



County of Santa Cruz

DEPARTMENT OF COMMUNITY DEVELOPMENT AND INFRASTRUCTURE

701 OCEAN STREET, FOURTH FLOOR, SANTA CRUZ, CA 95060-4070
Planning (831) 454-2580 Public Works (831) 454-2160

PLANNING COMMISSION MINUTES

MEETING DATE: **WEDNESDAY, May 14, 2025, AT 9:30 AM**

LOCATION: **BOARD OF SUPERVISORS CHAMBERS**
 COUNTY GOVERNMENT CENTER
 701 OCEAN STREET, ROOM 525
 SANTA CRUZ, CA 95060

INTRODUCTORY ITEMS

1. Roll Call:

Present: Barton, Pavonetti, Nickell, Jimenez, Shepherd

Absent: None

2. Additions and Corrections to Agenda

Item 5 – Approval of Minutes - Revise Item 5 of minutes to read:

To approve the minutes of the April 9, 2025, Planning Commission meeting as submitted by the Community Development and Infrastructure Department, including revision to item 5 of minutes to read “Minutes of March 26, 2025”.

Item 7-Short Term Rental Ordinance: Revisions provided to your Commission to read:

To ensure consistency with policy BE-2.5.2 of the County’s General Plan, the proposed ordinance has been updated to no longer allow parcels with ADUs to obtain short-term rental permits. As such, the word ADU has been removed from the following sections of the proposed ordinance.

1. Pages 13 through 16, Use Charts 13.10.312, 13.10.322, 13.10.332, 13.10.552, 13.10.362, and 13.10.372;
2. Page 17, Section 13.10.694(D)(B)(1);
3. Page 26, Sections 13.10.694(D)(7)(b) and 13.10.694(D)(7)(c)(i);
4. Section 13.10.694(D)(7)(c)(ii) has been removed in its entirety;
5. Page 6 of the Staff Report has also been revised accordingly; and
6. Additionally, Section 13.10.694(D)(4)(a), page 20 of the proposed ordinance, has been corrected to state that the new proposed cap for the Seacliff/Aptos/La Selva Beach Designated Area, or SALSDA, is 147.

Item 8 - Revisions to ADU code – Staff provided a replacement page for Page 17, which add Condition 13.10.681 D(7) (a) (ii)(D), to read:

ADUs shall be subject to all objective standards in SCCC Title 16 (Environmental and Resource Protection). Outside the Coastal Zone this requirement shall not preclude construction of an ADU no more than 800 square feet and adheres to 4-foot minimum rear and side setbacks and other setback requirements in this section.

Item 7- Reverse the order of Item 7 and Item 8, with Item 8, the ADU ordinance, heard as Item 7, and Item 7, the Short-Term Rental Code Amendments heard as Item 8. The short-term rental item will follow the ADU item and include relevant ADU citations so it makes sense to have them in this order.

Item 14 - Written Communications - Additional written communications provided.

3. Declaration of Ex Parte Communications- None

- 4. Oral Communications** – Planning Commission will hear brief (2-minute maximum) statements regarding items not on this agenda. - None

REGULAR AGENDA ITEMS

- 5.** Approval of Minutes of April 9, 2025, Planning Commission meeting.

ACTION: As recommended with noted correction

MOTION/SECOND: Nickell/Jimenez

AYES: Barton, Pavonetti, Nickell, Jimenez

NOES: None

ABSTAIN: Shepherd

MOTION CARRIED 4/1 Abstention

- 6.** Approval of Minutes of April 23, 2025, Planning Commission meeting.

ACTION: As recommended

MOTION/SECOND: Jimenez/Pavonetti

AYES: Barton, Pavonetti, Nickell, Jimenez

NOES: None

ABSTAIN: Shepherd

MOTION CARRIED 4/1 Abstention

7. Accessory Dwelling Unit Ordinance Amendments

Public hearing to review and provide recommendation to Board of Supervisors regarding proposed amendments to Santa Cruz County Code for accessory dwelling units.

Amendments to County Code Chapter 13.10 are amendments to the County's Local Coastal Program and require Coastal Commission certification after County adoption.

Consider a recommendation that the project is exempt from further analysis pursuant to the California Environmental Quality Act (CEQA).

SUPERVISORAL DISTRICT: All

PROJECT PLANNER: David Carlson, (831) 454-3173

EMAIL: David.Carlson@santacruzcountyca.gov

ACTION: Move staff recommendation with revised language provided by staff, including Commissioner Barton's friendly amendment to include Counsel Kirkish's language to revise the second sentence of subdivision 13.10.681 (L) to read as follows:

The annual analysis shall include the number of ADUs constructed, the size of ADUs, and the parking required and the impacts such construction has created in each planning area, with particular attention to the environmental impacts, the increase in density and population, and the cumulative impacts within the coastal zone."

