



REGULAR MEETING

Wednesday, February 20, 2019
6:30 p.m.
Rabobank Community Room
1070 Main Street, Cambria

AGENDA

NOTE: CONDITION OF SERVICE FORMS WILL BE ACCEPTED FROM CANDIDATES FOR ELECTION UP TO THE START OF THIS MEETING. PLEASE TURN IN YOUR FORMS BEFORE THE MEETING STARTS.

I. Roll Call, Establishment of Quorum

II. Consent Agenda

a. Agenda Approval:

b. Minutes Approval: January 2019 (Attachment A)

III. Public/Council Comment: Limited to items NOT on the agenda (3 min per person).

IV. Regular Public Agency Reports:

a. Public Safety: Commander Michael Manuele

b. Cambria Community Services District: Director Donn Howell

c. County Supervisor: Supervisor Bruce Gibson (Blake Fixler)

d. County Planning: Airlin Singewald

COUNTY PRESENTATION - ACCESSORY DWELLING UNITS

Airlin Singewald

V. Regular Business:

a. Vacation Rental Follow-Up Report and Draft Letter: Dixie Walker (Attachment B)

b. Land Use Committee: Don Sather, Mike Lyons (Attachment C)

All referrals may be found at: <http://www.slocounty.ca.gov/Departments/Planning-Building/Forms-Documents/Informational/Planning-Referrals/Coastal.aspx>

Referrals:

1. DRC2018-00240 STAHLMAN

2. DRC2018-00233 WARE

3. DCR2018-00230 MCNEILL

Draft LUC Letter: Introduction letter to all referred applicants,
Don Sather (Attachment C-1)

c. Transportation Committee: Aaron Linn, Tom Gray **(Attachment D)**
Proposed NCAC Recommendation on wildfire evacuation routes.
(Attachment D-1)

VI. Reports

- a. Treasurer’s Report:** Mike Lyons **(Attachment E)**
- b. Environmental Report:** Bruce Mumper
- c. Corresponding Secretary's Report:** John Nixon
- d. Community Outreach Committee:** Dixie Walker
- e. Latino/Latina Report:** Dante Garcia
- f. Agriculture Report:** Beth Kendall
- g. Business Report:** Aaron Linn
- h. Election Committee Report:** John Nixon

VII. Old Business:

VIII. New Business:

- a. Select new Recording Secretary**

IV. Future council and/or forum topics: Affordable Housing Incentives, Tourism.

Adjourn :

Attachment A – Minutes Approval

VACATION RENTAL FORUM AND REGULAR NCAC BOARD MEETING
Wednesday January 16, 2019 Cambria Vets Hall

NCAC Vacation Rental Forum
January 16, 2019, 5:30 PM

Topics and Issues Raised

Code Enforcement – Most frequently raised issue (12 speakers), with other, related issues, noted here with an asterisk.

Strict application of Minor Use Permit requirements (3 speakers).

*Accountability from vacation rental agencies, e.g., AirB&B, VRBO, (3 speakers).

*Adequate staffing for code enforcement (5 speakers).

Negative impacts on community life and home prices and housing stock (5 speakers).

Limit vacation rentals to a percentage of homes or to a number cap (5 speakers).

*Voluntary compliance does not work (2 speakers).

*Need higher fines and higher fees (4 speakers).

*Review Code for currency and adequacy (2 speakers).

Vacation rentals have commercial value to community and to owners (6 speakers).

Locally and actively managed vacation rentals present few problems (5 speakers).

*Revoke unused licenses (3 speakers).

*Suspend licenses for violators (2 speakers).

SPEAKERS: Ted Seigler, John Lamb, Amanda Rice, Barbara Crowley, Bob Segal, Kent Delgabillo, Larry Bender, Richard Breen, Art Chapman, Joe Crowley, LisaDelgabillo, Chris Fischer, Patty Griffin, Taylor Hilden, Kelly Johnson, Bob Kasper, Amber Martin, Glenda McCarthy, Dennis Metz, Joe Prian, Karen Stoeckel, Crosby Schwartz, Barbara Snyder, Claudia Harmon Worthen.

CONCLUDING REMARKS: Sup. Bruce Gibson—Thank you for being here, and for your civility. 2003 was the first Vacation Rental. Most on North Coast, relatively small numbers but with a huge impact. Very few complaints., but those who cause problems cause huge problems. Call the Sheriff to complain about noise. If there are three complaints, can revoke the license. Call Code Enforcement for Airbnb—it's complaint driven. Hearing officer will work on Vacation Rentals and Cannabis complaints, too. Consider problems on Vacation Rentals. Ongoing conversation.

