



CITY OF BUELLTON

PLANNING COMMISSION AGENDA

**Regular Meeting of December 4, 2014 – 6:00 p.m.
City Council Chambers
140 West Highway 246, Buellton, California**

Materials related to an item on this agenda, as well as materials submitted to the Planning Commission after distribution of the agenda packet are available for public inspection in the office of the Planning Department located at 331 Park Street, during normal business hours.

CALL TO ORDER

Chair Adams

PLEDGE OF ALLEGIANCE

Commissioner Mercado

ROLL CALL

Commissioners Jason Fussel, Art Mercado, Foster Reif, Vice Chair Lisa Figueroa and Chair Craig Adams

REORDERING OF AGENDA

APPROVAL OF MINUTES

- 1. Minutes of the regular Planning Commission meeting of October 16, 2014**

PUBLIC COMMENTS

Members of the audience wishing to address the Planning Commission on matters not on the agenda may do so at this time. No action will be taken on these items at this meeting. Please state your name and address for the record. Comments should normally be limited to three minutes.

CONSENT CALENDAR

None

NEW PUBLIC HEARINGS

None

CONTINUED PUBLIC HEARINGS

None

OTHER BUSINESS

- 2. Preliminary Review of Tilton Racing 14-FDP-04**
❖ *(Staff Contact: Contract Planner Irma Tucker)*

WRITTEN COMMUNICATIONS

PLANNING COMMISSIONER COMMENTS

PLANNING DIRECTOR REPORT

PRESENTATIONS

- 3. Presentations to outgoing Commissioner Jason Fussel and Chairman Craig Adams**

ADJOURNMENT

To the next regularly scheduled Planning Commission meeting of Thursday January 15, 2015

* Please note that the date of any Planning Commission decision starts an appeal period. During the appeal period either the applicant or any aggrieved party may appeal the application of a perceived onerous or unreasonable condition or the decision itself to the City Council as governed by the applicable section of the Buellton Municipal Code.

CITY OF BUELLTON

PLANNING COMMISSION MEETING MINUTES

**Regular Meeting of October 16, 2014 – 6:00 p.m.
City Council Chambers, 140 West Highway 246
Buellton, California**

CALL TO ORDER

Chair Adams called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

Commissioner Mercado led the Pledge of Allegiance

ROLL CALL

Present: Commissioners Jason Fussel, Art Mercado, Foster Reif, Vice Chair
Lisa Figueroa and Chair Craig Adams

Staff: City Manager Marc Bierdzinski
Contract Planner Irma Tucker
Public Works Director Rose Hess
Staff Assistant/Planning Technician Clare Barcelona

REORDERING OF AGENDA

None

PRESENTATIONS

None

APPROVAL OF MINUTES

- 1. Minutes of the regular Planning Commission meeting of October 2, 2014**

MOTION:

Commissioner Reif moved and Commissioner Fussel seconded the motion to approve the Minutes of October 2, 2014.

VOTE:

Motion passed by a 5-0 voice vote.

PUBLIC COMMENTS

None

CONSENT CALENDAR

None

NEW PUBLIC HEARINGS

- 2. **Resolution No. 14-10 – “A Resolution of the Planning Commission of the City of Buellton, California, Approving the Mitigated Negative Declaration (14-MND-01) and Mitigation Monitoring and Reporting Program for the Hampton Inn & Suites Project, a 99-Room Hotel on 3.53 Acres Located at 600 McMurray Road, Assessor’s Parcel Number 137-170-067, and Making Findings in Support Thereof”;**

and

Resolution No. 14-11 – “A Resolution of the Planning Commission of the City of Buellton, California, Approving a Final Development Plan (14-FDP-01) for the Hampton Inn & Suites Project, a 99-Room Hotel on 3.53 Acres Located at 600 McMurray Road, Assessor’s Parcel Number 137-170-067, and Making Findings in Support Thereof”

RECOMMENDATION:

That the Planning Commission consider the adoption of Resolutions No. 14-10 and No. 14-11 approving the Mitigated Negative Declaration and the related Hampton Inn & Suites project.

