



# Notice of Temporary Meeting Procedures

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## Important Notice Regarding COVID-19

### TEMPORARY MEETING PROCEDURES

Based on the threat of COVID-19 as reflected in the Proclamations of Emergency issued by both the Governor of the State of California and the San Luis Obispo County Emergency Services Director as well as the Governor's Executive Order N-29-20 issued on March 17, 2020, relating to the convening of public meetings in response to the COVID-19 pandemic, until further notice all public meetings for the Department of Planning and Building for the County of San Luis Obispo will be closed to members of the public and non-essential County staff.

Below are instructions on how to view the meeting remotely and how to provide public comment. Additionally, hearing body members and officers may attend the meeting via teleconference and participate in the meeting to the same extent as if they were present.

### **Agendas Posted in Public Locations**

Agendas will still be physically posted outside of the San Luis Obispo Superior Courthouse at the Monterey entrance at 1050 Monterey Street and outside of the New Government Center entrance at 1055 Monterey Street. A full copy of the agenda packet, which includes staff reports will now be available for public review at the Public Information Counter in the lobby of the New Government Center at 1055 Monterey Street.

Using the most rapid means of communication available at this time, members of the public are encouraged to participate in meetings in the following ways:

### **How to Observe the Meeting (no public comment)**

- ☐ Cable Channel 21 (Planning Commission Only)
- ☐ [www.slocounty.ca.gov](http://www.slocounty.ca.gov)

### **How to Join Meeting and Provide Spoken Public Comment (ZOOM Platform)**

#### **Join Meeting**

Members of the public, including applicants/agents, wishing to observe and/or provide live public comment may also participate in the meeting via the ZOOM platform by using one of the following options:

#### ***Via Computer or Smart Device*** (e.g. smart phone, tablet, etc.)

- ☐ Click on the meeting link at the top of the agenda.
  - WEBSITE: <https://zoom.us/join>
- ☐ Input the Meeting ID Number listed at the top of the agenda.
- Follow the prompt to enter your name and email address and press 'Join Webinar in Progress'

#### ***Via Telephone***

- ☐ Dial the telephone number listed at the top of the agenda.

- When prompted, enter the “Meeting ID Access Code” provided at the top of the agenda and press the pound key (#).
- When prompted for a “Participant ID”, press the pound key (#) again and you will be automatically connected. **You do not need a Participant ID to join the meeting.**

## **Public Comment via ZOOM**

### If You Would Like to Speak

- When the Chair calls for general public comment, or for public comment on an agenda item, members of the public, including applicants/agents, who have joined by website or smart device may do so by using the “Raise Hand” feature at the bottom of the screen.
- If joining by phone, please press \*9 to activate the “Raise Hand” feature. This will notify the Clerk that you wish to provide public comment for that specific item.

### Protocol for Speaking During Public Comment

When it is your turn to speak, the Clerk will unmute your connection, announce your name (or the last four digits of your phone number if you are calling in) and let you know that you are live on the line to make your comments.

- Please begin by stating your name for the record. Public comments will be limited to three (3) minutes. Public speakers, including the applicant/agent, will be broadcast in audio form only.

### Public Comment for More Than 1 Item

If providing public comment for multiple items on the agenda, please use the guidelines listed above for each individual item.

### Submit Supporting Documents – MUST BE DONE 48 HOURS IN ADVANCE

If members of the public, including applicants/agents, want to present visual documents/PowerPoint presentations while speaking, they should submit the document electronically at least 48-hours in advance of the meeting to the corresponding hearing body email listed in the table below.

*If submitted after the 48-hour deadline, staff will make best efforts –but cannot guarantee – to make the visuals available for presentation during the meeting.*

## **How to Provide Verbal Public Comment via Telephone (Voicemail Only)**

- 1) Call the number listed below for the specific hearing body.
- 2) State and spell your name, provide the hearing date and agenda item number you are calling about.
- 3) Leave your comment.

Please Note: Verbal comments are limited to 3 minutes including stating your name. Please limit your comment to one (1) agenda item per message. If you would like to comment on multiple agenda items, you are requested to leave a separate message for each item.

Deadline: Verbal comments (voicemails) must be received by the Clerk no later than 4:00 PM the day before the noticed meeting. Every effort will be made to play your comment aloud at the meeting. However, some comments may not be included due to the time limitations or technical issues. All comments will be entered into the administrative record and provided to each hearing body member or officer.

## **How to Provide Public Comment via Email or Mail**

Please email or mail your comment to the attention of the hearing clerk identified below for the appropriate hearing body.

Please Note: Comments received by email or U.S. Mail will be placed into the administrative record and forwarded to each hearing body officer or member. Comments will not be read aloud or presented visually at the meeting.

