

# City of Marina



City of Marina  
211 HILLCREST AVENUE  
MARINA, CA 93933  
831- 884-1278; FAX 831- 384-9148  
[www.cityofmarina.org](http://www.cityofmarina.org)

Thursday, March 13, 2025

6:00 PM Open House  
6:30 PM Regular Session

## AGENDA

### REGULAR MEETING OF THE PLANNING COMMISSION

Marina City Council Chambers  
211 Hillcrest Avenue  
Marina, CA

**Zoom Meeting URL: <https://us02web.zoom.us/j/84287578704>**

**Zoom Meeting Telephone Only Participation: 1-669-900-9128 - Webinar ID: 842 8757 8704**

## Participation

All meetings take place in the Council Chambers at 211 Hillcrest unless otherwise noticed. Additionally, members of the public may participate in the Planning Commission meeting in real-time by calling Zoom Meeting via the weblink and phone number provided at the top of this agenda. This meeting is being broadcast “live” on Access Media Productions (AMP) Community Television Cable 25 and on the City of Marina Channel and on the internet at <https://accessmediaproductions.org/>. Instructions on how to access, view and participate in remote meetings are provided by visiting the City’s home page at <https://cityofmarina.org/>. Attendees can make oral comments during the meeting by using the “Raise Your Hand” feature in the webinar or by pressing \*9 on your telephone keypad if joining by phone only. If you are unable to participate in real-time, you may email to [planning@cityofmarina.org](mailto:planning@cityofmarina.org) with the subject line “Public Comment Item# ” (insert the item number relevant to your comment) or “Public Comment – Non Agenda Item.” Comments will be reviewed and distributed before the meeting if received by 5:00 p.m. on the day of the meeting. All comments received will become part of the record. The Planning Commission will have the option to modify their action on items based on comments received.

**Persons Addressing the Legislative Body.** Any person making impertinent, slanderous, or profane remarks, or who becomes boisterous while addressing the legislative body, shall be called to order by the Presiding Officer and, if such conduct continues, may at the discretion of the Presiding Officer be barred from further audience before the legislative during that meeting, unless permission to continue be granted by a majority of the body.

**Members of the Audience.** Any person in the audience who engages in disorderly conduct such as hand clapping, stamping of feet, whistling, using profane language, yelling, and similar demonstrations, which conduct disturbs the peace and good order of the meeting, or who refuses to comply with the lawful orders of the Presiding Officer, shall be guilty of an infraction, and upon instructions from the Presiding Officer, it shall be the duty of the Sergeant at Arms or Peace Officer to remove any such person from the room and to place him under arrest or otherwise cause him to be prosecuted under the law.

## Agenda Materials

Agenda materials, staff reports and background information related to regular agenda items are available on the City of Marina’s website [www.cityofmarina.org](http://www.cityofmarina.org). Materials related to an item on this agenda submitted to the

Planning Commission after distribution of the agenda packet will be made available on the City of Marina website [www.cityofmarina.org](http://www.cityofmarina.org) subject to City staff's ability to post the documents before the meeting.

### **Vision Statement**

Marina will grow and mature from a small-town bedroom community to a small city which is diversified, vibrant and through positive relationships with regional agencies, self-sufficient. The city will develop in a way that insulates it from the negative impacts of urban sprawl to become a desirable residential and business community in a natural setting. **(Resolution No. 2006-112 – May 2, 2006)**

### **Mission Statement**

The Planning Commission as an appointed body of the City Council will provide the leadership in protecting Marina's natural setting while developing the City on a way that provides a balance of housing, jobs and business opportunities that will result in a community characterized by a desirable quality of life, including recreation and cultural opportunities, a safe environment and an economic viability that supports a high level of municipal services and infrastructure. **(Resolution No. 2006-112 – May 2, 2006)**