DOCUMENTS:

- Planning Department Staff Report with attachments (Vicinity Map, Architectural Plans, Landscape Plan, Civil Plans, Master Sign Plan, Color Rendering, Photos of Story Poles, General Comment Letters, Initial Study / Mitigated Negative Declaration, CEQA Mitigation Monitoring and Reporting Program, CEQA Comment Letters)
- Planning Commission Resolution 14-10 (adopting MND)
- Planning Commission Resolution 14-11 (approving project with conditions of approval)

STAFF REPORT:

Contract Planner Irma Tucker presented the staff report with a PowerPoint presentation.

SPEAKERS/DISCUSSION:

Staff addressed questions from the Commission regarding special events and parking, pool hours and traffic improvements.

Jim Flagg, Applicant, thanked the Commission for their consideration and answered questions regarding special events and was agreeable to conditioning the project for non-hotel guest events limiting the attendance to 50 guests between the hours of 11 a.m. to 7 p.m.

Chair Adams questioned the lack of a backup generator and was told by the Applicant that Hampton Inn does not require a generator and stated that emergency lighting is proposed.

Chair Adams opened the Public Hearing at 6:45 p.m.

Melinda Johnston, 580 McMurray Road, spoke in favor of the project but expressed concerns regarding street improvements, parking concerns and trespassers entering her property.

Ms. Hess stated that there will be a road transition area near Ms. Johnston's driveway and will not impact her property.

Chair Adams closed the Public Hearing at 6:53 p.m.

Commissioners Mercado, Rief, Vice Chair Figueroa and Chairman Adams all spoke in favor of the project.

Commissioner Fussel spoke in favor of the project but asked for conditions regarding protection of the existing trees; review the retention basin design for safety and possible security fencing around the storm water retention basin.

City Manager Bierzinski, clarified the additional conditions to Resolution No. 14-11 as follows:

- City Engineer shall review detention/retention basin design for safety and evaluate potential need and requirement for security fencing.
- All LID design and implementation areas shall require soil infiltration tests with results incorporated into geotechnical engineering recommendations.
- Compliance with Air Quality regulations, including APCD Rule 345 and related air quality requirements.
- Existing Oaks Trees remaining on property shall be incorporated into design of project and shall not be removed; during construction, fencing shall be installed along dripline of the trees, no construction equipment or materials shall be stored within six feet of dripline, and any roots encountered over one inch in diameter shall be cut and sealed under direction of biologist/arborist.

- Special Events hosted for non-hotel guests shall be conducted between the hours of 11 a.m. and 7 p.m., with a maximum of 50 non-hotel guests.
- Hours of operation for the pool shall be from 8 a.m. to 10 p.m.

MOTION:

Commissioner Reif moved and Commissioner Fussel seconded the motion to adopt Resolution No. 14-10 by title only and waive further reading.

VOTE:

Motion passed with a 5-0 roll call vote.

MOTION:

Commissioner Reif moved and Commissioner Fussel seconded the motion to adopt Resolution No. 14-11 by title only and waive further reading with the added conditions stated in the discussion.

VOTE:

Motion passed with a 5-0 roll call vote.

CONTINUED PUBLIC HEARINGS

None

OTHER BUSINESS

None

WRITTEN COMMUNICATIONS

None

PLANNING COMMISSIONER COMMENTS

None

PLANNING DIRECTOR REPORT

City Manager Bierdzinski updated the Commission on the status of upcoming planning projects and recent City Council actions and stated that there will be no Planning Commission meetings in November.

ADJOURNMENT

Chair Adams adjourned the meeting at 7:03 p.m. to the next regular scheduled meeting of the Planning Commission to be held December 4, 2014 at the City Council Chambers, 140 West Highway 246, Buellton.

Craig Adams, Planning Commission Chair

ATTEST:

Clare Barcelona, Planning Commission Secretary

An audio CD of this Planning Commission Meeting is available upon request.