Deadline: Public comments can be submitted and taken into the administrative record any time via email or U.S. Mail up until the close of the hearing for that item. In order for written comments to be more effective, we encourage you to submit written comments at least 24 hours in advance of the hearing, which will provide the hearing body members or officer a better opportunity to review the correspondence.

<b>Hearing Body</b>	<b>Verbal Comment Voicemail Number</b>	<b>Written Comment Clerk Email</b>	<b>Written Comment Mailing Address</b>
Planning Commission ("PC")	(805) 788-6043	Ramona Hedges <a href="mailto:rhedges@co.slo.ca.us">rhedges@co.slo.ca.us</a>	Department of Planning and Building Attn: PDH, PC, SRB, APROC, or ALUC 976 Osos St., Room 300 San Luis Obispo, CA 93408
Planning Department Hearing ("PDH")	(805) 788-6057	Daniela Chavez <a href="mailto:dchavez@co.slo.ca.us">dchavez@co.slo.ca.us</a>	
Subdivision Review Board ("SRB")	(805) 788-6059	Daniela Chavez <a href="mailto:dchavez@co.slo.ca.us">dchavez@co.slo.ca.us</a>	
Airport Land Use Commission ("ALUC")	(805) 788-6684	Daniela Chavez <a href="mailto:dchavez@co.slo.ca.us">dchavez@co.slo.ca.us</a>	
Agricultural Preserve Reserve Committee ("APRC")	(805) 788-6668	Ramona Hedges <a href="mailto:rhedges@co.slo.ca.us">rhedges@co.slo.ca.us</a>	

Persons who require accommodations for any audio, visual or other disability in order to review an agenda, or to participate in a meeting of the Planning and Building Department per the American Disabilities Act (ADA), may obtain assistance by requesting such accommodation 72 hour in advance of the meeting to the Clerk of the hearing body listed above at (805) 781-5600.



## County of San Luis Obispo Subdivision Review Board

Brian Pedrotti, Planning  
Karen Nall, Planning  
Andrew Mutziger, APCD  
Edward Reading, Public Works  
Leslie Terry, Public Health

# AGENDA

### **ZOOM MEETING INFORMATION:**

Website: <https://zoom.us/join>

Meeting ID: 839 5573 8020

Call in Phone Number: (669) 900-9128

**MEETING DATE: Monday, October 5, 2020**

### **MEETING SCHEDULE:**

Meeting Begins

9:00 a.m.

*ALL HEARINGS ARE ADVERTISED FOR 9:00 A.M. THIS TIME IS ONLY AN ESTIMATE AND IS NOT TO BE CONSIDERED AS TIME GUARANTEED. THE PUBLIC AND APPLICANTS ARE ADVISED TO ARRIVE EARLY.*

### **ROLL CALL**

#### **PUBLIC COMMENT PERIOD**

1. Members of the public wishing to address the Board on matters other than scheduled items may do so at this time, when recognized by the Chairman. Presentations are limited to three minutes per individual.

#### **CONSENT AGENDA**

2. August 5, 2019 SRB Minutes
3. A request for a **Fifth Time Extension** by **Najdik Amirian** for a Conditional Use Permit and concurrent Vesting Tentative Parcel Map to: 1) subdivide an existing 2.85 acre parcel into six parcels ranging in size from 9,021 square feet up to 19,475 square feet for development of a retail center; and 2) construction on the resulting parcels of five buildings of approximately 3,065 square feet, 3,128 square feet, 4,576 square feet, 4,964 square feet, and 5,145 square feet, parking for 99 vehicles, grading, and landscaping. The remainder of the property would remain as private open space. The project will result in the disturbance of approximately 2.3 acres on a 2.85 acre parcel. The project includes abandonment of Ag Hill Road that terminates at the CAL TRANS Right-of-Way along Highway 101. The proposed project is within the Commercial Retail land use category and is located at the northeast corner of Highway 101 and Vineyard Drive, in the community of Templeton. The site is in the Salinas River Sub-area in the North County planning area.

**County File Number: EXT2020-00037**

Assessor Parcel Number: 041-211-011

Supervisorial District: 1

**Project Manager: Emi Sugiyama**

Date Accepted: NA

**Recommendation: Approval**

4. A request for a **Fourth Time Extension** by **Dioselina LeBlanc** for a Tentative Parcel Map (SUB2014-00027 / CO14-0099) to subdivide an existing approximately two (2) acre parcel into two parcels of one (1) acre each, for the purpose of sale and/or development. The application included an adjustment to the design criteria required by Section 21.03.010 that limits the depth of a parcel to no more than three times the average width of a parcel. The parcel map will include site disturbance associated with fronting road improvements, utility trenching and potential disturbance for drainage improvements. The site is currently developed with an existing primary single-family residence, secondary manufactured residence, and workshop. The site lies at the northeast corner of Osage Street and Pajaro Lane in the community of Nipomo. The site is within the South County Inland Sub-area of the South County Planning Area.