### **Land Acknowledgement**

The City recognizes that it was founded and is built upon the traditional homelands and villages first inhabited by the Indigenous Peoples of this region - the Esselen and Ohlone/Costanoan, their ancestors, and allies - and honors these members of the community, both past and present

1. **6:00-6:30 P.M. Community Development Block Grant Open House**  
County of Monterey Housing staff will provide CDBG information to the Planning Commission and public in a open house setting.
2. **6:30 P.M. Call to Order**
3. **Roll Call & Establishment of Quorum**  
County of Monterey Housing staff will provide CDBG information to the Planning Commission and public in a open house setting.
4. **Moment of Silence & Pledge of Allegiance**
5. **Special Announcements and Communications from the Floor**  
*Announcements of special events or meetings of interest as information to the Board and Public. At this time any person may comment on any item which is not on the agenda. Please state your name and address for the record. Action will not be taken on an item that is not on the agenda. If it requires action, it will be referred to staff and/or placed on the next agenda. Planning Commission members or City staff may briefly respond to statements made or questions posed as permitted by Government Code Section 54954.2. In order that all interested parties have an opportunity to speak, please limit comments to a maximum of Three (3) minutes. Any member of the public may comment on any matter listed on this agenda at the time the matter is being considered by the Planning Commission.*
6. **Ex Parte Communications for Quasi-Judicial Matters**  
*On quasi-judicial matters, Planning Commissioners shall verbally disclose off the record contacts relating to the item, after the item is called and before Commission consideration of the matter. Disclosure shall include the identity of an individual(s) with whom the Commissioner had contact, and the nature of the contact. Written ex parte communications must be forwarded to the Community Development so they can be provided to the entire Commission and to the public.*

7. **Consent Agenda**

*Background information has been provided to the Planning Commission on all matters listed under the Consent Agenda, and these items are considered to be routine. All items under the Consent Agenda are normally approved by one motion. Prior to such a motion being made, any member of the public or the Planning Commission may ask a question or make a comment about an agenda item and staff will provide a response. If discussion or a lengthy explanation is required, that item will be removed from the Consent Agenda and placed at the end of Other Action Items.*

A. **Approval of Minutes**

Planning Commission to approve January 23, Meeting Action Minutes. Not a project under CEQA per Article 20 Section 15378 and under General Rule Article 5 Section 15061.

8. **Public Hearings**

*Time will be set aside during the Public Hearing to receive oral comments on all items listed as Public Hearings. Staff will present the project brought forth for Planning Commission consideration and possible action and answer questions from the Planning Commissioners. The applicant will then have the opportunity to raise any issues. The public will then be invited to approach the podium to provide up to three (3) minutes of public testimony.*

None

9. **Informational Items**

A. **Community Development Block Grant (CDBG) Presentation**

CDBG Presentation to the Planning Commission to solicit input from the commission on how said funds should be spent by the City of Marina. Not a project under CEQA per Article 20 Section 15378 and under General Rule Article 5 Section 15061.

10. **Staff & Major Projects Update**

11. **Correspondence**

12. **Adjournment**

**CERTIFICATION:**

I, Shane Doughty, Planning Intern for the City of Marina, do hereby certify that a copy of the foregoing agenda was posted at Marina City Council Chambers bulletin board, 211 Hillcrest Avenue; City Kiosk at the corner of Del Monte Boulevard and Reservation Road; and Monterey County Free Library Marina Branch at 190 Seaside Circle on or before 5:00 p.m. Friday March 7, 2025.

Signature: \_\_\_\_\_

Date Posted: \_\_\_\_\_

**PLANNING COMMISSION NOTES:**

All meetings are open to the public. The City of Marina does not discriminate against persons with disabilities. Council Chambers are wheelchair accessible. Meetings are broadcast on cable channel 25 and recordings of meetings can be provided upon request. To request assistive listening devices, sign language interpreters, readers, large print agendas or other accommodations, please call (831) 884-1220 or e-mail: [planning@cityofmarina.org](mailto:planning@cityofmarina.org). Requests must be made at least **48 hours** in advance of the meeting.



