



AGENDA

CITY OF HALF MOON BAY PLANNING COMMISSION

TUESDAY, JANUARY 14, 2020

7:00 PM

**Half Moon Bay EOC
537 Kelly Ave.
Half Moon Bay, CA 94019**

**Brian Holt, Chair
James Benjamin, Vice Chair
Sara Polgar, Planning Commissioner
Steve Ruddock, Planning Commissioner
Rick Hernandez, Planning Commissioner**

This agenda contains a brief description of each item to be considered. Those wishing to address the Planning Commission on any matter not listed on the Agenda, but within the jurisdiction of the Planning Commission to resolve, may come forward to the podium during the Public Forum portion of the Agenda and will have a maximum of three minutes to discuss their item. Those wishing to speak on an agenda item are asked to fill out a speaker card. Speaker(s) will be called forward at the appropriate time during the agenda item in consideration.

Please Note: Please Provide a Copy of Prepared Presentations to the Clerk

Copies of written documentation relating to each item of business on the Agenda are on file in the Office of the City Clerk at City Hall and the Half Moon Bay Library where they are available for public inspection. If requested, the agenda shall be available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132.) Information may be obtained by calling 650-726-8271.

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<http://hmbcity.com/>

MEETING WILL CONCLUDE BY 10:30 PM UNLESS OTHERWISE EXTENDED BY SIMPLE MAJORITY VOTE OF THE PLANNING COMMISSION.

PLEDGE OF ALLEGIANCE AND ROLL CALL

APPROVAL OF MINUTES

Minutes 12.10.2019
[Draft PC Minutes 12.10.2019](#)

ELECTION OF CHAIR AND VICE CHAIR

PUBLIC COMMENT

1. PUBLIC HEARING ITEMS

1.A

DESCRIPTION: Amendments to the Half Moon Bay Municipal Code, Title 18, Zoning Ordinance, part of the Local Coastal Implementation Plan, to amend use provisions in the City's mixed-use Zoning Districts including the Commercial-Downtown (C-D), Commercial-Residential (C-R), Commercial-Visitor Serving (C-VS), and Commercial-General (C-G) Districts; and to update the City's parking requirements for commercial, mixed-use (commercial and residential), and multi-family residential development in the C-D and C-R Zoning Districts.

CITY FILE: PDP-19-101

LOCATION: Citywide

APPLICANT: City of Half Moon Bay

PROJECT PLANNER: Jill Ekas, Community Development Director, 650-726-8264

[STAFF REPORT](#)

[ATTACHMENT 1 -Resolution](#)

[ATTACHMENT 2 - Ordinance Mixed Use and Parking Standards](#)

[ATTACHMENT 3 - Staff Report - Dec 10 2019](#)

[ATTACHMENT 4 - Comment Letter](#)

1.B PROJECT DESCRIPTION: An application for a Coastal Development Permit and Architectural Review to allow the temporary installation of parklet within three vehicle parking spaces within the public right of way along the west side of Main Street between Kelly Avenue and Miramontes Street.

FILE NUMBER: PDP-19-111

LOCATION: 552 Main Street Public Right of Way

APPLICANT/PROPERTY OWNER: Harpo Marx

PROJECT PLANNER: Scott Phillips, 650-726-8299

[STAFF REPORT](#)

[ATTACHMENT 1 - Resolution](#)

[ATTACHMENT 2 - AAC Project Memo](#)

[ATTACHMENT 3 - Plans](#)

DIRECTOR'S REPORT

PLANNING COMMISSION COMMUNICATIONS

ADJOURNMENT



MINUTES
CITY OF HALF MOON BAY PLANNING COMMISSION
TUESDAY, DECEMBER 10, 2019
EMERGENCY OPERATIONS CENTER (EOC) / 537 KELLY AVENUE

Chair Holt called the meeting to order at 7:00 PM

PRESENT: Chair Holt, Commissioners Benjamin, Polgar and Ruddock

TELECONFERENCE: Commissioner Hernandez

PLEDGE OF ALLEGIANCE AND ROLL CALL

Chair Holt led the Pledge of Allegiance.

APPROVAL OF MINUTES

Minutes: November 12, 2019

Commissioner Benjamin made the following clarifications/changes:

Q: What are the actual hours of operations? What days of week open?

Answer updated to read as:

A: Needs to be clarified and changed in the conditions. ~~Not meant to condition # of days clarified work S, M, TH F, off Tuesdays and Saturdays,~~ (hours were changed, and it is reflected in the final motion).

Page 3, second bullet added: ‘Important to be’ respectful and sensitive to the parents with kids at middle school and their concerns

M/S: Benjamin/Polgar, 4-0-1 (Commissioner Hernandez absent)

PUBLIC COMMENT

- 1) Margarita Vasquez – Youth Council Coordinator at the Half Moon Bay School –** introduced herself and what this group was all about; survey recently completed of 184 high school students about how to get more involved with local government. She provided staff with the outcome of the survey and told the Commission she hoped to be back again soon to engage more students in government.

- 2) **Tim Pond – resident** – Plastic fencing on the bluff tops; plastic on the bluffs will end up in the landfills and creeks; the fencing is an attractive nuisance, hazardous and violates the building codes.

PUBLIC HEARING ITEM

1.A - DESCRIPTION: Amendments to the Half Moon Bay Municipal Code, Title 18, Zoning Ordinance, comprising the Local Coastal Implementation Plan, to comply with State law by amending Chapter 18.33 Accessory Dwelling Units. Additional code amendments related to implementation of the amended Accessory Dwelling Unit (ADU) Chapter are included with this ordinance

CITY FILE # PDP-19-102

LOCATION: Citywide

APPLICANT: City of Half Moon Bay

Jill Ekas, Community Development Director and Sara Clark, Deputy City Attorney; presented item to the Planning Commission.

Planning Commission Clarifying Questions:

Q: Are short-term rentals banned in all streamlined ADUs?

A: Yes. Also, the City ordinance does not allow short-term rentals in any ADUs other than those that were grandfathered in the 2018 code amendment.

Q: ADUs in PUDs – nuance about attached verses with existing structures?

A: State law requires that ADUs be allowed in all residential areas; wholly within ADUs for the PUDs is proposed because this development form will not impact visual resources.

Q: What is “attached” defined as?

A: Referring to additions to additional building square footage

Q: AB 587 – sale of ADU under special circumstances – 30 years affordability. Do we have discretion to make it longer?

A: No, State law is narrow and specially tailored for this provision.

Q: Regarding State law – could a version of the ordinance showing concordance be made available?

A: Yes, and not that about 90-95% of the provisions are imposed by State Law.

Q: Do proposed fee changes cover our costs for processing an ADU permit?

A: Yes, the cost to process is mostly covered.

Q: For legalizing non-conforming development, can the city consider/require insulation, traffic, safety, etc.?

A: Cannot modify street frontage, can impose building and fire codes to ensure safety.

Q: If a single family residence (SFR) and ADU proposed, is the SFR streamlined?

A: Half Moon Bay City code will allow parallel review. A certificate of occupancy would be required for the S.F. before or concurrent with the ADU.

Q: If converting existing non-livable space, such as a garage, is parking lost if a streamlined ADU?

A: Yes, unless in a defined area where street parking for coastal access is a priority.

Q: Emergency situations – 17.06.025 – provides for limiting Measure D certificates in the event of lack of infrastructure of endangerment to public health and safety. Would ADUs be limited by this?

A: Staff will need to research this situation; however, it does not affect the proposed ADU ordinance, and ADUs require Measure D certificates.

Q: What would be an accessory “structure?”

A: Structures that are already enclosed.

Q: Does floor area ratio (FAR) apply?

A: Only applies to ADUs over 800 square feet

Q: How many ADUs are allowed?

A: Depends on the existing development.

Q: Are RV’s allowed?

A: No.

Q: PUDs – Why was this decision made?

A: ADUs must be allowed where zoning allows residential – not just residential zones. The proposed ordinance is making an exception related to the Coastal Act by limiting ADUs in PUDs to wholly within based on visual resource designation of PUDs. Homeowners associations can no longer prohibit ADUs.

Q: Can we anticipate ADUs in Ocean Colony?

A: Yes. For example, some residents have expressed that ADUs would be beneficial for aging in place, supplemental income, and companionship. Bringing the ordinance forward at this time is the only way to implement local control. January 1, 2020 will revert to State law until the local ordinance complies with new State law.

PUBLIC COMMENT

- 1) **Mike Ferreira, Sierra Club** - addressed this issue in the past regarding PUDs. Council was emphatic about taking two major PUDs out the code. State law said zoned for housing, PUD doesn’t do that. Now we are compromising; legislature doesn’t compromise. Law hasn’t changed in that regard. Planning Commission is being requested to go against City Council.
- 2) **Jules Sofer, resident** - RV’s’ and trailers in Arleta Park. Could we expect to see a lot more of this?
- 3) **Tim Pond, resident** – he has designed 10-20 ADUs on the Coastsides. Smaller houses are the only way to go and can be completely energy efficient.

Planning Commission Clarifying Questions and Comments

- Agree with intent of State law and the housing emergency situation. Need to do what we can to support affordable housing. Also agree it’s messy; however, ADUs are means to protect our most sensitive resource’s while providing housing.
- Need to look into Muni Code 17.06.025. New ADUs will result in more commuters if no new jobs; concerned about allowing development in flood zones.

- This requires implementing regulations for which the City does not have discretion; wants to see concordance
- Appreciates recognition of hazards, ESHA and coastal access.
- Agree to charge impact fees for larger ADUs and to charge for Measure Ds. Should also charge to incentivize smaller ADUs.
- Staff: Couldn't convert a carport to ADU. Have to replace if in the 4 parking areas.
- Ocean Colony – What about the way the roads were built and the parking; what about additional cars?

Motion made as written in the staff report with the text changes –

- 1) Provide concordance with State law regulations for City Council.
- 2) Add a definition of “structures” specific to ADUs into the ordinance language.
- 3) Consider legality of short-term rental deed restriction.
- 4) Support impact fees for over ADUs larger than 750 square feet.

M/S: Ruddock/Benjamin

VOTE: 4-1 (Benjamin dissenting)

Item: 1B - DESCRIPTION: Amendments to the Half Moon Bay Municipal Code, Title 18, Zoning Ordinance, part of the Local Coastal Implementation Plan, to amend use provisions in the City's mixed-use Zoning Districts including the Commercial-Downtown (C-D), Commercial-Residential (C-R), Commercial-Visitor Serving (C-VS), and Commercial-General (C-G) Districts; and to update the City's parking requirements for commercial, mixed-use (commercial and residential), and multi-family residential development in the C-D and C-R Zoning Districts.

APPLICANT: City of Half Moon Bay

Planning Commission Clarifying Questions

Q: Parking Structure – How to get to that?

A: Parking will be studied in the future Town Center Plan

Q: If the Use Permit for residential is not required; what is the review?

A: If there is a change in intensity of use, a coastal development permit will be required.

Q: With respect to masonry wall conditions; is there a way to add performance standards?

A: Yes. Noise and other factors can be considered.

PUBLIC COMMENT

- 1) Jules Sofer, resident and Downtown property owner – former retail owner on Main Street, thinks the City needs to do something with parking lots; City should collect fees from businesses that can't provide parking; retail needs retail; supports the urgency ordinance; however recommends providing some flexibility for long vacancies, e.g. tried hard to tenant a shop for 6 months.

- 2) John Evans, resident – urgency ordinance suggestions, existing vs. new buildings. Unintended consequences of applying restrictions before designing buildings; restrict some uses – not to be permanent. Concerned about ADA access and upper floors of old buildings.

Planning Commission Comments

- Look at super charger station on Main Street.
- Likes parking structure idea.
- Loves living in a farm town by the beach; however, there are a lot of trucks. Would like to add restrictions for parking long vehicles on Main Street.
- Would the La Piazza building be restricted to retail? If Cunha’s, as an example, got new tenants, could there be retail in front and office in back? (Staff will research)
- Comfortable with this item but would like some more information.

Motion to continue this item to the January 14, 2020 Planning Commission Meeting, staff to research suggestions made during public hearing and Planning Commission discussion.

M/S: Benjamin/Ruddock

VOTE: 5-0

DIRECTOR REPORT

PLANNING COMMISSION COMMUNICATIONS

ADJOURNMENT

Meeting adjourned by 10:17pm by Chair Holt

Respectfully Submitted:

Approved:

Bridget Jett, Planning Analyst

Brian Holt, Chair

**BUSINESS OF THE PLANNING COMMISSION
OF THE CITY OF HALF MOON BAY**

AGENDA REPORT

For meeting of: **January 14, 2020**

To: Chair Holt and Planning Commission

From: Jill Ekas, Director of Community Development

TITLE: CONTINUATION FROM DECEMBER 10, 2019: AMENDMENTS TO ZONING CODE FOR THE COMMERCIAL-DOWNTOWN, COMMERCIAL-RESIDENTIAL, COMMERCIAL-VISITOR SERVING, AND COMMERCIAL-GENERAL DISTRICTS AND PARKING STANDARDS

RECOMMENDATION:

Adopt the attached resolution recommending approval of the draft Municipal Code Title 18 Zoning ordinance amendments to Chapter 18.02 Definitions; Chapter 18.06 Residential Land Use; Chapter 18.07 Commercial Land Use (C-D, C-R); Chapter 18.08 Commercial Land Use (C-VS, C-G); and Chapter 18.36 Parking Standards (“Mixed-Use Districts and Parking Standards Ordinance”) to City Council (Attachments 1 and 2). For this action, the Planning Commission should review the draft ordinance, staff report and presentation, and consider community input.

BACKGROUND:

The Mixed-Use Districts and Parking Standards Ordinance includes amendments for all of the City’s mixed-use districts broadly, with a specific focus on Downtown. As proposed, the amendments will better facilitate development of the diverse housing types sought by Council while also supporting Downtown vitality for businesses, residents and visitors. The Planning Commission continued this item from the December 10, 2019 meeting. The staff report for that meeting contains important background for this item, including an in-depth discussion of the proposed code amendments (Attachment 3).

The draft ordinance addresses all of the City’s mixed-use zoning districts: Commercial-Downtown (C-D), Commercial-Residential (C-R), Commercial-General (C-G), and Commercial-Visitor Serving (C-VS). The code amendments specifically support establishing residential uses throughout the mixed-use zoning districts within existing and/or new development. For example, the updates would eliminate the Use Permit requirement for residential uses in these areas, a change that would simplify the entitlement review process in some cases. Updated parking standards for mixed-use and multi-family development in these zones are also proposed. Reductions in the required number of spaces and new allowances for shared use

parking for mixed-use development will benefit several pending applications for mixed-use development in Downtown.

For Downtown, the code amendments also address ground-floor uses on Main Street between Pilarcitos Creek and Correas Street (“Heritage Main Street”). As part of this work, the City Council adopted an interim urgency ordinance, the “2019 Heritage Main Street Interim Urgency Ordinance,” at a special meeting on December 5, 2019. The interim urgency ordinance is effective for 45 days. Subsequently, Council approved a ten-month and 15-day extension of the interim ordinance on December 17, 2019 resulting in a one year term. The interim ordinance limits conversion of ground-floor space on Heritage Main Street from active ground-floor dependent uses, such as personal services, retail and restaurants, while it is in effect. As proposed, the interim ordinance will be replaced by the Mixed-Use Districts and Parking Standards Ordinance which addresses Downtown land uses more comprehensively than the interim ordinance. It should also be noted that Heritage Main Street use restrictions apply to new uses; existing ground-floor uses may continue.

At their December 10, 2019 meeting, the Commission held a public hearing, deliberated, and continued this item to January 14, 2020. The continuance was meant to provide additional time for community input and for staff to research alternate suggestions brought forward during public comment. Most of the community input centered around the Heritage Main Street uses. Since the December meeting, staff met with several interested parties to learn more about their concerns and ideas, reconsidered approaches used in other cities, and further reviewed site and development conditions along Main Street. This report presents additional options for the Planning Commission’s consideration related to uses on Heritage Main Street. The other portions of the zoning amendments, including those related to residential and mixed-use requirements and the updated parking standards are brought forward as they were presented to the Planning Commission in December. As such, discussion of those items can be found in Attachment 3.

DISCUSSION REGARDING HERITAGE MAIN STREET:

The Planning Commission first considered ground-floor use restrictions for portions of Main Street at a study session in July 2019. Staff had been working on a succinct and interrelated suite of code amendments meant to bolster mixed-use and multi-family development opportunities in Downtown and other mixed-use districts in the short-term while the Local Coastal Program update was still in review. Most of the focus was on residential use regulations consistent with City Council prioritization of affordable housing. This rather limited scope of code updates also provided opportunity to incorporate some of the Planning Commission’s recent interests, such as parking for electric vehicles. The Heritage Main Street ground floor use restrictions were not initially a primary focus of this amendment. This matter was brought to light by the local community, both residents and Main Street business owners. The condition of Main Street was noticed by staff as well, but the intent in Summer 2019 was to work through a range of Town Center planning needs through a future master planning process.¹ However,

¹ Town Center master planning is discussed at the end of this report.

questions and complaints about vacancies and new uses on Main Street continued in the months leading up to the July study session. Thus, staff brought the matter forward to the Planning Commission in July and incorporated the Commission's input into the code update as first presented in December.

At the December 10, 2019 hearing and afterwards, some community members, especially property owners and local real estate professionals, requested more flexibility for ground-floor Heritage Main Street uses. (See written comment received in Attachment 4.) Concerns about long-term vacancies, difficult economic and development conditions, and the local community's need for goods, services, and employment were all cited as reasons to provide a broader range of uses and for tailoring the provisions to the specific Half Moon Bay context. Staff has conducted significant additional research on this topic and prepared several options for Planning Commission consideration. Staff's intent for all of these approaches is that they be highly responsive to the input of the real estate community, residents, Downtown business owners, and the public. We recommend incorporating all of the following additional provisions to maintain the intent while expanding flexibility for this code update.²

Frontage Depth: The draft code did not specify how much of a building or site would need to be comprised of active ground-floor dependent uses fronting Heritage Main Street. The principle focus is on the storefront and streetscape environment. To accomplish this, it is not necessary for every ground floor space to be entirely in active use. Members of the real estate community asked about allowing other uses, such as offices, behind active ground-floor frontage uses. This concept is sometimes referred to as "liner" uses. A typical application in much more urban settings is when active frontages uses line the ground floors of parking structures or are used to break up what would otherwise be monolithic blank walls of big box stores.

This approach is well developed and can be adapted to small town formats like Downtown Half Moon Bay. Staff looked at similar applications for downtown districts in other cities and researched recent urban design literature on this topic. A wide range of frontage depth requirements and practices can be found in other settings, ranging from 10 feet to 120 feet. Most lots on Heritage Main Street are 100 feet deep, although there are quite a few shallower lots on both sides of the 500 block. A 50-foot minimum depth for active uses, or 50 percent of the lot depth, would be considered a reasonable starting point consistent with our research. Having studied Heritage Main Street's lot configuration and development pattern further, allowances for less frontage depth, down to as little as 20 feet, would also be consistent with some existing development formats. Reduced frontage depths create smaller, more affordable spaces which often work better for new small businesses. Literature, and staff's experience in other cities, indicates that depths less than 20 feet are impractical and result in frontage spaces that are not suitable for very many tenants over time.

² These additional proposed revisions are highlighted in yellow in the draft ordinance language in Attachment 2.

Proposed Option: Require 50 feet minimum frontage depth in active ground-floor dependent use; allow shallower frontage depths down to 20 feet subject if findings related to protection of active ground-floor dependent uses are made.

Expected Effect of Frontage Depth Option: This allowance would most likely be incorporated on corner properties, in courtyard development layouts, and within larger buildings that may have wider than typical frontages. All of these cases would support Main Street vibrancy, while also allowing flexibility for how spaces are demised and tenanted. This provision is also a sustainability measure because it supports longer-term viability of existing development through adaptive retrofit, instead of replacement, of existing buildings.

Exceptions for Old Houses: Four converted single-family homes remain on Main Street between Pilarcitos Creek and Correas Street. They were constructed between 1900 and 1935. Three of them are listed on the City’s local register; while the fourth is likely eligible. Only one of these former residences has an active retail use at this time. Houses can be difficult to convert to active ground-floor dependent uses, especially in a Downtown setting where shopfront windows at back-of-sidewalk are so important to attracting customers. The existing residences are unlike any of the other buildings on the Heritage Main Street blocks. Because these former residences are setback with small front yards, they have a different physical relationship with the sidewalk environment. And, with the exception of a bank building on the 600 block of Main Street, all of the other buildings on Heritage Main street have shopfront windows on or near back-of-sidewalk. These four houses are also dispersed, being located as two sets of “couplets” on different blocks and different sides of the Main Street. They thereby add to the eclectic nature of architectural expression identified in the Downtown Specific Plan as desirable. Staff believes that these four converted homes are notable and should be given special consideration.

Proposed Option: Exempt sites developed with single-family homes from the active ground-floor dependent use requirements.

Expected Effect of Exceptions for Old Houses: This allowance could result in these buildings remaining in office uses for long periods of time as they change tenancies. One intent of any future master plan will be retention of historic resources, and this provision would be consistent with that objective by supporting retention of these four structures for a wide range of tenant types through adaptive reuse.

Custom Industry Use Regulations: Over the course of the Land Use Plan update, community members have expressed interest in diversifying local employment opportunities. A range of small business types, including technology, artisan, and custom design and manufacturing, as well as cottage industries have been cited as compatible with town scale and as a good employment fit for local residents who work in technology, the arts, or the burgeoning “maker movement.” The local demand for commercial and light industrial space for such uses has not been studied; however, it is of note that the City has limited lands with light industrial zoning. Furthermore, these areas do not typically provide facilities suitable for new small ventures. The

December 2019 version of the draft Mixed-Use and Parking Standards Ordinance continues to allow “custom industry” in the C-D zoning district, including ground floor space along the Heritage Main Street blocks. Custom Industry is defined by Chapter 18.03 Use Classifications of the Zoning Ordinance as:

18.03.60 Industrial use classifications.

- A. *Industry, Custom. Establishments primarily engaged in on-site production of goods by hand manufacturing involving the use of hand tools and small-scale equipment.*

The code further describes use regulations applicable to custom industry in the C-D zoning district as follows:

18.07.025 Use regulations.

- B-1 Custom Industry. Small scale custom industries such as ceramic studios, candle-making shops and custom jewelry manufacturing which may also sell goods produced on-site directly to customers are permitted in the C-D district.*

These use regulations could limit options for newer approaches to small-scale production and fabrication, such as with 3-D printing. Modest revisions to the use regulations for custom industry could clarify and provide for a broader range of custom industries and manufacturing methods as potentially permissible.

Proposed Option: Amend 18.07.025 Use regulations, B-1 for custom industry to allow machine shop and wood-working power tools, 3-D printing, and other fabrication methods in addition to hand tools subject to Use Permit review and conformance to performance standards to ensure compatibility with adjacent development and uses. Current performance standards for the C-D district would address noise, vibration, odors, and hazardous materials storage. For Heritage Main Street, such uses in ground-floor spaces would also need to maintain visibly open storefronts, typical business hours, and access for walk-in customers to order or purchase goods and services produced by the custom industry. Production methods requiring significant chemical storage or especially noisy equipment such as compressors, would not be compatible. Generally, these uses should not require a change in building code classification relative to an active ground-floor dependent use such as a restaurant.

Expected Effect of Amending the Custom Industry Use Regulations: Custom Industry is a highly specialized use. As a result, it is likely that this provision will not have a significant impact. However, amending the code would create opportunity for new businesses featuring local approaches in the eclectic field of custom industry.

Other Considerations: Community members, including property owners and residents have expressed interest in this topic during the City review process and in other public forums. Three additional topics are covered here in response to specific requests for additional code flexibility and to clarify the scope and intent of these code amendments, as well as current and future planning, projects, and programs for the Town Center.

Conditional Allowances for Storefront Offices: At the December Planning Commission hearing, public comment included a request to consider some allowances for office uses in storefront spaces. Staff believes that the flexibility provided by the recommendations presented above are sufficient; nevertheless, we researched options and prepared code provisions to allow ground-floor frontage office uses under certain circumstances.

There are several ways to approach allowing storefront offices and/or other uses that do not squarely fall under the definition of active ground-floor dependent uses. Three options have been suggested by real estate professionals and landlords and other members of the community, and supplemented by staff. These include:

- Option One - Long Vacancies: As conditional uses, allow inactive ground-floor uses after a long vacancy period, such as six months, subject to the landlord demonstrating that the property has been well-advertised and appropriately priced.
- Option Two - Walk-in-Clientele: In this approach, office uses that provide direct services to patrons or clients on a walk-in basis would be conditionally permitted. Uses that may qualify in this category include travel agencies, insurance agent offices, real estate offices, and interior design and other design professions with showrooms among others. Several of these types of uses have been established on Main Street and contribute to the array of goods and services provided in Half Moon Bay's small town center. However, times have changed for many of these types of businesses, similar to the trend with retail, and many of these uses no longer need shopfronts to operate. Proposed uses of this type would need to demonstrate that they are consistent with all of the purpose statements of the C-D zoning district, specifically including 18.07.010 Purpose.:

*D. Strengthen and expand the city's economic base, by providing for visitor serving needs while protecting the small businesses that currently serve the city residents in the historic downtown area on a **daily** basis. (emphasis added)*

A definition for "walk-in clientele" with performance standards would be used as the basis for the Planning Commission's discretionary evaluation of a Use Permit application. Standards would require that such uses maintain visibly open storefronts, regular business hours, and access for walk-in customers.

- Option Three - Temporary Uses: Allow inactive ground-floor dependent uses as conditional uses through termed Use Permits.

If the Planning Commission would like to provide additional flexibility by continuing to allow some ground-floor office uses, it can consider incorporating any or all of the concepts presented above. Such allowances should be expected to cause fragmentation, even if temporary, of the Main Streets pedestrian experience of an active streetscape. However,

allowing these uses under special circumstances is preferable to long-term vacancies if economic conditions lead to such a situation.

Staff is also proposing to include an uncodified ordinance provision requiring a status report to City Council one and two years after the effective date of the Mixed Use Districts and Parking Standards Ordinance should it be adopted. The check-in would include a report about changes of use, vacancies, and feedback from Downtown property owners and businesses about the positive or negative impacts of the ordinance. In particular, if vacancies become more prevalent than they are at this time, the City could reconsider provisions of the ordinance to make it work better.

Town Center Master Planning

The Mixed-Use Districts and Parking Standards Ordinance is one effort in a suite of recent projects and programs intended to support affordable housing throughout the City and to vitalize Downtown as a vibrant mixed-use neighborhood. At this time, staff is laying the groundwork for a Town Center planning effort. We expect to receive a State planning grant to support this planning for this area. This project is expected to be a priority of the Community Development Department's work plan for the next two fiscal years. Master planning will be a community oriented process involving many stakeholders. It is expected to address public spaces, infrastructure, economic development, signage, and catalyst sites in addition to zoning and design guidelines.

Summary and Next Steps

The Mixed-Use Districts and Parking Standards Ordinance incorporates direction from the Planning Commission and input from community members received during and since the July study session. It also incorporates policy direction gained through the Land Use Plan update process for the Town Center. Over summer and fall 2019, staff has worked with several applicants and other interested parties to test the proposed amendments on different development scenarios. Staff has also coordinated with Coastal Commission staff to ensure they are informed about the forthcoming zoning amendments, which will require Coastal Commission approval.

Staff recommends that the Planning Commission review the draft ordinance, consider community input, and adopt the attached resolution (Attachment 1) recommending approval of the ordinance(Attachment 2) to City Council. The Planning Commission's recommendation will be brought forward to City Council in early 2020.

CEQA

The proposed Ordinance is exempt from CEQA per CEQA Guidelines sections 15305 (minor alterations to land use limitations) and 15061(b)(3) (common sense exemption). With respect to Heritage Main Street, the proposed Ordinance intends to preserve the baseline active, ground-floor dependent uses. With respect to residential uses, the proposed amendments are intended to streamline permitting of uses that are already allowed under the current zoning code; adoption of the proposed amendments are not likely to significantly alter future land uses

beyond what is permitted under the current code. With respect to changes to parking requirements, the proposed amendments are tailored to adjust such requirements to meet parking demand and to eliminate the creation of excess parking spots.