**County File Number: EXT2020-00033**

Supervisorial District: 4

**Project Manager: Stephanie Fuhs**

Assessor Parcel Number: 092-473-035

Date Accepted: NA

**Recommendation: Approval**

5. A request for a **Fourth Time Extension** by **Eve Gabrick/Kirby Conklin** for a Tentative Parcel Map (SUB2010-00024 / CO10-0081) to subdivide an existing approximately seven-acre parcel into two parcels of 3.52 and 3.45 each for the purpose of sale and/or development. The project includes off-site road improvements to the intersection of Quebrada Lane and Printz Road. The project will result in the disturbance of approximately one acre for access improvements with additional disturbance as lots are developed. The project involves a road exception request from the normal road width of 20 feet with 2-foot shoulders on both sides. The proposed road width is 16-feet with 2-foot shoulders for an 82-foot length from Printz Lane along Quebrada, widening to 20-feet thereafter. The project also proposes an exception to the parcel design standards for the 3:1 length to width ratio. The proposed project is within the Residential Suburban land use category and is located at 765 Quebrada Lane, approximately .5 mile north of the Printz/Tally Ho Road intersection, adjacent to the city limits of Arroyo Grande. The site is in the San Luis Bay Sub-Area in the South County Planning Area.

**County File Number: EXT2020-00038**

Supervisorial District: 4

**Project Manager: Stephanie Fuhs**

Assessor Parcel Number: 047-134-020

Date Accepted: NA

**Recommendation: Approval**

## **HEARINGS**

6. Hearing to consider a request by **Stephen and Vivian Hanover** for a Tentative Parcel Map to allow for the subdivision of a 5.88-acre parcel into two parcels of 2.3 and 3.58 acres each for the purpose of sale and/or development. The proposal also includes abandonment of the Calle Crotalo and Broza Lane right-of-ways, as shown on recorded Tract 681. The project will result in the disturbance of up to two acres of the 5.88-acre site as a result of required road improvements, infrastructure and future residential development. The proposed project is located within the Residential Suburban (4.54 acres) and Agriculture (1.34 acres) land use categories. Proposed Parcel 1 would contain 2.3 acres of Residential Suburban and Proposed Parcel 2 would contain 2.24 acres of land with Residential Suburban zoning and 1.34 acres of land with Agriculture zoning. The project is located at 3812 Sequoia Drive, approximately 1,100 feet north-east of Orcutt Road and approximately 0.2 miles south-east of the city of San Luis Obispo in the San Luis Obispo Planning Area, San Luis Obispo North Sub Area. Also to be considered at the hearing will be adoption of the Environmental Document prepared for the item. The Environmental Coordinator, after completion of the initial study, finds that there is no substantial evidence that the project may have a significant effect on the environment, and the preparation of an Environmental Impact Report is not necessary. Therefore, a Mitigated Negative Declaration (pursuant to Public Resources Code Section 21000 et seq., and CA Code of Regulations Section 15000 et seq.) has been issued on August 20, 2020 for this

project. Mitigation measures are proposed to address Air Quality, Biological Resources, and Transportation and Circulation and are included as conditions of approval.

**County File Number: SUB2019-00051**

Supervisorial District: 3

**Project Manager: Stephanie Fuhs**

Assessor Parcel Numbers: 076-532-035

Date Accepted: December 2, 2019

**Recommendation: Approval**

7. Hearing to consider a request by **Frank Mazzone** for a Tentative Parcel Map (SUB2019-00055 / CO14-0106) to subdivide an existing 16.73-acre parcel into two parcels of 11.66 and 5.07 acres each for the purpose of sale and/or development. Parcel 1 will include an existing 6,000 square foot residence, agricultural barn and accessory storage structures. Parcel 2 will include an existing 1,200 square foot residence, a 500 square foot historic residence converted to storage, and several small accessory sheds. A side setback adjustment is requested to allow the existing structure to be located 10 feet, nine inches from the property line. A second adjustment is requested to eliminate standard road improvements on Monte Road, otherwise required by the County's standard improvement specifications and drawings and Title 21, The Real Property Division Ordinance. No new site disturbance is proposed or anticipated other than utility improvements. An existing shared well will continue to serve the two parcels. The property is in the Residential Rural land use category and subject to a Planning Area Standard that limits subdivision to two parcels and prohibits secondary residences. The project site is located at 6505 Monte Road, San Luis Obispo on the east side of Highway 101 at the intersection of San Luis Bay Drive and Monte Road, approximately 3 miles south of the City of San Luis Obispo, in the San Luis Obispo Sub Area North of the San Luis Obispo Planning Area. Also to be considered is the determination that this project is categorically exempt from environmental review under CEQA.

