

**MINUTES OF THE SPECIAL JOINT STUDY SESSION OF THE CITY COUNCIL AND
PLANNING COMMISSION**

June 10, 2014

CALL TO ORDER

The meeting was called to order by the Mayor at 4:35 p.m. in Conference Room 1A at Costa Mesa City Hall, 77 Fair Drive, Costa Mesa, California.

ROLL CALL

Present: Mayor Righeimer, Mayor Pro Tem Mensinger, Council Member Genis, Council Member Leece, Council Member Genis, Chair Fitzpatrick, Chair Fitzpatrick, Vice Chair Dickson, Commissioner Matthews and Commissioner McCarthy.

Absent: Council Member Monahan (Arrived at 4:41 p.m.), Commissioner Sesler (Arrived at 5:05 p.m.)

Officials Present: Chief Executive Officer Thomas R. Hatch, City Attorney Thomas Duarte, Assistant CEO Rick Francis, Economic and Development Services Director Gary Armstrong, Public Services Director Ernesto Munoz, Interim Assistant Director of Development Services Jerry Guarracino, and City Clerk Brenda Green.

PUBLIC COMMENTS (00:01:50)

Carrie Renfro, Costa Mesa, spoke on a moratorium on the issuance of building permits for Group Homes. (00:02:02)

Ann Parker, Costa Mesa, spoke on a moratorium on the issuance of building permits for Group Homes. (00:02:48)

Council Member Leece spoke on the moratorium requested and suggested it be included in the goals for Fiscal Year 2014-15. (00:06:38)

ITEM FOR DISCUSSION

1. ESTABLISHING PLANNING COMMISSION GOALS FOR FISCAL YEAR 2014-15

Presentation by Jerry Guarracino, Interim Assistant Director of Development Services. (00:07:26)

City Council and Planning Commissioners discussed goals and provided the following Planning Commission Goals for 2014-15.

1. Code Enforcement/Neighborhood Improvement Task Force (NITF):
 - A. Monitor and track progress of NITF relative to Residential Community Impacts:
 - i. Reconcile resident's list with City's list of properties, with the potential to cause Community Impacts
 - ii. Complaints and Evidence – Clarify for the Planning Commission and public the following as it relates to the reporting of Residential Community Impacts:
 - a. Understand the process of reporting and recording “issues,” (Formal Complaint Process).
 - b. Standardize the reporting practices.
 - c. Determining what rises to a level of “nuisance.”
 - B. Support NITF by appropriate Planning Commission action
 - i. Address Land Use issues through Ordinances, amendments or modification as needed.
 - C. Train Code Enforcement Officers on parking regulations and ticketing of on street vehicles.
 - D. Review and build on the experience gained from the four previous Targeted Neighborhood Improvement Programs
 - i. Key insights learned from programs
 - ii. Specifically focus on multi-family uses
 - iii. Continue to explore strategies to address overflow parking from older multifamily uses, including the use of new technology advances, for example “Car Lifts.”
 - E. Expand the focus of the NITF to include business impacts on the community; i.e., auto dealerships public address systems, banner removal and cleanup, inventory storage and business activity in the public right-of-way.
2. General Plan update and implementation
 - A. General Plan Update – Consider the draft document and make recommendation to City Council
 - B. Revise or revoke existing Specific Plans (i.e. Newport Blvd. Specific Plan and 17th Street Specific Plan)

- C. Revise/Update/Consolidate the Urban Master Plans for consistency with the New General Plan
 - i. Staff to coordinate a study session on the Westside Urban Plans
 - ii. Encourage community engagement in the update process
- 3. Zoning Code Updates
 - A. Update monument sign standards and requirements for potential recommendations of Sign Ordinance revisions to City Council.
 - B. Consistency Zoning follow-up to the General Plan updates
 - C. Accessory Structure Regulations/Over Sized Garages
 - i. Model after Huntington Beach; i.e. eliminate wet bars, eliminate 2nd story exterior ingress/egress
- 4. Consider residential parking solution when impact is not from commercial uses;
 - A. Prepare a “Guide for Residential Parking Controls” that explains the options and process to implement parking controls in residential neighborhoods (Public Services effort w/Planning Assistance).
- 5. “Motel Regulation, Inspections and Enforcement”
 - A. As part of the General Plan update consider incentives and flexible development and land use standards to promote and encourage motel conversions and redevelopment.
 - B. Consider an Ordinance to limit Long Term Occupancy rooms at motels and forward recommendation to City Council.
 - C. Review for compliance, existing Motel CUP’s for Long Term Occupancy (CMMI).
 - D. Continue to monitor the findings of the Neighborhood Improvement Taskforce Annual Motel Inspections, as reported in the quarterly report.
 - E. Identify properties for Title 20 investigations and potential nuisance action.
- 6. Review CUP regulation, enforcement and monitoring.

- A. Review Zoning Code Chapter IV – Citywide Land Use Matrix to determine if changes should be made to which uses should be permitted, which should require a CUP or which should be prohibited. The goal would be to reduce the application for CUP's in zones that are not appropriate for the use and to permit (allow by right) more uses where appropriate.
 - B. Explore applicant based funding source options to pay for follow-up inspections and certifications.
 - C. Implement a policy to suspend annual CUP inspection due to staffing constraints; move to a complaint response, or as needed basis.
7. Planning Commission Training:
- A. Schedule periodic training for the Commissioners on best practices/procedures, CEQA and relevant planning topics, including legal requirements for a Variance.
8. Affordable Housing:
- A. Consider strategies to encourage affordable workforce housing, use density bonus as an incentive to provide affordable housing.
9. Make recommendations to Council regarding potential components of an Economic Development Plan for the City.

ADJOURNMENT

Mayor Righeimer adjourned the meeting at 6:00 p.m.

Minutes adopted on this 21st day of April, 2015.



Stephen M. Mensinger, Mayor

ATTEST:



Brenda Green, City Clerk