Public Notice

Public notification for the Planning Commission hearings on this amendment include the following: Mailed notices to all property owners in all of the mixed-use districts; Half Moon Bay Review public hearing notice and press coverage including a letter to the editor from the City Manager encouraging participation in this meeting; Planning Commission packet email list; ENews announcements; Next Door posting and City social media platforms.

The Planning Commission study session in July 2019 and public hearing in December 2019 for this topic were televised. Staff especially wishes to acknowledge the support from the Chamber of Commerce to further get the word out to the local business community, especially Downtown.

ATTACHMENTS:

Attachment 1 – Resolution Recommending Approval of Ordinance

Attachment 2 – Proposed Ordinance

Attachment 3 – Planning Commission Report without attachments, December 10, 2019

Attachment 4 – Comment Letter

PLANNING COMMISSION RESOLUTION P-20-__
RESOLUTION FOR RECOMMENDATION TO CITY COUNCIL
PDP-19-101

Amendments to the Half Moon Bay Municipal Code, Title 18, Zoning Ordinance, comprising the Local Coastal Implementation Plan, Amending Chapter 18.02 “Definitions;” Chapter 18.06 “Residential Land Use;” Chapter 18.07 “Commercial Land Use (C-D, C-R);” Chapter 18.08 “Commercial Land Use (C-VS, C-G);” And Chapter 18.36 “Parking Standards” of the Zoning Ordinance.

WHEREAS, the City of Half Moon Bay is located fully within the California Coastal Zone; and

WHEREAS, the City of Half Moon Bay’s certified Local Coastal Program includes an implementation plan which is in part comprised of the Zoning Ordinance; and

WHEREAS, the City established the C-D and C-R zoning districts to designate appropriate uses and development standards for Downtown and to implement the requirements of the policies of the Local Coastal Program as required by the California Coastal Act; and

WHEREAS, the City Council has identified affordable housing as a multi-year priority and directed staff to prepare and implement a workplan to facilitate development of new housing, especially within the Downtown area; and

WHEREAS, staff identified constraints imposed by zoning regulations in the C-D, C-R, C-G, and C-VS mixed-use districts, as well as the parking standards which have not been updated for many years to reflect the actual parking demand associated with multi-family and mixed-use development located in these districts; and

WHEREAS, the Planning Commission considered options for amending the provisions that constrain housing development at a study session on July 23, 2019; and

WHEREAS, the Planning Commission considered a Downtown Parking Occupancy Study and a Heritage Main Street Use Inventory to inform their consideration of the proposed zoning amendments; and

WHEREAS, the Planning Commission conducted a duly noticed public hearing to consider amendments to Chapter 18.02, 18.06, 18.07, 18.08, and 18.36 (“Mixed-Use Districts and Parking Standards Ordinance”) on December 10, 2019 and continued to January 14, 2020, at which time all those desiring to be heard on the matter were given an opportunity to be heard; and

WHEREAS, the Planning Commission considered all written and oral testimony presented for their consideration; and

WHEREAS, the Planning Commission has found the Mixed-Use Districts and Parking Standards Ordinance to be consistent with the California Coastal Act, the Half Moon Bay’s certified Local Coastal Land Use Plan in that that amendments are supportive of visitor-serving uses, protective of Old Downtown, provide flexible use of properties in the mixed-use zoning districts and associated visual resource areas in Old Downtown and along Highway 1 and Highway 92; and

WHEREAS, the Planning Commission has found that the Mixed-Use Districts and Parking Standards Ordinance is consistent with the City’s Housing Element, which contains programs to reduce zoning constraints on housing development;

WHEREAS, documents and other material constituting the record of the proceedings upon which the City’s decision and its findings are based are located at the City of Half Moon Bay Community Development Department, located at 501 Main Street, Half Moon Bay; and

WHEREAS, the Mixed Use Districts and Parking Zoning Amendment is exempt from the California Environmental Quality Act per CEQA Guidelines sections 15305 (minor alterations to land use limitations) and 15061(b)(3) (common sense exemption); and

WHEREAS, the Planning Commission has made the required findings for approval for the proposed amendments, as set forth herein and in the draft City Council Ordinance;

NOW, THEREFORE, BE IT RESOLVED the Planning Commission of the City of Half Moon Bay, as the Advisory Body to the City Council, does hereby resolve and recommend that the City Council approve PDP-19-101, to amend the Half Moon Bay Municipal Code, Title 18, Zoning Ordinance, Chapter 18.02 “Definitions;” Chapter 18.06 “Residential Land Use;” Chapter 18.07 “Commercial Land Use (C-D, C-R);” Chapter 18.08 “Commercial Land Use (C-VS, C-G);” And Chapter 18.36 “Parking Standards” of the Zoning Ordinance.

THIS RESOLUTION AND RECOMMENDATION PASSED AND ADOPTED by the City of Half Moon Bay Planning Commission at a duly noticed public hearing held on December 10, 2019 and continued to January 14, 2020, by the following vote:

AYES,
NOES,
ABSENT,
ABSTAIN,

ATTEST:

APPROVED:

Jill Ekas,
Community Development Director

_____, Chair

ORDINANCE NO. C-2020-_____
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HALF MOON BAY
AMENDING CHAPTER 18.02 “DEFINITIONS;” CHAPTER 18.06 “RESIDENTIAL LAND USE;”
CHAPTER 18.07 “COMMERCIAL LAND USE (C-D, C-R);” CHAPTER 18.08 “COMMERCIAL LAND
USE (C-VS, C-G);” AND CHAPTER 18.36 “PARKING STANDARDS” OF THE HALF MOON BAY
MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF HALF MOON BAY DOES ORDAIN AS FOLLOWS:

Section 1. Findings. The City Council of the City of Half Moon Bay hereby amends Chapter 18.02 Definitions; Chapter 18.06 Residential Land Use; Chapter 18.07 Commercial Land Use (C-D, C-R); Chapter 18.08 Commercial Land Use (C-VS, C-G); and Chapter 18.36 Parking Standards Half Moon Bay Municipal Code (“Mixed-Use Districts and Parking Standards Ordinance Amendment”). The City Council finds and declares as follows:

- (a) The City of Half Moon Bay is located fully within the California Coastal Zone; and
- (b) The City of Half Moon Bay’s certified Local Coastal Program includes an implementation plan which is in part comprised of the Zoning Ordinance; and
- (c) The City established the C-D and C-R zoning districts to designate appropriate uses and development standards for Downtown and to implement the requirements of the policies of the Local Coastal Program as required by the California Coastal Act; and
- (d) The City established the C-VS and C-G zoning districts to designate appropriate uses and development standards for commercial areas along the City’s primary transportation corridors Highways 1 and 92 to further implement the requirements of the policies of the Local Coastal Program as required by the California Coastal Act; and
- (e) The California Coastal Act and the certified Local Coastal Program prioritize visitor-serving uses, including those identified as most appropriate for ground floor development within the historic Downtown Area as well as those oriented to coastal recreation and access; and
- (f) The City adopted the Downtown Specific Plan on June 5, 1995; and
- (g) The City Council has identified affordable housing as a multi-year priority and directed staff to prepare and implement a workplan to facilitate development of new housing, especially within the Downtown area; and
- (h) Staff identified constraints imposed by zoning regulations associated in the C-D, C-R, C-G, and C-VS mixed-use districts, as well as the parking standards which have not

been updated for many years to reflect the actual parking demand associated with multi-family and mixed-use development located in these districts; and

- (i) The Planning Commission has approved exceptions to parking standards for mixed-use development having studied the actual parking demand of development proposals and finding them to be lower than that required by the City's parking standards; and
- (j) City staff prepared a parking occupancy survey of public parking areas and some private parking lots within the Downtown area to further understand parking demand in the higher density mixed-use Downtown; and
- (k) Both Chapter 18.07 of the Municipal Code and the Downtown Specific Plan include statements of intention to support the historic Downtown area of Half Moon Bay centered on Main Street for visitor-serving and pedestrian-oriented uses; and
- (l) Both Chapter 18.07 of the Municipal Code and the Downtown Specific Plan provide use regulations and development standards affecting the historic Downtown area of Half Moon Bay centered on Main Street; however, neither Chapter 18.07 nor the Downtown Specific Plan establish limits on the amount of uses that are not visitor-serving or pedestrian-oriented uses, including office uses; and
- (m) The 300, 400, 500, and 600 blocks of Downtown Main Street between Pilarcitos Creek is evident through entries in the City's historic resources inventory and zoning requirements as the heart of historic Downtown Half Moon Bay and are referred to herein as "Heritage Main Street;" and
- (n) This portion of Downtown Main Street, including the Heritage Main Street blocks, is further identified in the City's certified Local Coastal Program as part of "Old Downtown;" and Old Downtown is defined as a visual resource area in the certified Local Coastal Program and subject to visual resource standards requiring the preservation and enhancement of scale, style, continuity of building lines, design, and land uses; and
- (o) As of December 2019, more than 40 percent of the frontage uses on the Heritage Main Street blocks are comprised of uses that are not visitor-serving and are not pedestrian-oriented and in 2019, the two most recent new uses on the Heritage Main Street blocks are office uses that have moved into vacant ground-floor storefronts, and several ground-floor vacancies remain; and
- (p) Considering the above, Heritage Main Street storefronts and sites are vulnerable to additional long-term conversion to uses that are not visitor-serving or pedestrian-oriented; and

- (q) Prohibiting such uses, including business and professional offices, certain personal and personal improvement services, and other uses that are not visitor-serving or pedestrian-oriented, is necessary to protect against this threat; and
- (r) The Planning Commission considered such provisions at a study session on July 23, 2019; and
- (s) City staff have researched provisions in other jurisdictions that limit uses on ground floor frontages in similar traditional downtown districts to those that are determined to be pedestrian-oriented, active, and ground-floor dependent uses; and
- (t) City staff have determined that active ground-floor dependent uses are consistent with visitor-serving uses and provide a pedestrian-oriented environment as intended through the City's Local Coastal Program and Downtown Specific Plan; and
- (u) The City Council having received public testimony from Downtown business and property owners about the need to prioritize protection of Heritage Main Street from further encroachment of uses that are not active or ground-floor dependent, as provided for under Government Code section 65858(a), adopted an Interim Urgency Ordinance on December 5, 2019, and extended the ordinance on December 17, 2019 with an expiration of December 17, 2020, to prohibit any new uses on the ground floor of properties and buildings with frontage on Heritage Main Street unless the use is determined to be an active ground-floor dependent use; and
- (v) The interim urgency ordinance allowed City staff time to complete necessary studies and reports for contemplated amendments and for the Planning Commission and City Council to conduct the necessary public hearings as well as to provide time for California Coastal Commission certification; and
- (w) The Mixed-Use Districts and Parking Standards Ordinance Amendment has been prepared to regulate the uses on the ground floor of Heritage Main Street as part of a suite of coordinated amendments to support City Council's priority for facilitating development of housing, including affordable housing, while upholding the obligations of the Coastal Act; and
- (x) The associated amendments recognize residential development as by-right in the C-D, C-R, and C-G zoning districts; and
- (y) The Planning Commission conducted a duly noticed public hearing on the Mixed-Use Districts and Parking Standards Ordinance Amendment on December 10, 2019, continued to January 14, 2020 at which time all those desiring to be heard on the matter were given an opportunity to be heard, and recommended the proposed

Mixed-Use Districts and Parking Standards Ordinance Amendment for adoption by the City Council; and

- (z) The Mixed-Use Districts and Parking Standards Ordinance Amendment is consistent with the City’s Housing Element, which contains a program (2-11) to support mixed-use development and housing stock diversity; program (3-1) to removal constraints imposed by onerous zoning requirements; and

The Mixed-Use Districts and Parking Standards Ordinance Amendment is consistent with the City’s Measure D one percent annual growth limit measure.

Section 2. Amendments. The following sections of the Municipal Code are amended as specified below and in Attachment A. Attachment A generally shows additions with underlined text and deletions with ~~strike-out text~~.

Municipal Code Provision	Action
Chapter 18.02	Amendments as shown in Attachment A
Chapter 18.06	Amendments as shown in Attachment A
Chapter 18.07	Amendments as shown in Attachment A
Chapter 18.08	Amendments as shown in Attachment A
Chapter 18.36	Amendments as shown in Attachment A

Section 3. Severability. If any section, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and adopted this Ordinance and each section, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

Section 4. CEQA. The City Council finds that the Ordinance is exempt from CEQA per CEQA Guidelines sections 15305 (minor alterations to land use limitations) and 15061(b)(3) (common sense exemption). With respect to Heritage Main Street, the proposed Ordinance intends to preserve the baseline active, ground-floor dependent uses. With respect to residential uses, the proposed amendments are intended to streamline permitting of uses that are already allowed under the current zoning code; adoption of the proposed amendments are not likely to significantly alter future land uses beyond what is permitted under the current code. With respect to changes to parking requirements, the proposed amendments are tailored to adjust such requirements to meet parking demand and to eliminate the creation of excess parking spots. The City Council finds that these changes are minor, will not result in any changes to land use or density, and do not create any possibility of a significant effect on the environment.

Section 5. Future City Council Review. The City Council shall receive and review a status report from Staff on the Ordinance’s effectiveness at one year and two years from its effective date to assess use changes and vacancies on Heritage Main Street.

Section 6. Publication. The City Clerk of the City of Half Moon Bay is hereby directed to publish this Ordinance pursuant to Government Code section 36933.

Section 7. Effective date. This Ordinance shall take effect and be in force on the thirtieth (30th) day from and after its final passage.

Section 8. Interim Urgency Ordinance. As of the effective date (including any California Coastal Commission certification), the Interim Urgency Ordinance is hereby repealed.

INTRODUCED at a regular meeting of the City Council of the City of Half Moon Bay, California, held on the _____ of _____, 2020.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Half Moon Bay, California, held on the _____ of _____, 2020, by the following vote:

Ayes, Councilmembers: _____
Noes, Councilmembers: _____
Absent, Councilmembers: _____
Abstain, Councilmembers: _____

ATTEST:

APPROVED:

Jessica Blair, City Clerk

Adam Eisen, Mayor

Chapter 18.02 DEFINITIONS

Sections:

- 18.02.010 Purpose and applicability.
- 18.02.020 Rules for construction of language.
- 18.02.040 Definitions.

18.02.040 Definitions.

[To be inserted alphabetically into the existing list]

Active ground-floor dependent use. “Active ground-floor dependent use” means a commercial or public space that is reliant on pedestrian foot traffic, generally open to the public, generates a high volume of customer or visitor traffic, provides ground floor display windows to promote views into the business, and sells goods that are typically consumed on premises or carried away by customers or services of a personal or recreational nature. Inactive uses are typically not open to the general public, generate a lower volume of customer or visitor traffic, tend to have screened windows to maintain privacy (such as offices and residential uses) and are thereby not oriented to pedestrian foot traffic.

Heritage Main Street. “Heritage Main Street” means the 300, 400, 500, and 600 blocks of Main Street between Pilarcitos Creek and Correas Street.

Mixed-use. “Mixed-use” means the combination of commercial and residential uses located on the same property as part of a unified development. Mixed-use development consists of commercial and residential uses integrated either vertically (vertical mixed-use) in the same structure or group of structures, or horizontally on the same development site (horizontal mixed-use) where parking, open spaces, and other development features are shared. In a mixed-use development, both uses are considered primary uses of the land.

Parking space, EV. “EV parking space” means a public or private parking space with access to an electric vehicle charging station.

Walk-in clientele use. “Walk-in clientele use” means an office use, including a business or professional office, health service, travel agency, or real estate office providing direct services to patrons or clients that may or may not require appointments and maintains a visibly open storefront and regular business hours. It does not include banks or check-cashing facilities that are separately classified and regulated.

**Chapter 18.06
RESIDENTIAL LAND USE (R-1, R-2, R-3)**

Sections:

- 18.06.010 Purpose and intent.**
- 18.06.020 Schedule of uses.**
- 18.06.025 Use regulations.**
- 18.06.030 Residential development standards.**
- 18.06.035 R-1-B-3 development standards.**
- 18.06.040 Specific development standards.**
- 18.06.050 Exceptions to development standards.**
- 18.06.060 Manufactured homes.**
- 18.06.070 Nonconforming structures.**
- 18.06.080 Permits and plan review.**

18.06.040 Specific development standards.

In conjunction with the specific development standards set forth in Tables B and C of this chapter, the following specific development regulations shall apply:

D. Off-Street Parking. Off-street parking shall be provided for all uses within a residential district in accordance with the following minimum requirements:

1. Parking Spaces. Parking spaces shall conform to the following sizes:

Table D

PARKING SPACE SIZE

Type of Space	Dimensions
Standard	9' x 19' clear
Parallel	10' x 22' clear

2. Access Aisles. Parking areas shall provide adequate aisles for all vehicle turning and maneuvering, and conform to the following parking standards:

Table E

PARKING STANDARDS

Parking Angle	Circulation	Aisle Width
0 degree	one-way	12 feet
0 degree	two-way	24 feet
85 -- 90 degree	one-way	22 feet
85 -- 90 degree	two-way	25 feet
30 -- 45 degree	one-way	14 feet
50 -- 55 degree	one-way	16 feet
60 degree	one-way	18 feet
65 -- 80 degree	two-way	20 -- 23 feet

3. Street Right-of-Way. No parking area shall be designed so that vehicular maneuvering on or backing up into public or private street right-of-way is necessary. This regulation shall not apply to driveways in R-1 and R-2 districts or to projects with two or fewer units in the R-3 district.

4. Location. Required garage spaces shall not be located within the front yard setback, but open, uncovered parking spaces may be located within the side or rear yards.

5. Duplexes and Triplexes. No guest parking spaces required.

65. Multi-family Residential. Specific provisions apply to the C-D district per chapter 18.07; otherwise, aAt least one of the two required ~~tenant~~ parking spaces for each unit shall be enclosed within a garage. The second required ~~tenant~~ parking space and shall be covered by a carport, at a minimum. ~~Guest~~ parking spaces may be uncovered.

76. Carports. Any carport or open parking area for five or more cars serving a residential use shall be screened by a solid wall or fence six feet in height, except that the height of a wall or fence adjoining a required front yard shall be not less than two feet or more than three feet.

87. Garages. Garages shall provide adequate interior area for standard parking spaces. Garage door openings shall have a minimum height of seven feet and shall be covered by a solid or sectional overhead door which shall be constructed of durable material approved by the Building

Department, and painted, stained or treated to be harmonious with the exterior of the residential structure. All required garages shall be kept free, clear, and accessible for the parking of a vehicle or vehicles at all times.

Chapter 18.07 COMMERCIAL LAND USE (C-D, C-R)

Sections:

- [18.07.010 Purpose.](#)
- [18.07.015 C-D and C-R zoning districts established.](#)
- [18.07.020 Permitted uses.](#)
- [18.07.025 Use regulations.](#)
- [18.07.030 General development standards.](#)
- [18.07.035 C-R zoning district development standards.](#)
- [18.07.040 C-D zoning district development standards.](#)
- [18.07.045 Exceptions to development standards.](#)
- [18.07.050 Nonconforming structures.](#)
- [18.07.055 Historic downtown area, structures and uses.](#)
- [18.07.060 Required permits and plan review.](#)

18.07.010 Purpose.

The purpose of establishing these commercial-downtown and commercial-residential districts and adopting development standards and use regulations is to:

- A. Guide the orderly development of lands designated on the land use plan map for general commercial uses;
- B. Implement the policies of the downtown historic district specific plan encouraging a range of uses to serve the local residents and visitors to the area;
- C. Provide appropriately located areas consistent with the policies for the Half Moon Bay downtown specific plan, the land use plan, and the general plan for a full range of office, retail commercial, service commercial, and visitor serving uses needed by residents of the city, and visitors to the historic downtown area;
- D. Strengthen and expand the city's economic base, by providing for visitor serving needs while protecting the small businesses that currently serve city residents in the historic downtown area on a daily basis;
- E. Minimize the impact of commercial development on adjoining residential areas by providing a transition area of lower intensity commercial uses;
- F. Encourage new commercial, mixed-use, and residential development and adaptive reuse of existing historic buildings and sites compatible with surrounding development and consistent with site limitations;

- G. Maintain the existing character of the historic downtown area and discourage the development of new incompatible commercial structures and uses;
- H. Ensure the provision of adequate on-site parking, loading and circulation while maintaining the economic vitality of the area;
- I. Ensure that the size, scale, character and design of any new buildings are consistent with other structures in the immediate vicinity;
- J. Allow public and semipublic uses in commercial areas that are compatible with or supportive of commercial development;
- K. Providing for the continued economic use of historic buildings and sites so as to ensure their restoration and preservation. (1996 zoning code (part)).

18.07.015 C-D and C-R zoning districts established.

The intent of this chapter is to establish the following commercial districts and to guide the orderly development within each district as follows:

A. C-D District, Commercial-Downtown. The intent of establishing this zoning district is to implement the provisions of the downtown specific plan calling for the establishment of development standards and a range of uses that would maintain and be consistent with the historic patterns and pedestrian scale of development within the historic downtown area. Of special importance is the visual quality of the historic downtown area.

1. This district is intended to function as a mixed-use neighborhood comprised of residential, mixed-use and commercial development providing for visitor serving commercial uses such as restaurants and art galleries, certain public uses, and other retail and service commercial uses and professional offices that serve the local residents on a daily basis.
2. This district is intended to reinforce the visitor-serving, pedestrian-oriented environment of downtown, especially where the heritage downtown development form remains intact on the Heritage Main Street blocks between Pilarcitos Creek and Correas Street. Retail and visitor serving commercial uses are encouraged on the ground or first floor, with professional offices on the upper floors. This policy is not intended to be used to preclude professional offices on the ground floor, particularly in single story buildings.

B. C-R District, Commercial-Residential. The intent of establishing this zoning district is to provide a transition zone between the active commercial districts and single-family residential areas. In this transition zone between residential neighborhoods and the more intensive commercial areas, development is limited to residential uses, low intensity professional offices, and semipublic uses.

1. It is intended that commercial and professional uses be limited to those with low noise levels, minimal vehicular traffic from patrons, deliveries or pick-ups, and hours of operation that would not adversely impact residents. (1996 zoning code (part)).

18.07.020 Permitted uses.

Tables in section 18.07.020A of this chapter establishes the uses permitted in the commercial-downtown and commercial-residential districts.

A. The uses listed in Tables 18.07.020A through E are numbered and categorized into types of uses. Definitions of each type of use are located within this title in Chapter 18.03, Use Classifications. Uses that are not listed are prohibited within the commercial-downtown and commercial-residential districts.

B. Use classifications followed by the term “OK” are permitted, whereas use classification followed by the term “UP” require approval of a use permit. A use classification followed by the term “NO” means that the use is not permitted. The term “CDD” means that some or all uses in the use classification require a determination by the community development director that they meet the definition of “active ground-floor dependent use” in Section 18.02.040. In the event the community development director determines that a proposed use is not permitted, an applicant may appeal the determination to the planning commission. The term “UPCC” means that some or all uses in the use classification are permitted in most cases, but that approval of a use permit is required in certain cases.

C. Further description of the circumstances related to the “CDD” and “UPCC” listings in the Tables in section 18.07.020A, and other specific regulations for certain uses listed in Table 18.07.020A can be found in Section 18.07.025. The letters and numbers in Section 18.07.025 correspond to the use categories and specific uses listed in Tables 18.07.020A through E.

Table 18.07.020A

COMMERCIAL USES

C-D Commercial downtown zoning district

C-R Commercial residential zoning district

C-D (Heritage Main Street) Commercial downtown zoning district – Main Street between Pilarcitos Creek and Correas Street, **First Fifty Feet of Frontage Depth on Ground Floor**

OK = Allowed without permit

UP = Use permit required

NO = Not allowed

UPCC = Use permit required under certain circumstances

CDD = Requires Community Development Director determination if use qualifies as active ground-floor dependent use

Key	Commercial Uses	C-D Zoning	C-R Zoning	<u>C-D</u>
				<u>Heritage Main Street</u>
A-1	Adult Business	NO	NO	<u>NO</u>
A-2	Ambulance Service	UPCC	NO	<u>NO</u>
A-3	Animal Sales or Service:			
a	• Boarding	UPCC	NO	<u>NO</u>
b	• Grooming	OK	NO	<u>CDD</u>
c	• Medical Care	OK	NO	<u>NO</u>
d	• Retail Sales	OK	NO	<u>CDD</u>
A-4	Art Gallery	OK	UP	<u>OK</u>
A-5	Artist's Studio	OK	UPCC	<u>CDD</u>
A-6	Banking:			
a	• Full Service	OK	NO	<u>NO</u>
b	• ATM Only	OK	NO	<u>OK</u>
c	• Drive-Up Teller	OK	NO	<u>NO</u>
A-7	Building Materials Sales or Service	OK	NO	<u>NO</u>
A-8	Catering	OK	NO	<u>CDD</u>
A-9	Circus, Carnival or Exhibition	OK	NO	<u>OK</u>
A-10	Commercial Filming	OK	OK	<u>OK</u>

Key	Commercial Uses	C-D Zoning	C-R Zoning	<u>C-D</u>
				<u>Heritage</u> <u>Main Street</u>
A-11	Commercial Recreation or Entertainment:			
a	• Indoor	UPCC	NO	<u>UP</u>
b	• Outdoor	UPCC	NO	<u>UP</u>
A-12	Communication Facility	OK	NO	<u>NO</u>
A-13	Eating or Drinking Establishment:			
a	• Cafe, Diner or Restaurant	OK	NO	<u>OK</u>
b	• Fast Food or Takeout	OK	NO	<u>OK</u>
c	• Drive-Through Fast Food	NO	NO	<u>NO</u>
d	• Bar or Tavern	<u>UPOK</u>	NO	<u>UP</u>
A-14	Equestrian Center	NO	NO	<u>NO</u>
A-15	Food or Beverage Sales	OK	NO	<u>OK</u>
A-16	Funeral or Internment Service	OK	NO	<u>NO</u>
A-17	Gardening Service	OK	NO	<u>NO</u>
A-18	Laboratory	OK	NO	<u>NO</u>
A-19	Maintenance or Repair Service	OK	NO	<u>NO</u>
A-20	Nursery, Plant	OK	NO	<u>CDD</u>
A-21	Office:			
a	• Business or Professional	OK	OK	<u>UPCC</u>
b	• Health Service	OK	OK	<u>UPCC</u>
c	• Travel Agency	OK	NO	<u>UPCC</u>
A-22	Personal Improvement Service	OK	UP	<u>CDD</u>
A-23	Personal Service	OK	NO	<u>CDD</u>
A-24	Printing or Publication Facility	OK	NO	<u>UPCC</u>
A-25	Real Estate Office	OK	NO	<u>UPCC</u>

Key	Commercial Uses	C-D Zoning	C-R Zoning	<u>C-D Heritage Main Street</u>
A-26	Research and Development	NO	NO	<u>NO</u>
A-27	Retail Sales:			
a	• Indoor Retail	OK	UP	<u>OK</u>
b	• Outdoor Retail	OK	NO	<u>OK</u>
c	• Visitor-Serving Retail	OK	NO	<u>OK</u>
A-28	Seasonal Agricultural Sales	OK	NO	<u>CDD</u>
A-29	Secondhand Sales, Pawn Shop	OK	NO	<u>OK</u>
A-30	Vehicle/Equipment Sales or Service			
a	• Automobile Rental	OK	NO	<u>NO</u>
b	• Automobile Washing	UP	NO	<u>NO</u>
c	• Service Station	OK	NO	<u>NO</u>
d	• Vehicle or Equipment Repair	UP	NO	<u>NO</u>
e	• Vehicle or Equipment Sales or Rental	OK	NO	<u>NO</u>
f	• Vehicle Storage	NO	NO	<u>NO</u>
A-31	Visitor Accommodation:			-
a	• Bed and Breakfast Inn	OK	UP	<u>NO</u>
b	• Campground or RV Park	NO	NO	<u>NO</u>
c	• Hotel, Motel or Time Share	OK	NO	<u>NO</u>
d	• Spa Resort	OK	NO	<u>NO</u>
A-32	Warehouse or Storage	OK	NO	<u>NO</u>

