiration date were eliminated. Community Development Director Biggs clarified that if staff received complaints, an attempt to achieve owner compliance would be made before bringing the matter before the Planning Commission for possible revocation, which process could take one to three months. Planning Manager Johnson cited existing periodic review arrangements
in place for other entitlements. White stated his support of extending the expiration date, and noted that parking plans for certain types of recurring events can be standardized over time, making the process more efficient.

Commissioner Jewell noted the need for more quantified parking capacities; stated that he would support one-year or 18-month expiration dates. Jewell stated that Special Events Committee and Traffic Safety Advisory Committee meetings are closed to public input and thus responsibility for substantial parking planning should not be left to them; inquired whether the SEC could offer a recommendation to the Commission instead. Community Development Director Biggs stated that the Planning Commission could establish parameters for the SEC's decisionmaking metrics, ensuring that the intent of the use permit is met. Jewell stated that issues about parking have not been addressed clearly enough for the Commission to establish those parameters, and that public outreach will be critical; inquired whether the SEC could include the City Engineer in their evaluation of parking plans.

Commissioner Overland noted that walking distance ability will vary among attendees, and that a yearly expiration date may be prohibitive to event planning, and that there exists opportunity to review and change the entitlement even without periodic expiration dates. Overland inquired as to what would occur if the Commission decided to amend what it later deemed to be inappropriate conditions. Community Development Director Biggs stated that the amendments currently proposed are a result of such a scenario, where the proposed amendments began with staff and other advisory bodies. Overland clarified that, if the expiration date is removed, any concerns discovered may be resolved without the Planning Commission's input, and stated his support for having a check in the system. Overland asked for clarification that Estate neighbors would have the opportunity to comment following notice from the City. Planning Manager Johnson stated that Condition 2M could be modified to specifically allow neighbors to give input on specific event parking plans. Overland inquired if such a plan has been in place already, and Johnson stated that it was approved by the SEC, with the parking at Shell Beach School, which was unpopular with the community.

Vice-Chair Hamrick stated that the use permit is a work in progress, which will require mechanisms for periodic evaluation; stated his approval of a yearly expiration date, and of the Commission having the opportunity to approve parking plans for each event.

Commissioner Woodhouse voiced his approval of extending the expiration date so the entitlement can be further evaluated; inquired how the City can better measure the impact upon neighbors. Woodhouse voiced support of an 18-month expiration; stated that it would be cumbersome to review a specific parking plan for each event.

Planning Manager Johnson stated that it would be preferable for staff to be able to craft language for conditions regarding parking and return to the Commission after speaking with the Special Events Committee (SEC), and that the Commission will need to provide approximate guidelines to help staff and the SEC craft parking proposals that are likely to be approved when presented to the Commission. Commissioner Jewell stated that those ratios could be provided by the Traffic Safety Advisory Commission (TSAC). Community Development Director Biggs stated that staff could formulate some numbers and provide the rationale.

Public Works Director Fine stated that the public is invited to attend meetings of the Traffic Safety Advisory Committee, which includes a community member at large, and that the
Special Events Committee includes two community members. Fine stated that TSAC recommendations are forwarded to the City Council.

Motion by Commissioner White, second by Commissioner Woodhouse, to continue the item to a special meeting to be held as soon feasible, preferably preceding the seating of new Commission members, in order to allow staff to confer with the Special Events Committee and return with a set of conditions as revised below, and further revised to include mechanisms for the Commission’s review of event parking plans.

Summary of revisions to the language proposed staff’s report:

Expiration Date on Page 30 of Staff’s Report: Change June 24, 2015 to June 24, 2016.

CONDITIONS:

2. CAPSLO event requirements:

a) The Shuttle bus (as referenced in Condition 4) will only drive the widest Shell Beach streets, likely Vista Del Mar.