NCAC REGULAR BOARD MEETING

Chairperson Susan McDonald called the meeting to order at 6:55 PM.

ROLL CALL:

Present: Hank Krzciuk, John Nixon, Marjorie Sewell, Barbara Beane, Susan McDonald, Don Sather, Mike Lyons, Bruce Marchese, Cindy Steidel, Tom Gray, Laurel Stewart, Dixie Walker, Beth Kendall, Aaron Linn, Michele Roest.

Excused: Iggy Fedoroff, Tamera Corbet, Mitchell Gregory, Bruce Mumper, Dante Garcia.

AGENDA APPROVAL: Mike Lyons moved to approve the agenda. Dixie Walker 2nd. Unanimous.

MINUTES APPROVAL: Laurel Stewart moved to approve the minutes for November. Beth Kendall 2nd. Unanimous.

PUBLIC COMMENT

- Claudia Harmon Worthen – spoke on changing the street lights area to make viewing the night sky easier. Support from County, International Light. Need to enforce the lighting code: that is to turn the light fixtures down to the ground not up. Meeting Saturday at 6 PM at Santa Rosa Church. Talk about lights when you try to sleep, electricians to talk about how to do the lighting inexpensively.
- Hank Krzciuk—North Coast Area Plan—information about a pedestrian bridge in San Simeon around 2005. Is it an official document?
Susan McDonald – Yes, but it's not been updated for a while.

Airlin Singewald – Yes. It’s very specific—more updated than many of our documents.

Hank – Is there a process going on now?

Michele Roest – I believe that it’s not only County and State but also Federal.

Each County is to come up with a plan. Must be consistent with State and Federal.

Hank – Are there hearings to update?

Airlin – At the present time there is no update coming up.

- Amanda Rice – the CCSD needs applicants for the standing committees. Bring to CCSD to tomorrow’s meeting – 2:00 PM at the Vets Hall.
- Mike Lyons – Thank you to the CCSD members who showed up for today’s meeting—4 out of 5 are here.
- Susan McDonald – On Jan. 23, Wednesday, from 6-8 PM at SLO County Library on Tiny Houses on wheels. It’s a county workshop—Airlin can tell you more about it.

REGULAR PUBLIC AGENCY REPORTS

Public Safety: Commander Michael Manuele

- December –279 calls for service for Cambria and and Simeon compared to last year for 369—drop of 28 %. 1 assault, domestic violence, 18 disturbance calls, 3 thefts, 2 vandalism calls, Apple scams.
- Aaron Linn – business has been up –best December yet, but doesn’t seem to correlate with crime—that’s a good thing.

CCSD: Director Donn Howell

- Very happy to get a feel for what goes on in NCAC.
- Need to get three standing committees going—it would be good to have more people in Policy; plenty are interested in Infrastructure. Want people who are interested.
- Cindy Steidel—It would be good to have someone who has some expertise in the area.
- Affordable housing needs to be more congruent with the County Code.

County Supervisor: Supervisor Bruce Gibson

- Shirley Bianchi was honored for her service in Fire Safety. Outstanding work being done by the Fire Safety Focus Group. Lots going on in Butte and Sonora Counties.
- Point in time count for the homeless population—contact Social Services. for information It's a Federal check on how many people are homeless in the area.
- Closure of Hwy 1 at Paul's Slide and Mud Creek. slide.
- Cherie McKee is now retired and will be known as Cherie Gibson. Blake Fixler is the new assistant to Bruce Gibson.
- Kathe Tanner - January 28 for homeless count.
- Cherie Gibson—Has been an honor to have spent 12 amazing years as legislative assistant. Have had wonderful people to work with. Want to thank Airlin, and Marie who has been my go to person in Code Enforcement. Came to say goodbye.

County Planning: Airlin Singewald

- The campground at the old Air Force base is not yet scheduled. Based on secondary access not yet in place. Will go to the County Supervisors.
- Planning Commission - Plans for 33 homes on Schoolhouse Lane, People's Self-Help Housing project.
- Workshop next Thursday (9 AM) for affordable housing—tiny homes. Draft is out. This will be amending the housing ordinance for tiny homes on wheels. Will send referral so it can go on Feb. meeting.
- Susan McDonald—Good then can a planner come to our Land Use Meeting?
- March 12 -scheduled workshop on affordable housing. to go to the Board of supervisors. Amending Housing Ordinance.
- Bruce Gibson - 0% growth in North Coast Area Plan is still on the books. Set for three years to readdress the plan. It can be done sooner if a sustainable water plan comes along.