Table 18.07.020B

INDUSTRIAL USES

C-D Commercial downtown zoning district

C-R Commercial residential zoning district

C-D (Heritage Main Street) Commercial downtown zoning district – Main Street between Pilarcitos Creek and Correas Street, **First Fifty Feet of Frontage Depth on Ground Floor**

OK = Allowed without permit

UP = Use permit required

NO = Not allowed

UPCC = Use permit required under certain circumstances

CDD = Requires Community Development Director determination if use qualifies as active ground-floor dependent use

Key	Industrial Uses	C-D Zoning	C-R Zoning	<u>C-D</u>
				<u>Heritage Main Street</u>
B-1	Custom Industry	UPCC	NO	UPCC
B-2	General Industry	NO	NO	<u>NO</u>
B-3	Limited Industry	NO	NO	<u>NO</u>
B-4	Wholesaling, Distribution or Storage	UP	NO	<u>NO</u>

Table 18.07.020C

PUBLIC AND QUASI-PUBLIC USES

C-D Commercial downtown zoning district

C-R Commercial residential zoning district

C-D (Heritage Main Street) Commercial downtown zoning district – Main Street between Pilarcitos Creek and Correas Street, **First Fifty Feet of Frontage Depth on Ground Floor**

OK = Allowed without permit

UP = Use permit required

NO = Not allowed

UPCC = Use permit required under certain circumstances

CDD = Requires Community Development Director determination if use qualifies as active ground-floor dependent use

Key	Public and Quasi-Public Uses	C-D Zoning	C-R Zoning	<u>C-D</u>
				<u>Heritage</u> <u>Main Street</u>
C-1	Club or Lodge	OK	UP	<u>NO</u>
C-2	Convalescent Facility	UP	UP	<u>NO</u>
C-3	Cultural Institution	OK	UP	<u>CDD</u>
C-4	Day Care, General	UP	UP	<u>NO</u>
C-5	Government Office	OK	OK	<u>UP</u>
C-6	Health Care:			
a	• Hospital or Clinic	UP	UP	<u>NO</u>
b	• Emergency Health Care	UP	UP	<u>NO</u>
C-7	Park or Recreation Facility	OK	OK	<u>CDD</u>
C-8	Public Safety Facility	OK	OK	<u>UP</u>
C-9	Religious Assembly	UP	UP	<u>UP</u>
C-10	Residential Care, General	UP	UP	<u>NO</u>
C-11	School, Public or Private	UP	UP	<u>NO</u>
C-12	Utility:			
a	• Major	NO	NO	<u>NO</u>
b	• Minor	OK	OK	<u>OK</u>

Table 18.07.020D

RESIDENTIAL USES

C-D Commercial downtown zoning district

C-R Commercial residential zoning district

C-D (Heritage Main Street) Commercial downtown zoning district – Main Street between Pilarcitos Creek and Correas Street, **First Fifty Feet of Frontage Depth on Ground Floor**

OK = Allowed without permit

UP = Use permit required

NO = Not allowed

UPCC = Use permit required under certain circumstances

CDD = Requires Community Development Director determination if use qualifies as active ground-floor dependent use

Key	Residential Uses	C-D Zoning	C-R Zoning	<u>C-D Heritage Main Street</u>
D-1	Group Residential	UP	UP	<u>NO</u>
D-2	Large Family Day Care	OK	OK	<u>NO</u>
D-3	Small Family Day Care	OK	OK	<u>NO</u>
D-4	Limited Residential Care	UP	UP	<u>NO</u>
D-5	Multi-Family Residential	<u>OKUP</u>	<u>OKUPCC</u>	<u>NO</u>
D-6	Single-Family Residential	<u>OKUP</u>	OK	<u>NO</u>

Table 18.07.020E

ACCESSORY USES

C-D Commercial downtown zoning district

C-R Commercial residential zoning district

C-D (Heritage Main Street) Commercial downtown zoning district – Main Street between Pilarcitos Creek and Correas Street, **First Fifty Feet of Frontage Depth on Ground Floor**

OK = Allowed without permit

UP = Use permit required

NO = Not allowed

UPCC = Use permit required under certain circumstances

CDD = Requires Community Development Director determination if use qualifies as active ground-floor dependent use

Key	Accessory Uses	C-D Zoning	C-R Zoning	<u>C-D Heritage Main Street</u>
E-1	Accessory Use or Structure	OK	OK	<u>CDD</u>
E-2	Accessory Dwelling Unit	OK	OK	<u>OK</u>

Key	Accessory Uses	C-D Zoning	C-R Zoning	<u>C-D</u> <u>Heritage</u> <u>Main Street</u>
E-3	Mixed Commercial and Residential	<u>OKUP</u>	<u>OKUP</u>	<u>OK</u>

(Ord. C-2018-04 §2(Att. A)(part), 2018; Ord. C-2016-03 §5(part), 2016; Ord. C-2015-04 §1(part), 2015; 1996 zoning code (part)).

18.07.025 Use regulations.

The following use categories and any additional regulations associated with an identified use are to be taken together with the permit requirements listed for each use classification in Tables 18.07.020A through E. These regulations shall apply to both permitted uses and for uses which are only allowed upon approval of a use permit by the planning commission. Regulations specifically applicable to the ground floor of Main Street between Pilarcitos Creek and Correas Street (Heritage Main Street) are identified when they are distinct from the additional regulations for the commercial-downtown district generally and are further described in subsection (F).

A. Commercial Uses.

A-1 Adult Business. No additional regulations specified.

A-2 Ambulance Service. A use permit is required only where a proposed ambulance service would be located within one thousand feet of an R district or fifty feet of a site occupied by a public or private school or a park or recreation facility.

A-3 Animal Sales or Service. No additional regulations specified.

A-3 a. Boarding. A use permit is required when a proposed boarding facility would be located within two hundred feet of a residential district to ensure that potential noise impacts are adequately addressed.

A-3 b. Grooming. For uses in the first fifty feet of frontage depth on the ground floor of Heritage Main Street, the use must be ancillary to a permitted use on Heritage Main Street; otherwise ~~No~~ additional regulations specified.

A-3 c. Medical Care. No additional regulations specified.

A-3 d. Retail Sales. For uses in the first fifty feet of frontage depth on the ground floor of Heritage Main Street, the use must be ancillary to a permitted use on Heritage Main Street; otherwise ~~T~~ the sale of domestic animals is allowed as an incidental use to any permitted use in the C-D district.

A-4 Art Gallery. No additional regulations specified.

A-5 Artist's Studio. For uses in the first fifty feet of frontage depth on the ground floor of Heritage Main Street, the use must be ancillary to a retail use or art gallery; otherwise Studios where the artist works, displays and sells artwork are permitted. A use permit is required in the C-R district only when the artist also lives on the premises and/or maintains an active sales operation.

A-6 Banking. No additional regulations specified.

A-6 a. Full Service. No additional regulations specified.

A-6 b. ATM Only. No additional regulations specified.

A-6 c. Drive-Up Teller. No additional regulations specified.

A-7 Building Materials Sales or Service. Activities shall be conducted and materials shall be stored within a building or shall be enclosed by a fence, wall or permanent planting at least six feet in height. Milling or planing of lumber or other wood products is prohibited unless incidental to a retail use or contractor's yard.

A-8 Catering. For uses in the first fifty feet of frontage depth on the ground floor of Heritage Main Street, the use must be ancillary to an eating or drinking establishment. Catering businesses may be permitted in conjunction with a residential use subject to approval by the San Mateo County environmental health department.

A-9 Circus, Carnival or Exhibition. Such uses, including street fairs and markets on city streets are permitted upon approval of special events permit. The event may be in one location no longer than two weekend days over two consecutive weekends, unless otherwise permitted by the city council in conjunction with the special events permit. Signs advertising the event shall be approved by the city council in conjunction with the approval of the special events permit.

A-10 Commercial Filming. Use permitted upon securing all necessary permits and licenses required by the municipal code.

A-11 Commercial Recreation or Entertainment. No additional regulations specified.

A-11 a. Indoor. Small-scale billiards/pool halls and movie theaters are permitted in the C-D district by use permit only. Electronic game centers shall not be located within three hundred feet of a school site or the boundary of a residential district, or within five hundred feet of a liquor store, cocktail lounge or bar. At least one adult manager shall be on the premises during the time a game center is open to the public. No game center owner, manager or employee shall allow a minor under eighteen years of age to play game machines during the hours the public schools are open, or after nine p.m. on nights preceding school days. The planning commission may impose restrictions on the design, location and operation of a game center in order to minimize the effects of noise,

congregation, parking, and other nuisance factors that may be detrimental to the community. Bowling alleys, indoor skating rinks and tennis courts and the like are not permitted in the C-D and C-R districts.

A-11 b. Outdoor. Small-scale outdoor commercial recreation uses and activities such as bocce courts and seasonal events such as live music may be permitted. Golf courses and driving ranges, outdoor skating rinks and skateboard parks and tennis courts are not permitted in the C-D and C-R, districts. A use permit shall be required for any extensive outdoor uses not listed.

A-12 Communication Facility. No additional regulations specified.

A-13 Eating or Drinking Establishment. No additional regulations specified.

A-13 a. Cafe, Diner or Restaurant. No additional regulations specified.

A-13 b. Fast Food or Takeout. Identifiable containers and napkins shall be used for all carry-out food, and all litter resulting shall be promptly removed.

A-13 c. Drive-Through Fast Food. No additional regulations specified.

A-13 d. Bar or Tavern. No additional regulations specified.

A-14 Equestrian Center. No additional regulations specified.

A-15 Food or Beverage Sales. No additional regulations specified.

A-16 Funeral or Internment Service. No additional regulations specified.

A-17 Gardening Service. No additional regulations specified.

A-18 Laboratory. No additional regulations specified.

A-19 Maintenance or Repair Service. No additional regulations specified.

A-20 Nursery, Plant. Outdoor storage and display is limited to plants and garden features such as statues, fountains and benches. All merchandise must be kept in an enclosed building or a fully screened enclosure, and fertilizer of any type is stored and sold in package form only.

A-21 Office. No additional regulations specified.

A-21 a. Business or Professional. For uses in the first fifty feet of frontage depth on the ground floor of Heritage Main Street, business or professional offices are prohibited, except pursuant to Section 18.07.025F. In the

remainder of the C-D district, business and professional offices are encouraged on the upper floors of multiple story structures; however, ~~T~~ this does not preclude the establishment of business and professional offices on the ground floor in locations other than Heritage Main Street between Pilarcitos Creek and Correas Street. In the C-R district, business and professional offices shall be limited to small scale, low intensity uses.

A-21 b. Health Service. For uses in the first fifty feet of frontage depth on the ground floor of Heritage Main Street, the use must meet the definition of an active ground-floor dependent use. In the C-R district, health services offices shall be limited to small-scale, low-intensity uses.

A-21 c. Travel Agency. For uses in the first fifty feet of frontage depth on the ground floor of Heritage Main Street, the use must meet the definition of an active ground-floor dependent use; otherwise, ~~N~~no additional regulations specified.

A-22 Personal Improvement Service. For uses in the first fifty feet of frontage depth on the ground floor of Heritage Main Street, the use must meet the definition of an active ground-floor dependent use; otherwise, ~~N~~no additional regulations specified.

A-23 Personal Service. For uses in the first fifty feet of frontage depth on the ground floor of Heritage Main Street, the use must meet the definition of an active ground-floor dependent use; otherwise, ~~N~~no additional regulations specified.

A-24 Printing or Publication Facility. No additional regulations specified.

A-25 Real Estate Sales Office. No additional regulations specified.

A-26 Research and Development. No additional regulations specified.

A-27 Retail Sales. No additional regulations specified.

A-27 a. Indoor Retail. Display of products usually sold inside a building on a commercial site may be permitted outside the building on a temporary or occasional basis, subject to approval by the community development director. Retail sales within the C-R district may only be permitted by use permit if ancillary to a permitted use.

A-27 b. Outdoor Retail. Outdoor display of merchandise on a temporary basis shall be subject to approval by the community development director. Permanent outdoor sales operations, such as sidewalk cafes, flower and produce stands, hot dog carts, coffee/pastry stands, T-shirts, outdoor furniture gardens, are permitted on an ongoing basis only if ~~located on private property and~~ not located on ~~city or~~ state right-of-way, and only after (1) receiving a determination by the planning commission that the proposed use and operational characteristics are consistent with the underlying zoning designation and development standards, ~~and~~ (2) securing approval of a

business license in accordance with the provisions of the municipal code, and (3) securing an encroachment permit and/or license agreement with the city if the display area is located on city property or located within a city right-of-way.

A-27 c. Visitor-Serving Retail. No additional regulations specified.

A-28 Seasonal Agricultural Sales. Fruit, vegetable and Christmas tree sales are permitted for a period of forty-five days, and shall be subject to the requirements of the municipal code. The community development director shall impose reasonable conditions upon the establishment to ensure adequate parking, safe and convenient traffic circulation, and that minimum health and safety standards are met. For uses in the first fifty feet of frontage depth on the ground floor of Heritage Main Street, the use must be ancillary to a permitted use on Heritage Main Street.

A-29 Second Hand Sales, Pawn Shop. No additional regulations specified.

A-30 Vehicle or Equipment Sales and Service. No additional regulations specified.

A-30 a. Automobile Rental. No additional regulations specified.

A-30 b. Automobile Washing. No additional regulations specified.

A-30 c. Service Station. All auto, truck and equipment repair and service facilities shall be appropriately landscaped and maintained. Inoperative vehicle storage on the premises is prohibited. Operative vehicles and/or equipment stored on the premises shall be screened from public view. Display racks for automobile products no more than four feet wide may be maintained at each pump island of a service station, or within three feet of the main building, and shall be limited to one per street frontage.

A-30 d. Vehicle or Equipment Repair. Repair shops such as auto body and painting, fender work, upholstery and detailing, and major auto repairs shall be appropriately landscaped and maintained. Conditions of approval of a use permit may require buffering, screening, planting areas or limits on the hours of operation to avoid adverse impacts on properties in the surrounding area. Inoperative vehicle storage on the premises is prohibited, and operative vehicles and/or equipment stored on the premises shall be screened from public view.

A-30 e. Vehicle or Equipment Sales or Rental. No additional regulations specified.

A-30 f. Vehicle Storage. All vehicle storage facilities shall be enclosed by a six foot high fence and all vehicles shall be screened from view.

A-31 Visitor Accommodation. No additional regulations specified.

A-31 a. Bed and Breakfast Inn. In the C-R district, a maximum of ~~three~~five guest rooms on any one site may be permitted upon approval of a use permit in each case.

A-31 b. Campground or RV Park. Landscaping at recreational vehicle parks shall be fully matured within five years of development to assure full screening from public roads, vista points, public recreation areas and residential areas.

A-31 c. Hotel, Motel or Time Share. Within the C-D district, hotel, motel, time shares, and bed and breakfast inns are permitted only if the number of bedrooms does not exceed thirty-six per net acre of the building site area. Living rooms in suites shall be considered bedrooms for purposes of this calculation.

A-32 Warehouse or Storage. Only warehousing/storage area having two thousand five hundred square feet or less that is incidental to a commercial use is permitted within an enclosed building. Mini-storage or self-storage facilities may be permitted in the C-D district only by approval of a use permit and shall be subject to architectural, landscape and site plan review.

B. Industrial Uses.

B-1 Custom Industry. Small scale custom industries such as ceramic studios, candle-making shops and artisan or custom jewelry manufacturing with hand or small-scale mechanized equipment are permitted in the C-D district. Such uses which may also sell goods produced on-site directly to customers are permitted in the C-D district. For uses in the first fifty feet of frontage depth on the ground floor of Heritage Main Street, the use must meet the definition of an active ground-floor dependent use.

B-2 General Industry. No additional regulations specified.

B-3 Limited Industry. No additional regulations specified.

B-4 Wholesaling, Distribution or Storage. No additional regulations specified.

C. Public and Quasi-Public.

C-1 Club or Lodge. No additional regulations specified.

C-2 Convalescent Facility. City, county and state permits or licenses must be obtained prior to establishing the use. The Half Moon Bay fire protection district shall review and approve all aspects of the use prior to the issuance of building permits.

C-3 Cultural Institution. For uses in the first fifty feet of frontage depth on the ground floor of Heritage Main Street, the use must be consistent with definition of an active ground-floor dependent use; otherwise, No additional regulations specified.

C-4 Day Care, General. All required city, county and state permits or licenses must be obtained prior to establishing the use. The Half Moon Bay fire protection district shall review and approve all aspects of the use prior to the issuance of building permits.

C-5 Government Office. No additional regulations specified.

C-6 Health Care. No additional regulations specified.

C-6 a. Hospital or Clinic. No additional regulations specified.

C-6 b. Emergency Health Care. No additional regulations specified.

C-7 Park or Recreation Facility. On private property fronting Heritage Main Street, areas that are not developed with buildings fronting the Main street sidewalk must be established as plazas, outside dining areas, or other uses consistent with the definition of an active ground-floor dependent use; otherwise, No additional regulations specified.

C-8 Public Safety Facility. No additional regulations specified.

C-9 Religious Assembly. No additional regulations specified.

C-10 Residential Care, General. No additional regulations specified.

C-11 School, Public or Private. No additional regulations specified.

C-12 Utility. No additional regulations specified.

C-12 a. Major. All public utility substations shall be enclosed by a solid fence or wall a minimum of six feet in height. The planning commission may approve alternative screening such as a hedge or other plant materials, where appropriate to the design and location in relationship to other properties.

C-12 b. Minor. No additional regulations specified.

D. Residential Uses.

D-1 Group Residential. No additional regulations specified.

D-2 Large Family Day Care. No additional regulations specified.

D-3 Limited Day Care. No additional regulations specified.

D-4 Limited Residential Care. No additional regulations specified.

D-5 Multifamily Residential. Except for in the first fifty feet of frontage depth the ground floor of Heritage Main Street, new multi-family development, including duplexes, triplexes, apartments and condominiums are permitted uses; as are conversions of existing development from non-residential to residential use. Two-family residences are permitted, and plans must be approved by the community development director prior to receiving a building permit. Structures providing three or more residential units require planning commission approval. The For new residential development subject to a discretionary permit, the community development director or planning commission may consider the recommendation of any city council appointed advisory committee or commission.

D-6 Single-Family Residential. No additional regulations specified.

E. Accessory Uses.

E-1 Accessory Use or Structure. Accessory uses and structures are permitted when they are incidental to the principal permitted or conditionally permitted use or structure on a site and are customarily found on the same site. Accessory uses to a residential use would include home occupations and garage sales. Accessory uses for retail or office uses would include storage incidental to a permitted use. Accessory structures such as garages or storage and maintenance sheds are permitted. For uses in the first fifty feet of frontage depth on the ground floor of Heritage Main Street, accessory uses or structures shall be ancillary to a permitted use on Heritage Main Street.

E-2 Accessory Dwelling Unit. No additional regulations specified.

E-3 Mixed Commercial and Residential. No additional regulations specified. (Ord. C-2019-03 §2(Exh. A)(part), 2019; Ord. C-2018-04 §2(Att. A)(part), 2018; Ord. C-2015-04 §1(part), 2015; 1996 zoning code (part)).

F. Heritage Main Street.

Uses in the first fifty feet of frontage depth on the ground floor of Heritage Main Street must be consistent with the definition of active ground-floor dependent uses, as specified in Tables 18.07.020A through E. The following exceptions apply:

1. The fifty-foot frontage depth may be reduced to as short as twenty feet, upon issuance of a use permit. Prior to issuing the use permit, the Planning Commission must find that the proposed use does not require a 50-foot depth to establish an active ground-floor dependent use.

2. For single-family dwellings on Heritage Main Street in existence as of January 1, 2020, the use restrictions for the C-D district, and not for C-D Heritage Main Street, shall apply.

3. Business or professional offices, health services, travel agencies, printing or publication facilities, and real estate offices are permitted in the first fifty feet of frontage depth on the ground floor of Heritage Main Street upon issuance of a use permit. Prior to issuing the use permit, the Planning Commission shall make all of the following additional findings: (a) the use is proposed for a building space that has been vacant for six or more months during which the applicant demonstrates there has been active marketing of the space for sale or lease for permitted or conditionally permitted uses at an appropriate price; and (b) the proposed use meets the definition of walk-in clientele use. The use permit shall expire after one year and the use shall cease. A one-year extension may be granted by the Community Development Director if the use continues to meet the definition of walk-in clientele use.

4. This requirement does not preclude other uses that are permitted or conditionally permitted in the C-D district from occupying other portions of the ground floor or upper floors of a building with an active ground-floor dependent use(s). Access to such spaces may be located on Main Street provided that it is subordinate to the active ground-floor dependent use(s).

18.07.030 General development standards.

~~A. Active Ground Floor Uses. Uses on the ground floor of Heritage Main Street, must be consistent with the definition of active ground-floor dependent uses. This requirement does not preclude other uses that are permitted or conditionally permitted in the C-D district from occupying upper floors of a building with an active ground-floor dependent use(s). Access to upper floor uses may be located on Main Street provided that it is subordinate to the active ground-floor dependent use(s). Examples include office, lodging, and residential uses on upper floors along Heritage Main Street.~~

A. Residential Development. Separate dwelling units shall be subject to the standards for minimum setbacks, height limits, floor area ratios, lot coverage, landscaping, fences and useable open space as specified in this title for the proposed dwelling. Single-family residences shall meet all of the development standards for the R-1 district; two-family residences shall meet the requirements for the R-2 district; and structures with three or more units shall meet the R-3 district standards. For mixed use projects, residential development standards may be modified by the planning commission as a part of any ~~use permit~~discretionary review.

B. Minimum Site Area and Width. The standards for minimum site area and width are established for each commercial district in this chapter. Existing legal parcels created before the effective date of this chapter are not subject to these minimum area and width requirements. Only new subdivisions of existing parcels shall be subject to the minimum site and area requirements.

~~C. Site Coverage. Commercial buildings are not limited to a percentage coverage of commercially zoned sites, however, for any new construction, parking and any setback requirements shall dictate the area available for building. For residential uses in a commercial district, one-family and two-family residential structures are limited to thirty-five percent site coverage for multiple stories, and fifty percent site coverage for a single story. A maximum site coverage of thirty-five percent shall be permitted for multiple-family residential structures. These standards are not applicable to mixed-use projects.~~

CD. Exterior Noise Limit. Sound levels measured at the property line of the lot where the lot borders an R, OS, UR or OSR district, may not exceed the following levels:

Time of Day	MAXIMUM NOISE LEVEL		
	More than 30 minutes/hour	More than 5 minutes/hour	At any time
7 a.m. to 10 p.m.	60 dBA	70 dBA	80 dBA
10 p.m. to 7 a.m.	55 dBA	65 dBA	75 dBA

E. Off-Street Parking Plans. A parking plan which meets the off-street parking requirements contained in this title shall be submitted with each project for new development or addition of floor area, or whenever plans are submitted for a use conversion which will result in an intensification of use. The plan will be reviewed for conformance with standards for parking spaces and aisles, location, units of measurement, and other standards as may be applicable.

F. Landscaping. A landscaping plan is required for all new construction or extensive remodel projects, and shall be in conformance with design criteria contained in this title and with the city's current water-efficient landscaping program.

1. All planting areas, plant materials, and irrigation shall conform with the guidelines in the city's current water efficient landscaping program.

2. No landscaping may impede, block, obstruct, or otherwise be allowed to grow over a public sidewalk or other form of public or private access way such as a street, sidewalk or road without an encroachment permit. Trees and shrubs shall be maintained in such a manner as to provide adequate, clear site distance for traffic safety on public or private sidewalks, streets, roads or rights-of-way.

3. Parking lots shall have perimeter landscaping areas and interior landscaping areas distributed throughout the parking lot. The landscaped areas shall have a minimum width of two feet, separated from the parking lot paving by a six inch curb. A minimum of one tree for every six parking spaces shall be distributed throughout the parking lot.

G. Signs. Each project shall comply with the sign regulations contained in Titles 15 and 18. Monument signs are strongly discouraged, and pedestrian-scaled and oriented signage is encouraged. All new signs shall be reviewed and approved by the community development director or planning commission when deemed appropriate prior to installation.

H. Fences. The height of a fence, wall or hedge shall be measured vertically from the natural or finished existing grade, whichever is lower, from the base to the top of the fence, wall or hedge above that grade. The following specific criteria shall apply:

1. Along rear or side property lines, a maximum fence height of eight feet is permitted.
2. Where the side or rear property line adjoins a residential property, a fence having a minimum height of six feet shall be installed along that property line, unless one exists.
3. A solid wall or fence within fifteen feet of a street property line shall not exceed three feet in height. The community development director may approve an increased fence height to four feet if the fence materials have openings comprising at least fifty percent. In no case may a fence in this area exceed four feet in height.

- a. A lower fence height limit may be imposed by the community development director if it is determined that the fence would: (a) obstruct visibility thereby negatively impacting traffic safety, or (b) obscure an approved sign advertising a business on an adjoining property.

4. A solid masonry or concrete wall at least six feet in height shall be installed along any property line shared by a nonresidential site and the site of an existing ground-floor residential use, unless there is a ten-foot landscaped buffer area on the commercial site. As part of development approval, a lower fence height limit or alternate materials may be considered by the planning commission or community development director, if it is determined that the standard wall or landscape buffer is unnecessary to protect residential

privacy or quiet enjoyment. If a nonresidential building has a zero setback and has no openings along the adjoining property lines, no wall needs to be installed along the length of the building.

I. Refuse Storage Areas. For all nonresidential and multi-family residential projects, recyclable materials and refuse storage area shall be provided prior to occupancy, either inside a building or within a trash enclosure, as specified in this title.

J. Residential Storage Areas: For each residential unit in new multi-family or mixed-use development, a minimum of sixty cubic feet of enclosed, lockable storage space shall be provided outside of the unit. The storage space may be within a fully enclosed garage or other parking area, provided that the storage space is in addition to the parking space(s) required. The storage space is in addition to any secured storage space required for bicycle parking. The storage space may also be located off of a patio, balcony, or deck provided that it is in addition to the private open space required, is in an enclosed space, and does not negatively impact building or landscape design.

KJ. Accessory Dwelling Units. All accessory dwelling units in these commercial districts must comply with the regulations contained in this title.

LK. Satellite Antennas. All satellite antennas shall meet the standards and regulations contained in this title.

ML. Underground Utilities. All new electrical, telephone and similar distribution lines providing direct service to a commercial site, and any existing services on the site shall be installed underground within the site unless such installation is deemed to be not feasible by the planning commission.

NM. Screening. All outdoor storage and display areas shall be screened from view by a solid fence or wall, unless otherwise approved by the community development director or planning commission. Mechanical equipment and utility meters shall be screened from view from public rights-of-way. Screening materials may have evenly distributed openings or perforations averaging fifty percent of the surface area, as long as the mechanical equipment is screened so that it is not visible from a street or adjoining lot.

ON. Performance Standards. No activity on a commercial site may produce vibration, dust, odors, heat and humidity, electromagnetic interference which are perceptible without instruments by a reasonable person at the property lines of a site. Minors or highly reflective glass shall not cover more than twenty percent of a building surface visible from a street, unless an applicant submits information demonstrating that use of such glass would not significantly increase glare visible from adjacent streets or pose a hazard for moving vehicles. Combustibles, explosives, radioactive materials and hazardous materials shall comply with HMBFPD fire prevention codes, California hazardous materials regulations, and/or any other applicable laws.

PO. Coastal Resource Conservation Standards. The standards and regulations contained in this title for habitat conservation, archaeological resource conservation, coastal access, scenic corridors and community visual resources shall be met for each project.

QP. Architectural and Site and Design Review. The standards and review process contained in this title shall be met for each project.

RQ. Coastal Development Permit. The requirements contained in this title for a coastal development permit shall be met for each project which is subject to those requirements. (Ord. C-2019-03 §2(Exh. A)(part), 2019; Ord. C-2018-04 §2(Att. A)(part), 2018; Ord. C-2015-04 §1(part), 2015; 1996 zoning code (part)).