CITY OF BUELLTON
Planning Commission Agenda Staff Report

Planning Director Review: _____
Planning Commission Agenda Item No: _____

To: The Honorable Chair and Commission Members

From: Irma Tucker, Contract City Planner
Marc P. Bierdzinski, City Manager

Date: December 4, 2014

Subject: Preliminary Review – Tilton Engineering New Building
14-FDP-04

BACKGROUND/DISCUSSION

Owner: Tilton Holdings, LLC
Applicant/Agent: Steve Rarig, Rarig Construction
Zoning: M (Industrial & Manufacturing)
APN: 137-500-016

The project consists of a Final Development Plan (14-FDP-04) for the construction of a new 15,000 square foot building (“Project”) to accommodate the operations of Tilton Engineering, a manufacturer of racing car parts. The Project is located on a 38,214 square foot parcel at 890 McMurray Road, Assessor’s Parcel Number 137-500-016 (northeast corner of McMurray and Easy Street). The property is zoned Industrial & Manufacturing (M) and the architectural character for the area is Contemporary Ranch.

The proposed building consists of offices, production area, warehouse/storage, and employee lunchroom. The majority of the building is 30 feet 7 inches high with some architectural details reaching 32 feet 7 inches in height; the proposed building height is under the maximum height limit of 45 feet in the M zone.

Tilton products are primarily designed for racing use, and the company has been expanding its product line to include components for the high-performance street market as well. Operations in Buellton include sales, engineering, accounting, planning, machining, assembling, warehousing, and shipping. The Applicant states that no hazardous materials are used or stored at the facility, and there are no odors associated with the products and processes.

Tilton Engineering has been based in Buellton at the same location (25 Easy Street) since 1979; however, the company has outgrown its current facility. The proposed new building will be located on an adjacent parcel just west of the current facility. Existing buildings on the Project site consist of a former motel, which is proposed to be demolished as part of the Project. The 38,214 square foot site is generally flat, and is surrounded by primarily industrial uses to the north, east and south, with Highway 101 located on the west side of McMurray Road.

The proposed building footprint is an estimated 15,000± square feet, roughly 39% of the parcel area. The building footprint is in conformance with the Municipal Code, which allows for maximum site coverage of 50% in the M Zone.

The total proposed landscape area of 5,210 s.f. meets and exceeds the City’s minimum landscape requirement of 10% of lot area (which would be 3,821 s.f. for the site.) Existing landscaping along the Easy Street frontage will remain. The proposed landscape plan provides for tree species that are consistent with the City’s approved tree list; minimum 24 gallon box trees are required, (landscape plan provides for 15 gallon boxes). Clarification is needed whether the existing wood fence along Easy Street will remain (plan sheets are conflicting); if the fence will remain, need to show height and location consistently on all plan sheets. Existing street trees (junipers) along McMurray Road will be removed to accommodate roadway widening. Several existing trees are proposed to be removed at the location to be occupied by the future building; plans need to show trunk diameter and species of trees to be removed. Near the southern edge of the proposed building, there is one existing tree that is shown “to remain” on Sheet A-1, whereas on Sheet L-2 and Grading Plan, the tree is shown “to be removed”; clarification is needed whether this is the elm tree that is addressed by the tree assessment letter (which recommends removal). Plan sheets need to be revised for consistency and intent, as applicable.

In the M Zone, Municipal code section 19.04.120 requires side and rear property lines to each be landscaped with a minimum 5 foot wide planted area, and the front property line shall have 10 foot wide planted area. The subject property is a corner lot, and the front property line (defined as the shortest boundary which corresponds with a street) is Easy Street. The Project landscape plan will need to be revised to show the required landscaped areas. It appears that additional landscaping maybe needed along the eastern side property line and potentially along the front property line, depending on the condition of the existing landscaping and fence. Additional comments regarding landscaping will be provided per the Architectural Design Review process.

Setbacks required in the M zone are 20 feet minimum at front yard; for the side yard, 10 feet minimum is required on street side, otherwise none. Rear yard setback is not required as the property is not adjacent to residential zoning. The proposed Project complies with the City’s setback requirements.

