



**MINUTES
REGULAR MEETING OF THE SOLVANG
PLANNING COMMISSION**

February 7, 2022
Monday
6:00 p.m.

CALL TO ORDER

Chair Williams called the meeting to order at 6:00 p.m. in the City Hall Council Chamber, 1644 Oak Street, Solvang, California.

ROLL CALL

Present: Commissioners: Joannie Jamieson, Aaron Petersen, Justin Rodriguez and Chair Jack Williams

Absent Commissioner: Scott Gold

Staff: City Manager Xenia Bradford, Assistant City Attorney Chelsea O’Sullivan, Public Works Director Rodger Olds, City Clerk Annamarie Porter, Planning Consultant Laurie Tamura.

PLEDGE TO THE FLAG

Commissioner Rodriguez led in the Salute to the Flag.

1. PRELIMINARY MATTERS:

- A. Public Comment: Requests from the public to speak to the Commission on matters not on the agenda. - None
- B. Requests for Continuance, Withdrawals, or Addition of Ex-Agenda items - None
- C. Conflicts and/or Ex-Parte Communications

Commissioner Rodriguez reported he received a notice from the City regarding his shed and wondered if he should recuse himself from Item No. 2B. Assistant City Attorney O’Sullivan explained it relates to a City-wide ordinance and therefore, there is no need for him to recuse himself.

- D. Approval of Minutes from December 6, 2021 Meeting

Motion by Commissioner Jamieson, to approve the Planning Commission meeting minutes of December 6, 2021, as presented, seconded by Commissioner Petersen, and carried 4-0, with Commissioner Gold, absent.

2. PUBLIC HEARING ITEMS

A. Public Hearing to review and provide recommendation to the City Council; and, Adopt Resolution No. 22-01 A Resolution of the Planning Commission of the City of Solvang, California recommending the City Council adopt an ordinance amending Title 2 and Title 11 Zoning Ordinance of the Solvang Municipal Code to address Planning Division reorganization, clarify Design Review Committee (DRC) powers, duties, and appeal bodies, and remove outdated code provisions and typographical errors.

City Manager Bradford introduced the item and deferred to City Attorney O’Sullivan for a report.

Assistant City Attorney O’Sullivan presented details of the report and highlighted recommended changes in the

resolution.

Chair Williams opened the public hearing. Seeing no one wishing to address the Commission, Chair Williams closed the public hearing.

Discussion followed regarding the defining the designated Building Official, specifying the time period for minor alterations in development plans, removing references to "Planning Manager Designee", land use permits, DRC powers, responsibilities and duties, clarifying that upon significant changes by the Planning Commission, the item will be sent back to the DRC for review, development and adoption of design standards by the DRC, Planning Commission and City Council, updating the Design Element of the General Plan through the overall General Plan Update process, implementing State ordinances regarding ADUs, the possibility of scheduling a joint meeting with the DRC, the likelihood of additional changes to the zoning code, once the General Plan Update is completed.

Chair Williams reopened the public hearing.

Patrick Cavanaugh, Chair, Design Review Committee, spoke about the need to streamline processes; discussed the need to indicate that design standards must be approved by City Council and agreed with the prospect of holding a joint meeting of the DRC and Planning Commission.

Esther Jacobsen-Bates, Vice Chair, Design Review Committee, agreed that a joint meeting would be worthwhile, spoke about interpreting and applying approved design standards and believed the General Plan will provide clear guidelines for both the DRC and Planning Commission.

Chair Williams closed the public hearing.

The Planning Commission concurred to direct staff to schedule a joint meeting with the DRC.

Motion by Commissioner Peterson directing staff to schedule a joint session with DRC and update the proposed code amendments to reflect Commissioner Peterson's suggested edits, seconded by Commissioner Jamison, and carried 4-0, with Commissioner Gold absent.

B. Public Hearing to review and provide recommendation to City Council; and, Adopt Resolution No. 22-02 A Resolution of the Planning Commission of the City of Solvang, California recommending the City Council adopt an ordinance amending Title 11 of the Solvang Municipal Code to address sheds and other accessory structures in residential zones and make a determination of exemption under the California Environmental Quality Act.

Assistant City Attorney O'Sullivan presented details of the report and recommendations relative to sheds and other accessory structures in residential zones.

Planning Consultant Tamura discussed minimum side yard setbacks for different size lots.

Discussion followed regarding unpermitted illegal ADUs and architectural features including chimneys.

Chair Williams opened the public hearing.

Chris Horn noted that most sheds in his neighborhood are small sheds; reported sheds addressed in the ordinance are medium to large sheds and spoke about the possibility of an exception for as-built structures.

Rovi Butcher expressed concerns that sheds along fences will now be non-compliant and will increase costs for the City in terms of Code Enforcement.

There were no other public comments and Chair Williams closed the public hearing.

Commissioner Rodriguez spoke about the need to clarify requirements for residents to avoid confusion.

City Manager Bradford noted most property owners have been working with Code Enforcement to bring their sheds into compliance.

Discussion followed regarding input and recommendations from the Fire Department regarding different scenarios, challenges with developing standards that would apply City-wide and getting clarification from the Fire Department.

Chair Williams reopened the public hearing.

Chris Horn discussed recommendations in the original proposal addressing the various scenarios; commented on the complaint-based system and suggested the City work with neighbors with existing sheds for which there have been no complaints.

Rovi Butcher wondered whether Staff checked the validity of complaints when they are received and spoke about the recommendations not applying to residents who have smaller sheds.

There were no other public comments and Chair Williams closed the public hearing.

City Manager Bradford addressed the City's complaint-based Code Enforcement process; noted after a complaint is received there is an investigation and reported the City retains the right to address violations without complaints.

Discussion followed regarding proposed changes to the code, the need to comply with code requirements, whether variances can be given for legal, non-conforming structures on a case-by-case basis, accommodating existing sheds and challenges in developing an ordinance that will apply to everyone.

The Planning Commission directed staff to get clarification from the Fire Department regarding the necessary setbacks and building heights to comply with fire safety requirements.

3. DISCUSSION ITEMS

A. Review proposed Solvang Farmers' Market location changes and provide direction to staff

City Manager Bradford introduced the item and deferred to staff for a report.

Public Works Director Olds presented details of the staff report and reported the Farmers Market has offered to install traffic control at the alleys.

Victoria Sarquilla, Solvang Farmers Market, discussed operations; addressed increasing the number farmers; spoke about the benefits of changing the location and talked about the possibility of using Parking Lot 2 for the Farmers Market.

City Manager Bradford reported that City Council has not set a date for the reopening of Copenhagen Drive.

Discussion followed regarding the possibility of using private spaces, going back to the original location once Copenhagen opens.

There were no public comments on this item.

The Planning Commission concurred with the proposed Farmers Market location changes.

B. Receive Planning Division's Project Status Report regarding ongoing and future projects

City Manager Bradford presented details of the staff report.

Discussion followed regarding the status of the building on Alisal that suffered fire damage, that status of the Old Lumber Yard project, the Alisal Ranch annexation project, and upcoming items for the Planning Commission and City Council joint meeting of March 7, 2022.


4. PLANNING COMMISSIONER'S COMMENTS - None

5. PLANNING STAFF COMMENTS - None

6. ADJOURNMENT

The meeting was adjourned at 8:00 p.m.

Respectfully submitted:

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Annamarie Porter, City Clerk