Thursday, January 23, 2025

6:00 PM Reception  
6:30 PM Regular Session

**DRAFT MINUTES**  
**REGULAR MEETING OF THE PLANNING COMMISSION**

1. **6:00-6:30 P.M. Open Reception to Recognize the Tree Committee**  
*Chair Glenn Woodson recognized the Tree Committee members for their service followed with an open reception.*
2. **Call to Order:** 6:31 P.M.
3. **Roll Call & Establishment of Quorum**  
Present: Woodson, Jacobsen, St. John, Cheng, Baron, Rana  
Absent: Walton
4. **Moment of Silence & Pledge of Allegiance**
5. **Special Announcements and Communications from the Floor**
6. **Ex Parte Communications for Quasi-Judicial Matters**
7. **Consent Agenda**
  - A. **Approval of Minutes**  
*St. John made a motion (2<sup>nd</sup>: Baron) to approve the minutes from December 12, 2024, as written. On a 6-0 vote the motion was approved (6-0-0-1).*  
  
Ayes (6): Woodson, Rana, St. John, Jacobsen, Walton, Cheng, Baron  
Noes (0): None  
Recuse (0): None  
Absent (1): Walton
8. **Public Hearings**
  - A. **Recommendation to the City Council for the Tree Committee Appointment**  
*Jacobsen made a motion (2<sup>nd</sup>: Baron) to adopt PC Resolution No. 2025-03, recommending that the City Council appoint four (4) community members to the Tree Committee for two years terms from the date of the City Council action and find that this action is exempt from Environmental Review Per § 15378 of the CEQA Guidelines. On a 6-0 vote the motion was approved (6-0-0-1).*

*Ayes (6): Woodson, Rana, St. John, Jacobsen, Walton, Cheng, Baron*  
*Noes (0): None*  
*Recuse (0): None*  
*Absent (1): Walton*

**B. Appoint a Planning Commissioner and an Alternate to the Tree Committee**

*Woodson made a motion (2<sup>nd</sup>: Jacobsen) to appoint Richard St. John primary to retain his role as the and Paul Cheng to retain his role as the alternate Planning Commissioner to the Tree Committee. On a 6-0 vote the motion was approved (6-0-0-1).*

*Ayes (6): Woodson, Rana, St. John, Jacobsen, Walton, Cheng, Baron*  
*Noes (0): None*  
*Recuse (0): None*  
*Absent (1): Walton*

**C. 3298 Del Monte Blvd Extension Request**

*Rana made a motion (2<sup>nd</sup>: Cheng) to adopt Planning Commission Resolution 2025-01 approving a one (1) year extension for the SeaPointe Apartments at 3298 Del Monte Blvd (APN 032-031-001 & -003) and find that the project is CEQA exempt under Section 15061(b)(3) Common Sense Exemption. On a 6-0 vote the motion was approved (6-0-0-1).*

*Ayes (6): Woodson, Rana, St. John, Jacobsen, Walton, Cheng, Baron*  
*Noes (0): None*  
*Recuse (0): None*  
*Absent (1): Walton*

**D. Proposed Changes to the Municipal Code - Extension, Appeal, Staff Transparency**

*Baron made a motion (2<sup>nd</sup>: St. John) to adopt PC Resolution 2025-02 recommending that the City Council adopt the proposed amendments to Title 17, Article 6, by adding new Sections 17.59 and 17.69, and amending Sections 17.56, 17.58, 17.60, and 17.70 of the Marina Municipal Code pertaining to the Administration of this Title and to make a minor change to Section 17.59.020 replacing 'higher hearing authority' with 'Planning Commission.' This action is exempt from environmental review pursuant to Section 15061(B)(3) of the CEQA Guidelines. On a 6-0 vote the motion was approved (6-0-0-1).*