**County File Number: SUB2019-00055**

Supervisorial District: 3

**Project Manager: Cindy Chambers**

**Assessor Parcel Number: 076-251-044**

Date Accepted: December 31, 2019

**Recommendation: Approval**

#### **PLANNING STAFF UPDATES**

8. This is the time staff provides updates to the Review Authority for items not on the agenda.

ESTIMATED TIME OF ADJOURNMENT: 11:00 a.m.

**Next Scheduled Meeting: November 2, 2020** in the County Board of Supervisors Chambers, County Government Center, San Luis Obispo, CA.

DANIELA CHAVEZ, SECRETARY  
COUNTY SUBDIVISION REVIEW BOARD

## **SUBDIVISION REVIEW BOARD MEETING PROCEDURES**

Subdivision Review Board meetings are conducted under the authority of the Chair. Each item scheduled for public hearing at a Subdivision Review Board meeting will be announced by the Chair and the hearing will be conducted as follows:

1. The Planning Department staff will present the staff report and recommendation on the matter being heard.
2. The Chair will open the public hearing by first asking the project applicant/agent to present any points necessary for the Subdivision Review Board, as well as the public, to fully understand the proposal.
3. The Chair will then ask other interested persons to come to the podium to present testimony either in support of or in opposition to the proposal.
4. Finally, the Chair will invite the applicant/agent back to the podium to respond to the public testimony. Thereafter, the Chair will close the public testimony portion of the hearing and limit further discussion to the Subdivision Review Board and staff prior to the Subdivision Review Board making a decision.

## **RULES FOR PRESENTING TESTIMONY**

Subdivision Review Board hearings often involve highly emotional issues. It is important that all participants conduct themselves with courtesy, dignity and respect. All persons who wish to present testimony must observe the following rules:

1. When you come to the podium, first identify yourself and give your place of residence. The meetings are recorded, and this information is required for the record.
2. Address your testimony to the Chair. Conversation or debate between a speaker at the podium and a member of the audience is not permitted.
3. Keep your testimony brief and to the point. Talk about the proposal and not about individuals involved. On occasion, the Chair may be required to place time limits on testimony; in those cases, proposal description/clarification will be limited to 12 - 15 minutes, individual testimony to 3 minutes, and speakers representing organized groups to 5 minutes. Focus testimony on the most important parts of the proposal; do not repeat points made by others. And, please, no applauding during testimony.
4. Written testimony is acceptable. However, letters are most effective when presented at least a week in advance of the hearing. Mail should be directed to the Planning Department, attention: Subdivision Review Board Secretary.

## **APPEALS**

If you are dissatisfied with any aspect of an approval or denial of a project, you have the right to appeal this decision to the Board of Supervisors up to 14 days after the date of action, in writing, to the Planning Department. If legitimate coastal resource issues related to our local Coastal Program are raised in the appeal, there will be no fee. If an appeal is filed for an inland project, or for a coastal project with no legitimate coastal issues, there will be a fee set by the current fee schedule. If a fee is required, it must accompany the appeal form. The appeal will not be considered complete if a fee is required but not paid. There must be an original form and original signature, a FAX is not accepted.

Subdivision Review Board decisions may also be appealable to the California Coastal Commission pursuant to Coastal Act Section 30603 and the County Coastal Zone Land Use Ordinance 23.01.043. Exhaustion of appeals at the county is required prior to appealing the matter to the California Coastal Commission. The appeal to the Board of Supervisors must be made to the Planning Commission Secretary, Department of Planning and Building, and the appeal to the California Coastal Commission must be made directly to the California Coastal Commission Office. These regulations contain specific time limits to appeal, criteria, and procedures that must be followed to appeal this action. The regulations provide the California Coastal Commission 10 working days following the expiration of the County appeal period to appeal the decision. This means that no construction permits can be issued until both the County appeal period and the additional Coastal Commission appeal period have expired without an appeal being filed.

Contact the Coastal Commission's Santa Cruz Office at (831) 427-4863 for further information on appeal procedures.

**HEARING IMPAIRED:** There are devices for the hearing impaired available upon request.

**COPIES OF VIDEO, CD:** Copies of the CD of the proceedings are available at the Department of Planning and Building, for a fee.

## **ON THE INTERNET**

This agenda may be found on the internet at: <http://www.sloplanning.org> under Upcoming Events. For further information, please call (805) 781-4848.