18.07.035 C-R zoning district development standards.

Development standards for the C-R commercial residential zoning district are as follows:

- A. Minimum Lot Size and Width. The minimum lot size shall be five thousand square feet with a minimum width of fifty feet.
- B. Minimum Setbacks. The front yard setback shall be a minimum of twenty feet, the rear and side yard setbacks shall be a minimum of five feet each. Where a parcel borders an R district, a solid six foot high wall or fence shall be installed along the adjoining rear and/or side property line.
- C. Maximum Height. The maximum building height permitted shall be twenty-eight feet.
- D. Minimum Landscaping. A total of twenty-five percent of any site used for commercial purposes shall be landscaped.
- E. Lot Coverage. Single-story structures shall not exceed fifty percent coverage of the site, and multi-story structures shall not exceed thirty-five percent coverage of the site.
- F. Floor Area Ratio. The maximum floor area ratio for exclusive residential uses is fifty percent.
- G. Parking. ~~Two enclosed garage spaces are required for each dwelling unit.~~ Parking for single-family, duplexes, and triplexes shall comply with the standards of chapter 18.36. For mixed-use and multi-family residential projects, two parking spaces shall be provided for each new dwelling unit and at least one of the required parking spaces per unit shall be a garage space. For projects with three or more residential units, one guest parking space shall be provided for each four units with a minimum of one space. Parking provisions for the non-residential portion of mixed-use projects shall comply with chapter 18.36. (1996 zoning code (part)).

18.07.040 C-D zoning district development standards.

Development standards for the C-D commercial downtown zoning district are as follows:

A. Minimum Lot Size and Width. The minimum lot size for any new parcels shall be five thousand square feet with a minimum width of fifty feet.

B. Minimum Setbacks. There are no setbacks required within the C-D district. However, where a parcel borders an R district, a minimum setback of five feet is required from the property line adjoining any residential parcel.

1. For all new commercial structures and for remodels or additions to existing buildings fronting on Main Street between Pilarcitos Creek and Correas Street, a zero front setback shall be encouraged to create a continuous line of building frontages; provided however that greater setbacks are permitted if they provide enhanced active ground-floor dependent frontage uses including but not limited to sidewalk cafes, public plazas, or weather-protected alcove entrances of modest size.

C. Maximum Height. The maximum height permitted shall be thirty-six feet and three stories.

D. Minimum Landscaping. Landscaping shall be required within parking areas and elsewhere on the site as may be feasible and in keeping with landscaping on the surrounding properties, and shall be reviewed by the community development director or planning commission for all projects involving new construction or conversions.

E. Lot Coverage. Commercial, mixed-use, and multi-family residential buildings are not limited to a percentage coverage of C-D zoned sites; however, for any new construction, parking and any setback requirements shall dictate the area available for building. For residential uses in the C-D district, one-family and two-family residential structures are limited to thirty-five percent site coverage for multiple stories, and fifty percent site coverage for a single story.

FE. Residential Development. For mixed-use commercial and residential projects, residential units/dwellings shall generally be located on the upper floors; however, the Planning Commission may consider mixed-use site plans with both residential and commercial uses on the ground floor, and two garage spaces shall be provided for each new dwelling unit, unless otherwise approved by the planning commission. For single-use residential development projects, minimum residential density shall be fifteen dwelling units per acre.

G. Location of Parking. On Heritage Main Street, parking facilities shall not be located along the Main Street frontage and, unless there is no feasible alternative, driveways to parking facilities shall not take access from Main Street.

H. Required Parking. Parking for single-family, duplexes, and triplexes shall comply with the standards of chapter 18.36. Parking for multi-family and mixed-use projects may be provided in garages, below-grade, at-grade under upper floors of development, in open parking lots, or a combination of locations pursuant to site plan review; and the required amount of parking to be provided shall be as follows:

1. Multi-family residential projects. For single-use residential projects with four or more residential units, the required amount of parking is one parking space per studio and one-bedroom unit; 1.5 parking spaces for units with two or more bedrooms; plus one guest space for each four units, with a minimum of one guest space.

2. Mixed-use projects. Parking provisions for the non-residential portion of mixed-use projects shall comply with chapter 18.36. For the residential portion of mixed-use projects, the required amount of parking is one parking space per studio and one-bedroom unit; 1.5 parking spaces for units with two or more bedroom; plus one guest space for each four units, with a minimum of one guest space. The total required amount of parking for mixed-use projects shall be the sum of that required for the non-residential and residential portions of the development with the following reductions allowed pursuant to planning commission review and approval:

a. Mixed-use shared-use reduction. Up to twenty percent reduction in the total required parking spaces may be allowed provided that the non-residential and residential uses have off-set peak parking demand periods, and the total amount of shared parking is adequate for the the combined peak demand period of the mixed-uses.

b. Mixed-use guest parking waiver. A portion or all of the required guest parking spaces may be waived if the project is located on Heritage Main Street between Pilarcitos Creek and Correas Street; and/or includes frontage improvements that increase public parking supply, pedestrian and/or bicycle access, public access to EV charging stations, or other public benefit to multi-modal and/or low emission circulation and parking within the C-D district.

I.F. Off-Site Parking. Notwithstanding the provisions of this title, parking at an off-site location is encouraged at a distance no greater than three hundred feet from the development site.

1. In reviewing development proposals with an off-site parking area, the planning commission may approve an exception to allow a greater distance between the development site and parking area, if it is determined that it is not feasible to meet the suggested distance standard to comply with off-street parking requirements.

2. In approving an off-site parking location to support a proposed development, the planning commission shall require the recordation of a deed restriction, restrictive covenant, or other instrument to the satisfaction of the city attorney, ensuring that the parking area will remain available to serve the parking needs of the proposed development or use for as long as the development or use exists.

3. Any off-site parking area created pursuant to the provisions herein shall be landscaped and a solid fence or wall installed along adjoining property lines to the satisfaction of the planning commission. Any lighting shall be directed away from adjoining properties. (Ord. C-2019-03 §2(Exh. A)(part), 2019: 1996 zoning code (part)).

18.07.045 Exceptions to development standards.

A. Legal Nonconforming Parcels. Any parcel legally subdivided prior to the effective date of this chapter within any commercial district which does not meet the standards for minimum site area and width may nevertheless be developed without the need for a variance or exception, subject to compliance with the other development standards and regulations in this chapter.

B. New Parcels. The planning commission and or city council may approve an exception to development standards established in the sections above for each commercial district, in conjunction with the review of a lot line adjustment or subdivision, as may be applicable.

C. Development on Lots divided by District Boundaries. The regulations applicable to each district shall be applied to the area within that district; however, parking provisions serving a principal use on the site may be located in a district in which a parking lot is not permitted, or is a conditional use.

D. Exceptions to Maximum Height. Chimneys may exceed the maximum permitted building height in the district only as may be needed to comply with the Uniform Building Code.

E. Parking Exceptions. For all new construction, the requirements for off-street parking shall be met. For any additions to existing buildings, or conversions of existing buildings to a more intensive use, off-street parking spaces shall be provided as required for the new area or use, at a minimum, unless a parking exception is approved by the planning commission. This section shall not apply to changes in use as specified in section 18.36.020B. For conversions of existing buildings to a more intensive use, the planning commission shall ensure that the applicant has made every reasonable effort to provide the required off street parking spaces designated for the use as specified in this title.

4.—When granting a parking exception in either the downtown commercial or commercial residential districts, the planning commission shall shall determine that the proposed exception is consistent with the policies of the Downtown Specific Plan; that the proposed number, size, configuration, and/or location of the parking spaces is

as nearly in conformance with the standards contained in Chapter 18.36 as is reasonably possible, including conformance with ADA requirements and the provision of EV, bicycle, and motorcycle parking spaces; and the Planning Commission shall make at least one of the following findings:

~~a.—The applicant has made every reasonable effort to provide the required number of parking spaces;~~

~~b.—The applicant has submitted evidence to the planning commission that approval of a parking exception is necessary to ensure the economic viability of the project; or~~

1. That the proposed exception to the parking provisions will not be detrimental to the public welfare or injurious to property or improvements in the vicinity based on supporting evidence such as from a parking demand study; and that granting the parking exception is necessary to ensure the economic viability of the project based on supporting evidence such as from an economic assessment; or

2. ~~The planning commission finds~~ that approval of the parking exception will ensure that an historic resource is retained or otherwise preserved or protected; ~~and~~; or

~~d.—The planning commission has found that the proposed number, size, configuration, and/or location of the parking spaces is as nearly in conformance with the standards contained in Title 15 as is reasonably possible, and the granting of the parking exception is not contrary to the policies of the downtown specific plan.— (1996 zoning code (part)).~~

18.07.050 Nonconforming structures and uses.

A. Any existing structure legally constructed in accordance with the zoning code prior to the effective date of the ordinance codified in this chapter that is damaged by catastrophe such as fire, flood, explosion, wind, earthquake, war, riot, or other calamity may be replaced, restored, rebuilt, or repaired and used as before such event occurred provided that all of the following conditions are satisfied:

1. A.—Any nonconforming height, setback encroachments or other nonconformity shall not be increased beyond that in existence prior to the damage occurring, unless a variance or exception is approved subject to the provisions of this title.
2. B.—An application for a building permit to replace or repair a damaged or destroyed building shall be filed within twenty-four months after the event;
3. C.—All applicable provisions of the Historic Building Code or Uniform Building Code adopted by the city at the time building permits are requested for the repair or reconstruction shall be incorporated into the plans. (1996 zoning code (part)).

B. Any nonconforming existing use legally established in accordance with the zoning code prior to the effective date of the ordinance codified in this chapter shall be subject to the provisions of chapter 18.25.

18.07.055 Historic downtown area, structures and uses.

A. Historic Downtown Area. The historic downtown area possesses character, interest and value as part of the heritage of the city. Preservation of those structures which exemplify historical architectural styles or which contribute to the historical fabric of the community within this area is essential to the integrity of the district.

1. Municipal Code Chapter 2.48 contains review criteria for the designation of a landmark or historic district. Any development within the historic downtown area shall also be in accordance with the policies for the Half Moon Bay historic downtown plan as well as the historic resources ordinance.

B. Historic Structures. Any proposal for alteration to a designated landmark shall be subject to the provisions below and the historic resources ordinance.

1. Changes to Existing Structures. Within the historic downtown area, alterations to existing structures and proposed demolition shall be subject to review by the planning commission who may consider the recommendation of any city council appointed advisory committee or commission, in order to protect the architectural and historical character of the area.

2. Maintenance of Structures and Premises. All property owners in the historic downtown area shall have the obligation to maintain structures and premises in good repair. Good repair includes and is defined as the level of maintenance that ensures the continued availability of the structure and premises for a lawfully permitted use, and prevents deterioration, dilapidation, and decay of the exterior portions of the structure and premises. Maintenance does not include a change in design, material or external appearance of a structure.

3. Change of Use Within a Historic Structure. Whenever a change of use is proposed within an historic structure, such as a conversion from residential use to commercial use, exceptions to the development standards in this chapter may be granted where applicable and necessary to maintain the historic integrity of the structure. The State Historical Building Code may be used in some cases, however, intensification of use may require safety measures to conform to the requirements of current Uniform Building Code.

C. New Development. New construction within the historic downtown area shall be reviewed for compliance with the following criteria:

1. The scale and style shall be similar to that of the predominant older structures.

2. There shall be continuity in building lines maintained along Main Street. (Ord. C-2019-03 §2(Exh. A)(part), 2019; 1996 zoning code (part)).

18.07.060 Required permits and plan review.

- A. Building permits are required for any new construction, remodeling, or additions, except for fences which do not exceed the eight foot height limit.

- B. Except as may be otherwise provided for in this chapter, a variance or exception shall be required for any project in any commercial district which does not meet the development standards and regulations of this chapter, or for projects which include proposals to extend existing nonconforming structures or conditions on the site.

- C. The provisions of this title pertaining to architectural and site and design review shall be followed prior to the issuance of any building permits for which design review is required. (1996 zoning code (part)).

Chapter 18.08 COMMERCIAL LAND USE (C-VS, C-G)

Sections:

- [18.08.010 Purpose.](#)
- [18.08.015 C-VS and C-G zoning districts established.](#)
- [18.08.020 Permitted uses.](#)
- [18.08.025 Use regulations.](#)
- [18.08.030 General development standards.](#)
- [18.08.035 C-VS zoning district standards.](#)
- [18.08.040 C-G zoning district standards.](#)
- [18.08.045 Exceptions to development standards.](#)
- [18.08.050 Nonconforming structures.](#)
- [18.08.055 Historic structures.](#)
- [18.08.060 Required permits and plan review.](#)

18.08.010 Purpose.

The purpose of establishing adopting these visitor serving commercial and general commercial districts and adopting development standards and use regulations is to:

- A. Guide the orderly development of lands designated on the land use plan map for visitor serving commercial and general commercial uses;
- B. Provide appropriately located areas consistent with the land use plan and general plan for a full range of office, retail commercial, service commercial, and visitor serving uses needed by residents of, and visitors to, the city and region;
- C. Strengthen and expand the city's economic base, while protecting the small businesses that currently serve city residents;
- D. Minimize the impact of commercial development on adjoining residential areas;
- E. Encourage new commercial, mixed-use, and residential development compatible with surrounding development and consistent with site limitations;
- F. Ensure the provision of adequate on-site parking, loading and circulation; and

G. Allow public and semipublic uses in commercial areas that are compatible with or supportive of commercial development. (1996 zoning code (part)).

18.08.015 C-VS and C-G zoning districts established.

The intent of this chapter is to establish the following commercial districts and to guide the orderly development within each district as follows:

A. C-VS District, Commercial--Visitor Serving. Recreational commercial areas that serve the needs of visitors attracted to coastal recreational opportunities, emphasizing ease of movement and attractiveness for the pedestrian while allowing safe and efficient movement of vehicles, having a consistent design theme, and protecting coastal resources. The intensity and nature of visitor serving commercial uses shall be subordinate to the character of the recreational setting and existing neighborhood character.

B. C-G District, Commercial--General. General commercial areas designated for the development of a full range of retail, service, commercial and professional office businesses, mixed-use and multi-family residential use serving both residents and visitors to the city. (1996 zoning code (part)).

18.08.020 Permitted uses.

Tables 18.08.020A through E of this chapter establish the uses permitted in the visitor-serving commercial and general commercial districts.

A. The uses listed in Table 18.08.020A are numbered and categorized into types of uses. Definitions of each type of use are located within this title in Chapter 18.03, "Use Classifications." Uses that are not listed are prohibited within visitor-serving commercial and general commercial districts.

B. Use classifications followed by the term "OK" are permitted, whereas use classifications followed by the term "UP" require approval of a use permit. A use classification followed by the term "NO" means that the use is not permitted. In the event the community development director determines that a proposed use is not permitted, an applicant may appeal the determination to the planning commission. The letters "UPCC" mean that some or all uses in the use classification are permitted in most cases, but that approval of a use permit is required in certain cases.

C. Further description of the circumstances related to the "UPCC" listings in Tables 18.08.020A through E, and other specific regulations for certain uses listed in Tables 18.08.020A through E can be found in Section 18.08.025. The letters and numbers in Section 18.08.025 correspond to the use categories and specific uses listed in Tables 18.08.020A through E.

Table 18.08.020A

COMMERCIAL USES

C-VS Visitor-serving commercial zoning district

C-G General commercial zoning district

OK = Allowed without permit

UP Use permit required

NO = Not allowed

UPCC Use permit required under certain circumstances

Key	Commercial Uses	C-VS Zoning	C-G Zoning
A-1	Adult Business	NO	UP
A-2	Ambulance Service	NO	UPCC
A-3	Animal Sales or Service:		
a	• Boarding	NO	UP
b	• Grooming	NO	OK
c	• Medical Care	NO	OK
d	• Retail Sales	NO	OK
A-4	Art Gallery	OK	OK
A-5	Artist's Studio	UPCC	UPCC
A-6	Banking:		
a	• Full Service	NO	OK
b	• ATM Only	OK	OK
c	• Drive-Up Teller	NO	OK
A-7	Building Materials Sales or Service	NO	OK
A-8	Catering	NO	OK
A-9	Circus, Carnival or Exhibition	OK	OK
A-10	Commercial Filming	OK	OK

Key	Commercial Uses	C-VS Zoning	C-G Zoning
A-11	Commercial Recreation or Entertainment:		
a	• Indoor	NO	OK
b	• Outdoor	UPCC	UPCC
A-12	Communications Facility	NO	OK
A-13	Eating or Drinking Establishment:		
a	• Cafe, Diner or Restaurant	UP	OK
b	• Fast Food or Takeout	UP	OK
c	• Drive-Through Fast Food	UP	OK
d	• Bar or Tavern	UP	OKUP
A-14	Equestrian Center	UP	NO
A-15	Food or Beverage Sales	OK	OK
A-16	Funeral and Internment Service	NO	OK
A-17	Gardening Service	NO	OK
A-18	Laboratory	NO	OK
A-19	Maintenance or Repair Service	NO	OK
A-20	Nursery, Plant	NO	OK
A-21	Office:		
a	• Business or Professional	NO	OK
b	• Health Service	NO	OK
c	• Travel Agency	OK	OK
A-22	Personal Improvement Service	NO	OK
A-23	Personal Service	UP	OK
A-24	Printing or Publications Facility	NO	OK
A-25	Real Estate Sales Office	NO	OK
A-26	Research and Development	UP	OK

Key	Commercial Uses	C-VS Zoning	C-G Zoning
A-27	Retail Sales:		
a	• Indoor Retail	OK	OK
b	• Outdoor Retail	OK	OK
c	• Visitor-Serving Retail	OK	OK
A-28	Seasonal Agricultural Sales	OK	OK
A-29	Secondhand Sales, Pawn Shop	NO	OK
A-30	Vehicle/Equipment Sales or Service:		
a	• Automobile Rental	NO	OK
b	• Automobile Washing	NO	UPCC
c	• Service Station	NO	OK
d	• Vehicle or Equipment Repair	UP	OK
e	• Vehicle or Equipment Sale or Rental	UP	OK
f	• Vehicle Storage	UP	OK
A-31	Visitor Accommodation:		
a	• Bed and Breakfast Inn	OK	OK
b	• Campground or RV Park	UP	UP
c	• Hotel, Motel or Time Share	OK	OK
d	• Spa Resort	OK	OK
A-32	Warehouse or Storage	NO	UP

Table 18.08.020B

INDUSTRIAL USES

C-VS Visitor-serving commercial zoning district

C-G General commercial zoning district

OK = Allowed without permit

UP = Use permit required

NO = Not allowed

UPCC = Use permit required under certain circumstances

Key	Industrial Uses	C-VS Zoning	C-G Zoning
B-1	Custom Industry	NO	OK
B-2	General Industry	NO	NO
B-3	Limited Industry	NO	UP
B-4	Wholesaling, Distribution or Storage	NO	UP

Table 18.08.020C

PUBLIC AND QUASI-PUBLIC USES

C-VS Visitor-serving commercial zoning district

C-G General commercial zoning district

OK = Allowed without permit

UP = Use permit required

NO = Not allowed

UPCC = Use permit required under certain circumstances

Key	Public and Quasi-Public Uses	C-VS Zoning	C-G Zoning
C-1	Club or Lodge	UP	OK
C-2	Convalescent Facility	NO	OK
C-3	Cultural Institution	OK	OK
C-4	Day Care, General	NO	UP
C-5	Government Office	OK	OK
C-6	Health Care:		
a	• Hospital or Clinic	NO	UP
b	• Emergency Health Care	NO	OK
C-7	Park or Recreation Facility	OK	OK
C-8	Public Safety Facility	OK	OK

Key	Public and Quasi-Public Uses	C-VS Zoning	C-G Zoning
C-9	Religious Assembly	NO	UP
C-10	Residential Care, General	NO	UP
C-11	School, Public or Private	NO	UP
C-12	Utility:		
a	• Major	NO	UP
b	• Minor	OK	OK

Table 18.08.020D

RESIDENTIAL USES

C-VS Visitor-serving commercial zoning district

C-G General commercial zoning district

OK = Allowed without permit

UP = Use permit required

NO = Not allowed

UPCC = Use permit required under certain circumstances

Key	Residential Uses	C-VS Zoning	C-G Zoning
D-1	Group Residential	NO	OK
D-2	Large Family Day Care	OK	OK
D-3	Small Family Day Care	OK	OK
D-4	Limited Residential Care	OK	OK
D-5	Multi-Family Residential	NO	<u>OKUP</u>
D-6	Single-Family Residential	UP	<u>OKUP</u>

Table 18.08.020E

ACCESSORY USES

C-VS Visitor-serving commercial zoning district

C-G General commercial zoning district

OK = Allowed without permit

UP = Use permit required

NO = Not allowed

UPCC = Use permit required under certain circumstances

Key	Accessory Uses	C-VS Zoning	C-G Zoning
E-1	Accessory Use or Structure	OK	OK
E-2	Accessory Dwelling Unit	OK	OK
E-3	Mixed Commercial and Residential	UP	<u>OKUP</u>

(Ord. C-2018-4 §2(Att. A)(part), 2018; Ord. C-2016-03 §5(part), 2016; Ord. C-2015-04 §1(part), 2015; 1996 zoning code (part)).

18.08.025 Use regulations.

The following use categories and any additional regulations associated with an identified use are to be taken together with the permit requirements listed for each use classification in Tables 18.08.020A through E. These regulations shall apply to both permitted uses and for uses which are only allowed upon approval of a use permit by the planning commission.

A. Commercial Uses.

A-1 Adult Business. No adult business may be located within one thousand feet of another adult business, or within five hundred feet of any R district, any public or private school or day care facility for children, or any park or recreation facility.

A-2 Ambulance Service. A use permit is required only where a proposed ambulance service would be located within one thousand feet of an R district or fifty feet of a site occupied by a public or private school or a park or recreation facility.

A-3 Animal Sales or Service. No additional regulations specified.

A-3 a. Boarding. All kennels shall be maintained in accordance with the San Mateo County humane society regulations, and shall comply with all conditions of the use permit. If the facility is not in compliance with the humane society regulations or use permit conditions at any time, the use

permit may be revoked. The boarding of horses shall be subject to the use regulations contained in this section under “equestrian centers.”

A-3 b. Grooming. No additional regulations specified.

A-3 c. Medical Care. No additional regulations specified.

A-3 d. Retail Sales. The sale of domestic animals is allowed as an incidental use to any permitted use.

A-4 Art Gallery. No additional regulations specified.

A-5 Artist’s Studio. A studio where the artist works, displays, and sells artwork is permitted. In those cases where the artist lives on the premises and maintains an active studio or sales operation, a use permit is required.

A-6 Banking. No additional regulations specified.

A-6 a. Full Service. No additional regulations specified.

A-6 b. ATM Only. In the C-VS district, an ATM (automatic teller machine) is permitted only as an incidental use to a permitted use.

A-6 c. Drive-Up Teller. No additional regulations specified.

A-7 Building Materials Sales or Service. Activities shall be conducted and materials shall be stored within a building or shall be enclosed by a fence, wall or permanent planting at least six feet in height. Milling or planing of lumber or other wood products is prohibited unless incidental to a retail use or contractor’s yard.

A-8 Catering. Catering businesses may be permitted in conjunction with a residential use subject to approval by the San Mateo County environmental health department.

A-9 Circus, Carnival or Exhibition. Such uses, including street fairs and markets on city streets are permitted upon approval of special events permit. The event may be in one location no longer than two weekend days over two consecutive weekends, unless otherwise permitted by the city council in conjunction with the special events permit. Signs advertising the event shall be approved by the city council in conjunction with the approval of the special events permit.

A-10 Commercial Filming. Commercial filming is permitted upon securing all necessary permits and licenses required by the municipal code.

A-11 Commercial Recreation or Entertainment. No additional regulations specified.

A-11 a. Indoor. In the C-G district, electronic game centers shall not be located within three hundred feet of a school site or the boundary of a residential district, or within five hundred feet of a liquor store, cocktail lounge or bar. At least one adult manager shall be on the premises during the time a game center is open to the public. No game center owner, manager or employee shall allow a minor under eighteen years of age to play game machines during the hours the public schools are open, or after nine p.m. on nights preceding school days. The planning commission may impose restrictions on the design, location and operation of a game center in order to minimize the effects of noise, congregation, parking, and other nuisance factors that may be detrimental to the community.

A-11 b. Outdoor. In the C-G district, the establishment of a golf course requires approval of a use permit.

A-12 Communication Facility. No additional regulations specified.

A-13 Eating or Drinking Establishment. No additional regulations specified.

A-13 a. Cafe, Diner or Restaurant. In C-VS districts, sidewalk cafes and outdoor food service on a temporary basis shall be subject to approval by the community development director. A use permit is required in order to establish permanent or recurring outdoor food service and shall be subject to architectural, landscape, and site plan review. A use permit is required for cabarets with live entertainment within the C-VS districts.

A-13 b. Fast Food or Takeout. Identifiable containers and napkins shall be used for all carry-out food, and all litter resulting shall be promptly removed.

A-13 c. Drive-Through Fast Food. No additional regulations specified.

A-13 d. Bar or Tavern. No additional regulations specified.

A-14 Equestrian Center. Grooming and incidental sales of horses and equestrian supplies are permitted. Animal shows are permitted by use permit. New equestrian facilities shall be located near proposed county trail systems in upland areas east of Highway One or on sites where the coastal terrace is broad enough to accommodate such use without conflicts with public

recreation. All stables shall be maintained in accordance with the San Mateo County humane society regulations, and shall comply with all conditions of the use permit. If the facility is not in compliance with the humane society regulations or use permit conditions at any time, the use permit may be revoked.

A-15 Food or Beverage Sales. In C-VS districts, food and beverage sales must be ancillary to approved recreational uses.

A-16 Funeral or Internment Service. No additional regulations specified.

A-17 Gardening Service. No additional regulations specified.

A-18 Laboratory. In C-VS districts, laboratories shall be limited to research related to oceanographic, fisheries, and/or coastal resource management.

A-19 Maintenance or Repair Service. No additional regulations specified.

A-20 Nursery, Plant. Outdoor storage and display is limited to plants and garden features such as statues, fountains and benches. All merchandise must be kept in an enclosed building or a fully screened enclosure, and fertilizer of any type is stored and sold in package form only.

A-21 Office. In C-VS districts, only those office uses which are auxiliary functions of visitor-serving establishments are permitted.

A-21 a. Business or Professional. In the C-G district, professional and other business offices providing the following services are permitted: accountancy, architectural, construction and/or contracting, design, engineering, and legal services, insurance and travel agencies, investment services other than banks, savings and loans, such as mortgage, stocks and commodities brokerages, and similar consulting or business services.

A-21 b. Health Service. In the C-G district, health service offices or clinics offering medical or dental services, including laboratories incidental to these uses, and therapeutic services such as massage, chiropractic and psychiatric therapy are permitted.

A-21 c. Travel Agency. In the C-VS district, travel services are permitted only where incidental to a permitted use.

A-22 Personal Improvement Service. No additional regulations specified.

A-23 Personal Service. In the C-VS district, personal services may be permitted only where they are an auxiliary function of a visitor serving establishment.

A-24 Printing or Publication Facility. No additional regulations specified.

A-25 Real Estate Sales Office. No additional regulations specified.

A-26 Research and Development. In the C-VS district, only research related to oceanographics, fisheries, and/or coastal resource management is permitted.

A-27 Retail Sales. No additional regulations specified.

A-27 a. Indoor Retail. Display of products usually sold inside a building on a commercial site may be permitted outside the building on a temporary or occasional basis, subject to approval by the community development director. In the C-VS district, indoor sales shall be limited to visitor-oriented sales.

A-27 b. Outdoor Retail. Outdoor display of merchandise on a temporary basis shall be subject to approval by the community development director. Permanent outdoor sales operations, such as flower and produce stands, hot dog carts, coffee/pastry stands, T-shirts, outdoor furniture gardens, are permitted on an ongoing basis only if located on private property and not on city or state right-of-way, and only after (1) receiving a determination by the planning commission that the proposed use and operational characteristics are consistent with the underlying zoning designation and development standards, and (2) securing approval of a business license in accordance with the provisions of the municipal code. In the C-VS district, outdoor sales shall be limited to visitor oriented sales.

