



# City of San Marcos

1 Civic Center Drive  
San Marcos, CA 92069

## Staff Report

---

**File #:**22-2001

---

**PLANNING COMMISSION MEETING DATE:**  
DECEMBER 05, 2022

**SUBJECT:**

### **Recommendation**

### **Attachment(s)**

Draft 11.07.2022 Planning Commission Minutes

Prepared by: Gina Jackson, Senior Office Specialist  
Reviewed by: Joseph Farace, Planning Division Director  
Submitted by: Gina Jackson, Senior Office Specialist



# MINUTES

## Regular Meeting of the Planning Commission

**MONDAY, NOVEMBER 07, 2022**

City Council Chambers  
1 Civic Center Drive, San Marcos, CA 92069

---

### **CALL TO ORDER**

At 6:30 p.m. Planning Commission Chair Flodine called the meeting to order.

### **PLEDGE OF ALLEGIANCE**

Commissioner Rios led the Pledge of Allegiance to the Flag.

### **ROLL CALL**

The Secretary called the roll:

PRESENT: COMMISSIONERS: KIM, CAVANAUGH, NORRIS, FLODINE, CRAIN, CARROLL, RIOS

ALTERNATE COMMISSIONERS IN AUDIENCE: NONE

ABSENT COMMISSIONERS: NUTTALL

Also present were: Planning Division Director Joe Farace; Sustainability Program Manager Saima Qureshy, Principal Civil Engineer Stephanie Kellar, Deputy City Attorney Punam Prahalad; Senior Office Specialist Gina Jackson

### **ORAL AND WRITTEN COMMUNICATIONS**

None

### **CONSENT CALENDAR**

**1. APPROVAL OF MINUTES, 07/05/2022**



**Action:**

COMMISSIONER CRAIN MOVED TO APPROVE CONSENT CALENDAR ITEM #1 AS PRESENTED; SECONDED BY COMMISSIONER NORRIS. MOTION CARRIED BY THE FOLLOWING VOTE.

AYES: COMMISSIONERS: CAVANAUGH, NORRIS, CRAIN, CARROLL, RIOS  
NOES: COMMISSIONERS: NONE  
ABSENT: COMMISSIONERS: NUTTALL  
ABSTAIN: COMMISSIONERS: KIM, FLODINE

**PUBLIC HEARINGS**

**2. Project No:** ND21-0005, SP19-0001, and SDP19-0003

**Applicant:** North Coast Church

**Request:** Approve a Specific Plan and Site Development Plan to improve the 2.59 acre project site with a two-story office/commercial building of 32,969 sf and associated site improvements.

**Environmental Determination:** Mitigated Negative Declaration (ND21-005) is prepared pursuant to the California Environmental Quality Act (CEQA).

**Location of Property:** 3255 and 3275 Montiel Road, San Marcos, CA, more particularly described as A portion of Lot 16 of Block 7 of Rancho Los Vallecitos de San Marcos, in the City of San Marcos, County of San Diego, State of California, according to Map thereof No. 806, filed in the Office of the County Recorder of San Diego County, December 21, 1895. Assessor's Parcel No.: 228-370-20-00 & 228-370-39-00

**Recommendation:** Staff recommends approval to City Council

**Saima Qureshy, Sustainability Program Manager:** gave staff presentation.

**Jamie Looney, consultant to applicant:** gave a brief presentation.

**Planning Commissioners discussions included:** Inquired if the café will be supporting the whole office building or only during church operating hours; inquired about the construction schedule; how did staff address Caltrans concern regarding glare from the lights; concerns with proximity of hotel that was approved in the area; is project an expansion of the church or solely commercial; are the homes on the property vacant and if not, have the tenants been notified to vacate; like the solution for the parking situation; location of crosswalks from church to proposed parking lot;:

**Applicant response:** The intent of the café is to service the office building during normal business hours and the church on the weekends. The construction schedule has not been set. The property is strictly commercial. The church will not be the landlord of this property. The goal is to establish safe and convenient



parking. The tenants in the homes have been notified and will be relocated. There is a proposed switchback that will join the sidewalks as pedestrian route of travel.

**Staff response:** All lighting is to be consistent with the City's lighting requirements. No intense lighting is expected from the use. The project isn't expected to bring any traffic concerns to the area.

### **PUBLIC COMMENTS**

**Tracie Moss with North Coast Church:** Thanked the Commissioners for listening to their plan. The church's goal is to continue working with our community and building strong relationships.

### **CLOSED PUBLIC HEARING**

**Planning Commissioner discussions included:** Good use of the property; creative way to solve the parking issue.

#### **Action:**

COMMISSIONER RIOS MOVED TO RECOMMEND APPROVAL TO CITY COUNCIL ADOPT ND21-005, RESOLUTION PC 22-4975 FOR SP19-0001, AND RESOLUTION PC 22-4976 FOR SDP19-0003; AND SECONDED BY COMMISSIONER CRAIN. MOTION CARRIED BY A ROLL CALL VOTE.

AYES:	COMMISSIONERS: KIM, CAVANAUGH, NORRIS, FLODINE, CRAIN, CARROLL, RIOS
NOES:	COMMISSIONERS: NONE
ABSENT:	COMMISSIONERS: NUTTALL
ABSTAIN:	COMMISSIONERS: NONE

**PLANNING DIVISION DIRECTOR COMMENTS:** The University District Specific Plan Amendment that was heard at the June Commission meeting went to City Council on July 12<sup>th</sup> and was approved 5-0. The Text Amendment heard at the July 5<sup>th</sup> Commission meeting for Housing Zoning Update related to the Housing Element, adopted last year went to City Council in October and was approved 5-0. There's been a lot of activity in the Planning Department and we expect to have a lot of items coming to Planning Commission. We'll have a meeting on December 5<sup>th</sup> and meet again at the second meeting in January. This concludes my comments.

**PLANNING COMMISSIONER COMMENTS:** The Commissioners welcomed Marcelo Kim to the Planning Commission.



**ADJOURNMENT**

At 7:03 p.m. Chair Flodine adjourned the meeting.

---

ERIC FLODINE, CHAIRPERSON  
CITY OF SAN MARCOS PLANNING COMMISSION

**ATTEST:**

---

GINA JACKSON, SENIOR OFFICE SPECIALIST  
CITY OF SAN MARCOS PLANNING COMMISSION