MOTION/SECOND: Shepherd/Nickell/Friendly amendment by Barton accepted

AYES: Barton, Pavonetti, Nickell, Jimenez, Shepherd

MOTION CARRIED 5/0

8. Short -Term Rental Code Amendments

Public hearing to review and provide recommendation to the Board of Supervisors regarding proposed amendments to the Santa Cruz County Code for short-term rentals. Amendments to County Code Chapter 13.10 are amendments to the County's Local Coastal Program and require Coastal Commission certification after County adoption.

Consider a recommendation that the project is exempt from further analysis pursuant to the California Environmental Quality Act (CEQA).

SUPERVISORAL DISTRICT: All

PROJECT PLANNER: Fernanda Dias Pini, (831) 454-3119

EMAIL: Fernanda.DiasPini@santacruzcountyca.gov

ACTION: Move staff recommendation

MOTION/SECOND: Nickell/Shepherd

AYES: Barton, Pavonetti, Nickell, Jimenez, Shepherd

MOTION CARRIED 5/0

9. 251092

No Situs

APN's: 037-211-01

Public hearing to consider extending the Tentative Map approved under Permit 211213 (for the subdivision of a 41,019 square foot parcel into six (6) lots plus a common interest conservation parcel (A), to construct six dwelling units, including one affordable unit, install an entrance gate and implement a habitat restoration plan) from 3/22/2025 to 3/22/2027. Requires a Time Extension to Permit 211213.

Consider a determination that the project is exempt from further analysis pursuant to the California Environmental Quality Act (CEQA).

Property is located on the east side of Monterey Avenue (no situs) approximately 325 feet south of the intersection with Soquel Drive.

ACTION: Move staff recommendation

MOTION/SECOND: Barton/Jimenez

AYES: Barton, Pavonetti, Nickell, Jimenez, Shepherd

MOTION CARRIED 5/0

10. Consider the Santa Cruz County 2025 - 2030 Capital Improvement Program and provide a recommendation to the Board of Supervisors regarding a consistency determination with the General Plan.

PROJECT APPLICANT: County Executive Office

SUPERVISORAL DISTRICT: County-Wide

PROJECT STAFF: Ryan Friedrich, (831) 454-3428

EMAIL: Ryan.Friedrich@santacruzcountycalifornia.gov

ACTION: Move staff recommendation

MOTION/SECOND: Jimenez/Nickell

AYES: Barton, Pavonetti, Nickell, Jimenez, Shepherd

MOTION CARRIED 5/0

11. Secretary's Report on Upcoming Meetings and Agendas:

May 28: Cancelled

June 11: 241450 Minor Land Division to create 3 parcels and construct three dwellings on East Cliff Drive

12. Community Development and Infrastructure Department Director's Report:

- Budget on June 4, status quo, no additional staff, currently 77.5 staff, staying under general fund cap; projecting lower revenue and expenditures due to end of CZU 4-Leaf contract and less housing funds from state and federal sources; projecting flat line on building permit activity due to economic uncertainty, focal points this year include pursuing housing fund grants and permit streamlining efforts. CDI has been working with consultants and BOS to put together a work plan.

Questions:

- Commissioner Nickell requested a high-level density bonus training with Commissioner Shepherd requesting a write up to suffice.

Director Machado noted that County Counsel would provide a write up to PC

- Commissioner Pavonetti noted that on the March 25th Board meeting the Board passed items related to direction to Planning staff regarding 30-day, 60-day process improvements, etc. He asked if changes are noticed in review comments, process etc., based on one round of review?

Director Machado noted that CDI to show data regarding number of rounds of reviews. He noted that the vast majority are 1-2 rounds of review with very few going to the 3rd round, and less to 4th round.

Number of 30 day "Quick Wins" implemented

- a) Staff noting code section in review comments
- b) Front counter opened for walk ins
- c) Review commenters to provide contact information on application reviews

Longer Term Program

Status update to Board June 24th, but CDI first meeting with stakeholders regarding findings and recommendations to adjust before Board meeting. These things include:

- New updated dashboard to provide data
 - Plan check comments
 - Click on project link
 - Type of permit activity
- Noted that CDI has been working on process improvements since 2018. CDI expects improvements to continue forever.
- Commissioner Pavonetti: Have you thought about bonuses for staff to shorten duration?

CDI to talk more about it, a lot more to it. The number of plan reviews average is 1-2, 500-600 active plan reviews, however, open to ideas.

- Commissioner Pavonetti: Staff, once assigned, should shepherd the project through, which would really be good.

Director Machado noted that the dashboard to show how many days the project is in applicants or staff's hands because it takes time for projects to come to fruition.

4Leaf contract provided two-week turnaround and successful from 4.3 million revenue; however, contract cost was 6.8 million, the difference is the cost to shepherd projects through. For most part more customer service will take more staff.

- Commissioner Shepherd – Is CDI looking to next housing cycle, so builders remedy does not come forward?

Director Machado noted that the State's strategy was unique, going forward CDI will be more prepared for that type of action to probably avoid it.

13. County Counsel's Report: None

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