

City of Capitola

Special Planning Commission Meeting

Minutes



Tuesday, July 23, 2024 – 5:00 PM

City Council Chambers

420 Capitola Avenue, Capitola, CA 95010

Chairperson: Courtney Christiansen

Commissioners: Paul Estey, Gerry Jensen, Susan Westman, Peter Wilk

1. Roll Call and Pledge of Allegiance

The meeting was called to order at 5:00 PM. In attendance, Commissioners Estey, Westman, Wilk, Vice Chair Jensen, and Chair Christiansen

2. Additions and Deletions to the Agenda

A. Additional Materials Item 5A - correspondence received

The Deputy City Clerk announced the additional materials received for tonight's agenda.

3. Oral Communications

Joe Heller

Goran Klepic

4. Planning Commission/Staff Comments

Commissioner Wilk thanked those who commented on the Municipal Code, stating that the Commission has been working on the code for years, however, the public are those who live with the code, not necessarily the body who are working to amend it. He thanked those who participate in this public process, citing a few letters received for tonight's agenda, and asked the public to continue providing their input towards this topic.

5. Public Hearings

A. Citywide Zoning Code Update

Project Description: Application #24-0026 for future amendments to the Capitola Municipal Code Title 17: Zoning to introduce Housing Element implementation programs and clarify existing standards. The future Zoning Code amendments will impact the development standards and regulations for properties citywide. The Zoning Code is part of the City's Local Coastal Program (LCP) and amendments require certification by the California Coastal Commission prior to taking effect in the Coastal Zone.

Recommended Action: Provide feedback to staff on zoning discussion items and preliminary draft Zoning Code amendments.

Ben Noble, Consultant, presented the staff report.

Topic: Design Review process and the design review criteria.

Chair Christiansen opened the public comment for the first section of this Item.

Janine Roeth.

Chair Christiansen closed the public comment.

Topic: lot consolidation.

Chair Christiansen opened this topic up for public comment.

Janine Roeth.

Chair Christiansen closed the public comment.

Topic: parking.

Chair Christiansen opened the public comment.

Janine Roeth.

Chair Christiansen closed the public comment.

Throughout the presentation, the Commission engaged in a discussion with consultant and staff and provided feedback for future zoning code amendments. The recommendations are listed in the following table:

Topic	Code Section	PC Direction
Lot Consolidation (1.1)	17.20.040.K; 17.24.030.J:	Increase height for housing development projects that consolidate adjacent housing element opportunity sites to 35 feet for residential projects and 40 feet for mixed use projects with ground-level commercial
Design Review Process; Architecture and Site Review Committee	17.120	Revise Design Review Criteria. Keep the design review meetings to an advisory role and avoid requiring public meeting requirements, if possible. City should have flexibility in how third-party design consultants are contracted.
Location of Retail Cannabis Establishments	Table 17.24-1; 17.24.020.D	Allow retail cannabis on properties in the C-C zone which front 41st Avenue
Upper Floor Decks	17.16.030.B.11	Return with more details showing upper deck projections and buildout
Parking for New SFDs	17.76	Remove covered parking requirement.
Flatwork	17.72	Do not create new flatwork standards or requirements
Office uses in the C-R zoning district	17.24.020	Return with amendments to increase flexibility for office uses in the C-R zone

6. Director's Report

None.

7. Adjournment – *The meeting was adjourned at 7:25 PM to the next scheduled special meeting of the Planning Commission on August 8th at 5:00 PM.*