A-27 c. Visitor-Serving Retail. In a C-VS district, this category is limited to retail sales directly related to visitors attracted to the city's coastal recreational opportunities such as boating and fishing supplies, equestrian supply stores, surf shops, the incidental sale of merchandise at recreational vehicle campsites and golf courses, and related uses.

A-28 Seasonal Agricultural Sales. Fruit, vegetable and Christmas tree sales are permitted for a period of forty-five days, and shall be subject to the requirements of municipal code Chapter 3.73. The community development director shall impose reasonable conditions upon the establishment to ensure adequate parking, safe and convenient traffic circulation, and that minimum health and safety standards are met.

A-29 Second Hand Sales, Pawn Shop. No additional regulations specified.

A-30 Vehicle or Equipment Sales and Service. No additional regulations specified.

A-30 a. Automobile Rental. No additional regulations specified.

A-30 b. Automobile Washing. A use permit is required in order to establish self-service and full-service operations and shall be subject to architectural, landscape, and site plan review.

A-30 c. Service Station. All auto, truck and equipment repair and service facilities shall be appropriately landscaped and maintained. Inoperative vehicle storage on the premises is prohibited. Operative vehicles and/or equipment stored on the premises shall be screened from public view. Display racks for automobile products no more than four feet wide may be maintained at each pump island of a service station, or within three feet of the main building, and shall be limited to one per street frontage. These uses are not permitted in a C-VS district.

A-30 d. Vehicle or Equipment Repair. Repair shops such as auto body and painting, fender work, upholstery and detailing, and major auto repairs shall be appropriately landscaped and maintained. Conditions of approval of a use permit may require buffering, screening, planting areas or limits on the hours of operation to avoid adverse impacts on properties in the surrounding area. Inoperative vehicle storage on the premises is prohibited, and operative vehicles and/or equipment stored on the premises shall be screened from public view.

A-30 e. Vehicle or Equipment Sales or Rental. In the C-VS district, sales shall be limited to marine equipment and parts used for recreational vehicles other than motor homes such as boats, jet skis and vehicles used to transport horses or which are designed to be transported by horses. Marine vehicles may be rented in the C-VS district. Outdoor storage and display shall be limited to vehicles, boats or equipment offered for sale or rent only.

A-30 f. Vehicle Storage. In the C-VS district, vehicular storage shall be limited to the storage of recreational vehicles and water-oriented vehicles. All vehicle storage facilities shall be enclosed by a six foot high fence and all vehicles shall be screened from view.

A-31 Visitor Accommodation. No additional regulations specified.

A-31 a. Bed and Breakfast Inn. No additional regulations specified.

A-31 b. Campground or RV Park. Landscaping at recreational vehicle parks shall be fully matured within five years of development to assure full screening from public roads, vista points, public recreation areas and residential areas.

A-31 c. Hotel, Motel or Time Share. Within the C-VS district, hotel, motel and time shares are permitted only if the number of bedrooms does not exceed thirty-six per net acre of the building site area. Living rooms in suites shall be considered bedrooms for purposes of this calculation.

A-32 Warehouse or Storage. Only warehousing/storage area having two thousand five hundred square feet or less, that is incidental to commercial use, is permitted within an enclosed building. Mini-storage or self-storage facilities may be permitted in the C-G district only by approval of a use permit and shall be subject to architectural, landscape, and site plan review.

B. Industrial Uses.

B-1 Custom Industry. Small scale custom industries such as ceramic studios, candle-making shops and custom jewelry manufacturing which may also sell goods produced on-site directly to customers are permitted in the C-G district.

B-2 General Industry. No additional regulations specified.

B-3 Limited Industry. No additional regulations specified.

B-4 Wholesaling, Distribution or Storage. No additional regulations specified.

C. Public and Quasi-Public.

C-1 Club or Lodge. In the C-VS district, only yacht clubs or clubs catering to visitor-serving commercial uses shall be permitted.

C-2 Convalescent Facility. City, county and state permits or licenses must be obtained prior to establishing the use. The Half Moon Bay fire protection district shall review and approve all aspects of the use prior to the issuance of building permits.

C-3 Cultural Institution. No additional regulations specified.

C-4 Day Care, General. All required city, county and state permits or licenses must be obtained prior to establishing the use. The Half Moon Bay fire protection district shall review and approve all aspects of the use prior to the issuance of building permits.

C-5 Government Office. In a C-VS district, these uses shall be limited to those that, as determined by the community development director, involve the regulation or study of natural or oceanographic processes, private or recreational fishing, aquaculture, or shoreline recreation.

C-6 Health Care. No additional regulations specified.

C-6 a. Hospital or Clinic. No additional regulations specified.

C-6 b. Emergency Health Care. No additional regulations specified.

C-7 Park or Recreation Facility. In the C-VS district, this use includes public parking for shoreline access and recreation, public restrooms, parks and visitor information centers. Development unrelated to on-site recreational activities shall not be permitted in publicly owned recreational areas, with the exception of the state park administrative and maintenance operations located at Half Moon Bay state beach. Parking facilities and recreational structures, including campers, located in public regional recreational areas, private recreational areas, visitor-serving commercial areas and other developments shall be designed to minimize visibility from the beach.

C-8 Public Safety Facility. No additional regulations specified.

C-9 Religious Assembly. No additional regulations specified.

C-10 Residential Care, General. No additional regulations specified.

C-11 School, Public or Private. No additional regulations specified.

C-12 Utility. No additional regulations specified.

C-12 a. Major. All public utility substations shall be enclosed by a solid fence or wall a minimum of six feet in height. The planning commission may approve alternative screening such as a hedge or other plant materials, where appropriate to the design and location in relationship to other properties.

C-12 b. Minor. No additional regulations specified.

D. Residential Uses.

D-1 Group Residential. No additional regulations specified.

D-2 Large Family Day Care. No additional regulations specified.

D-3 Limited Day Care. No additional regulations specified.

D-4 Limited Residential Care. No additional regulations specified.

D-5 Multi-Family Residential. No additional regulations specified.

D-6 Single-Family Residential. No residential uses are permitted in the C-VS district unless ancillary to a permitted use and upon the approval of a use permit in each case.

E. Accessory Uses.

E-1 Accessory Use or Structure. Accessory uses and structures are permitted when they are incidental to the principal permitted or conditionally permitted use or structure on a site and are customarily found on the same site. Accessory uses to a residential use would include home occupations and garage sales. Accessory uses for retail or office uses would include storage incidental to a permitted use. Accessory structures such as garages or storage and maintenance sheds are permitted.

E-2 Accessory Dwelling Unit. No additional regulations specified.

E-3 Mixed Commercial and Residential. No residential uses are permitted as part of mixed-use development in the C-VS district unless ancillary to a permitted use and upon the approval of a use permit in each case. In the C-G district, No additional regulations specified. (Ord. C-2019-03 §2(Exh. A)(part), 2019; Ord. C-2018-04 §2(Att. A)(part), 2018; Ord. C-2015-04 §1(part), 2015; 1996 zoning code (part)).

18.08.030 General development standards.

A. Residential Development.

1. As Primary Use of Property. When a C-VS or C-G zoned site is developed primarily for residential use, the dwelling unit(s) shall be subject to the standards for tenant and guest parking spaces, minimum setbacks, floor area ratio, lot coverage, maximum height limits, landscaping, fences, and usable open space as specified in this title for the proposed residential dwelling type.

2. As Secondary Use of Property. When a C-VS or C-G zoned site is developed with nonresidential use(s) and residential use is proposed, or when a mixed residential/ nonresidential project is proposed, the setbacks, floor area ratio, lot coverage and maximum height limits required within the residential districts shall not be imposed. However, such development shall be subject to the requirements for parking spaces, landscaping, fences and usable open space for the proposed type of dwelling as specified in this title.

B. Minimum Site Area and Width. The standards for minimum site area and width are established for each commercial district in this chapter. Existing legal parcels created before the effective date of this

chapter are not subject to these minimum area and width requirements. Only new subdivisions of existing parcels shall be subject to the minimum site and area requirements.

C. **Site Coverage.** Commercial buildings and mixed use buildings are not limited to a percentage coverage of commercially zoned sites, however, for any new construction, parking requirements shall dictate the area available for building. For residential uses in a commercial district, one-family and two-family residential structures are limited to thirty-five percent site coverage for multiple stories, and fifty percent site coverage for a single story. A maximum site coverage of thirty-five percent shall be permitted for multiple-family (three or more units) residential structures. These standards are not applicable to mixed-use projects.

D. **Exterior Noise Limit.** Sound levels measured at the property line of the lot where the lot borders on R, OS, UR or OSR district, or along any property boundary in the C-VS district, may not exceed the following levels:

MAXIMUM NOISE LEVEL			
Time of Day	More than 30 minutes/hour	More than 5 minutes/hour	At any time
7 a.m. to 10 p.m.	60 dBA	70 dBA	80 dBA
10 p.m. to 7 a.m.	55 dBA	65 dBA	75 dBA

E. **Off-Street Parking Plans.** A parking plan which meets the development standards for off-street parking requirements contained in this title shall be submitted with each project for new development or addition of floor area, or whenever plans are submitted for a use conversion which will result in an intensification of use. The plan will be reviewed for conformance with standards for parking spaces and aisles, location, units of measurement, and other standards as may be applicable.

F. **Landscaping.** A landscaping plan is required for all new construction or extensive remodel projects within the C-VS or C-G commercial districts, and shall be in conformance with design criteria contained in this title and the city's current water-efficient landscaping program.

1. All planting areas, plant materials, and irrigation shall conform with the guidelines in the city's current water efficient landscaping program.
2. No landscaping may impede, block, obstruct or otherwise be allowed to grow over a public sidewalk or other form of public or private access way such as a street, sidewalk or road. Trees

and shrubs shall be maintained in such a manner as to provide adequate, clear site distance for traffic safety on public or private sidewalks, street, road or rights-of-way.

3. Parking lots shall have perimeter landscaping areas and interior landscaping areas distributed throughout the parking lot. The landscaped areas shall have a minimum width of two feet, separated from the parking lot paving by a six inch curb. A minimum of one tree for every six spaces shall be distributed throughout the parking lot.

G. Signs. Each project shall comply with the sign regulations contained in Titles 15 and 18. Prior to installation, all new signs shall be reviewed and approved by the community development director who may consider the recommendation of any city council appointed advisory committee or commission.

H. Fences. The height of a fence, wall or hedge shall be measured vertically from the natural or finished existing grade, whichever is lower, from the base to the top of the fence, wall or hedge above that grade. The following specific criteria shall apply:

1. Along rear or side property lines, a maximum fence height of eight feet is permitted.
2. Where the side or rear property line adjoins a residential property, a fence having a minimum height of six feet shall be installed along that property line.
3. A solid wall or fence within fifteen feet of a street property line shall not exceed three feet in height. The community development director may approve an increased fence height to four feet if the fence materials have openings comprising at least fifty percent. In no case may a fence in this area exceed four feet in height.

a. A lower fence height limit may be imposed by the community development director, if it is determined that the fence would: (a) obstruct visibility thereby negatively impacting traffic safety, or (b) obscure an approved sign advertising a business on an adjoining property.

4. A solid masonry or concrete wall at least six feet in height shall be installed along any property line shared by a nonresidential site and the site of an existing ground-floor residential use, unless there is a ten foot landscaped buffer area on the commercial site. If a nonresidential building has a zero setback and has no openings along the adjoining property lines, no wall needs to be installed along the length of the building. As part of development approval, a lower fence height limit or alternate materials may be considered by the planning commission or community development director, if it is determined that the standard wall or landscape buffer is unnecessary to protect residential privacy or quiet enjoyment.

I. Refuse Storage Areas. For all nonresidential and multifamily residential projects, recyclable materials and refuse storage area shall be provided prior to occupancy, either inside a building or within a trash enclosure, as specified in this title.

J. Residential Storage Areas: For each residential unit in new multi-family or mixed-use development, a minimum of sixty (60) cubic feet of enclosed, lockable storage space shall be provided outside of the unit. The storage space may be within a fully enclosed garage or other parking area, provided that the storage space is in addition to the parking space(s) required. The storage space is in addition to any secured storage space required for bicycle parking. The storage space may also be located off of a patio, balcony, or deck provided that it is in addition to the private open space required, is in an enclosed space, and does not negatively impact building or landscape design.

KJ. Accessory Dwelling Units. All accessory dwelling units in these commercial districts must comply with the regulations contained in this title.

LK. Satellite Antennas. All satellite antennas shall meet the standards and regulations contained in this title.

ML. Underground Utilities. All new electrical, telephone and similar distribution lines providing direct service to a commercial site, and any existing services on the site shall be installed underground within the site unless such installation is deemed to be not feasible by the planning commission.

NM. Screening. All outdoor storage and display areas shall be screened from view by a solid fence or wall, unless otherwise approved by the community development director or planning commission. Mechanical equipment and utility meters shall be screened from view from public rights-of-way. Screening materials may have evenly distributed openings or perforations averaging fifty percent of the surface area, as long as the mechanical equipment is screened so that it is not visible from a street or adjoining lot.

ON. Performance Standards. No activity on a commercial site may produce vibration, dust, odors, heat and humidity, electromagnetic interference which are perceptible without instruments by a reasonable person at the property lines of a site. Mirrors or highly reflective glass shall not cover more than twenty percent of a building surface visible from a street, unless an applicant submits information demonstrating that use of such glass would not significantly increase glare visible from adjacent streets or pose a hazard for moving vehicles. Combustibles, explosives, radioactive materials and hazardous materials shall comply with HMBFPD fire prevention codes, California hazardous materials regulations, and/or any other applicable laws.

PE. Coastal Resource Conservation Standards. The standards and regulations contained in this title for habitat conservation, archaeological resource conservation, coastal access, scenic corridors, and community visual resources shall be met for each project.

QP. Architectural and Site and Design Review. The standards and review process contained in this title shall be met for each project.

RQ. Coastal Development Permit. The requirements contained in this title for a coastal development permit shall be met for each project which is subject to those requirements. (Ord. C-2019-03 §2(Exh. A)(part), 2019; Ord. C-2018-04 §2(Att. A)(part), 2018; Ord. C-2015-04 §1(part), 2015; 1996 zoning code (part)).

18.08.035 C-VS zoning district standards.

- A. Minimum Lot Size and Width. The minimum lot size shall be ten thousand square feet with a minimum width of one hundred feet.
- B. Minimum Setbacks. The front yard setback shall be a minimum of twenty feet, the rear and side yard setbacks shall be a minimum of ten feet each. Where a parcel borders an R district, a minimum setback of twenty feet is required from the property line adjoining any residential parcel. Within this setback, the ten foot width nearest the residential parcel shall be landscaped.
- C. Maximum Height. The maximum building height permitted shall be thirty-six feet and three stories.
- D. Minimum Landscaping. A total of fifteen percent of the site shall be landscaped.
- E. Residential Development. For mixed commercial/ residential projects, dwellings shall be on the upper floors and two garage spaces shall be provided for each new dwelling unit, unless otherwise approved by the planning commission. (1996 zoning code (part)).

18.08.040 C-G zoning district standards.

- A. Minimum Lot Size and Width. The minimum lot size shall be ten thousand square feet with a minimum width of one hundred feet.
- B. Minimum Setbacks. The front yard setback shall be a minimum of twenty-five feet, the rear and side yard setbacks shall be a minimum of ten feet each. Where a parcel borders an R district, the five foot width nearest the residential parcel shall be landscaped. A solid masonry wall of at least six feet in height shall be installed adjacent to any R district.
- C. Maximum Height. The maximum building height permitted shall be thirty-six feet and three stories.

D. Minimum Landscaping. A total of ten percent of the site shall be landscaped. Landscaping shall be in keeping with landscaping on the surrounding properties, and shall be reviewed as part of the associated discretionary permit for all projects involving new construction or conversions.

E. Residential Development. For mixed-use commercial/residential projects, ~~dwelling-residential units~~ shall generally be located on the upper floors; however, the Planning Commission may consider mixed-use site plans with both residential and commercial uses on the ground floor. ~~and two garage spaces shall be provided for each new dwelling unit, unless otherwise approved by the planning commission.~~ For single-use residential development projects, minimum residential density shall be fifteen dwelling units per acre.

F. Required Parking. Parking for single-family, duplexes, and triplexes shall comply with the standards of chapter 18.36. For mixed-use and multi-family residential projects, two parking spaces shall be provided for each new dwelling unit and at least one of the required parking spaces per unit shall be a garage space. For projects with three or more residential units, one guest space for each four units, with a minimum of one guest space, shall be provided for each unit. Parking provisions for the non-residential portion of mixed-use projects shall comply with chapter 18.36.

GF. Off-Site Parking. Parking may be located on an off-site location, at a distance no greater than three hundred feet from the development site.

1. In reviewing development proposals with an off-site parking area, the planning commission may approve an exception to allow a greater distance between the development site and parking area, if it is determined that it is not feasible to meet the maximum distance requirement, to comply with off-street parking requirements.

2. In approving an off-site parking location to support a proposed development, the planning commission shall require the recordation of a deed restriction, restrictive covenant, or other instrument to the satisfaction of the city attorney, ensuring that the parking area will remain available to serve the parking needs of the proposed development or use for as long as the development or use exists.

3. Any off-site parking area created pursuant to the provisions herein shall be landscaped, and a solid fence or wall shall be installed along adjoining property lines if deemed necessary, to the satisfaction of the ~~architectural review committee and~~ planning commission. Any lighting shall be directed away from adjoining properties. (Ord. C-2019-03 §2(Exh. A)(part), 2019; 1996 zoning code (part)).

18.08.045 Exceptions to development standards.

A. Legal Nonconforming Parcels. Any parcel legally subdivided prior to the effective date of this chapter within any commercial district which does not meet the standards for minimum site area and width may nevertheless be developed without the need for a variance, subject to compliance with the other development standards and regulations in this chapter.

B. New Parcels. The planning commission and/or city council may approve an exception to development standards established in the sections above for each commercial district, in conjunction with the review of a lot line adjustment or subdivision, or variance as may be applicable.

C. Development on Lots divided by District Boundaries. The regulations applicable to each district shall be applied to the area within that district; however, parking provisions serving a principal use on the site may be located in a district in which a parking lot is not permitted, or is a conditional use.

D. Exceptions to Maximum Height. Chimneys may exceed the maximum permitted building height in the district only as may be needed to comply with the Uniform Building Code.

E. Parking Exceptions. For all new construction, the requirements for off-street parking shall be met. For any additions to existing buildings, or conversions of existing buildings to a more intensive use, off-street parking spaces shall be provided as required for the new area or use, at a minimum, unless a parking exception is approved by the planning commission. ~~For conversions of existing buildings to a more intensive use, the planning commission shall ensure that the applicant has made every reasonable effort to provide the required off-street parking spaces designated for the use as specified in this title.~~

When granting a parking exception in either the general commercial or visitor-serving commercial districts, the planning commission shall determine that the proposed number, size, configuration, and/or location of the parking spaces is as nearly in conformance with the standards contained in Chapter 18.36 as is reasonably possible, including conformance with ADA requirements and the provision of EV, bicycle, and motorcycle parking spaces; and the Planning Commission shall make ~~the~~ at least one of the additional following findings:

- ~~a. The applicant has made every reasonable effort to provide the required number of parking spaces;~~
- ~~b. The applicant has submitted evidence to the planning commission that approval of a parking exception is necessary to ensure the economic viability of the project; or~~
- 1. That the proposed exception to the parking provisions will not be detrimental to the public welfare or injurious to property or improvements in the vicinity based on supporting evidence such as from a parking demand study; and that granting the parking exception is necessary to ensure the economic viability of the project based on supporting evidence such as from an economic assessment; or

~~1.2. The planning commission finds that approval of the parking exception will ensure that an historic resource is retained or otherwise preserved or protected; and~~

~~d. The planning commission has found that the proposed number, size, configuration, and/or location of the parking spaces is as nearly in conformance with the standards contained in Title 15 as is reasonably possible. (1996 zoning code (part)).~~

18.08.050 Nonconforming structures.

Any existing structure legally constructed in accordance with the zoning code prior to the effective date of the ordinance codified in this chapter that is damaged by catastrophe such as fire, flood, explosion, wind, earthquake, war, riot, or other calamity may be replaced, restored, rebuilt, or repaired and used as before such event occurred provided that all of the following conditions are satisfied:

- A. Any nonconforming height, setback encroachments or other nonconformity shall not be increased beyond that in existence prior to the damage occurring, unless a variance is approved subject to the provisions of this title.
- B. An application for a building permit to replace or repair a damaged or destroyed building shall be filed within twenty-four months after the event;
- C. All applicable provisions of the Uniform Building Code adopted by the city at the time building permits are requested for the repair or reconstruction shall be incorporated into the plans. (1996 zoning code (part)).

18.08.055 Historic structures.

Any proposal for alteration to a designated landmark shall be subject to the provisions below and the historic resources ordinance.

- A. Changes to Existing Structures. Alterations to existing historic structures and proposed demolition shall be subject to review by the planning commission who may consider the recommendation of any city council appointed advisory committee or commission, in order to protect the architectural and historical character.
- B. Maintenance of Structures and Premises. All property owners of historic structures shall have the obligation to maintain structures and premises in good repair. Good repair includes and is defined as the level of maintenance that ensures the continued availability of the structure and premises for a lawfully

permitted use, and prevents deterioration, dilapidation and decay of the exterior portions of the structure and premises. Maintenance does not include a change in design, material or external appearance of a structure.

C. Change of Use Within a Historic Structure. Whenever a change of use is proposed within an historic structure, such as a conversion from residential use to commercial use, exceptions to the development standards in this chapter may be granted where applicable. The state Historical Building Code may be used in some cases, however, intensification of use may require safety measures to conform to the requirements of current Uniform Building Code. (Ord. C-2019-03 §2(Exh. A)(part), 2019; 1996 zoning code (part)).

18.08.060 Required permits and plan review.

A. Building permits are required for any new construction, remodeling, or additions, except for fences which do not exceed the height limit.

B. Except as may be otherwise provided for in this chapter, a variance or exception shall be required for any project in any commercial district which does not meet the development standards and regulations of this chapter, or for projects which include proposals to extend existing nonconforming structures or conditions on the site.

C. The provisions of this title pertaining to architectural and site and design review shall be followed prior to the issuance of any building permits for which design review is required. (1996 zoning code (part)).

Chapter 18.36 PARKING STANDARDS

Sections:

- 18.36.005 Intent and purpose.**
- 18.36.010 General provisions.**
- 18.36.015 Definitions.**
- 18.36.020 Change in use--Increase in number of parking spaces.**
- 18.36.025 Mixed use occupancies and uses not specified.**
- 18.36.030 Joint use of facilities.**
- 18.36.035 Nonconforming parking.**
- 18.36.040 Off-street parking facilities--Required number of parking spaces, size and access standards, and parking for disabled individuals.**
- 18.36.045 Off-street loading requirements.**
- 18.36.050 Guest parking spaces in residential developments and mobile home parks.**
- 18.36.055 Off-street parking facilities--Required improvements.**
- 18.36.060 Parking spaces in residential district front yards.**
- 18.36.065 Off-street parking on a separate lot.**
- 18.36.070 Bicycle parking.**
- 18.36.075 Plans to accompany building permit application.**
- 18.36.080 Parking exceptions.**

18.36.005 Intent and purpose.

The intent and purpose of this chapter is to implement reasonable requirements and design standards for off-street vehicle parking in all zoning districts in the city. (Ord. C-2013-05 §1(part), 2013).

18.36.010 General provisions.

Except as may otherwise be provided for in this chapter or as may be approved by the community development director, planning commission, and/or city council, the following general provisions shall guide the application of off-street parking requirements and design standards contained in this chapter:

- A. The provision and maintenance of required off-street parking and loading spaces is a continuing obligation of the property owner.
- B. No building permit or other development permit shall be issued until plans are presented that show property that is and will remain available for exclusive use of off-street parking and loading spaces. The subsequent use of property for which the building permit is issued shall be conditional upon the

unqualified continuance and availability of the amount of parking and loading space required by this title or as may otherwise be approved by the city. Any use of the property in violation hereof shall be a violation of this title.

C. Off-street parking spaces required in connection with all other uses except single-family, duplex and triplex residential uses permitted in all zoning districts may be open or uncovered and shall be provided on the same building site as the main building, except as may be provided for in this chapter. Required parking spaces shall be available for the parking of operable passenger automobiles of residents, customers, patrons and employees only, and shall not be used for storage of vehicles or materials or for the parking of delivery or service trucks used in conducting the business or use. Delivery or service trucks may be parked or stored in designated loading spaces.

D. Off-street parking for all residential uses in any zoning district shall be provided in private garages or enclosed carports, except as otherwise specified for mixed-use and multi-family development in the C-D, C-R, C-G, C-VS districts. All required garages or enclosed carports shall be located on the same lot or building site as the buildings they are required to serve. All required enclosed carports for residential uses shall be kept free, clear and accessible for the parking of vehicles at all times.

E. When units of measurements determining the number of required parking spaces result in the requirement of a fractional space, any fraction up to and including one-half shall be disregarded and fractions over one-half shall require one parking space.

F. Required parking spaces shall be improved as required by this chapter and made available for use before the final inspection is completed and a certificate of occupancy is issued.

G. Parking facilities shall be provided for all new construction as required by this title, but parking for the conversion of existing buildings to a more intensive use shall be provided as near to the requirements as is practicable. (Ord. C-2015-04 §1(part), 2015; Ord. C-2013-05 §1(part), 2013).

18.36.015 Definitions.

A. For the purpose of this chapter, "floor area" in the case of medical, dental or other professional offices, retail and merchandising or service uses, means the gross floor area inside the perimeter walls of a building or site to be used, or intended to be used, for service to the public as customers, patrons, clients, patients or as tenants, including areas occupied by fixtures and equipment used for display or sale of merchandise. It shall not include areas used principally for nonpublic purposes such as storage, incidental repair, processing or packaging of merchandise, show or display windows, for delineated office area incidental to the management or maintenance of retail stores or service uses, for toilet rooms or restrooms, for rooms used for utilities, or for dressing rooms, fitting or alteration rooms.

B. For the purpose of this chapter, “floor area” in the case of bars, cabarets, cafes, cocktail lounges and restaurants is defined as the gross floor area inside the perimeter building walls to be used, or intended to be used, for service to patrons, and excluding nonpublic areas used for incidental office uses by the restaurant manager; restrooms; cooking, food preparation, and storage areas; hallways from the public areas to the nonpublic areas; or areas occupied by permanent fixtures used for the display or sale of food products.

C. For the purpose of this chapter, “floor area” in the case of light industrial and warehousing uses means the gross floor area inside the perimeter building walls of a building or site to be used, or intended to be used, for service to the public as customers, patrons, or as tenants, including areas occupied by fixtures and equipment used for display or sale of merchandise, and areas used principally for nonpublic purposes such as manufacturing, storage, incidental repair, processing or packaging of merchandise, and for delineated office area incidental to the management of the building or use. Mechanical or utility rooms and restrooms shall not be included in the definition of gross floor area for light industrial or manufacturing uses. (Ord. C-2013-05 §1(part), 2013).

18.36.020 Change in use--Increase in number of parking spaces.

A. Except as may be approved through a parking exception or by the planning commission and/or city council in conjunction with a discretionary permit, whenever in any building or on any site there is a change in use or increase in floor area, or an increase in the number of employees or other unit of measurement specified in this chapter to indicate the number of required off-street parking spaces, additional off-street parking spaces shall be provided on the basis of the increased requirements of the new use, or on the basis of the total increase in floor area or in number of employees, or in other unit of measurement related to such use.

B. This section shall not apply to changes in use, increases in floor area, or increases in the number of employees for retail and visitor-serving commercial uses in the commercial-downtown zoning district; provided, that such change in use, increase in floor area, or increase in the number of employees would not be materially detrimental to the public welfare or injurious to property or improvements in the neighborhood; and provided further, that the establishment, maintenance and/or conducting of the off-street parking facilities as proposed are as nearly in conformance with the requirements of the Half Moon Bay zoning code as are reasonably possible. (Ord. C-2013-05 §1(part), 2013).