*Ayes (6): Woodson, Rana, St. John, Jacobsen, Walton, Cheng, Baron*  
*Noes (0): None*  
*Recuse (0): None*  
*Absent (1): Walton*

**9. Informational Items**

**A. Permit Streamlining Act Legal Training**

*The Planning Commission received an informational on the Permit Streamlining Act.*

**10. Staff & Major Projects Update**

11. **Correspondence**
12. **Adjournment:** 8:43 PM

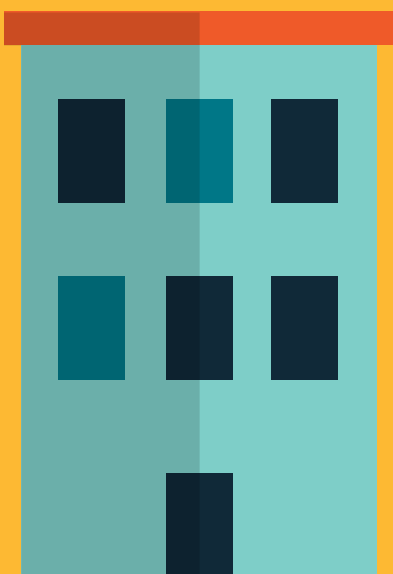
# HELP SHAPE MARINA'S FUTURE!

THE CITY OF MARINA HAS RECEIVED \$600,000 IN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING TO SUPPORT PROGRAMS AND PROJECTS FOR LOW- AND MODERATE-INCOME RESIDENTS. WE WANT YOUR INPUT ON HOW TO SPEND IT!



## TAKE OUR QUICK ONLINE SURVEY!

- ✓ TELL US WHAT MATTERS MOST
- ✓ IT ONLY TAKES 3 MINUTES
- ✓ MAKE AN IMPACT
- ✓ FUNDS ARE LIMITED



## SCAN THE QR CODE:



TAKE THE SURVEY TODAY AND HELP SHAPE THE FUTURE OF MARINA!  
SCAN THE QR CODE OR VISIT:

[HTTPS://WWW.SURVEYMONKEY.COM/R/MHV7VTY](https://www.surveymonkey.com/r/MHV7VTY) TO PARTICIPATE.

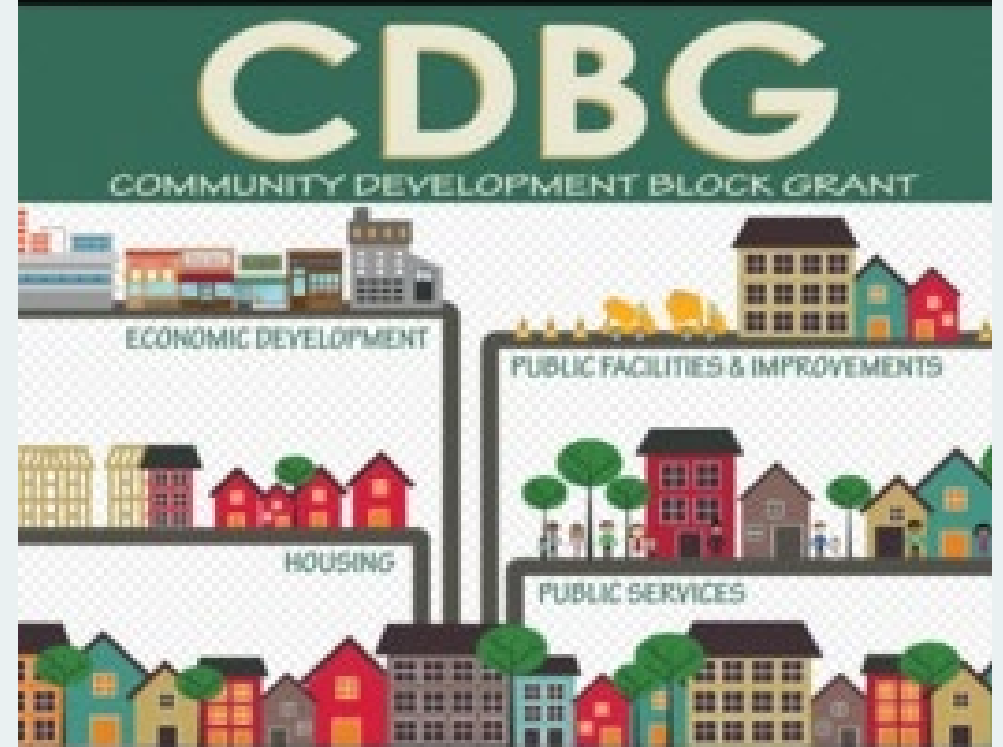
# Urban County Community Development Block Grant Funding