The parking requirement is determined by breaking down the building into its component uses as set forth in the following parking analysis table:

PARKING ANALYSIS BY BUILDING USE

Use	Area (or Factor)	Parking Space Ratio	Parking Req’d	Parking Provided
Production Area	7,006 s.f.	1 per 500 s.f.	14	14
Warehouse/Storage	4,682 s.f. [*est’d] (2 Employees)	1 per 1,000 s.f., 1 per 4 employees	_5_ 1	1
Office	3,312 s.f.	1 per 300 s.f.	11	11
TOTAL			31	26
Handicapped	Total number of spaces on site: 1 - 40	1 space per 40 total spaces on site	1	2
Loading Space	Industrial buildings with floor area of 10,000 to 24,999 s.f.	1 space	1 space 10 ft. X 30 ft.	1 space 10 ft. X 30 ft.

Municipal Code Sections 19.04. -140 and -142 require a total of 31 on-site parking spaces, as calculated in the above table; at a minimum, one (1) of the spaces shall be ADA accessible. The proposed square footage for Warehouse/storage space needs to be shown on the project plans; the above parking estimate is based on measurement take-offs from the site plan. The proposed parking plans provide a total of 26 spaces of which 2 are ADA accessible; the on-site parking plan will need to be revised to conform with Municipal Code requirements and to show square footages for all building use areas.

Municipal Code Section 19.04.144 describes screening requirements for parking along property lines. Parking is proposed in two separate lots located at the front and rear property lines; the screening requirement may be satisfied as part of the landscape requirement for the corresponding property lines. Additional detail is required regarding existing and proposed condition along Easy Street frontage. This Code Section also calls for additional landscape treatment where total outdoor parking area exceeds 3,500 square feet; the proposed Project has over 11,000 square feet (estimated) of parking area.

Bicycle racks are not proposed; the need to provide for bicycle parking is at the discretion of the Planning Commission, and the applicant may wish to consider adding this feature for the convenience of their employees.

The architectural character for the area is Contemporary Ranch per the City's Community Design Guidelines. Staff recommends that the project design incorporate additional architectural features and visual diversity consistent with the "contemporary ranch" style. The Project is undergoing Architectural Design Review by the City's contract Architect and Landscape Architect. Comments from this review process will be made available at the Planning Commission meeting.

One wall sign with the Tilton logo is shown on the western building elevation. The landscape plan also reflects signage, however no description is provided. The plans will need to be revised to show dimensions and materials proposed for all signs.

Additional details need to be provided on the trash and recycle area. Will these be full bins or small cans? Applicant to submit trash and recycle area plans to Marborg for review and incorporate required design considerations into revised plans.

Project access will be from McMurray Road, with two driveway entrances at the southerly and northerly portions of the property. A 10 foot roadway widening is shown along McMurray Road, and will require the removal of existing juniper trees planted along the existing street. A 10 foot wide landscape strip is proposed along the widened street frontage and new trees will be planted.

Additional comments from the Public Works Department and City Engineer regarding public improvements, right-of-way requirements, storm drainage facilities, fire hydrant relocation, and sewer / water service will be provided at the meeting.

The applicant has submitted a Preliminary Foundation Investigation and Percolation Test/ Stormwater Runoff report for City staff review.

The proposed Project is exempt from environmental review, as it meets the following criteria for a Categorical exemption under CEQA guidelines (Class 32 – Infill Development):

- It is proposed on a site of no more than five acres, surrounded by urban uses located within city limits and without any habitat value;
- Is consistent with the applicable general plan designation and applicable general plan policies and the applicable zoning designation and regulations;
- It would not result in significant traffic, noise, air quality or water quality impacts and can be adequately served by public services and utilities.

The preliminary architectural, landscape, and civil plans along with a tree assessment letter have been submitted by the Applicant and are attached hereto.