18.36.025 Mixed-use occupancies and uses not specified.

A. In the case of mixed uses, the total requirements for off-street parking facilities shall be the sum of the requirements for the various uses computed separately. Off-street parking facilities for one use shall

not be considered as providing required parking facilities for any other use except as specified for joint use in this chapter.

B. In the case of a use not specified in this chapter, the requirements for off-street parking facilities for a similar use which is so specified in this chapter shall apply. (Ord. C-2013-05 §1(part), 2013).

18.36.030 Joint use of facilities.

A. Nothing in this chapter shall be construed to prevent collective provisions of off-street parking facilities for two or more buildings or uses; provided, that reciprocal access, egress, and parking agreements are reviewed by the community development director and city attorney and recorded against all affected properties. The total of such off-street parking spaces supplied collectively shall not be less than the sum of the requirements for the various uses computed separately.

B. Where a joint use of parking facilities is proposed and the applicant requests relief from the parking space requirements, a use permit shall be required. For restaurants which are combined with retail uses on the same property, which have different peak operating hours, the planning commission may approve a request for parking provisions for only seventy-five percent of restaurant capacity, as long as all required retail parking spaces are provided. This reduction may not be used in conjunction with a mixed-use shared-use reduction or guest parking waiver as provided for in chapter 18.07 in the C-D district.

C. For mixed-use development in the C-D district, the planning commission may grant up to a twenty (20) percent reduction in the total number of required parking spaces as specified in chapter 18.07.

(Ord. C-2015-04 §1(part), 2015; Ord. C-2013-05 §1(part), 2013).

18.36.035 Nonconforming parking.

Where automobile parking space is provided and maintained in connection with a main building or use upon the effective date of this chapter, and is insufficient to meet the requirements for the use with which it is associated, or where no such parking has been provided, then the building or structure may be enlarged or increased in capacity only if automobile parking spaces are provided for the enlargement or increase in capacity, to the standards set forth in this chapter. (Ord. C-2013-05 §1(part), 2013).

18.36.040 Off-street parking facilities--Required number of parking spaces, size and access standards, and parking for disabled individuals.

Except as may be approved by the planning commission and/or city council as a part of a discretionary permit or parking exception as provided for in this chapter, the following requirements shall apply to off-street parking facilities:

A. Number of Required Off-Street Parking Spaces. The number of off-street parking spaces required for all permitted uses is set forth in Table A: Number of Required Off-Street Parking Spaces.

TABLE A: NUMBER OF REQUIRED OFF-STREET PARKING SPACES

Type of Use	Number of Required Parking Spaces
Dwellings (single-family)	Two garage spaces per dwelling unit. Tandem parking configurations shall be prohibited except on substandard and severely substandard lots.
<u>Duplexes and triplexes</u>	<u>Two garage spaces per dwelling unit.</u>
<u>In the C-D district, multifamily dwellings with four or more units and residential portions of mixed-use development</u>	<u>One parking space per studio and one-bedroom unit; 1.5 parking spaces for units with two or more bedrooms; plus one guest space for each four units, with a minimum of one guest space.</u> <u>Mixed-use shared-use reduction and/or guest parking waiver subject to the requirements of chapter 18.07.</u>
<u>Outside of the C-D district, multifamily dwellings with four or more units and residential portions of mixed-use development</u> Apartments, condominiums	Two garage spaces per dwelling unit, plus one guest space for each five-four units, with a minimum of one guest space; <u>provided that in the C-R, C-G and C-VS districts, one of the required spaces per unit may be unenclosed.</u>
Accessory dwelling units	As required by Chapter 18.33.
Hotels, motels and motor lodges	One space for each guest bedroom, plus one space per employee.
Condominium hotels	Two parking spaces provided for each guest room plus one space per employee. The planning commission may reduce this standard to not less

TABLE A: NUMBER OF REQUIRED OFF-STREET PARKING SPACES

Type of Use	Number of Required Parking Spaces
	than one and one-half spaces per guest room if the maximum square footage of each guest room does not exceed six hundred square feet.
Sanitariums, convalescent homes, homes for aged, floor asylums, hospitals, children's homes	Three spaces for each two beds or one for each one thousand square feet of gross area, whichever provides the greater number.
Theaters	One space for each four seats.
Stadiums, auditoriums	One space for each four occupants, based upon the Uniform Building Code standards.
Churches	One space for each four occupants, based upon the Uniform Building Code standards.
Schools, day nurseries	One space for each employee plus one space for each five children in attendance.
Schools, elementary/intermediate	One space for each employee plus one space for each five seats or for each forty square feet of floor area in the place of public assembly.
Schools, high schools	One space for each eight enrolled students, plus one space per employee.
Schools, colleges/universities	One space for each three enrolled daytime students, plus one space for each employee.
Schools, private	Parking requirements to be determined by the planning commission as a part of use permit review and approval.
Dance halls, assembly halls without fixed seats, exhibition halls	One space for each one hundred square feet of floor area used for dancing or assembly.
Bowling alleys	Five spaces for each alley, plus two for each billiard table, plus one for each four seats in any gallery.

TABLE A: NUMBER OF REQUIRED OFF-STREET PARKING SPACES

Type of Use	Number of Required Parking Spaces
<u>In the C-D district, Retail sales, business or professional office, personal improvement or personal service.</u>	One space for each two hundred fifty square feet of area for the first ten thousand square feet of floor area; and one space for each three hundred square feet of floor area for buildings with floor area over ten thousand square feet.
<u>Outside of the C-D district, retail sales, business or professional office, personal improvement or personal service.</u>	<u>One space for each two hundred fifty square feet of area for the first ten thousand square feet of floor area; and one space for each three hundred square feet of floor area exceeding ten thousand square feet.</u>
Medical or dental clinics, banks	One space for each two hundred fifty square feet of floor business or professional offices area for the first ten thousand square feet of floor area; and one space for each three hundred square feet for all area over ten thousand square feet.
<u>In the C-D district, cabarets, cocktail lounges, restaurants and cafes</u>	<u>One space for each seventy-five square feet of floor area where the public is served, plus one space per employee.</u>
<u>Outside the C-D district, Ccabarets, cocktail lounges, restaurants and cafes</u>	One space for each forty-five square feet of floor area where the public is served, plus one space per employee.
Mortuaries or funeral homes	Ten spaces for each room used as a chapel room, slumber room, or parlor, or one space for each twenty square feet of assembly room used for services, whichever amount is greater, plus one space per employee, plus one space for each car operated by the establishment.
Auto sales	One space for every five hundred square feet of gross floor area.

TABLE A: NUMBER OF REQUIRED OFF-STREET PARKING SPACES

Type of Use	Number of Required Parking Spaces
Marina	One space for each two boat moorings.
Public utility, substations, and related facilities	One space per employee, plus one space per vehicle (including wheeled equipment) permanently assigned to the facility.
Park and recreation uses	One space for each eight thousand square feet of active recreation area within a park or playground, plus one space per acre of passive recreation area within a park or playground.
Warehousing and storage	One space for each one thousand square feet of floor area for the first ten thousand square feet, plus one space for each one thousand five hundred square feet for all additional area.
Light industrial and manufacturing	One space for each five hundred square feet of floor area for the first ten thousand square feet, plus one space for each seven hundred fifty square feet for all additional area.
Businesses using trucks as a typical part of operations	One space for each truck shall be provided, in addition to the other parking requirements.
All uses not listed above, which are permitted in C districts:	
Five thousand square feet of gross floor area or less	One space for each two hundred fifty square feet of gross floor area exclusive of floor area used for air-conditioning or other utility equipment.
Five thousand square feet of gross floor area or more	Nineteen spaces, plus one space for each two hundred square feet of gross floor area in excess of five thousand square feet, exclusive of floor area used for air-conditioning or other utility equipment.

B. Size and Access. Off-street parking facilities shall comply with the size and access standards set forth in Table B: Parking Facility Size and Access Standards. Each off-street parking space shall have an area of not less than one hundred seventy square feet exclusive of access drives or aisles, and shall be

of usable shape, location and condition. There shall be adequate provision for ingress and egress to all parking spaces.

TABLE B: PARKING FACILITY SIZE AND ACCESS STANDARDS

N	P	S	a	C	Area	P'	S'
Parking Angle	Parking Section Width	Stall Depth	Aisle Width	Curb Length per Car	Area per Car¹	Parking Section Width	Stall Depth
Degrees	Lin. ft.	Lin. ft.	Lin. ft.	Lin. ft.	Sq. ft.	Lin. ft.	Lin. ft.
0	32'0"	10'0"	12'	22'0"	220	32'0"	10'0"
30	48'8"	17'4"	14'	18'2"	315	43'2"	14'7"
35	50'8"	18'4"	14'	15'8"	288	45'2"	15'7"
40	52'4"	19'2"	14'	14'1"	267	46'8"	16'4"
45	53'8"	19'10"	14'	12'9"	252	47'4"	16'8"
50	55'8"	20'4"	16'	11'8"	239	50'0"	17'6"
55	57'6"	20'9"	16'	10'11"	228	52'4"	18'2"
60	60'0"	21'0"	18'	10'5"	218	55'6"	18'9"
65	62'6"	21'3"	20' ²	9'11"	209	58'6"	19'3"
70	62'10"	20'11"	21' ²	9'7"	202	59'8"	19'4"
75	63'4"	20'8"	22' ²	9'4"	193	61'0"	19'6"
80	63'8"	20'4"	23' ²	9'1"	186	62'0"	19'6"
85	64'6"	19'9"	25' ³	9'0"	180	63'6"	19'3"
90	63'0"	19'0"	25' ³	9'0"	171	63'0"	19'0"

¹ Includes waste areas at both ends of 9' x 19' parking space. Aisle space not included.

² Aisle width sufficient for two-way circulation only when a turnaround is provided.

³ Aisle width sufficient for two-way circulation.

C. Compact Off-Street Parking Facilities.

1. When Permissible. Compact off-street parking facilities may be provided to attain the required number of off-street parking spaces specified in Table A above, when one or more of the following circumstances apply:

- a. The off-street parking facility serves a property located in the commercial-downtown, commercial-residential, commercial-visitor serving, and commercial-general zoning districts, and the number of required off-street parking spaces exceeds ten; or
- b. The off-street parking facility serves a multifamily residential property located in the R-3 zoning district, and the number of required off-street parking spaces exceeds eight; or
- c. A parking exception has been granted in accordance with Section 18.36.080.

2. Size and Access. Compact off-street parking spaces shall comply with the size and access standards set forth in Table C: Compact Parking Facility Size and Access Standards. Each compact off-street parking space shall have an area of not less than one hundred fifty-three square feet exclusive of access drives or aisles, and shall be of usable shape, location, and condition. There shall be adequate provision for ingress and egress to all parking spaces.

TABLE C: COMPACT PARKING FACILITY SIZE AND ACCESS STANDARDS

N	P	S	a	C	Area	P'	S'
Parking Angle	Parking Section Width	Stall Depth	Aisle Width	Curb Length per Car	Area per Car'	Parking Section Width	Stall Depth
Degrees	Lin. ft.	Lin. ft.	Lin. ft.	Lin. ft.	Sq. ft.	Lin. ft.	Lin. ft.
90	61'0"	18'0"	24'	8'6"	153	61'0"	18'0"

3. All other requirements for off-street parking facilities apply. Notwithstanding the size and access standards set forth in Table C of this section, compact off-street parking facilities shall comply with all requirements and design standards provided for in this chapter.

D. Parking for Disabled Individuals. Parking spaces specifically reserved for vehicles licensed by the state of California for use by disabled individuals shall be provided and improved in each parking facility as required by state law. (Ord. C-2018-04 §2(Att. A)(part), 2018; Ord. C-2013-05 §1(part), 2013).

18.36.045 Off-street loading requirements.

Buildings or structures to be built or substantially altered which receive and distribute material and merchandise by trucks shall provide and maintain off-street loading berths in sufficient numbers and size to adequately handle the needs of the particular use.

A. The following standards shall be used in establishing the minimum number of berths required:

Gross Floor Area of the Building in Square Feet	Number of Berths
Up to 20,000	1
20,000 to 50,000	2

For each additional fifty thousand square feet of gross floor area, one additional berth shall be provided. For offices and stores up to five thousand square feet, regular off-street parking areas may be used to meet the off-street loading requirements.

B. A loading berth shall contain a minimum space of ten feet wide and sixty feet long and have an overhead clearance of fourteen feet. Where the vehicles generally used for loading and unloading exceed these dimensions, the required length of these berths shall be increased.

C. Access to loading berths shall be from alleys where they exist, but in no event shall a loading berth abut on or directly access any existing street, road or highway. (Ord. C-2013-05 §1(part), 2013).

18.36.050 Guest parking spaces in residential developments and mobile home parks.

Under the circumstances described in this chapter, parking spaces for guests shall be provided when and as follows:

A. For multifamily residential developments ~~with ten or more units~~, guest parking spaces shall be provided on site at a ratio of one space for each four units.

B. Where a residential development is approved with internal streets and drives that do not meet city standards and on-street parking is restricted, or where streets or drives are designated and posted with restricted parking such as fire lanes, guest parking spaces shall be provided outside of the street section or paved area at a ratio of one space for each four units.

C. For mobile home parks, guest parking spaces shall be located for convenient access to mobile home spaces. Guest parking spaces may be located in adjacent parking bays or along access roads where sufficient paved roadway width is provided. (Ord. C-2013-05 §1(part), 2013).

18.36.055 Off-street parking facilities--Required improvements.

A. Screening Required.

1. Automobile parking facilities for more than ten vehicles sited adjacent to a premises in a residential district shall be effectively screened by a solid fence or wall with a uniformly treated surface. Except where a lower fence or wall is required to meet vehicle sight distance requirements, such fence or wall shall not be less than six feet in height and shall be maintained in good condition. Screen planting of plant material and design approved by the planning commission may be substituted for a solid fence or wall; provided, that a bond to guarantee the installation and maintenance of the screen planting is posted with the planning commission. The amount of the bond shall be set by the city engineer.

2. For a corner site, within a required setback area, screening within a sight distance area shall not exceed three feet in height and any trees within a sight distance area shall be pruned to allow at least nine feet of clearance between the natural grade and the lowest foliage. The "sight distance area" is a triangular area measured from the corner property marker or apex of the radius of the curve, to two points located fifteen feet back along the front and side property lines and completed by the diagonal connecting these two points.

B. Surfacing and Grading. Unless otherwise approved by the planning commission and/or city council, all parking areas shall be surfaced so as to provide a durable, dust free, all-weather surface and graded so as to minimize surface water accumulation and runoff within the area. All areas used for the parking and maneuvering of vehicles shall be so surfaced and graded as to avoid flow of water across sidewalks. Surfacing materials are subject to approval of the city engineer.

C. Curbing and Setback. Parking spaces along the outer boundaries of an unenclosed parking lot shall be contained by a curb at least four inches high or by a bumper rail, and set back a minimum of four and one-half feet from the property line.

D. Lighting. Any artificial lighting installed in a parking facility shall be deflected as to not shine or create glare in any residential district or any adjacent dwelling.

E. Interference with Street Right-of-Way. All groups of more than two parking spaces shall be configured or be located and served by a driveway so as to prevent backing into or other maneuvering within a street right-of-way other than an alley.

F. Striping and Signage. All parking areas shall contain striping that clearly outlines all parking spaces. Aisles, approach lanes, turning areas, and driveways shall be marked with directional arrows and/or signs where necessary to provide for safe traffic movement.

G. All improvements required herein shall be consistent with California Regional Water Quality Board and San Francisco Bay Region Municipal Regional Stormwater NPDES permit guidelines. (Ord. C-2013-05 §1(part), 2013).

18.36.060 Parking spaces in residential district front yards.

In all R (residential) districts, vehicle parking may be allowed on all-weather driveways within the required front yard in front of garages. One required side yard setback area adjacent to the driveway in front of the garage may be used for the parking of a vehicle so long as the area is an all-weather surface. In no case may a vehicle be parked or stored within a required front yard area for other than short, temporary periods of time not to exceed twenty-four hours in any thirty-day period. (Ord. C-2013-05 §1(part), 2013).

18.36.065 Off-street parking on a separate lot.

The planning commission and/or city council shall not approve required off-street parking or loading space proposed on a separate lot from the building site or sites unless:

- A. The off-site parking lot is within three hundred feet walking distance or otherwise located so as to be useful in connection with the proposed use or uses on the building site or sites; and
- B. Parking at the off-site location will not create undue traffic hazards in the surrounding area; and
- C. The off-site parking lot and the building site or sites are in the same ownership or the owners are entitled to the immediate possession and use thereof for a term coterminous with the proposed use;
- D. Upon receiving approvals from the planning commission and/or city council for all required discretionary permits, the owner or owners of the properties execute a written instrument or instruments, approved as to form and content by the city attorney, providing for the maintenance of the required parking on the off-site parking lot for the duration of the proposed use or uses on the building site. Such instruments shall be recorded in the county recorder's office as restricted covenants against each property;
- E. Should a change in use or additional uses be proposed, the off-street parking regulations in effect at the time of the change of type or intensity of use shall apply;
- F. As set forth in this title, off-site parking lots in residential districts to support commercial uses require the approval of a use permit in each case. (Ord. C-2013-05 §1(part), 2013).

18.36.070 Bicycle parking.

- A. Short-Term Bicycle Parking. Short-term bicycle parking shall be provided in order to serve shoppers, customers, messengers, guests and other visitors to a site who generally stay for a short time.

1. **Parking Spaces Required.** The number of short-term bicycle parking spaces shall be at a ratio of one bicycle parking space per ten required off-street parking spaces, with a minimum of four bicycle parking spaces provided per establishment, for the following uses:

- a. Multi-unit residential, group residential, and single room occupancy with five or more units.
- b. All uses in the public and semi-public land use classification except cemeteries and community gardens.
- c. All uses in the commercial land use classification, except animal care, sales, and services and artists' studios.

2. **Location.** Short-term bicycle parking must be located outside of the public right-of-way and pedestrian walkways and within fifty feet of a main entrance to the building it serves.

- a. **Commercial Centers.** In a commercial center, bicycle parking must be located within fifty feet of an entrance to each anchor store. Bicycle parking shall be visible from the street or from the main building entrance, or a sign must be posted at the main building entrance indicating the location of the parking.
- b. **Mixed-Use Districts.** Bicycle parking in mixed-use districts may be located in the public right-of-way within an encroachment permit, provided an unobstructed sidewalk clearance of six feet is maintained for pedestrians at all times.

3. **Anchoring and Security.** For each short-term bicycle parking space required, a stationary, securely anchored rack or stand shall be provided to which a bicycle frame and one wheel can be secured with a high-security U-shaped shackle lock if both wheels are left on the bicycle. One such rack or stand may serve multiple bicycle parking spaces.

4. **Size and Accessibility.** Each short-term bicycle parking space shall be a minimum of two feet in width and six feet in length and shall be accessible without moving another bicycle. Two feet of clearance shall be provided between bicycle parking spaces and adjacent walls, poles, landscaping, street furniture, drive aisles, and pedestrian ways and at least five feet from vehicle parking spaces.

B. **Long-Term Bicycle Parking.** Long-term bicycle parking shall be provided in order to serve employees, students, residents, commuters, and others who generally stay at a site for four hours or longer.

1. Parking Spaces Required.

a. Residential Uses. A minimum of one long-term bicycle parking space shall be provided for every ~~five~~three units for multi-unit residential and group residential projects.

b. Other Uses. Any building with twenty-five or more full-time equivalent employees or tenant-occupants shall provide long-term bicycle parking at a ratio of one space per twenty required off-street parking spaces, with a minimum of one bicycle parking space. Any building used for school uses shall provide long-term bicycle parking space at a ratio of one space per fifteen occupants (students, teachers, and staff).

c. Parking Lots and Structures. Long-term bicycle parking shall be provided at a minimum ratio of one space per fifty vehicle spaces.

2. Location. Long-term bicycle parking must be located on the same lot as the use it serves. In parking garages, long-term bicycle parking must be located near an entrance to the facility.

3. Covered Spaces. At least fifty percent of required long-term bicycle parking must be covered. Covered parking can be provided inside buildings, under roof overhangs or awnings, in bicycle lockers, or within or under other structures.

4. Security. Long-term bicycle parking must be in:

a. An enclosed bicycle locker; or

b. A fenced, covered, locked or guarded bicycle storage area; or

c. A rack or stand inside a building that is within view of an attendant or security guard or visible from employee work areas; or

d. Other secure area approved by the community development director.

5. Size and Accessibility. Each bicycle parking space shall be a minimum of two feet in width and six feet in length and shall be accessible without moving another bicycle. Two feet of clearance shall be provided between bicycle parking spaces and adjacent walls, poles, landscaping, street furniture, drive aisles, and pedestrian ways and at least five feet from vehicle parking spaces. (Ord. C-2015-04 §1(part), 2015; Ord. C-2013-05 §1(part), 2013).

18.36.075 Low-emission vehicle parking.

Unless a parking exception is granted, parking for new development shall include at least the minimum number of required EV charging stations and EV parking spaces as required by the California Building Standards Code. Such provisions shall not be counted as a public benefit for the purposes of making findings for granting a guest parking waiver for mixed-use development in the C-D district as provided for in 18.07.040. If made available for public use, the provision of low-emission vehicular parking above and beyond the minimum standard, including but not limited to EV chargers and EV parking spaces, carshare services, and bikeshare services may be considered as findings in support of the guest parking waiver in the C-D district, and may also be considered as a means to support parking exceptions generally in the C-D, C-R, C-G, and C-VS districts.

18.36.080 Plans to accompany building permit application.

A plan, drawn to scale and fully dimensioned, indicating how the off-street parking and loading requirements are to be fulfilled, shall accompany an application for any discretionary and building permit. Prior to the issuance of a building permit, the community development director shall determine that the plan submitted incorporates all of the requirements of this chapter and any conditions imposed by the planning commission and/or city council. The plan shall show all elements necessary to indicate that the requirements are being fulfilled, including the following:

- A. Delineation of individual parking and loading spaces, including the size of stalls and access drives;
- B. Circulation area necessary to serve parking and loading spaces;
- C. Access to streets and property to be served;
- D. Curb cuts and any closures of existing drives;
- E. Dimensions, continuity and substance of screening;
- F. Grading, drainage, surfacing and subgrading details;
- G. Delineation of obstacles to parking and circulation in finished parking area;
- H. Specifications as to signs and bumper guards;
- I. Landscaping plans and details;
- J. All other pertinent details as may be required by the community development director. (Ord. C-2015-04 §1(part), 2015; Ord. C-2013-05 §1(part), 2013).

18.36.0850 Parking exceptions.

In cases of practical difficulties and unusual hardship, exceptions to the parking requirements or development standards set forth in this chapter may be granted. Application for a parking exception shall be made and an exception may be approved under the following procedures:

A. An application for a parking exception shall be initiated on a form provided by the community development department. An application for a parking exception shall be submitted concurrently with any other required discretionary permit. The application shall include a fee set by resolution of the city council. At the time a complete application for a parking exception is made, the community development director shall determine the applicable review procedure as provided for herein.

1. The community development director shall review an application for parking exception if no discretionary permit is being sought in addition to the parking exception or if the only discretionary permit being sought is an administrative coastal development permit pursuant to Section 18.33.020. The community development director shall make written finding of facts showing whether the four requirements in subsection B of this section have been established with respect to the land, building or use for which the parking exception is sought, and make a determination as to the granting or denial of the application for a parking exception based upon those findings. In the C-D, C-R, C-G and C-VS districts, the planning commission shall also consider the findings in chapters 18.07 or 18.08 as applicable.

2. The planning commission shall review an application for parking exception if a discretionary permit(s) is being sought in addition to the parking exception, at the same public hearing held for the associated discretionary permit and in accordance with subsections C through F of this section.

B. The applicant shall submit a written explanation relating the circumstance of the particular case to the following findings of fact:

1. That there are exceptional or extraordinary circumstances or conditions applying to the land, building or use referred to in the application, which circumstances or conditions do not apply generally to the land, buildings and/or uses in the same district;

2. That the granting of the application is necessary for the preservation and enjoyment of substantial property rights of the petitioner;

3. That the granting of such application will not, under the circumstances of the particular case, materially adversely affect the health or safety of persons residing or working in the neighborhood of the property of the applicant, and will not, under the circumstances of the particular case, be

materially detrimental to the public welfare or injurious to property or improvements in the neighborhood;

4. That the establishment, maintenance and/or conducting of the off-street parking facilities as proposed are as nearly in conformance with the requirements of the Half Moon Bay zoning code as are reasonably possible.

C. Where a public hearing is required for any discretionary permit associated with the parking exception, the required public notice shall also indicate that a parking exception is also requested.

D. At any public hearing or meeting of the planning commission and/or city council, the applicant may present testimony and other evidence in support of his application, and other interested persons may be heard and/or present evidence on the matter.

E. After the conclusion of the public hearing or meeting, the planning commission and/or city council shall make written finding of facts showing whether the four requirements in subsection B of this section have been established with respect to the land, building or use for which the parking exception is sought, and make its determination as to the granting or denial of the application for a parking exception based upon those findings.

F. In approving any parking exception under the provisions of this chapter, the community development director, planning commission, and/or city council shall impose such conditions in connection therewith as will, in its opinion, secure substantially the objectives of this title as to the public health, safety, morals, convenience and general welfare. It shall also require such evidence and guarantees as it deems necessary to obtain compliance with the conditions imposed in connection therewith.

G. A determination of the community development director or planning commission pursuant to this section may be appealed in accordance with the requirements of Chapter 1.25.

H. Unless otherwise expressly stated in the granting thereof, every parking exception approved under the provisions of this chapter shall lapse and expire and be of no force and effect whatsoever, unless the building, work of construction or other project or undertaking for which the parking exception was granted is substantially commenced within one year after its effective date and thereafter diligently prosecuted to completion. Nothing in this chapter shall prevent the planning commission and/or city council from extending the time for the exercise of said rights for one additional period of six months upon receiving a written request from the applicant prior to the expiration of the six-month period.

I. An application for a parking exception that has been finally disapproved may not be resubmitted for a period of one year from final disapproval unless the application has been substantially changed.

J. Where a request for a parking exception has been submitted for a reduction in the parking stall dimensions, in no case shall the community development director or planning commission approve a parking stall with dimensions less than eight feet by sixteen feet. (Ord. C-2018-04 §2(Att. A)(part), 2018; Ord. C-2015-04 §1(part), 2015; Ord. C-2013-05 §1(part), 2013).

**BUSINESS OF THE PLANNING COMMISSION
OF THE CITY OF HALF MOON BAY**

AGENDA REPORT

For meeting of: **December 10, 2019**

To: Chair Holt and Planning Commission

From: Jill Ekas, Director of Community Development

TITLE: **AMENDMENTS TO ZONING CODE FOR THE COMMERCIAL-DOWNTOWN,
COMMERCIAL-RESIDENTIAL, COMMERCIAL-VISITOR SERVING, AND
COMMERCIAL-GENERAL DISTRICTS AND PARKING STANDARDS**

RECOMMENDATION:

Adopt the attached resolution recommending approval of the draft Municipal Code Title 18 Zoning ordinance amendments to Chapter 18.02 Definitions; Chapter 18.06 Residential Land Use; Chapter 18.07 Commercial Land Use (C-D, C-R); Chapter 18.08 Commercial Land Use (C-VS, C-G); and Chapter 18.36 Parking Standards (“Mixed-Use Districts and Parking Standards Ordinance”) to City Council (Attachments 1 and 2). For this action, the Planning Commission should review the draft ordinance, staff report and presentation, and consider community input.