Public Works Director Fine noted the widest streets in the City: Boeker and Esparto Avenues are 31 feet wide, Morro and Cuyama Avenues are 28 feet wide, and Vista Del Mar Avenue is 35 feet wide.

b) Vendors and individuals staffing the event will not park on the narrower streets of Sante Fe, Esparto or Placentia Streets.

d) The Event Shuttle bus will not idle on Ocean Blvd in the vicinity of the Chapman House, Esparto, Santa Fe or Placentia Streets.

e) There will be a trained volunteer traffic coordinator for the entire event. This person will be dedicated to keeping traffic moving.

f) With the permission of Mr. Shidler, the ticket table will be located in the driveway of the Chapman Estate garages. This area will be occupied by ticket tables and a shade structure(s) out of the public right-of-way. Should Mr. Shidler decline to authorize this location, CAPSLO will work with the Special Events Committee to determine an appropriate location for the ticket tables and shade structure(s).

Kayla Wilburn, CAPSLO, stated that ticket tables are positioned near the main gate, with popup tents over the tables and barriers in the street, and that the garage is the best alternative; clarified that disabled-accessible parking is available.

h) Access to the Estate entry gates from the ticket table will be accomplished by sectioning off a distance of three to five feet between the curb and cones for folks to walk from the ticket tables to the gates, subject to SEC approval.

i) The area to the south side of the portable accessible restrooms will be roped off for safety.
James Weilbacher, CAPSLO, clarified that a pedestrian hazard exists there.

j) The hours of the event will be from 11:30 am to 3:30 pm. Volunteers will be on site until as late as 5:30 pm for clean-up.

l) CAPSLO will seek an on-site monitor for the event from either SBIG or Friends of the Chapman House and Gardens Chapman Estate Advisory Commission to assure ongoing compliance with the requirements of the Conditional Use Permit. Should an on-site monitor from either of these groups not be available, CAPSLO will work with the City to assure on-site monitoring by another individual or individuals.

m) CAPSLO shall be notify the Shell Beach neighborhood as early as possible of the Event date and time.

   Staff will further modify this condition to create a nexus for public feedback on the parking plan for each event.

n) A neighborhood liaison and a phone number contact will be provided to the neighborhood. The liaison will be available the day of the event to address issues in the neighborhood that may arise.

   Staff will develop an alternate condition that combines conditions 2m and 2n.

o) Event sponsors and CAPSLO advertisement, as approved by Special Events Committee, of the event will encourage car pooling and biking to the event or shuttle locations.

p) A good neighbor policy on all Event advertisement will be developed and widely distributed which reminds attendees that they are in a residential neighborhood and they should be respectful of the people that live in the neighborhood.

   Staff will seek a way to integrate this notice with the notice required by Condition 2. m).

10. A written assessment of the Event(s). Staff will provide a mechanism for a quantifiable assessment at the next meeting.

11. Free Community Events. A Free Community Event is one principally offered to members of the neighboring community in which the Chapman Estate is located and where individuals are allowed to enter and participate in the event without charge or consideration by the host(s), organizer(s), or promoter(s) of the event. The Chapman Estate Advisory Commission (CEAC) may authorize three (3) free community events with 100 persons per event at the Estate Grounds each year. These Community Events are not subject to the parking requirements specified in Condition 4. The CEAC may allow no more than thirty (30) parking passes for three (3) events provided the event sponsor(s) require parking on the west side of Ocean Blvd for the event(s). Event entry will be limited to those who provide a parking pass or identification of residency between Cliff Avenue and Spyglass Drive or those who arrive by bicycle. Event
coordinators will be responsible monitoring the number and location of each car with a parking pass.


Cathy Andrews clarified the SBIG’s original intent for this event.

The motion was approved by roll call vote. The motion passed 5—0.

Voting Yes: White, Hamrick, Jewell, Overland, Woodhouse.
Voting No: None.

5. Commissioner Comments:

Commissioner Woodhouse noted the addition of “beach access” signs at the Spyglass Hotel.

6. Director Comments:

Planning Manager Johnson stated that the public art portion of the Downtown Strategic Plan will be considered by the Parks, Recreation and Beautification Commission on February 12, 2015.

7. Adjournment: 9:34 p.m.

APPROVED BY THE PLANNING COMMISSION FEBRUARY 24, 2015

PREPARED BY: ERICA INDERLIED, MINUTES CLERK

APPROVED: ATTEST:

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DJ WHITE  CAROLYN JOHNSON
PLANNING COMMISSION CHAIR  PLANNING MANAGER