INITIAL STAFF REVIEW

After an initial review, it appears that the project is potentially consistent with the M (Industrial & Manufacturing) Zone, Industrial land use designation and other applicable Municipal Code requirements.

The following are initial staff comments on the proposed project:

- Revise parking analysis to show 5 additional parking spaces per Municipal Code requirements.
- Revise applicable plan sheets for consistency, and to show/clarify the following: north arrow, existing/proposed screening of parking along Easy Street, location and height of existing fence along Easy Street (if it is to remain), size and species of existing trees, proposed removal of elm tree addressed in tree assessment letter.
- Revise landscape plan to show required property line landscape areas per Municipal Code and the installation of 24 gallon box trees.
- Revise site plan to reflect number of parking spaces required/provided per Municipal Code and to state square footages for all building use areas, including warehouse/storage.
- Provide dimensions and materials for proposed signage.
- Revise architectural plans to incorporate additional design features and visual diversity consistent with the “contemporary ranch” style; and to address comments in the Architectural Design Review report (attached).
- Submit proposed lighting plan.
- Submit trash and recycle area plans to Marborg for review and incorporate required design considerations into revised plans.
- Provide earthwork (cut & fill) quantities on grading plan.
- Color elevations and a 3D model will be requested for the public hearing.
- An updated Preliminary Title Report dated within 180 days of application will be requested.

Staff will have additional detailed comments on the plans, to be provided at the time of the meeting. Comments and corrections from staff and the Planning Commission will be summarized in an incomplete letter to the applicant. The applicant will then respond to the incomplete letter with a resubmittal of the project. If the resubmittal meets the requirements contained in the

incomplete letter, the project will move forward with a public hearing with the Planning Commission. At that time the Planning Commission would take an action on the project.

RECOMMENDATION

That the Planning Commission provide direction to the applicant and staff on the proposed project plans.

ATTACHMENTS

Attachment 1 – Vicinity Map

Attachment 2 – Architectural Plans (linked from City website)

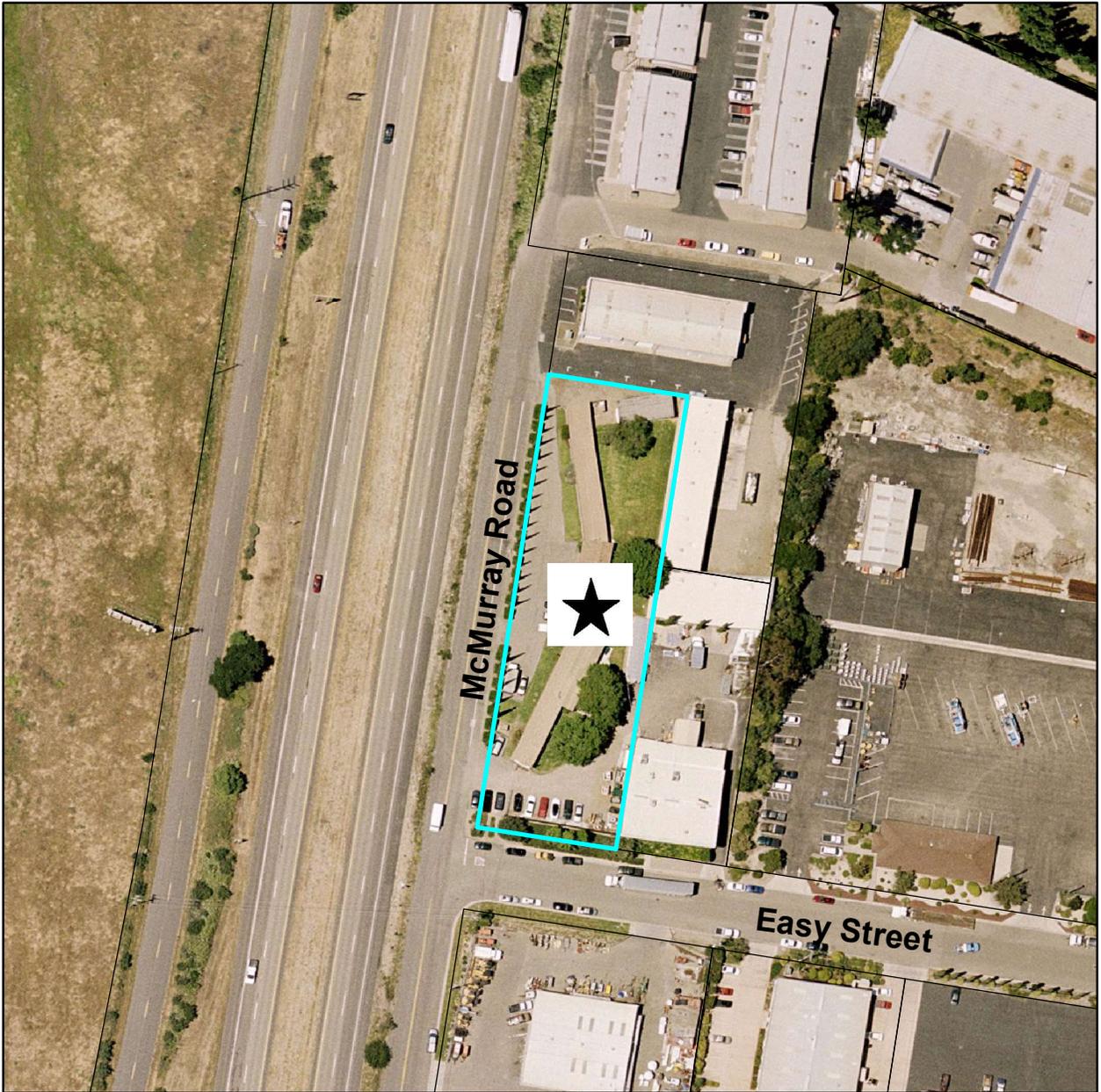
Attachment 3 – Conceptual Landscape Plan (linked from City website)