BACKGROUND:

The Half Moon Bay City Council has identified affordable housing as a multi-year City priority. In spring 2019, as part of their budget study process, City Council specifically cited their desire to enable development of new multi-family and mixed-use housing, especially within the Downtown. To implement this priority for fiscal year 2019-2020, Council directed staff to prepare affordable housing fund allocation guidelines; draft an ordinance establishing rental security measures; complete the Land Use Plan update; and prepare zoning amendments that will better facilitate development of the diverse housing types that Council is seeking. Recently, Council adopted the funding allocation guidelines and rental security ordinance. Significant progress has also been made on the Land Use Plan update, culminating with a joint study session of Council and the Planning Commission in October, at which time Council directed the Planning Commission to complete their phase of the review after staff prepares revisions and readies the draft plan for public hearing. The Mixed-Use Districts and Parking Standards Ordinance coming to the Planning Commission now comprises an important component of the zoning amendments.

The Planning Commission held a study session on July 23, 2019 covering a wide range of possible zoning amendments related to residential development. The Commission received an

in depth presentation and discussed policy options for amending provisions of the R-2 and R-3 districts, the Below Market Rate (BMR) and Density Bonus codes; the use regulations in the mixed-use zoning districts; and parking standards for multi-family, mixed-use and non-residential development. This item brings forward amendments ready for Planning Commission consideration for the mixed-use districts and associated parking requirements. The Mixed-Use Districts and Parking Standards Ordinance incorporates direction from the Planning Commission and input from community members received during and since the July study session. It also incorporates policy direction gained through the Land Use Plan update process for the Town Center. Over summer and fall, staff has worked with several applicants and other interested parties to test the proposed amendments on different development scenarios. Staff has also coordinated with Coastal Commission staff to ensure they are informed about the forthcoming zoning amendments, which will require Coastal Commission approval.

The Mixed-Use Districts and Parking Standards Ordinance includes amendments for Downtown use regulations primarily focused on mixed-use and residential. However, as presented to the Planning Commission in July, these updates were also intended to protect and preserve the Downtown pedestrian-oriented shopping and dining environment. The heart of this area is Main Street between Pilarcitos Creek and Correas Street, consisting of the 300, 400, 500, and 600 blocks. Over the past six months, several ground-floor spaces converted from retail and restaurant uses to office uses in this area. Office uses are passive uses in the context of pedestrian-orientation. Generally, these uses generate little foot traffic and their storefronts do not activate the streetscape. Exacerbated by vacant buildings and sites, conversions to office uses have noticeably diminished the quality of the Downtown environment in a short period of time. Alarmed by the trend, staff determined that a number of additional properties are vulnerable to conversion to passive uses.

This Mixed-Use Districts and Parking Standards Ordinance for Planning Commission review addresses this issue. However, it can take many months for final ordinance adoption due to the requirement for Coastal Commission certification. Thus, City Council adopted an interim urgency ordinance, the "2019 Heritage Main Street Interim Urgency Ordinance," at a special meeting on December 5, 2019. The interim urgency ordinance is effective for 45-days. Council will consider a ten-month and 15-day extension of the interim urgency ordinance at their next meeting on December 17, 2019. For reference, the City Council staff report, 2019 Heritage Main Street Interim Urgency Ordinance, and an inventory of Heritage Main Street uses are provided in Attachment 3. The urgency ordinance will provide protection from conversion of ground-floor space on "Heritage Main Street" while the more comprehensive Mixed-Use Districts and Parking Standards Ordinance is reviewed by the Planning Commission and City Council. The "Heritage Main Street" concept and definition are pertinent to both the urgency ordinance and the Mixed-Use Districts and Parking Standards Ordinance. It will be described further below in this report.

DISCUSSION:***Mixed-use Zoning Districts***

The C-D and C-R zoning districts cover most of the City's Downtown commercial and mixed-use blocks. The C-G and C-VS districts are located on the City's primary transportation corridors – Highways 1 and 92. These areas have different character and potential for supporting infill housing development. The mixed-use districts have been carefully studied for the Land Use Plan update process, and in greater depth through preparation of these zoning amendments. The proposed amendments to the mixed-use districts, with particular emphasis on the C-D district, were devised to lift the vibrancy of each area and to ease the entitlement process for residential development. The proposed zoning amendments to the mixed-use districts are summarized below:

Heritage Main Street: This area is meant to have a mix of businesses and residential development emphasizing pedestrian-oriented uses on Main Street, especially between Pilarcitos Creek and Correas Street. Although the zoning code has long emphasized visitor-serving uses and encouraged office uses to locate on upper floors of multi-story buildings, the regulations do not preclude office use on the ground floor. As previously presented, this is a vulnerability that has enabled incremental diminishment of the quality of the heart of Downtown. In line with Council's recently adopted interim urgency ordinance, the proposed amendments to the zoning ordinance include definitions for "active ground-floor dependent" uses and "Heritage Main Street." These definitions establish the framework for preserving Main Street as the City's prime pedestrian-oriented shopping district for residents and visitors.

Both components of the definition for "active" and "ground-floor dependent" uses are important for narrowing the range of allowed uses for the ground floor of Main Street's prime retail blocks. As proposed, the ordinance requires uses that generate foot traffic - they are "active;" and uses that rely on a pedestrian-oriented sidewalk environment for walk-in patronage - they are "ground-floor dependent." This is consistent with Coastal Act and Local Coastal Program policy for visitor-serving uses including retail, eating and drinking establishments, galleries, and personal service uses such as barber shops. These would all continue to be allowed because they are consistent with the new definition:

"Active ground-floor dependent use" means a commercial or public space that is reliant on pedestrian foot traffic, generally open to the public, generates a high volume of customer or visitor traffic, provides ground floor display windows to promote views into the business, and sells goods that are typically consumed on premises or carried away by customers or services of a personal or recreational nature. Inactive uses are typically not open to the general public, generate a lower volume of customer or visitor traffic, tend to have screened windows to maintain privacy (such as offices and residential uses) and are thereby not oriented to pedestrian foot traffic.

This code amendment also reinforces the distinguishing characteristics of the 300, 400, 500 and 600 blocks of Main Street between (Pilarcitos Creek and Correas Street) as especially important

from a historic perspective and representative of the heritage development pattern of downtown Half Moon Bay:

“Heritage Main Street” means the 300, 400, 500, and 600 blocks of Main Street between Pilarcitos Creek and Correas Street.

The active ground-floor dependent use requirement applies to the ground floor of Heritage Main Street. In addition to restrictions on ground-floor commercial uses, code amendments also address outdoor uses, parking areas, and driveways. Generally, parking lots should not front Main Street; new driveways are strongly discouraged; and outdoor spaces are encouraged to be activated with outdoor dining and other programming and design components that enhance the appearance and use of Heritage Main Street. To implement the Heritage Main Street provisions, a new column was added to Tables 18.07.020 A – E for this category. Unless explicitly allowed, the Community Development Director would determine if a proposed use is consistent with the standards for Heritage Main Street as defined. The Planning Commission would hear appeals of any such determination. Numerous uses that are allowed throughout the C-D district will not be allowed on the ground floor of Heritage Main street, such as professional offices, financial institutions, personal services, and personal improvement services that are not active ground-floor dependent uses.

Residential Uses in C-D and C-R Districts: Currently, a Use Permit is required for residential development in the CD and CR zoning districts. This is an unusual provision because residential uses are an essential component to establishing a vibrant mixed-use neighborhood. The draft amendments remove the Use Permit requirement. Coastal Development Permits will continue to be required for new residential development and conversions of non-residential uses to residential uses (and vice versa). A minimum density of 15 units/acre, consistent with the R-3 district is proposed for the C-D district for multi-family development. This will ensure modest unit sizes and better housing yield from Downtown sites.

Residential Uses in CG and C-VS Districts: Similar considerations are proposed for the C-G mixed-use district; however, to a lesser extent in the C-VS district because its purpose is specifically to support visitor-serving uses, in particular those that provide coastal access and recreation such as lodging, restaurants and commercial coastal recreation. A minimum density of 15 units/acre, consistent with the R-3 district is proposed for the C-G district for multi-family development.

Other Considerations: The code amendments include additional updates intended to improve the quality of new development and to coordinate with the parking code amendments described in the next section of this staff report.

- **Mixed-Use:** “Mixed-use” is referenced in various chapters of the zoning ordinance, but has not been defined. A definition for “Mixed-use” is added to Chapter 18.02. The definition describes the integration of uses and the associated built form, which may be

horizontal or vertical depending on the context of the district, neighborhood, or particular site.

- **Site Coverage:** Site coverage requirements are revised for the C-D district to better facilitate mixed-use and multi-family building forms consistent with a heritage development pattern wherein parking areas are enclosed, tuck-under, or otherwise not visible from the street. This type of building form often requires higher lot coverage.
- **Residential Storage Space:** A new provision requires storage space for each residential unit in new mixed-use and multi-family development. When residential development lacks adequate storage space, residents may resort to using parking areas for storage. The storage requirement is intended to improve the living environment and preserve parking areas for their intended use.
- **Separation of Uses:** The current requirement for solid masonry walls to separate residential uses from other uses is revised to allow options that may be more appropriate to the specific site conditions.
- **Signage:** In the C-D and C-R districts, monument signs, more appropriate for highway-oriented strip commercial development, are discouraged. It is beyond the scope of this ordinance amendment to update the sign code, and thus this is an urban form reference that may be helpful for guiding applicants and also for leading to future revisions to sign regulations.

Parking Standards in Mixed-Use Zoning Districts

Parking requirements can be a significant constraint on the production of housing. Half Moon Bay's parking standards have not been updated for some time and do not adequately address mixed-use development or the mixed-use nature of the City's Downtown area. In Half Moon Bay's mixed-use areas, especially in Downtown, pedestrian-orientation, open space provisions, and other important design considerations for multi-family and mixed-use development often become subordinate to the site layout limitations resulting from accommodating all of the City's parking requirements. Within the past few years, the Planning Commission has granted parking exceptions for several mixed-use development proposals. The Commission considered the context of each site and the relationship between the uses in the development when making these exceptions.

The Mixed-Use Districts and Parking Standards Ordinance includes amendments to the City's parking standards consistent with the characteristics of each mixed-use district to further the intent of amendments to those chapters. In preparing these amendments, staff reviewed numerous parking codes from other jurisdictions, evaluated the Planning Commission's approvals of parking exceptions for guidance, and considered the Commission's direction at the July 23, 2019 study session. Following the study session, a parking occupancy survey was conducted during peak periods in August and September 2019 (Attachment 4). Staff has also

made a point to check in on neighborhood conditions throughout the city's mixed-use districts and has continued to receive community input along the way to bringing forward these amendments. From this effort, and based on staff's own professional experience with parking standards, adjustments to the parking standards are tailored to support numerous City initiatives including affordable housing, sustainability, and resilience. Most of the revisions are specifically applicable to the C-D district; while several other modifications will apply to all of the mixed-use districts.

Parking Facilities: Currently, the parking standards require garages for all of the parking spaces needed for multi-family or the residential portion of mixed-use development. This is a very expensive requirement and often cannot be accommodated on small sites. It is also difficult to lay out this type of parking in areas such as the City's Downtown where streetscape, pedestrian orientation, and visual resource requirements need to be prioritized. The code amendments provide that one of the two required parking spaces must be a garage space, but the other may be uncovered in the C-R, C-G and C-VS districts. No garage spaces are required in the C-D district. It is anticipated that most parking in this area will be incorporated into the building either below grade, or at grade behind occupied building frontages.

Parking Requirements in the C-D District: Most of the amendments to the parking requirements apply to the C-D district.

- Residential: Currently two spaces are required per unit, plus one guest parking space for each four units, in multi-family development with 3 or more units. The amendments propose a reduction scaled to unit size: 1 space for each studio or 1-bedroom unit; and 1.5 spaces for each unit with 2 or more bedrooms. Guest parking provisions would be unchanged. Because Half Moon Bay does not have a major transit facility, staff does not recommend reductions such as those found in some of the higher density peninsula city downtowns.
- Non-Residential: Many commercial uses – offices, retail, etc. – currently require one space per 250 square feet of net floor area. A reduction to 1 space per 300 square feet of net floor area is recommended to ease the development constraints on small lots. This is a very common standard, and in fact occurs in the City's code for larger developments. Cafes and restaurants require 1 space per 45 square feet of net floor area. This standard is so high that it makes it very difficult for new construction to include a restaurant or café. Currently, the code accommodates changes of use from retail to food establishments even though the parking requirements are much higher. Staff recommends amending this requirement to 1 space per 75 net square feet. This standard falls within a wide range of requirements found in other parking codes for food service uses; however, in almost every case, Half Moon Bay's current code has required the most parking. We recommend retaining the required parking for employees because this will control for the high variability between intensity of use of eating and drinking establishments.

- **Mixed-Use:** Most updated parking codes recognize that mixed-use development benefits from having uses that tend to not peak at the same time. This works especially well when residential is paired with office uses; and reasonably well when paired with retail. Restaurants and residential are a more challenging mix because they may both peak on evenings and weekends. If the parking required for both the residential and non-residential uses can be shared by all users, a reduction from the total number of spaces required can be accommodated well. The draft code includes up to a 20 percent “Mixed-Use Shared-Use Parking Reduction” as a discretionary Planning Commission consideration provided that the proposed development meets defined criteria to ensure that the mix of uses are complementary with respect to parking demand. This reduction correlates with past Planning Commission approvals of parking exceptions and similar examples are found in other codes, including San Luis Obispo’s parking regulations. The mixed-use code also includes a “Mixed-Use Guest Parking Waiver,” which would be allowed on Heritage Main Street as one means to support the heritage building form on those blocks. It would also be at the Planning Commission’s discretion to grant the waiver for other C-D sites outside of the Heritage Main Street area provided that the reduction in on-site guest parking spaces is offset by an improvement to public parking and/or multi-modal infrastructure.

Parking Requirements in the C-R, C-G and C-VS Districts:

The recommended changes are modest for these districts. The C-R district is a transition area between the C-D district and residential neighborhoods. As established, it is expected to accommodate and buffer some of the activity occurring primarily in the C-D district, including street side parking during high peak periods. Staff does not recommend significant reductions in parking requirements for this area because it could exacerbate spillover parking during busy times. The C-G district is comprised primarily of strip commercial development separated and apart from City streets. Staff did not observe an abundance of parking in most of these lots, and because they function as discrete areas that cannot rely on street parking for flexibility, we recommend waiting for development proposals to study parking needs specific to those sites. The C-VS district is especially significant for supporting the City’s obligations to implementing the California Coastal Act and the Local Coastal Program. This zoning amendment makes only very light modifications to the standards in the C-VS district because it is not the target area for development, being well outside the Town Center.

Other Considerations: The code amendments include clarifications, provide consistency, and introduce new types of parking standards into the ordinance as briefly summarized here:

- **Parking exceptions:** In particular, the findings for parking exceptions have been updated. The parking exemption findings in chapter 36 Parking Standards refer out to special findings for exceptions for the C-D, C-R, C-G and C-VS districts. The findings for exceptions in those districts (18.07.045 and 18.08.045) are simplified, strengthened and complementary to the findings in 18.36. Currently there are redundancies and some of the findings have been difficult to evaluate.

- Guest parking: The code is updated to clarify that guest parking spaces are not required for duplex and triplex development. This is not a change from existing City practice.
- Business, professional offices, and related uses: The draft amendment includes parking requirements for business and professional offices and other uses that had not been previously listed. Currently, the default category “all uses not listed above” has been relied upon. This does not change the parking requirements for these uses except for in the C-D district as described above. The change intends to provide clarity.
- EV parking space: “EV parking space” is defined and used in the parking standards.
- Low-emissions vehicular parking: Low-emissions vehicular parking is introduced as a concept in the parking standards. It includes EV parking spaces, carshare, and bikeshare parking. After the City completes the Climate Action and Adaptation plan, currently in development, with this addition to the code, the ordinance will be structured to be further developed in this area.

Summary.

Staff recommends that the Planning Commission review the draft ordinance, consider community input, and adopt the attached resolution recommending approval of the ordinance to City Council (Attachment 1). The Planning Commission’s recommendation will be brought forward to City Council in early 2020.

Additional amendments to the zoning ordinance will be brought forward to the Planning Commission in early 2020. The first will be the Below Market Rate (BMR) and Density Bonus provisions. Staff has also been working on another suite of amendments geared toward neighborhood preservation including updated standards for development of small lots, revisions to the R-2 and R-3 standards, improvements to the home occupation requirements, and land use regulations for short-term vacation rentals.

The amendments proposed in the Mixed-Use Districts and Parking Standards Ordinance are narrowly focused, but strategic and should be anticipated to provide significant opportunities to enhance Downtown and facilitate the types of development desired by City Council. These amendments are not intended to address all of the matters of interest for the City’s Town Center. As the Land Use Plan is completed, implementation planning for the Town Center will follow with additional studies and code amendments consistent with these zoning amendments.

CEQA

The proposed Ordinance is exempt from CEQA per CEQA Guidelines sections 15305 (minor alterations to land use limitations) and 15061(b)(3) (common sense exemption).

ATTACHMENTS:

Attachment 1 – Resolution Recommending Approval of Ordinance

Attachment 2 – Proposed Ordinance

Attachment 3 – City Council 2019 Heritage Main Street Interim Urgency Ordinance

- Staff Report, December 5, 2019
- 2019 Heritage Main Street Interim Urgency Ordinance
- Heritage Main Street Uses Inventory, November 2019

Attachment 4 – Downtown Parking Occupancy Survey, August-September 2019

CITY OF HALF MOON BAY

DEC 16 2019

RECEIVED

BOB & SUSAN MASCALL

1700 Sherman Avenue
Burlingame, Ca. 94010
bobmascall@gmail.com

December 10, 2019

Re: City File: PDP-19-101; Amending Zoning on Main Street, Half Moon Bay.

To: City of Half Moon Bay, Planning Commission and City Council

Unfortunately, I received information on this matter too late to attend the meeting. Issues of this importance should be given significant notice, say, 60 days.

Re: Zoning and flexibility in current Zoning regulation

Question: How many of you have ever shopped on Amazon?

How recently? How often?

Fact: Amazon had changed the face of Main Street Business (Everywhere).

I've always been a proponent of a vibrant retail oriented Main Street business district and at one point, could proudly point to many businesses on Main Street that were incubated by myself and or our property at 315 Main Street.

In 1985 when our building was renovated, there was a preponderance of "non-retail" entities on Main Street, Half Moon Bay. That changed with the times and with the current zoning regulations in place. No legislation changes were necessary, it changed organically. Changes in the current zoning regulation is, at best: A solution in search of a problem.

I request, strong consideration and restraint in making any changes to the existing zoning regulation. This **flexibility is much preferable to empty spaces on Main Street** as the market adjusts to the reality of the day.

Thank you for your consideration.

Sincerely,


Bob Mascall

**BUSINESS OF THE PLANNING COMMISSION
OF THE CITY OF HALF MOON BAY**

AGENDA REPORT

For meeting of: **January 14, 2020**

TO: Honorable Chair and Planning Commissioners

FROM: Jill Ekas, Director, Community Development
Scott Phillips, Associate Planner

TITLE: Coastal Development Permit and Architectural Review for a temporary pilot project that includes one parklet within 3 parking spaces along the west side of Main Street between Kelly Avenue and Miramontes Street

RECOMMENDATION

Adopt Resolution P-20-__ approving PDP-19-111 an application for a Coastal Development Permit and Architectural Review to allow the temporary installation of a parklet within three vehicle parking spaces within the public right of way along the west side of Main Street between Kelly Avenue and Miramontes Street, based upon the Findings and Evidence contained in Exhibit A of the Draft Resolution, and subject to the Conditions of Approval in Exhibit B.

PROJECT BACKGROUND

Summary of Project	
File Number	PDP-19-111
Requested Permits/Approvals	Coastal Development Permit Architectural Review
Site Location	522 Main Street Public Right of Way
Applicant/Property Owner	Harpo Marx
Project Planner	Scott Phillips; (650) 726-8299; sphillips@hmbcity.com
Zoning District	C-D, Commercial Downtown
LCP Land Use Plan Designation	Commercial General
Environmental Determination	Categorically exempt pursuant to the California Environmental Quality Act (CEQA) Guidelines, Section 15303 – New Construction or Conversion of Small Structures; and Section 15304 – Minor Alterations to Land.

Right of Appeal	Any aggrieved person may appeal the Planning Commission's decision to the City Council within ten (10) working days of the decision.
	The project site is not within the appeal jurisdiction for the California Coastal Commission; therefore, the City's decision on the project is final.



Figure 1. Site Location



Figure 2. Site of the proposed parklet

Site and Surrounding Properties

The parklet is proposed to be located within three existing vehicle parking spaces within the Main Street public right of way in front of Café Society restaurant. The site is centrally located within the downtown core of Half Moon Bay.

Project Description

A parklet is a small seating area or green space along the edge of sidewalks that are typically created within existing roadways or parking spaces. Parklets have recently grown in popularity and are common in communities throughout the Bay Area.

The proposed parklet project includes the implementation of a temporary pilot project consisting of a boardwalk, planter boxes with built-in benches, landscaping, tables, and chairs within three angled vehicle parking spaces within the public-right-of-way on top of the existing roadway improvements. The total area covered by the parklet would be approximately 600 square feet. The tallest portion of the parklet furnishings would be the benches at approximately 4 feet in height.

The new parklet would be constructed of Redwood and synthetic lumber. The planter boxes would be planted with a variety of drought tolerant succulents. Additional space along the northern side of the parklet is designated for bicycle parking. Installation and maintenance of the parklet would be performed and funded by the pilot project applicant, Café Society. The parklet would be open to the public and constructed in compliance with accessibility standards.

In order to allow for the temporary improvements in the public right-of-way, a license agreement will need to be authorized by the City Council. The proposed Coastal Development Permit has been termed to one year. The license agreement will be drafted to be consistent with the Coastal Development Permit conditions of approval, should it be approved. As proposed, both the license agreement and Coastal Development Permit would need to be

renewed before the end of the one-year term if the project is to remain installed for more than a year.



Figure 2. Artistic rendering of proposed public parklet

Background

The pilot project was presented to the Architectural Advisor Committee (AAC) on November 21, 2019. The AAC was supportive of the parklet concept and provided suggestions on improving drainage, construction methods and materials. The AAC also suggested using planted pot inserts to allow for easier park maintenance. The memorandum from this meeting is included as Attachment 2. Since the AAC meeting, the architect has revised the plans for the parklet to include several of the changes recommended by the AAC (Attachment 3).

ANALYSIS

The key issues for this project are conformance with the General Plan/Local Coastal Land Use Plan, conformance with the Zoning Code/LCP Implementation Plan, Downtown Specific Plan and design compatibility with the Downtown.

Design Compatibility and the Downtown Specific Plan

Policy 4.221 requires review by the Architectural Review Committee (now AAC) for exterior changes within the Downtown. The design of the parklet was reviewed by the AAC and the improvements were generally acceptable to the AAC. The AAC provided suggested changes on material and drainage improvements.

The parklet design includes a 3-foot wide planter along the outside edge. Policy 4.421 encourages input from local floricultural industry in designing, installing and maintaining landscaping within the downtown area. The architect consulted with local nurseries when designing the parklet. Plant species and quantities as well as soil shown on Sheet L1 will be sourced locally.

As currently proposed, the parklet would extend approximately 10 feet out from the curb along Main Street within three existing vehicle parking spaces. A parking assessment for the Downtown was recently prepared to document the availability of parking. The general conclusion of the parking analysis is that there is not a shortage of parking within the Downtown. With respect to safety, similar to curb extensions or blub outs, the parklet would have a traffic calming effect on this portion of Main Street.

Signage is not currently included in the parklet design. Recommended Condition of approval #B4 requires that the location, size, and location of the new signage be included with the plans attached to the license agreement to clearly indicate that the parklet is a public space.

Conformance with the General Plan/Local Coastal Program Land Use Plan

The parklet project is consistent with the Commercial General Plan/Local Coastal Land Use Plan designation, as well as applicable policies related to local recreation. This includes designation and maintenance of active recreational facilities for the satisfaction of residents.

Conformance with the Zoning Code

Park and recreational facilities are identified as an allowed use in C-D Commercial Downtown Zoning District. The parklet improvements would enhance the Main Street pedestrian experience in compliance with accessibility standards.

Proposed condition of approval #D3 limits the Coastal Development Permit approval to a one-year term. Before the end of the one-year term, it is recommended that the parklet improvements be evaluated for compatibility with the Downtown.

The proposed parklet location is within a Visual Resource Area (Old Downtown). The proposed improvements are limited to the installation of temporary parklet improvements. The parklet improvements include substantial landscaping and street furnishings. The design of the parklet would contribute to the pedestrian experience along the 500 block of Main Street.

Environmental Review

The project consists of a small new removable structure. The parklet improvements are categorically exempt pursuant to the California Environmental Quality Act (CEQA) Guidelines, Section 15303 – New Construction or Conversion of Small Structures; and Section 15304 – Minor Alterations to Land.

Conclusion

Based on the above analysis, staff concludes that the proposed pilot project is consistent with the General Plan/Local Coastal Land Use Plan and the Zoning Code/LCP Implementation Plan; and conforms to the requirements of the California Environmental Quality Act. Staff recommends approval of the project based on the findings and conditions of approval (Exhibits A and B of the attached Draft Resolution).

Half Moon Bay's Downtown sidewalks are narrow and there is limited space for streetscape furnishings. The parklet has the potential to increase ADA access, space for gathering, recreation and dining along this portion of Main Street. This pilot project will be fully funded by the applicant but made open for use by the public once installed. Staff will work with the applicant on signage and other public information while monitoring the use of the parklet to assemble input over the pilot program's initiation.

ATTACHMENTS

1. Draft Resolution with Findings and Evidence, Exhibit A and Conditions of Approval, Exhibit B.
2. Architectural Advisor Committee Memorandum, November 21, 2019
3. Project Plans

PLANNING COMMISSION RESOLUTION P-20-____
RESOLUTION FOR APPROVAL
PDP-19-111

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF HALF MOON BAY APPROVING A COASTAL DEVELOPMENT PERMIT AND ARCHITECTURAL REVIEW TO ALLOW FOR A TEMPORARY PILOT PROJECT THAT INCLUDES ONE PARKLET WITHIN 3 PARKING SPACES ALONG MAIN STREET BETWEEN KELLY AVENUE AND MIRAMONTES STREET IN THE C-D ZONING DISTRICT AND THE COMMERCIAL GENERAL GENERAL PLAN DESIGNATION

WHEREAS, an application for a Coastal Development Permit and Architectural Review to allow the temporary installation of a parklet within 3 angled parking spaces within the public right of way in compliance with accessibility requirements in the C-D Zoning District and the Commercial General General Plan designation (the "Project"); and

WHEREAS, the parklet design was reviewed by the Architectural Advisory Committee (AAC) on November 21, 2019 and found to be satisfactory by the AAC; and

WHEREAS, the procedures for processing the application have been followed as required by law; and

WHEREAS, the Planning Commission conducted a duly noticed public hearing on January 14, 2020 at which time those desiring to be heard on the matter were given an opportunity to be heard; and

WHEREAS, the Planning Commission considered the recommendations by the AAC when reviewing this project and determined that the project was in substantial conformance with the applicable policies and recommendations within the Downtown Specific Plan; and

WHEREAS, the Planning Commission considered all written and oral testimony presented for consideration; and

WHEREAS, the Planning Commission has determined that the project is categorically exempt from the California Environmental Quality Act pursuant to California Administrative Code Section 15303 (new construction or conversion of small structures), Section 15304 (minor alterations to land); and

WHEREAS, the Planning Commission has made the required findings for approval of the project, set forth in Exhibit A to this resolution;

NOW, THEREFORE, BE IT RESOLVED that the Planning Commission takes the following actions:

1. Finds that, on the basis of the whole record before it, there is no substantial evidence that the Project as proposed will have a significant effect on the environment.

2. Approves the Project, based upon the Findings in Exhibit A and subject to the Conditions of Approval contained in Exhibit B.

PASSED AND ADOPTED by the City of Half Moon Bay Planning Commission at a duly noticed public hearing held January 14, 2020.

