



**CITY OF DEL MAR  
PLANNING COMMISSION REGULAR MEETING  
(Action) MINUTES  
March 10, 2020  
Del Mar Town Hall  
1050 Camino Del Mar, Del Mar, California**

The minutes set forth the actions taken by the Planning Commission on the matters stated. Audio/video recordings of the Planning Commission proceedings are retained for a period of ten years, in accordance with the City's Records Retention Schedule. Audio/video recordings, as well as written materials presented to the Planning Commission, including Red Dots (materials provided to the Planning Commission after the agenda has published), are available on the City's website at [www.delmar.ca.us/AgendaCenter](http://www.delmar.ca.us/AgendaCenter) or by contacting the Administrative Services Department at (858) 755-9313.

**CALL TO ORDER**

Chairperson Bakker called the Regular Meeting to order at 6:00 p.m.

**ROLL CALL**

Present: Chair Ted Bakker, Vice Chair Philip Posner, and John Farrell

Absent: Commissioners Don Countryman and David Doyle

Staff Present: Principal Planner Amanda Lee and Management Analyst Shaun McMahon

**APPROVAL OF MINUTES**

Motion by Commissioner Farrell, second by Vice Chair Posner to approve the meeting minutes for February 11, 2020. The minutes were approved by a vote of 3-0-2 (Commissioners Countryman and Doyle absent).

**UPDATE**

Principal Planner Lee introduced City Manager CJ Johnson and announced several housing items:

- 1) A Housing Survey is being distributed Monday, March 16 to solicit community input over a 3-week period related to the 6<sup>th</sup> Cycle Housing Element. The survey is being emailed to all Council Committees, and the interested persons list; and mailed to all City residents and property owners; and posted as a newsflash on the City's home page. In-person assistance will be available at City Hall.
- 2) The City's first public Housing Workshop was held on Saturday, February 29. The meeting was live broadcast and recorded. There was an interactive exercise with three stations to solicit ideas for potential housing. The second Housing Workshop will be at 6:30 pm April 20 as part of the City Council meeting.
- 3) The deadline for written comments for scoping of the Draft Housing Element EIR is March 20.

**PLANNING COMMISSION/STAFF DISCUSSION** (Non-Application Items) - None

**ITEMS NOT LISTED ON THE AGENDA (Oral Communications)** - None

**DISCUSSION AND BRIEFING (Application Items)**

Principal Planner Lee explained there is only one item on the agenda.

**CONSENT CALENDAR** - No items eligible for the consent calendar.

**NEW APPLICATION(S)**

**ITEM 1**

**ADU Ordinance  
Update  
ZA 20-001  
LCPA 20-001**

**Location:** Citywide

**Applicant:** City of Del Mar

**Environmental Status:** Exempt per Statutory Exemption (Public Resources Code Section 21080.17 and CEQA Guidelines Section 15282h) and Categorical Exemptions per CEQA Guidelines Section 15301 (Existing Facilities), 15302 (Replacement or Reconstruction), and 15303 (New Construction or Conversion of Small Structures)

**Staff Contact:** Amanda Lee, Principal Planner

**Description:** A request for a recommendation to the City Council on the proposed amendments to update the City's Accessory Dwelling Unit (ADU) Regulations in Del Mar Municipal Code Chapter 30.91 and amend the Local Coastal Program (LCP) in compliance with State law. The City Council will consider whether to adopt the amendments in a future noticed public hearing.

Principal Planner Lee provided a presentation that was followed by questions from the Planning Commissioners. Principal Planner Lee clarified that ADUs are exempt from all discretionary review requirements, including DRB. Additional questions included whether the County Assessor will reassess properties when an ADU is added; and how the ADU regulations would apply to various scenarios with single dwelling units and multiple dwelling units. Staff indicated they would be asking HCD for assistance to clarify items where the new ADU State law applicability is unclear.

No speaker slips or public correspondence were submitted.

Commissioner comments generally were in support of the smallest maximum floor area and height per State Law in order to best reflect local conditions related to aesthetics, affordability, and ensuring the ADU remains accessory and subordinate to the primary dwelling per the legislative intent.

**MOTION BY COMMISSIONER POSNER, SECOND BY COMMISSIONER FARRELL** to recommend approval to the City Council of the proposed update to the ADU Ordinance (ZA 20-001/ LCPA 20-001), including confirmation of support for the proposed provisions relating to the smallest maximum floor area allowable per State law, shortest maximum ADU height allowable per State law, and proposed requirement for ADU structures to be located at a grade elevation with a slope that is no greater than 4 to 1; and recommending that an additional provision be added to clarify that the height of the ADU not exceed the maximum height of the primary dwelling unit. **(Vote 3-0-2)**

Ayes: Chair Bakker, Vice Chair Posner, and Commissioner Farrell  
Noes: None  
Absent: Commissioners Countryman and Doyle

**ADJOURNMENT** - Chair Bakker adjourned the meeting at 7:10 p.m.