Attachment 4 – Civil Plan (Preliminary Grading) (linked from City website)

Attachment 5 – Tree Assessment Letter



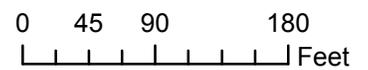
Attachment 1 - Vicinity Map



Legend

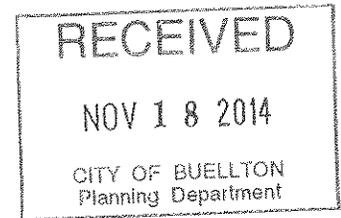
 City Parcels

 Project Location



Attachment 5

Dave's Tree Service
625 Jameson Ct
Arroyo Grande, CA 93420
(805) 481-1038



November 11, 2014

Todd Cooper
Tilton Racing
25 Easy Street
Buelton, CA 93427

I examined the elm behind the existing shop on Monday, November 8th. The trunk is located within 10' +/- of the site of the new shop. The grade will be lowered to pour the slab. This will have a severe impact on the existing root system.

There are several large roots growing in this direction. Approximately 40% - 50% of the root system will be eliminated during construction of the new shop.

There are several items that negatively affect the condition of this elm.

The elm has a severe infestation of slime flux and mistletoe.

Slime flux is associated with bacterial wet wood. The bacteria grow in internal cracks. The slime or exudate is generated from the metabolism of the bacteria. The slime is under pressure and exudes from cracks in the bark and old pruning cuts.

This condition has a slight negative affect on wood strength. It is toxic to the cambium, keeping the fluxing areas open. The low oxygen content of the wet wood does inhibit the growth of wood decay fungi.

Mistletoe robs the tree of water and nutrients. It can reduce tree vigor, cause malfunction of woody tissues and result in death of the limb or the entire tree. Mistletoe is difficult to control.

This elm has lost several limbs. The wounds caused by these failures open the tree to attack by wood decay fungi. This further weakens the associated primary limbs.

Taking these factors into consideration my recommendation is removal of this elm.

Dave Ragan
ISA Certified Arborist WE-0345A