AYES,
NOES,
ABSENT,
ABSTAIN,

APPROVED:

Brian Holt, Chair

Jill Ekas, Director – Community Development

EXHIBIT A
FINDINGS AND EVIDENCE
Planning Commission Resolution P-20-_____
PDP-19-111

Coastal Development Permit – Findings for Approval

The required Coastal Development Permit for this project may be approved or conditionally approved only after the approving authority has made the following findings per Municipal Code Section 18.20.070:

1. **Local Coastal Program** – *The development as proposed or as modified by conditions, conforms to the Local Coastal Program.*

Evidence: The project consists of a temporary parklet pilot project within 3 existing vehicle parking spaces in the Downtown where public services and infrastructure are provided to the site. The project conforms to all City requirements, will not impact coastal resources and is consistent with the policies of the City's Land Use Plan (LUP).

Coastal Act 30240(b) and Policy 3-3 (b): *Development in areas adjacent to environmentally sensitive habitat areas shall be sited and designed to prevent impacts which would significantly degrade such areas, and shall be compatible with the continuance of such habitat areas.*

Compliance: Due to the lack of environmentally sensitive habitat within the vicinity of the new parklet, biological resources would not be affected by the temporary parklet improvements.

Coastal Act 30244: *Where development would adversely impact archaeological or paleontological resources as identified by the State Historic Preservation Officer, reasonable mitigation measures shall be required.*

Compliance: The new parklet is not located at or near identified archaeological or paleontological resources. Excavation of the existing sidewalk and roadway is not included in the project. Therefore, encountering during subsurface archeological or paleontological resources during construction is not possible.

Policy 7-1: *The City will establish regulations to protect the scenic corridor of Highway 1, including setbacks for new development, screening of commercial parking and landscaping associated with new development. The minimum standards shall include all areas within 200 yards of State Highway 1 which are visible from the road.*

Compliance: The parklet location is more than 200 yards from Highway 1 and is not visible from the highway.

Policy 7-5: *All new development, including additions and remodeling, shall be subject to design review.*

Compliance: The parklet design was reviewed by the AAC and found to be acceptable. The new parklet is subject to design review by the Planning Commission. As shown in the evidence provided for Architectural Site and Design Review findings below, the project is in compliance with the applicable Design Review Criteria.

Policy 7-11: *New development along primary access routes from Highway 1 to the beach, as designated on the Land Use Map, shall be designed and sited so as to maintain and enhance the scenic quality of such routes, including building setbacks, maintenance of low height of structures, and landscaping which establishes a scenic gateway and corridor.*

Compliance: The parklet location is located within the Downtown on the east side of Highway 1 and is not located along a primary access route from Highway 1 and will not affect coastal access.

2. **Growth Management System** – *The development is consistent with the annual population limitation system established in the Land Use Plan and Zoning Ordinance.*

Evidence: The project does not include a residential unit. Therefore, the project is exempt from the annual population limitation system of the City.

3. **Zoning Provisions** – *The development is consistent with the use limitations and property development standards of the base district as well as the other requirements of the Zoning Ordinance.*

Evidence: The park and recreational facilities are a permitted use in the C-D Commercial Downtown Zoning District. The parklet improvements would expand the park and recreational facilities within the Downtown, for the increased enjoyment of the residents. The parklet would be open to the public for recreational use.

4. **Adequate Services** – *The proposed development will be provided with adequate services and infrastructure in a manner that is consistent with the Local Coastal Program.*

Evidence: The parklet site is within the Downtown. No additional water or other utilities are included with the parklet improvements.

5. **California Coastal Act** – *Any development to be located between the sea and the first public road parallel to the sea conforms to the public access and public recreation policies of Chapter 3 of the California Coastal Act.*

Evidence: The project site is not located between the sea and the first public road parallel to the sea.

Architectural Site and Design Review – Findings

The required Architectural and/or Site and Design Review for this project may be approved or conditionally approved only after the approving authority has made the findings per Municipal Code Section 14.37.040. In making these findings, the Planning Commission has considered the design approval criteria set forth in Municipal Code Section 14.37.035.

1. *That such buildings, structures, planting, paving and other improvements shall be so designed and constructed that they will not be of unsightly or obnoxious appearance to the extent that they will hinder the orderly and harmonious development of the city;*

Evidence: The design of the parklet has been reviewed by the AAC and found to be acceptable. Minor changes were suggested by the AAC to improve durability and drainage.

2. *That such buildings, structures, planting, paving and other improvements will not impair the desirability or opportunity to attain the optimum use and the value of the land and the improvements, or otherwise impair the desirability of living or working conditions in the same or adjacent areas; and*

Evidence: The proposed project will expand the recreational opportunities within the Downtown by creating additional park space that is open to the public. As conditioned, the parklet improvements will be evaluated before the end of the one-year term.

3. *The project has been designed in conformance and consistency with the Single-Family Residential Design Guidelines (where applicable).*

Evidence: not applicable

Visual Resource Protection Standards - Findings

Scenic Corridor Standards – Public views within and from scenic corridors shall be protected and enhanced according to the following criteria per Municipal Code Section 18.37.040(A):

1. Scale and style shall be similar to that of the predominant older structures within the immediate vicinity.

Planning Commission Evidence: The parklet improvements do not exceed four feet in height. The low nature of the parklet is subordinate to the existing buildings along Main Street. The parklet is of scale consistent with sidewalk café and typical streetscape furnishings.

2. Continuity in building lines shall be maintained along Main Street.

Planning Commission Evidence: The proposed development expands the pedestrian access that currently exists along the sidewalk. The continuity of the building lines would not change with the installation of the parklet.

3. Existing older buildings which contribute significantly to the character of the area, as described in the historic resources ordinance and inventory, shall not be demolished or altered in a manner which eliminates key architectural features, unless it is shown on a case by case basis that it is financially unfeasible to maintain such buildings due to requirements for seismic retrofitting of unreinforced masonry or for Americans with Disabilities Act requirements.

Planning Commission Evidence: The parklet would not alter the existing buildings along Main Street. The new parklet would enhance the pedestrian experience by providing a parklike setting adjacent to the sidewalk, including additional seating and landscaping. The new parklet would be constructed in compliance with Americans with Disabilities Act requirements. Therefore, the parklet is in compliance with this Visual Resource Protection Standard.

Environmental Review – Finding

California Environmental Quality Act (CEQA) – The project will not have a significant effect on the environment.

Evidence: The project consists of a small new structure (new parklet). The parklet improvements are categorically exempt pursuant to the California Environmental Quality Act (CEQA) Guidelines, Section 15303 – New Construction or Conversion of Small Structures; and Section 15304 – Minor Alterations to Land.

EXHIBIT B
CONDITIONS OF APPROVAL
Planning Commission Resolution P-20-_____
PDP-19-111

A. The following Conditions shall apply to the subject site:

1. CONFORMANCE WITH APPROVED LAYOUT AND DETAIL. Development of the site shall conform to the approved site layout and details with a City date stamp of October 23, 2019, except for any revisions required by this permit. The Community Development Director shall review and may approve any deviation from the approved plans that is determined minor in nature. Any other change shall require the submittal of a major modification application and fees and shall be subject to a public hearing as required by Title 18. (Planning)
2. CONFORMANCE WITH CONDITIONS OF APPROVAL. The Community Development Director shall review and may approve any deviation from the Conditions of Approval that is determined minor in nature. Any other change shall require the submittal of a major modification application and fees and shall be subject to a public hearing as required by Title 18. (Planning)
3. CONFORMANCE WITH THE MUNICIPAL CODE. No part of this approval shall be construed to permit a violation of any part of the Half Moon Bay Municipal Code. (Planning)
4. PARKLET MAINTENANCE. The applicant shall ensure that the parklet and associated landscaped areas are continuously maintained, and all plant material is maintained free of refuse and weeds and in a healthy growing condition. (Planning)

B. The following Conditions shall be fulfilled prior to the issuance of the license agreement:

1. SIGNED CONDITIONS OF APPROVAL. The City shall submit a signed copy of the conditions of approval to the Planning Division prior to issuance of a building permit. (Planning)
2. CONSTRUCTION PLANS. File Number PDP-18-004 and the Conditions of Approval for this project shall be provided on the cover page of the plans included with the license agreement. All plans, specifications, engineering calculations, diagrams, reports, and other data for construction of the building and required improvements shall be submitted with the appropriate permit application to the City's Building and Engineering Divisions for review and approval. Computations and back-up data will be considered a part of the required plans. (Planning)

3. ACCESSIBILITY REQUIREMENTS. The proposed project shall comply with State of California and federal (ADA) accessibility standards and with the line of sight requirements of Half Moon Bay Zoning Code Section 18.06.040(B).
4. PARKLET SIGNAGE. Two signs shall be added to the parklet indicating that it is public space and explaining the purpose of the pilot project. The location, size, and language of the signage shall be reviewed and approved by Community Development Director and City Engineer prior to the issuance of the license agreement. (Planning)

C. The following conditions shall be implemented prior to and during construction:

1. AIR QUALITY BEST MANAGEMENT PRACTICES. The project shall implement the following standard BAAQMD dust control measures during all phases of construction on the project site:
 - All active construction areas shall be watered twice daily or more often if necessary. Increased watering frequency shall be required whenever wind speeds exceed 15 miles-per-hour.
 - Pave, apply water three times daily, or apply non-toxic soil stabilizers on all unpaved access roads and parking and staging areas at construction sites.
 - Cover stockpiles of debris, soil, sand, and any other materials that can be windblown. Trucks transporting these materials shall be covered.
 - All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day or as often as necessary to keep them free of dust and debris associated with site construction. The use of dry power sweeping is prohibited.
 - Subsequent to clearing, grading, or excavating, exposed portions of the site shall be watered, landscaped, treated with soil stabilizers, or covered as soon as possible. Hydroseed or apply (non-toxic) soil stabilizers to inactive construction areas and previously graded areas inactive for 10 days or more.
 - Installation of sandbags or other erosion control measures to prevent silt runoff to public roadways.
 - Replanting of vegetation in disturbed areas as soon as possible after completion of construction.
 - Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to five minutes. Clear signage shall be provided for construction workers at all access points.
 - All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation.
 - Post a publicly visible sign with the telephone number and person to contact at the City of Half Moon Bay regarding dust complaints. This person shall respond and take

corrective action within 48 hours. The BAAQMD's phone number shall also be visible to ensure compliance with applicable regulations.

2. HAZARDOUS MATERIALS. Any materials deemed hazardous by the San Mateo County Department of Health that are uncovered or discovered during the course of work under this permit shall be disposed in accordance with regulations of the San Mateo County of Health. (Building)
3. COMPLIANCE WITH CBC. All structures shall be constructed in compliance with the standards of the 2016 California Codes of Regulations Title 24, including Building Code, Residential Code, Administrative Code, Mechanical Code, Plumbing Code, Electrical Code, Energy Code, Fire Code and Green Building Code to the satisfaction of the Building Official. (Building)
4. CONSTRUCTION HOURS. Construction work shall be limited to the hours of 7:00 a.m. to 6:00 p.m. Monday through Friday; 8:00 a.m. to 6:00 p.m. Saturdays; and 10:00 a.m. to 6:00 p.m. Sundays and holidays, except as expressly authorized by the City Engineer in conformance with Section 14.40.020 of the Half Moon Bay Municipal Code. (Engineering)
5. NOTICE OF DISRUPTION. The permittee shall provide written notice to affected property and business owners and a copy of such notice to the City Engineer a minimum of two business days prior to any planned disruption of pedestrian or vehicular traffic, parking, or public service facilities. (Engineering)

D. Validity and Expiration of Permits

1. EFFECTIVE DATE. This site is not located within the California Coastal Commission's Appeal Jurisdiction. Therefore, the City's decision on the project is final. This permit shall take effect after expiration of the appeal period. (Planning)
2. ACCURACY OF APPLICATION MATERIALS. The permittee shall be responsible for the completeness and accuracy of all forms and material submitted for this application. Any errors or discrepancies found therein may be grounds for the revocation or modification of this permit and/or any other City approvals. (Planning)
3. PERMIT EXPIRATION. The Coastal Development Permit (CDP) and Architectural Review shall expire one year from the completed installation of the parklet. The applicant shall either submit for an extension to the CDP and Architectural Review at least 3 months prior to the end of the one-year term or remove the parklet improvements upon expiration of the one-year term. If extension to the permit is requested, review of the pilot project performance by the Planning Commission shall take place prior to extending the time limit for the parklet project. (Planning)

- 4. LICENSE AGREEMENT. City Council approval of the license agreement shall take place before the installation of the parklet. Any violation of the license agreement shall be considered a violation of the Coastal Development Permit and Architectural Review approval.
- 5. PERMIT RUNS WITH THE LAND. The approval runs with the land and the rights and obligations thereunder, including the responsibility to comply with conditions of approval, shall be binding upon successors in interest in the real property unless or until such permits are expressly abandoned or revoked. (Planning)
- 6. HOLD HARMLESS. The permittee agrees as a condition of approval of this application to indemnify, protect, defend with counsel selected by the City, and hold harmless, the City, and any agency or instrumentality thereof, and its elected and appointed officials, officers, employees and agents, from and against an and all liabilities, claims, actions, causes of action, proceedings, suits, damages, judgments, liens, levies, costs and expenses of whatever nature, including reasonable attorney’s fees and disbursements (collectively, “Claims”) arising out of or in any way relating to the approval of this application, any actions taken by the City related to this entitlement, any review by the California Coastal Commission conducted under the California Coastal Act Public Resources Code Section 30000 et seq., or any environmental review conducted under the California Environmental Quality Act, Public Resources Code Section 210000 et seq., for this entitlement and related actions. The indemnification shall include any Claims that may be asserted by any person or entity, including the permittee, arising out of or in connection with the approval of this application, whether or not there is concurrent, passive or active negligence on the part of the City, and any agency or instrumentality thereof, and its elected and appointed officials, officers, employees and agents. The permittee’s duty to defend the City shall not apply in those instances when the permittee has asserted the Claims, although the permittee shall still have a duty to indemnify, protect and hold harmless the City. (City Attorney).

OWNER’S/PERMITTEE’S CERTIFICATION:

I have read and understand and hereby accept and agree to implement the foregoing conditions of approval of the Coastal Development Permit.

APPLICANT:

(Signature)

(Date)



Community Development Department
Jill Dever Ekas, AICP, Director

*Architectural Advisory Committee:
Request for Design Review and Recommendations*

Date: November 21, 2019

To: Architectural Advisory Committee Members

From: Scott Phillips

Subject: 522 Main Street, Parklet Pilot Project within Three Diagonal Parking Spaces
Public Right-of-Way

PROJECT DESCRIPTION:

The project involves implementation of a temporary pilot project “parklet” consisting of tables, chairs, boardwalk, barricade, and landscaping of approximately 430 square feet within three vehicle parking spaces on Main Street. The improvements are designed to be removable when needed and have been evaluated by the City Engineer to ensure proper drainage and safety.

The primary purpose of the project is to establish high quality sidewalk café space in front of an existing Downtown café/restaurant business. Sidewalk dining space is a critical component to Downtown’s vitality; however, sidewalks throughout the primary retail span of Main Street are narrow and limit options for outside seating areas. This pilot project will be evaluated to guide future approaches to expanding sidewalk space and outdoor use options. City staff also recently conducted a parking occupancy survey of Downtown and found that parking spaces are available on this block or within one-half block of the pilot location during all of the numerous peak periods evaluated. Staff will consider parking and other impacts of this pilot relative to the anticipated benefits to the Downtown pedestrian environment. This pilot may lead to future design standards, ordinances, or streetscape improvements.

REVIEW:

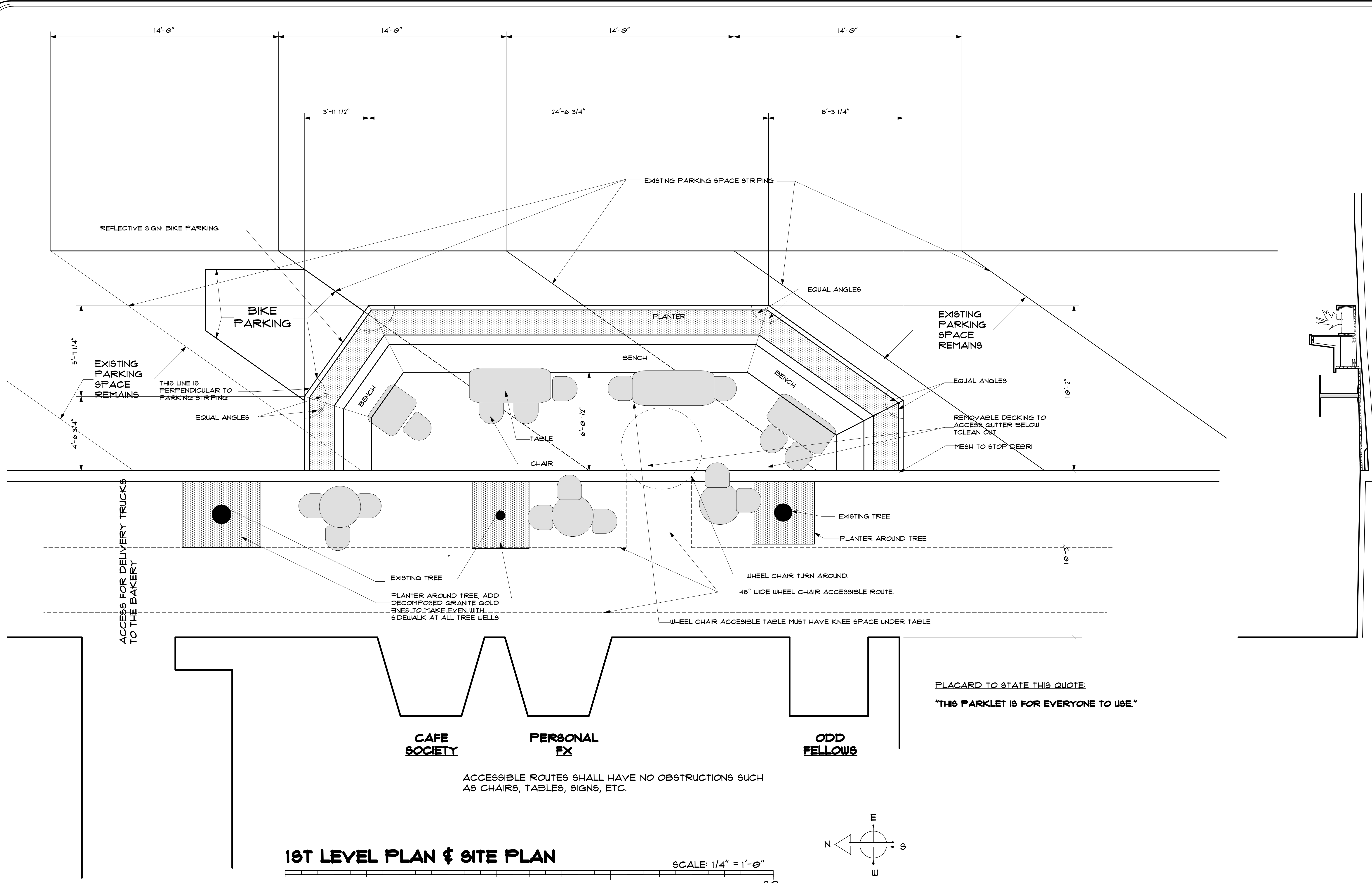
This project was developed prior to the appointment of the Architectural Advisory Committee. Staff is presenting the project to the Architectural Advisory Committee as an informational item.

NEXT STEPS:

The license agreement allowing for temporary improvements in the public right-of-way will be presented to the City Council, tentatively scheduled for one of its December sessions.

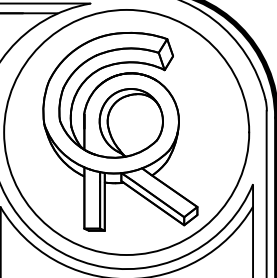
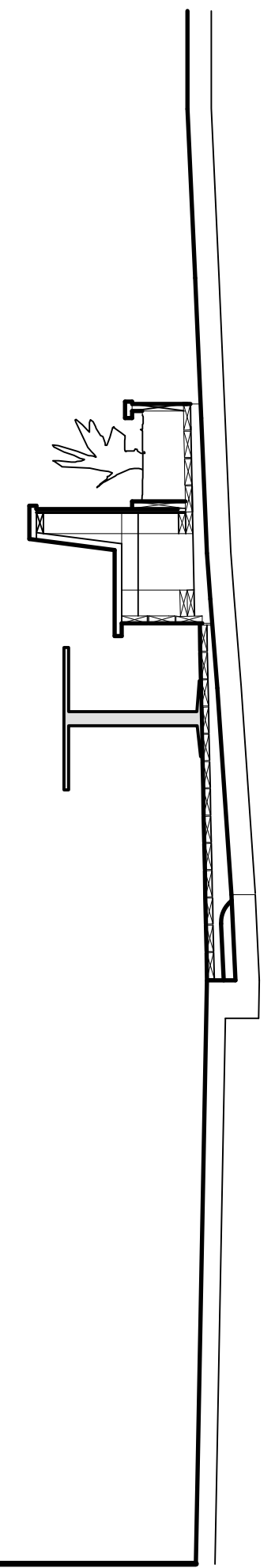
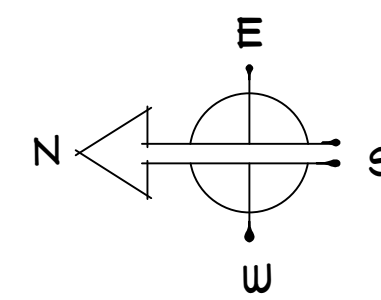
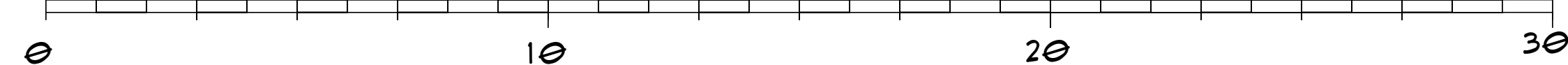
ATTACHMENTS:

1. Plan Set

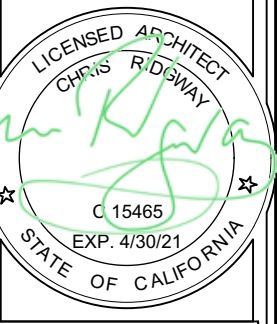


1ST LEVEL PLAN & SITE PLAN

SCALE: 1/4" = 1'-0"



CHRIS RIDGWAY ARCHITECT, INC.
610 POPLAR STREET, HALF MOON BAY, CA 94019
PH: 650.622.6301 WEB SITE: CRARCHITECT.NET
EMAIL: CRARCHITECT@COASTSIDE.NET



PARKLET FOR CAFE SOCIETY
522 MAIN STREET, HALF MOON BAY, CA

JOB # 1906
SCALE AS NOTED
DATE 10/22/19

SHEET A1

1 Aeonium Cyclopes, 2' wide 3' tall. Sun/shade. Moderate water. Yellow summer bloom. Available @ Highway 92 Succulents. 1 gallon.

2 Aeonium Mardi Gras, 1' tall and 1' wide. Rosettes of lemon yellow leaves emerald green mid-stripes that blush ruby rose. Moderate water. Full sun. Available @ Highway 92 Succulents. 1 gallon.

3 Aeonium Sunburst Flower is white, 3' tall and 2' wide. Moderate water. Full sun, partial shade. Available @ Highway 92 Succulents. 1 gallon.

Aeonium Canariense Fuzzy, 1' wide & 8" tall. Large rosette with fuzzy green leaves. Moderate water. Full sun. Available @ Highway 92 Succulents. 1 gallon.

5 Aeonium Fiesta, 1' wide & 8" tall. Four colored variegated leaves of forest green splashed with lime green, rose red, and burgundy on the outer leaves of rosette. Moderate water. Full sun. Available @ Highway 92 Succulents. 1 gallon.

6 Aeonium arboreum Atopurpureum, 3' tall. Yellow flowers in spring/summer. Moderate water. Full sun to part shade. Available @ Highway 92 Succulents. 1 gallon.

7 Aeonium Emerald Ice, 4' tall 2' wide. Rounded colony of bright green and creamy white flat rosettes. Grows to 4-5' tall and 3-4' wide. Moderate water. Full sun on coast and partial shade inland. Available @ Highway 92 Succulents. 1 gallon.

8 Echevera Pui-oliver, Moderate water. 12" wide Nd 12" tall Full sun on coast and partial shade inland. Available @ Highway 92 Succulents. 1 gallon.

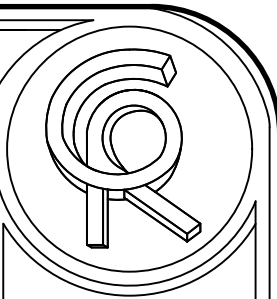
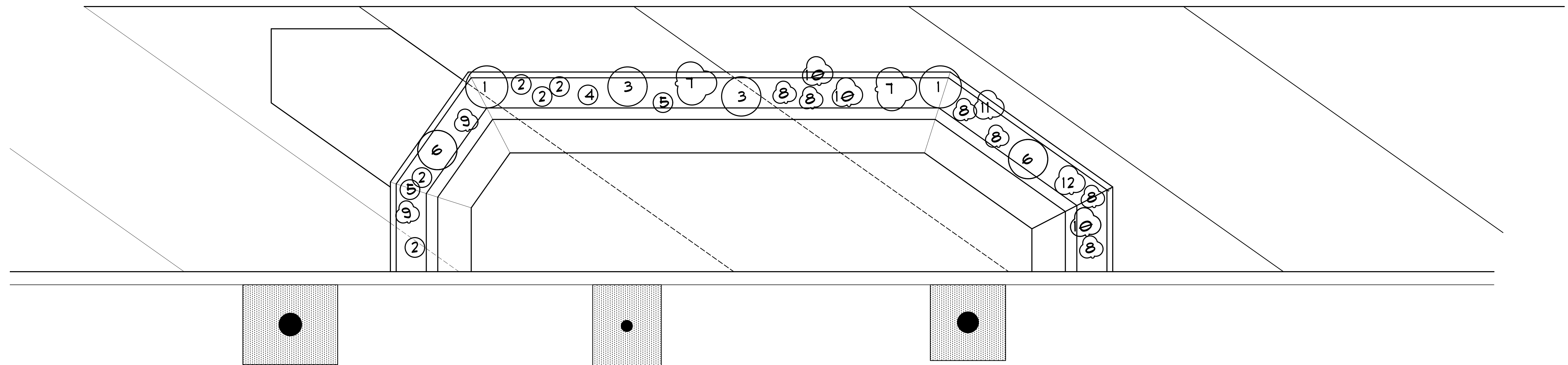
9 Sedum - Little Missy, Tiny green, cream and pink leaves with pink and white blooms. Grows to 6-8" tall. Full sun/partial shade. Moderate water. Available @ Highway 92 Succulents. 1 gallon.

10 Sedum pachyphyllum Dedos, Low creeping stems with blue green leaves, reddish tips that are fleshy and cylindrical and bend upwards. Moderate water. Full sun on coast and partial shade inland. Available @ Highway 92 Succulents. 1 gallon.

11 Sedum morganianum Burrito, Hanging. the flowers are red in springtime. Moderate water. Partial shade. Available @ Highway 92 Succulents. 1 gallon.

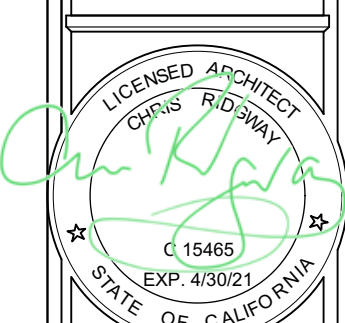
12 Sedum, repestre Angelina, 1' tall and 1-2' wide. Yellow flowers in summer. Sun or shade. Moderate water. Available @ Highway 92 Succulents. 1 gallon.

Soil in planters from Rice's Soil Farm. Use mix that is supplied to Highway 92 Succulents.



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PARKLET FOR CAFE SOCIETY
 572 MAIN STREET, HALF MOON BAY, CA

JOB #
1906
 SCALE
AS NOTED
 DATE
10/22/19

SHEET
1



ESPRESSO
BAR

CAFE

PARKLET FOR CAFE SOCIETY
CHRIS RIDGWAY ARCHITECT