VACATION RENTAL FORUM cont. -This was done at the beginning of the regular meeting, so next month the information gathered this evening will be discussed then. Will send notes to County Supervisors. John Nixon sent notes to Susan and Marj

REGULAR BUSINESS

Land Use Committee: Don Sather & Mike Lyons

- DRC2018-00217 - Harmony Town -permit for vacation rental.

Mike moved to recommend approval of a vacation rental at 2225 Old Creamery Rd. with reminder that off street parking be entirely on site for this property. Cindy Steidel 2nd. Unanimous

It was discussed that we are updating our mode of operation at the LUC

- We will always do a site visit, whenever possible.
- Regular meeting will be at Pacific Premier Bank first Monday of the month. Check the website for cancellation of LUC meeting. Anyone can come to the meetings.
- A welcoming statement will be sent to each applicant when we receive the referral.
- Develop a set of guidelines for LUC. Do at LUC meeting, Feb. 4 at 1 PM at PP Bank. Will be discussed at next NCAC meeting, Feb.20.

Traffic Committee: Aaron Linn, Tom Gray

- Meeting Jan. 8 at PP Bank. Talked with PROS about a conceptual network of bicycle and foot paths along Burton, Moonstone, perhaps Ardath. Slow progress along Santa Rosa Ck. Rd. County did not get money for footpath along Burton. Mike Britton was there from county.
- Julie Stanert has problems with visibility and parking at the corner of Arlington and Cornwall.
- Aaron Linn—it's important to him that as a bicyclist with children and his bike group of kids that they can enjoy new bike paths. It's great to establish new bike paths and have a development plan for Cambria. Give kids a safer way to go to school and riding around town. Have segments to join trails together. Need to look at private funding.
- Steve Cole - How about a footpath along Burton? Do we know what it will cost?
- Aaron Linn—Very Expensive -Perhaps a couple of million. He'd like to move the meeting to Feb. 12—His son's birthday is the week before. He wants to celebrate with him.

REPORTS

Treasurer's Report: Mike Lyons

\$3076.19 on hand.

Environmental Report: Bruce Mumper

Bruce not here, but Michelle Roest (Co-chair) talked about the Winter Bird Festival set for Friday, Saturday and Sunday. Wild life at Piedras Blancas led by Michelle.

More than 600 people attend the Bird Festival in Morro Bay. Over 140 field trips.

\$85 for the three days, \$35 a day.

Corresponding Secretary: John Nixon

- Good time at the party last month.

Community Outreach: Dixie Walker

- VR meeting went well—thanks
- Thanks to Bob Sfarzo and Cindy Steidel for the website set up
- Thanks to Linn's for being the Business of the Year.

Latino/Latina Report: Dante Garcia

Excused

Agriculture Report: Beth Kendall

- State wide waiver for an Ag order to take effect in 2020. Looking into increased monitoring of pesticides.

Business Report: Aaron Linn

- Best December ever. Cambria became the 2nd best destination.
- April 6-7 - Eroica—Big dinner and bike ride. Templeton to Cambria on back roads.
- Barbara Beane—all tickets are sold for the film festival. Starts Feb. 8.

Election Committee Report: John Nixon

- Advertising the upcoming election
- Letter to Tribune for election.
- Put ad - Call for candidates on Next Door and Facebook.

Mike Lyons – Moved that \$600 to put the ad in the Tribune. Cindy Steidel 2nd.
Unanimous.

OLD BUSINESS

Recommendation to appoint Michael Broadhurst the Agriculture alternate to
NCAC. Aaron Linn moved to appoint Michael Broadhurst as Ag. alternate to NCAC.
John Nixon 2nd. Unanimous.

NEW BUSINESS

Cindy Steidel submitted a letter of resignation as NCAC Vice Chair but will stay on
board.
Susan McD. moved to have John Nixon as vice chair. Cindy Steidel 2nd. Unanimous.
Someone from Planning Department will be coming next month for Airlin S.

Dixie moved to adjourn at 8:30 p.m.

