

## Minutes of the 1/8/03 Meeting of the MidCoast Community Council

Chair Chuck Kozak called the meeting to order at 7:32 pm. Member present were Kozak, Lohman, Slater-Carter, Wilson and Emerson. Perkovic was absent.

### **Public Comment**

Morgan Walford of El Granada expressed concern over the condition of a eucalyptus tree on property near his house. The matter will be heard by the Council or the Planning and Zoning Committee in the near future. Leonard Woren of El Granada stated that the recent wind storms and falling trees make the undergrounding of utilities even more timely. Karen Wilson of Montara announced a meeting on the middle school site set for January 13 at 7:30pm in the Fire District office in Half Moon Bay. Kathryn Slater-Carter of Montara urged residents to contact Coastside County Water District regarding a possible agenda item reviewing the possibility of purchasing the water service for Montara and Moss Beach. CCWD's phone number is 726-4405.

### **Consent Agenda**

There was none.

### **Board of Supervisors Report**

Deborah Hirst, Legislative Aide for Supervisor Rich Gordon discussed the proposed Development Fee for Park and Recreation on the Coast. The proposal has been amended and will have its first reading before the Board on January 14. Unless there are changes, the second reading will occur on January 28. Following passage, the ordinance will go into effect in 60 days. The Supervisor has named a Task Force consisting of Sandy Emerson from the MCC, Toni Taylor from the HMB City Council, Bern Smith from the SMCo Park and Recreation Commission and Dwight Wilson from the Cabrillo Unified School District to work the details of providing Park and Recreation services to the MidCoast and raising the funds to do so. Task Force meetings will be open to the public and should commence by the end of January.

She thanked those MCC members who attend the swearing in of Rose Jacobs Gibson as the President of the Board of Supervisors. Sandy urged community members to call or fax letters of support for development fee proposal to Supervisor Gordon and the Board at 650-363-1857 (fax) 650-363-4569 (phone).

### **Treasurer's Report**

The current checking account balance is \$301.37.

### **Parks and Recreation Committee**

Sandy attended the Design Review Committee for the Devil's Slide Tunnels project on December 10 to discuss trail connections. Because the City of Pacifica has contiguous property and jurisdictional authority, the northern trail connection proposals are far more developed than those for the south. The Committee will continue to work on these issues

without delaying the progress of the project. The next meeting will be held on January 13 at 7:30pm at the 3-0 Cafe.

### **Planning and Zoning Committee**

CalAm Water tank issue may be continued. The County Public Works Division is looking at the Alta Vista drainage basin and considering appropriate methods for addressing drainage issues. Updates on tree removal permit applications are given at each meeting. The next PZ meeting will be held on January 15 at 7:30pm at the 3-0 Cafe. The Coastside Design Review will hold its next meeting on January 9 at 3:00pm at the Sheriff's Substation in Moss Beach. There are no coast items on the agenda for the January 16 meeting of the Zoning Hearing Officer of the January 22 meeting of the Planning Commission. The next meeting on the Local Coastal Plan update will be held on January 13 at 7:30pm at the El Granada Elementary School. the topic will be Coastside Design Review standards.

### **Public Works Committee**

They was no report.

### **Regular Agenda**

#### **8a Annual Election of Council Officers**

After some discussion, the Council voted unanimously to elect these officers for 2003:

Chair Sandy Emerson

Vice Chair Kathryn Slater-Carter

Secretary April Vargas

Treasurer Paul Perkovic

#### **8b MCC Standing Committee Guidelines**

The Guidelines were accepted with some corrections. Kathryn moved, Ric seconded and the motion passed unanimously. The changes are as follows:

#### **2. Membership and Community Participation**

Paragraph a remains, the word "or" is inserted and then paragraph b and paragraph c are switched with one another.

#### **3. Organization and Operation**

Two new items are added:

f) Committee Chairs make a report to the full Council at each MCC meeting to summarize Committee business

g) All Committees will keep a set of action minutes for each of their meetings. The correspondence generated at the Planning and Zoning Committee's meetings will serve this function.

#### **8c Designation of Standing Committee Chairs**

April moved, Chuck seconded and it was unanimously approved that the Committee Chairs for 2003 will be:

Parks and Recreation - Ric Lohman  
Planning and Zoning - Chuck Kozak  
Public Works - Karen Wilson

#### 8d Review of proposed Coastside Design Review Criteria and Standards

It was reported that the work on the sensitive habitat maps and endangered species mapping will be presented in the format of workshop results rather than specific recommendations.

George Bergman, the Project Planner, has asked that the CC submit their comments to him by mid-May to ensure inclusion in his planning analysis of the update project.

Chuck suggested that the P and Z Committee organize this effort. A work plan will be developed at the MCC retreat. The 7/1/02 letter to George from the MCC has been sent. George will research the possibility of having a vote to determine the proposed amendments to the LCP. Planning Administrator Terry Burnes, Environmental Services Agency Director Marcia Raines and County Counsel are being consulted.

Sandy asked to receive minutes of the workshops thus far which list any amendments to proposals as submitted. The MCC will need to respond to these proposals as amended. The data study sessions need to be concluded. This will be discussed in more detail at the retreat. Sandy recommended posting the dates for the remaining workshops on the MCC websites along with Council comments that have been formulated thus far.

The Design Review Standards will be completed in advance of the rest of the LCP update. Planner Lisa Aozasa will request an interim urgency ordinance to adopt the standards as soon as they have been approved. Kathryn thanked all those who have worked on the guidelines. There was a discussion of flat roofs and the fact that an applicant can ask for special consideration of designs not included in the standards.

More review of the proposed standards is necessary. They must be approved in relation to existing LCP guidelines and the County's General Plan. There were many positive comments about the layout and look of the document. It is user-friendly and inviting. Sandy asked about adding a flow chart for the permitting process and a glossary of terms. Karen asked that Council members read the document with the mind set of an uninitiated property owner, unfamiliar with the terms or existing regulations. Is it clear and easily understood?

Kathryn suggested having a planner who is still unfamiliar with County standards review it for clarity and ease of use. Leonard Woren complained about zero setback garages and fences built in the right of way. Chuck mentioned that the reference made to the protection of trees and vegetation is actually included in the zoning for non-Coastal zones. An amendment may be necessary to include it as part of Coastside Design Review Standards.

Kathryn urged Design Review for commercial projects as well. Dennis Doherty of Moss Beach, who worked on developing the standards commented that commercial property, rural and multi-family housing will require different standards which will ultimately be developed with input from commercial property owners.

### 8e Planning for Annual Retreat

No date was set until the availability of Supervisor Gordon and ESA Director Raines could be determined. February 1 and February 8 are tentative dates. The time will run from 9:00-1:00pm or 10:00-2:00pm. Inquiries will be made about holding the retreat at the Sheriff's Substation in Moss Beach.

### Future Agenda

January 22, 2003

- 1) Middle School Site Alternatives sponsored by Karen Wilson
- 2) LCP Review sponsored by Chuck Kozak
- 3) Planning for the MCC Retreat

The meeting was adjourned at 9:52pm.

Respectfully submitted by Secretary April Vargas