# Agenda

- What is the “Urban County”
- Consolidated Plan
- Annual Plan
- Final tips & takeaways



# Community Development Block Grants





# Process

Joint Powers Agreements  
Consolidated Plans  
Notices of Funding Availability  
Annual Action Plans  
Consolidated Annual Performance & Evaluation Reports



# CDBG Basics

- Must meet at least one National Objective:
  - Benefitting low- and moderate-income persons or households
  - Preventing or eliminating slums or blight
  - Meeting urgent needs
- Meeting Low-Mod Benefit
  - Area Benefit
  - Limited Clientele
  - Housing
  - Jobs

# CDBG Limited Clientele

- Abused Children
- Elderly Persons (62 and older)
- Battered Spouses
- Homeless Persons
- Adults meeting Census definition of severely disabled
- Illiterate Adults
- Persons Living with AIDS
- Migrant Farmworkers

# Available Funding

|            | 2023 HUD<br>Estimated<br>Grant | 3-Year<br>Estimated<br>Grant |
|------------|--------------------------------|------------------------------|
| County     | \$886,360                      | \$2,659,080                  |
| Gonzales   | \$80,030                       | \$240,090                    |
| Greenfield | \$249,481                      | \$748,443                    |
| Marina     | \$206,357                      | \$619,071                    |
| Sand City  | \$4,162                        | \$12,486                     |
| Total      | \$1,426,390                    | \$4,279,170                  |

| Program Area           | 3-Year<br>Estimate |
|------------------------|--------------------|
| General Administration | \$855,834          |
| Public Services        | \$641,876          |
| "Physical" Projects    |                    |
| County                 | \$1,531,824        |
| Gonzales               | \$175,566          |
| Greenfield             | \$547,299          |
| Marina                 | \$452,696          |
| Sand City              | \$74,075           |
| Total                  | \$4,279,170        |

# What has CDBG Funded Locally

## Affordable Housing, Community Facilities & Infrastructure

- ADA Improvements
- Bus Shelters
- Childcare Center HVAC & Roof Replacement
- Curb Cuts, Curbs, Gutters, & Sidewalks
- Fire Stations/Engines
- Medical Facilities
- Residential Rehabilitation
- Permanent & Transitional Supportive Housing
- Parks & Playgrounds
- Sewer & Water System Improvements
- Streetlighting

## Public Services

- Children & Youth Sports Programs
- Food Banks
- Home Delivered Meals for Seniors
- Homeless Outreach & Shelter Vouchers
- Legal Services for Seniors
- Substance Abuse Services
- Youth Leadership Development

## Fair Housing & Tenant/Landlord Services

# What CDBG Cannot Fund

- Buildings for General Government – City Hall
- Construction of New Housing
- Projects that do not primarily benefit low-moderate income individuals or households



# Next Steps

- City Identifies Possible Projects
  - Capital Improvement Program?
  - Other ideas/unmet needs?
- Work with County to Verify Project Eligibility & Funding Cycle