Respectfully submitted,
Marjorie Sewell, Secretary

Attachment B - Vacation Rental Letter - Dixie Walker, John Nixon

Supervisor Bruce Gibson
1055 Monterey Street, D430
San Luis Obispo, CA
93408

Dear Supervisor Gibson:

On behalf of the NCAC, I thank you for participating at last month's forum on vacation rentals. The forum attracted over 120 community members, many of whom offered their concerns and views on the issues surrounding vacation rentals in Cambria, and the Council was pleased with the tenor and tone of the civil discourse. We certainly appreciated your feedback and articulation of actions the County will pursue to mitigate the concerns expressed by the community. I also must express that more than a few attendees at the forum spoke favorably about vacation rentals, noting that vacation rentals have commercial value to the community and to the home owners and that locally and actively managed and licensed vacation rentals present few problems.

The NCAC has discussed the issues and concerns raised at the forum and has developed a set of recommendations that I am presenting to you and Director Keith with this letter. Most of the recommendations align well with the proposed actions you presented at the forum, and most either call for improved enforcement of existing County Ordinances (Residential Vacation Rental Ordinance –

LRP2015-00007 and Coastal Zone Land Use Ordinance – 23.08.165) or for amendments to the ordinances. (Note that vacation rental refers to all short-term rental properties, regardless of who manages rental agreements for the properties.) The following are the recommendations of the NCAC:

1. The County should give direction and funding to support enforcement of the vacation rental ordinances, providing adequate staffing, clear and easily accessible information on compliance under the monitoring procedures for
2. The County should amend vacation rental ordinances to include procedures for imposing substantial fines on violators, as well as clear, unconditional criteria for revoking licenses.
3. The County should enforce strict application of Minor Use Permit exceptions regarding vacation rentals.
4. The County should increase annual fees for licensed vacation rentals.
5. the County should enact procedures to vet and monitor the vacation rental application process.
6. The County should amend the affected ordinances to stipulate that vacation rental licenses unused for a year will be revoked.
7. The County should consider a numerical or proportional limit on the number of licensed vacation rentals.

Regards,

Susan McDonald, Chair
North Coast Advisory Council

Attachment C – Land Use Committee Report - Don Sather

LAND USE COMMITTEE

February 4, 2019

Pacific Premier Bank Conference Room

Committee Members Attending: Tony Church, Laurel Stewart, Claudia Harmon Worthen, Marge Sewell, Don Sather, Hank Krzciuk, Guest: Stephen Stahlman

The regular meeting of the Land Use Committee began at 1:00 PM with the following discussions:

1.DRC2018-00240 STAHLMAN – Proposed Minor Use Permit for the construction of a 400 sf garage and 168 sf deck at 2802 Wilton Drive in Cambria.
Planner: Katie Nall

The committee met with the owner on site and discussed the project. During the formal committee meeting, the owner explained that he was modifying slightly the exterior dimensions as shown, to better meet his needs, without a change to square footage.

The committee recommends approval of this Minor Use Permit (6 yes) with the condition that the owner strongly consider permeable driveway material.

2. DRC2018-00233 WARE - Proposed Minor Use Permit for construction of a 600 sf guest unit at 2128 Andover Place in Cambria. Planner: Katie Nall. The committee met with the owners on site and discussed the project. Discussion included fencing, lighting, and driveway.

The committee recommends approval of this Minor Use Permit (5 yes, 1 no) as submitted

3. DCR2018-00230 MCNEILL - Proposed Minor Use Permit for construction of a 278 sf addition to existing single family residence to include one new bathroom, kitchen remodel, and 77 sf of impermeable deck at 395 Croyden Lane in Cambria. The committee met with the owner on site and discussed the project.

The committee recommends approval of the Minor Use Permit (6 yes) as submitted.

4. The committee discussed two internal issues:

a. Providing an “introduction letter” to all referred applicants prior to our site visits. This email correspondence will introduce our committee, and our obligation to the County Planning and Building Department and NCAC for review of their project. This letter has been drafted and presented to the Council for concurrence below. (Attachment C-1)

b. Writing a ‘rules of conduct’ memo for all committee members. This item is under consideration by the committee.

Respectfully submitted,

Don Sather, Co-chair

Proposed LUC Letter to Applicants

Dear Applicant Name , DRC #

Your application for a Use Permit has been referred to us by the County of San Luis Obispo Planning and Building Department as a required first step in the permitting process. The County seeks the advice of “Community Advisory Councils” on permit applications in an effort to involve the community in which any development is proposed.

The North Coast Advisory Council (NCAC) is comprised of volunteer local residents from Cambria and San Simeon, elected and appointed to advise Supervisor Bruce Gibson and the County Planning and Building Department. The Land Use Committee (LUC) is a subcommittee of the NCAC.

Site visits are conducted in order for the LUC to consider the proposed development, and comment on whether it is compatible with the character of built and natural features of your area. The committee can make advisory comments only on planning

ordinances, building codes and other technical matters. Detailed questions should be referred to your design professional or the County Department of Planning and Building.

After the site visit, the LUC will meet, discuss your project and make our recommendations to the NCAC, where the final recommendation will be made, then forwarded to the County Planning and Building Department.

We look forward to meeting you and/or your agent/representative at the site visit. You are welcome and encouraged to attend our LUC meeting as well as the subsequent meeting of the NCAC.

Your site visit is scheduled for : Date – Day - Time

We welcome your comments or questions, so please contact us at the NCAC website: www.ncacslo.org ,or co-chairs Mike Lyons – 805-927-3602 ; or Don Sather – 805-909-7571

Attachment D - Transportation Committee Report: Tom Gray, Aaron Linn

The NCAC Transportation Committee held its monthly meeting at 3 p.m. on Tuesday, Feb. 12, at Pacific Premier Bank.

In attendance:

Aaron Linn, committee co-chair

Tom Gray, committee co-chair

Bruce Marchese, committee member

Tony Church

(Mike Britton, our County liaison, was absent due to the holiday).

Items discussed:

1) **Fire evacuation routes (see attachment).** Tom Gray presented a proposal for an NCAC recommendation regarding wildfire evacuation routes and protocol for public access to them. CCSD Fire Chief Hollingworth had been invited but was unable to attend, so the Committee deferred any action on the proposal with the exception of some minor revisions in wording. It agreed to include the proposal, as revised, as an attachment to this report in the Feb. 20 NCAC agenda.

2) **Local road conditions.** Tony Church asked about progress on the Sunbury Avenue widening (requested by the NCAC in August 2018). He also noted

that foliage obscuring a stop sign at Center and Burton has been trimmed back. He drew attention to a "large hole" near the corner of Cardiff and Downing and said he would report it to County Public Works. He asked about the ownership status of an apparently non-county dirt road between McCabe and Green.

Bruce Marchese noted that some streetlights are out near the Black Cat on Main Street, and he asked if there was any progress on installing audio pedestrian signals.

Respectfully submitted,

Tom Gray

Attachment D-1- Proposed NCAC Recommendation on wildfire evacuation routes.

NCAC Transportation Committee, Feb. 12, 2019 --

Whereas:

- Residential areas in Cambria are in or near heavily forested areas with high fuel content, representing a serious threat to human life in the event of wildfire.
- Many streets in Cambria are not capable of handling heavy traffic in the event of evacuation or the deployment of multiple firefighting companies during a wildfire.
- It is imperative that residents are able to leave areas of fire danger as quickly as possible, without risk of traffic congestion or other obstructions.
- All neighborhoods should have at least two evacuation options, both to prevent congestion and to route traffic away from active fires.
- Evacuation routes must be available immediately upon need, not requiring a wait for firefighters or volunteers to open locked gates
- Current public streets are not sufficient to meet evacuation needs in all Cambria neighborhoods. Emergency routes across private property need to be considered in some cases.

Therefore the North Coast Advisory Committee recommends:

- That San Luis Obispo County planning, public works and emergency services authorities ("the County"), in consultation with CalFire, Cambria Emergency Response Team (CERT) and the Cambria Community Services

District Fire Department, identify routes sufficient to provide rapid evacuation for all residential neighborhoods in Cambria [and San Simeon];

- That the County develop and fund a plan to for signage and widening (where needed) so that designated evacuation routes are usable and readily visible in fire emergencies;
- That the County acquire any rights-of-way needed for emergency routes that run though private property;
- That the County and other involved agencies adopt a policy of automatically opening all gated evacuation routes whenever “red flag” fire conditions are declared. As an alternative, it could choose to take down gates permanently where appropriate and rely on signage, fines, video surveillance or other means to prevent unauthorized public use of evacuation routes.

Attachment E - Treasurer’s Report: Mike Lyons

February 9, 2019 TREASURER’S REPORT

<u>Beginning balance as of Treasurer's Report of Jan. 9, 2019</u>	<u>\$3,076.19</u>
<u>Chk# 1070, Jan. 1, 2019 Achievement House inv.65785, trifold printing</u>	<u>-56.49</u>
<u>Chk# 1072, Jan 21, 2019. Mike Lyons, reimbursement for V.R. meeting sign</u>	<u>-18.61</u>
<u>Checkbook balance as of Feb 9, 2019</u>	<u>\$3,001.09</u>

- Chk#1071, Jan 21, 2019, Susan McDonald, copies, outstanding, \$45.05