# Thank you

Dawn Yonemitsu

831.755-5387

YonemitsuD@CountyofMonterey.gov

Darby Marshall

831.755-5391

MarshallD@CountyofMonterey.gov

[https://www.hud.gov/program\\_offices/comm\\_planning/cdbg](https://www.hud.gov/program_offices/comm_planning/cdbg)



March 06, 2025

Planning Commission  
City of Marina  
211 Hillcrest Avenue  
Marina, CA 93933

**RE: Item 9A—Community Development Block Grant (CDBG) Presentation**

Dear Planning Commission,

The Monterey-Salinas Transit District (MST) provides transit service throughout Monterey County, including a robust network within the City of Marina. MST commends the City's outreach efforts to ensure that CDBG funds are allocated effectively and equitably, ultimately enhancing the quality of life for residents. MST is writing to submit the following comments regarding Item 9A on Community Development Block Grant (CDBG) Presentation:

**MST Existing Services**

MST currently serves over 100 bus stops in Marina, providing frequent service with Lines 17, 18, 20, 25, and 61. These lines connect residents to the Marina Transit Exchange (MTX), Salinas Transit Center (STC), Sand City Station, and Monterey Transit Plaza, where passengers can transfer and make connections to other MST lines in neighboring cities. Transit provides a vital service in helping low-income Marina residents access employment, education, and medical services.

**Allocate CDBG Funds for ADA Upgrades at MST Stops**

With over 86% of MST passengers walking, biking, or using scooters to access buses, it is crucial that all transit riders, regardless of age or ability, have access to safe and accessible bus stop facilities. Many bus stops pre-date the Americans with Disabilities Act (ADA) and do not meet current ADA standards. As funding opportunities arise, MST is committed to upgrading these bus stops to meet ADA standards for improved access. Thus, MST submitted a CDBG Urban County grant for FY 25-26 with Monterey County for improvements to Bus Stop ID: 7110, Del Monte Blvd / Reservation Rd. Bringing Bus Stop ID: 7110 into full ADA compliance supports the commission's efforts to foster a more inclusive and responsive approach to resource distribution. There are many other bus stops in Marina that need upgrades. **MST strongly encourages the City of Marina to apply its \$600K in CDBG funds to all**

*Advocating and delivering quality public transportation as a leader within our community and industry.*

**Transit District Members** Monterey County • Carmel-by-the-Sea • Del Rey Oaks • Gonzales • Greenfield • King City • Marina • Monterey  
Pacific Grove • Salinas • Sand City • Seaside • Soledad **Administrative Offices** 19 Upper Ragsdale Drive, Suite 200 Monterey, CA 93940

PH 1-888-MST-BUS1 (1-888-678-2871) • FAX (831) 899-3954 • WEB [mst.org](http://mst.org)

**other MST bus stops within the city boundaries that currently do not meet ADA standards.** MST staff is available to work with City of Marina staff to identify these locations for CDBG funding.

**MST's Designing for Transit Guidelines (2020)**

Bus stop layouts and designs are evaluated using MST's **Designing for Transit Guidelines (2020)**<sup>1</sup>, and all bus stops should adhere to these guidelines to ensure compliance with ADA standards.

*Table 1: Bus Stop Features and Amenities Requirements* in MST's Designing for Transit Guidelines outlines the detailed ADA requirements for bus stops.

As Marina moves forward with spending the \$600,000 in CDBG funds, we ask that the City of Marina collaborates with MST to address shared challenges and maximize the impact of CDBG funds. If you have any questions about the above comments, please do not hesitate to contact Emma Patel, Planning Manager, at [epatel@mst.org](mailto:epatel@mst.org) or 831-264-9288.

Sincerely,

A handwritten signature in black ink, appearing to read "Michelle Overmeyer", with a stylized flourish at the end.

Michelle Overmeyer  
Director of Planning & Innovation

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<sup>1</sup> MST Designing for Transit Guidelines (2020). <https://mst.org/wp-content/media/DesigningForTransit-2020-Edition.pdf>